

AGENDA
BOARD OF CITY COMMISSIONERS
January 5, 2015 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

1. Consider approval of Agenda:
2. Consider approval of Consent Agenda:
 - a. Acknowledge staff will proceed in the instant meeting with the opening and consideration of bids as set forth in Agenda Item No. 8.
 - b. Minutes from the December 15, 2014 regular meeting
 - c. Acknowledge the following reports:
 - License Payment Report for November 2014
 - Project Payment Report for November 2014
3. Commissioners Comments
4. Citizens Participation

(A three minute limit per person)
(A twelve minute limit per topic)
5. Presentation of Citation of Appreciation to City Manager Brian McDougal.
6. Discussion, consideration and possible action on Timothy Thomas' appeal of an Administrative Order requiring the demolition of the residential structure located at 645 N Broadway.
(Deferred from December 15, 2014 City Commission Meeting.)
7. Consider a resolution of support indicating favorable consideration for a tax credit award to Zimmerman Properties, LLC to construct a new 48-unit Senior multi-family housing development known as Shawnee Estates approximately ¼ mile East of N. Harrison on Transportation Parkway.
8. Consider a resolution of support indicating favorable consideration for a tax credit award to Zimmerman Properties, LLC to construct a new 60-unit Family multi-family housing development known as Shawnee Park Apartments approximately ¼ mile East of N. Harrison on Transportation Parkway.

9. Consider Bids:
 - a. Proposals for Snow and Ice Removal Assistance (Award)
 - b. Proposals for City Manager Executive Search Firm CM-001-2015 (Open)
 - c. Shawnee Pool Parking Project COS-PW-14-01 (Open)
10. New Business
(Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)
11. Consider an Executive Session to discuss potential claims, litigation or other options regarding Case No. CV-2014-6, Pottawatomie County, City of Shawnee v. International Union of Police Associations, Local No. 3 and Jon Arnett, as authorized by 25 O.S. §307(B)(4).
12. Consider matters discussed in Executive Session regarding potential claims, litigation or other options regarding Case No. CV-2014-6, Pottawatomie County, City of Shawnee v. International Union of Police Associations, Local No. 3 and Jon Arnett, as authorized by 25 O.S. §307(B)(4).
13. Adjournment

Respectfully submitted

Phyllis Loftis, CMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made. (ADA 28 CFR/36)

Regular Board of Commissioners

2. b.

Meeting Date: 01/05/2015

CC Minutes 12-15-2014

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the December 15, 2014 regular meeting

Attachments

CC Minutes 12-15-2014

BOARD OF CITY COMMISSIONERS PROCEEDINGS
DECEMBER 15, 2014 AT 6:30 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, 9th and Broadway, Shawnee, Oklahoma, Monday, December 15, 2014 at 6:30 p.m., pursuant to notice duly posted as prescribed by law. Mayor Mainord presided and called the meeting to order. Upon roll call, the following members were in attendance.

Wes Mainord
Mayor

Gary Vogel
Commissioner Ward 1

Linda Agee
Commissioner Ward 2

James Harrod
Commissioner Ward 3-Vice Mayor

Absent
Commissioner Ward 4

Lesa Shaw
Commissioner Ward 5

Micheal Dykstra
Commissioner Ward 6

ABSENT: Keith Hall

INVOCATION

Rev. Ray Belford
First Christian Church

FLAG SALUTE

Led by Commissioner Shaw

AGENDA ITEM NO. 1:

Consider approval of Agenda.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Agee, to approve the Agenda. Motion carried 6-0.

AYE: Harrod, Agee, Mainord, Shaw, Dykstra, Vogel

NAY: None

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Minutes from the December 1, 2014 regular meeting and December 8, 2014 special call meeting

- b. Acknowledge the following minutes:
 - Shawnee Civic and Cultural Development Authority minutes from October 16, 2014 and special call meeting October 31, 2014
- c. Acknowledge Oklahoma Municipal Retirement Fund normal retirement for Michael Wolf.
- d. Acknowledge Oklahoma Municipal Retirement Fund normal retirement for Donna Mayo.
- e. Approve staff to purchase replacement fire engine
- f. Approve the following people on the City Manager Search Committee: Joe Ford, Chuck Skillings, Randy Smith, Kristen Wilson, John Krywicki, Mayor Wes Mainord, Vice Mayor James Harrod and Commissioner Linda Agee.
- g. Authorize Contract extension with G&G Services for cutting and mowing of rank weeds and clean up of trash and/or debris
- h. Budget Amendment – Capital Fund 301
To transfer money to library to address air conditioning and bathroom issues
- i. Authorize renewal of Contract with A.T.& T. for telephone services.

Commissioner Agee asked that Agenda Item No. 2(e) be pulled for separate consideration.

Commissioner Shaw asked that Agenda Item No. 2(f) be pulled for separate consideration.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Shaw, to approve the Consent Agenda Item Nos. 2(a-i), less items 2(e-f). Motion carried 6-0.

AYE: Harrod, Shaw, Dykstra, Vogel, Agee, Mainord

NAY: None

Regarding Agenda Item No. 2(e), Commissioner Agee asked what would happen to the 1989 fire truck that was being replaced. Interim Fire Chief Dru Tischer said that it would be surplused or used as a trade in.

Regarding Agenda Item No. 2(f), Commissioner Shaw requested that she be considered as a member of the City Manager search committee. She said she has experience in public administration and would like to be part of the selection process. After a discussion of the matter, it was determined that another Commissioner could not be added without being in violation of the Open Meeting Act. Neither the Mayor Mainord nor the Vice Mayor Harrod agreed to step down, however the Vice-Mayor advised her that the search committee will keep all Commissioners informed during the selection process.

A motion was made by Commissioner Dykstra, seconded by Vice Mayor Harrod, to approve Consent Agenda Item Nos. 2(e-f). Motion carried 5-1.

AYE: Dykstra, Harrod, Mainord, Vogel, Agee

NAY: Shaw

AGENDA ITEM NO. 3: Commissioners Comments

Commissioner Shaw spoke regarding an ordinance being considered on this agenda regarding citizen comments at City Commission meetings. She spoke in favor of the ordinance stating that citizens should be allowed to participate in the meetings.

Commissioner Agee spoke of the substantial repairs needed at Santa Fe Depot. She noted that it is a tourist attraction for Shawnee and she feels that a lot of tourists would be surprised at the state of the building.

AGENDA ITEM NO. 4: Citizens Participation
(A three minute limit per person)
(A twelve minute limit per topic)

There was no Citizens Participation.

AGENDA ITEM NO. 5 City Manager's Presentation of Oklahoma Municipal League certificate to Mason Wilson for 25 years of service with the City of Shawnee.

Mason Wilson was present to accept the Oklahoma Municipal League Certificate for 25 years of service with the City of Shawnee presented by the Mayor.

AGENDA ITEM NO. 6

Presentation by City Manager to Employee of the Month, Justin Beaver, Emergency Management.

Justin Beaver was present to accept the Employee of the Month Certificate presented by City Manager Brian McDougal.

AGENDA ITEM NO. 7:

Discussion, consideration and possible action on Timothy Thomas' appeal of an Administrative Order requiring the demolition of the residential structure located at 645 N Broadway.

Staff requested that the matter be deferred until the January 5, 2015 City Commission meeting.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Dykstra, to defer the matter until the January 5, 2015 City Commission meeting. Motion carried 6-0.

AYE: Harrod, Dykstra, Vogel, Agee, Mainord, Shaw

NAY: None

AGENDA ITEM NO. 8:

Consider a resolution of support indicating favorable consideration for a tax credit award to BP Union Affordable Housing Partners LP for the following project: (1) Conversion and historic rehabilitation of the former ACH Hospital building (14 E. 9th Street) into six housing units; and (2) Construction of 24 single-family detached units in the 3500 Block (approximate) of N. Union Street.

Resolution No. 6487 was introduced.

A RESOLUTION SUPPORTING THE CONSTRUCTION OF TWENTY-FOUR (24) NEW UNITS AND/OR ACQUIRE/SUBSTANTIALLY REHABILITATE SIX (6) UNITS FOR A TOTAL OF 30 UNITS OF A HOUSING DEVELOPMENT BY BP UNION AFFORDABLE HOUSING PARTNERS LP LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, OKLAHOMA; AND SUPPORTING FAVORABLE CONSIDERATION BE GIVEN FOR TAX CREDIT AWARD FOR THIS DEVELOPMENT.

Community Development Director Justin Erickson gave the staff report. Applicant Mike Little was present and addressed the Commission and answered questions regarding this project.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Agee, to approve a resolution of support indicating favorable consideration for a tax credit award to BP Union Affordable Housing Partners LP for the following project: (1) Conversion and historic rehabilitation of the former ACH Hospital building (14 E. 9th Street) into six housing units; and (2) Construction of 24 single-family detached units in the 3500 Block (approximate) of N. Union Street. Motion carried 6-0.

AYE: Harrod, Agee, Mainord, Shaw, Dykstra, Vogel

NAY: None

AGENDA ITEM NO. 9:

Discussion, consideration and possible action on approving a new ordinance regarding citizen participation in City Commission meetings.

After discussion among the Commission, a motion was made by Commissioner Shaw, seconded by Commissioner Dykstra, to discuss the matter further at the City Commission retreat in January 2015. Motion carried 6-0.

AYE: Shaw, Dykstra, Vogel, Agee, Harrod, Mainord

NAY: None

AGENDA ITEM NO. 10:

Acknowledge Sales Tax Report received December 2014.

Cynthia Sementelli, Finance Director, reported that December sales tax collected this month was \$1,441,774.00. Compared to last year's it is up \$126,749.00 or 9.64%. In November 2013, the City received a one-time

contribution of \$100,000.00 that was in error. The Oklahoma Tax Commission took back about \$90,000.00 in December 2013. In reality sales tax was up \$36,000.00. Compared to 2012, it is up \$92,000.00.

AGENDA ITEM NO. 11:

City Manager's Report.

City Manager Brian McDougal reported on the following:

1. The branding of the City will be brought back to the Commission within 30 days.
2. The GIS employee resigned today and staff was considering options regarding filling this position.
3. City staff is looking into the possibility of a contract with the Town of McLoud to perform maintenance on their vehicles.
4. The Heart of Oklahoma Exposition Center (Expo) is looking at ways to remain competitive. A facility planning company will be speaking with the Expo board.
5. Staff at the Animal Shelter will be moving toward euthanasia injections on animals and enlarging their pen sizes. This will allow them to house the animals longer.
6. Visit Shawnee, Inc. – They are currently working on a contract. The Executive Committee, Mayor, City Manager and City Attorney are to meet and it should be up and running in January.
7. The recent surplus auction netted the City over \$60,000.00.

Commissioner Shaw asked Mr. McDougal for the job description for the Aquatics Manager position.

Commissioner Dykstra informed staff that he had spoken with Linda Capps of the Citizen Potawatomi Nation regarding Optimist Park at 34th & Market streets in Shawnee. He stated that a joint project might be possible with the tribe buying new park equipment with the City of Shawnee providing installation.

Commissioner Dykstra asked how many 'head hunting' firms had been contacted regarding the city manager search. He was informed that Request for Proposals had been sent to six firms.

AGENDA ITEM NO. 12:

Consider Bids/Proposals:

a. Proposals for Snow and Ice Removal Assistance (Open)

			Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost per hour to Pre-Position in City's Public Works Service Center Prior to Storm
	Equipment and Operators	Number of Operator and Equipment Units Available	8am to 5 pm Monday through Friday	5pm to 8am Monday through Friday	Saturdays And Sundays	Holidays	
Vendor	Truck with 8 foot snow plow salt spreader, and Operator						
Haskell Lemon Construction Company Oklahoma City, OK		0	No Quote	No Quote	No Quote	No Quote	No Quote
Silver Star Construction Company Moore, OK		5 Possible	\$ 144 When Available	\$161 When Available	\$178 When Available	\$200 When Available	No Quote

			Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost per hour to Pre-Position in City's Public Works Service Center Prior to Storm
	Equipment and Operators	Number of Operator and Equipment Units Available	8am to 5 pm Monday through Friday	5pm to 8am Monday through Friday	Saturdays And Sundays	Holidays	
Vendor	Road Grader						
Haskell Lemon Construction Company Oklahoma City, OK		2	\$300	\$400	\$400	\$500	\$150
Silver Star Construction Company Moore, OK		10 Possible	\$146.50 When Available	\$168.00 When Available	\$190.00 When Available	\$200.00 When Available	\$300 Per Unit When Available

			Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost per hour to Pre-Position in City's Public Works Service Center Prior to Storm
	Equipment and Operators	Number of Operator and Equipment Units Available	8am to 5 pm Monday through Friday	5pm to 8am Monday through Friday	Saturdays And Sundays	Holidays	
Vendor	Front End Loader						
Haskell Lemon Construction Company Oklahoma City, OK		2	\$300	\$400	\$400	\$500	\$150
Silver Star Construction Company Moore, OK		6 Possible	\$107 When Available	\$120 When Available	\$133 When Available	\$145 When Available	\$300 per unit When Available

Emergency Management Director Don Lynch read the proposals into the record and requested that the bid award be deferred to the next meeting to allow staff to review.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Dykstra, to defer the bid award to the January 5, 2015 City Commission meeting. Motion carried 6-0.

AYE: Harrod, Dykstra, Vogel, Agee, Mainord, Shaw
NAY: None

AGENDA ITEM NO. 13:

New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR TO CONVENE SHAWNEE AIRPORT AUTHORITY AND SHAWNEE MUNICIPAL AUTHORITY (7:38 p.m.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE CHAIR (8:05 p.m.)

AGENDA ITEM NO. 14:

Discussion, consideration and possible action to enter into executive session for the purpose of finalizing a contract with Justin Erickson for performance of duties as Interim City Manager pursuant to 25 O.S. §307(B)1 “Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee”.

A motion was made by Commissioner Dykstra, seconded by Vice Mayor Harrod, to enter into Executive Session for the purpose of finalizing a contract with Justin Erickson for performance of duties as Interim City Manager pursuant to 25 O.S. §307(B)1 “Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee”. Motion carried 6-0.

AYE: Dykstra, Harrod, Mainord, Shaw, Vogel, Agee

NAY: None

AGENDA ITEM NO. 15:

Discussion, consideration and possible action to go into Executive Session for discussion in accordance with 25 O.S. §307B(3), purchase or appraisal of real property.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Shaw, to enter into Executive Session for discussion in accordance with 25 O.S. §307B(3), purchase or appraisal of real property. Motion carried 6-0.

AYE: Harrod, Shaw, Dykstra, Vogel, Agee, Mainord

NAY: None

COMMISSIONERS/TRUSTEES ENTERED INTO EXECUTIVE SESSION AT 8:07 P.M. WITH ALL MEMBERS PRESENT.

COMMISSIONERS/TRUSTEES RECONVENED FROM EXECUTIVE SESSION AT 8:35 P.M. WITH ALL MEMBERS PRESENT.

AGENDA ITEM NO. 16:

Consideration and possible action on matters discussed in executive session for the purpose of finalizing a contract with Justin Erickson for performance of duties as Interim City Manager pursuant to 25 O.S. §307(B)1 “Discussing the employment, hiring, appointment, demotion, disciplining or resignation of any individual salaried public officer or employee”.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Vogel, to approve the contract as negotiated by the City Attorney with Interim City Manager Justin Erickson. Motion carried 6-0.

AYE: Harrod, Vogel, Agee, Mainord, Shaw, Dykstra

NAY: None

AGENDA ITEM NO. 17:

Consider matters discussed in Executive Session in accordance with 25 O.S. §307B(3), purchase or appraisal of real property.

A motion was made by Commissioner Dykstra, seconded by Vice Mayor Harrod, to authorize staff to spend up to \$1,500.00 to investigate additional real property for City use. Motion carried 6-0.

AYE: Dykstra, Harrod, Mainord, Shaw, Vogel, Agee
NAY: None

AGENDA ITEM NO. 18: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:38 p.m.)

WES MAINORD, MAYOR

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

Regular Board of Commissioners

2. c.

Meeting Date: 01/05/2015

Acknowledge Rpts

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledge the following reports:

- License Payment Report for November 2014
 - Project Payment Report for November 2014
-

Attachments

License Rpt 11-2014

Project Payment Rpt 11-2014

** FEE CODE TOTALS **

FEE CODE	DESCRIPTION		FEE	PAYMENT DISTRIBUTION			TOTAL PAI
				PENALTY	TAX	INTEREST	
ALARM	BURGLAR/FIRE ALARM LICENSE	4	100.00CR				100.00
ALARMRENEW	BURGLAR/FIRE ALARM RENEW	9	135.00CR				135.00
ELEC1	ELECTRICAL CONTRACTOR INITIAL	2	200.00CR				200.00
ELEC2	ELECTRICAL CONTRACTOR RENEW	8	600.00CR				600.00
HUNT1	DOVES/QUAIL/SQUIIREL/RABBIT	1	8.00CR				8.00
HUNT2	MIGRATORY FOWL	2	16.00CR				16.00
IMERC	ITINERANT MERCHANT FEE	1	50.00CR				50.00
LAKEINSP	LAKE LEASE INSPECTION	1	75.00CR				75.00
LAKELEASE	LAKE LEASE	5	3,245.00CR				3,245.00
MECH1	MECHANICAL CONTRACTOR INTIAL	3	300.00CR				300.00
MECH2	MECHANICAL CONTRACTOR RENEW	9	675.00CR				675.00
PLUM2	PLUMBING CONTRACTOR RENEW	6	450.00CR				450.00
RESAL	RESIDENTIAL SALE	30	300.00CR				300.00
SIGN	SIGN HANGERS LICENSE FEE	1	75.00CR				75.00
TOTAL			6,229.00CR				6,229.00

12/17/2014 3:34 PM
STATUS: ALL
SEGMENT CODES: All
FEE CODES: All

PROJECT PAYMENT REPORT

PAGE: 3
PROJECTS: THRU ZZZZZZZZZZ
PAYMENT DATES: 11/01/2014 TO 11/30/2014
SORTED BY: PROJECT

** SEGMENT CODE TOTALS **

SEGMENT CODE	DESCRIPTION	TOTAL PAID
B1-NEW	BUILDING CONSTRUCTION NEW	6,729.26CR
B2-ADD	BUILDING CONSTRUCTION ADD	125.70CR
B3-REMODEL	BUILDING CONSTRUCTION REM	1,075.35CR
B4-OTHER	BLD OLD CAPORT/SHELTER	29.50CR
B4-SHELTER	BUILDING SHELTER	29.50CR
E3-REMODEL	ELECTRICAL REMODEL/REPAIR	147.00CR
M3-REMODEL	MECHANICAL REMODEL/REPAIR	1,660.50CR
P2-ADD	PLUMBING ADDITION	154.50CR
P3-REMODEL	PLUMBING REMODEL	710.50CR
P4-WELL	WELL PERMIT	100.00CR
P5-SEPTIC	SEPTIC PERMIT	20.00CR
X-BORE/CUT	BORING & PAVING CUT PERMI	100.00CR
X-CURBCUT	CURBCUT/DRIVEWAY/SIDEWALK	25.00CR
X-SIGN	SIGN PERMIT	350.00CR
Z-OCCUP	OCCUPANCY PERMIT	200.00CR
TOTAL		11,456.81CR

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-2133	UBCC FEE PAYABLE	239.92CR
001-4202	BUILDING PERMITS	6,321.89CR
001-4203	PLUMBING PERMITS	1,300.00CR
001-4204	ELECTRICAL PERMITS	120.00CR
001-4206	HEATING & A/C PERMITS	1,620.00CR
001-4249	OTHER PERMITS	500.00CR
001-4822	OTHER MISC. REVENUE	30.00CR
101-4249	OTHER PERMITS	125.00CR
501-4510	WATER TAPS	1,200.00CR
799-1023	BANCFIRST GENERAL	11,456.81

Regular Board of Commissioners

5.

Meeting Date: 01/05/2015

CM Citation

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Presentation of Citation of Appreciation to City Manager Brian McDougal.

Regular Board of Commissioners

6.

Meeting Date: 01/05/2015

Appeal 645 N Broadway

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Discussion, consideration and possible action on Timothy Thomas' appeal of an Administrative Order requiring the demolition of the residential structure located at 645 N Broadway. (*Deferred from December 15, 2014 City Commission Meeting.*)

Attachments

Thomas Appeal

Thomas Packet

Timothy J. Thomas 645 N. Broadway Shawnee Ok 74801

My phone #
405-765-3676

I Tim Thomas

Wish to make or ask for
an appeal.

Because I needed a little
more time to get a plan
to fix up my house.

I have a buyer with contract
from Jim Cohen he owns
Broadway Secour Store.

And it takes time to
get a title back and if
it goes through he will get
the permits and remodel 645 N.
Broadway And if he does not
I will get the permits sincerely

if you will give me a little
more time I am sorry that

I am so slow this is and
was my fault I can do this

I promise I will make sure

I will start on this this
weekend this house is worth
saving and I will work with
Jerrad and his team

Sincerely Timothy Thomas

11-20-2014

RECEIVED CITY CLERK'S OFFICE

Date 11-21-14 Time 11:18 AM



City of Shawnee
Community Development Department
222 N. Broadway
Shawnee, OK 74801
(405) 878-1665 Fax (405) 878-1587
www.ShawneeOK.org

MEMORANDUM

AGENDA: December 15, 2014

TO: Shawnee City Commission

FROM: Justin Erickson, Planning Director

RE: Appeal of Administrative Order (Thomas), 645 N. Broadway

SUMMARY

On November 13, 2014 an Administrative Order was issued requiring the dismantling and removal of a residential structure located at 645 N. Broadway (Figure 1). A public hearing was held at 9:15 AM on November 13 and the legal owner, Timothy Thomas was not present. It was determined that the structure met the statutory definition of “dilapidated” and that the public interest would be best served by removal of the building.

Shawnee Municipal Code provides in Section 7-582(a)(6) that:

The property owner shall have the right of appeal to the city commission from any order of the community development director. Such appeal shall be taken by filing written notice of appeal, clearly stating all grounds upon which the appeal is based, with the city clerk within ten days after the administrative order is rendered.

Mr. Thomas appealed the decision of the Administrative Hearing Officer on November 21, 2014.

BACKGROUND

Photographs are attached that indicate the condition of the property (Exhibit 1). In summary, the property is in a severe state of disrepair due to a lack of maintenance. There are significant structural deficiencies with the property and it has been unsecured and open at various times over the last few months. It also does not meet basic property maintenance standards and has nuisance code violations. Extensive repairs would be required to make the two units fit for occupancy.

The structure is setup as a duplex and one unit (645) has not had water service since December 2012, while the other unit (645½) has not had service since July 2014. According to County records, property taxes were not paid in 2013. The property owner paid \$18,500 for the structure in 2005.

The initial condemnation hearing was held on August 14, 2014. Mr. Thomas indicated at that hearing that he planned to remodel the building. The hearing was recessed until November 13 to provide Mr. Thomas time to obtain a remodel permit and begin repairs. A remodel permit was not subsequently applied for and the structure has not improved in condition.

According to the Pottawatomie County Assessor, the building is 2,360 square feet and was constructed in 1930.

RECOMMENDATION

In his appeal letter, Mr. Thomas notes that he has a contract with an individual to purchase the property. If a new owner will remove or substantially rehabilitate the structure, Staff has no objection to a “stay order” that would put the condemnation on hold, while such repairs are underway or while the structure is demolished.

Absent a buyer for the property, staff recommends denial of the appeal. Mr. Thomas has not shown a good-faith effort to address any of the violations of the subject property and he has had more than four (4) months since the initial hearing to take action.

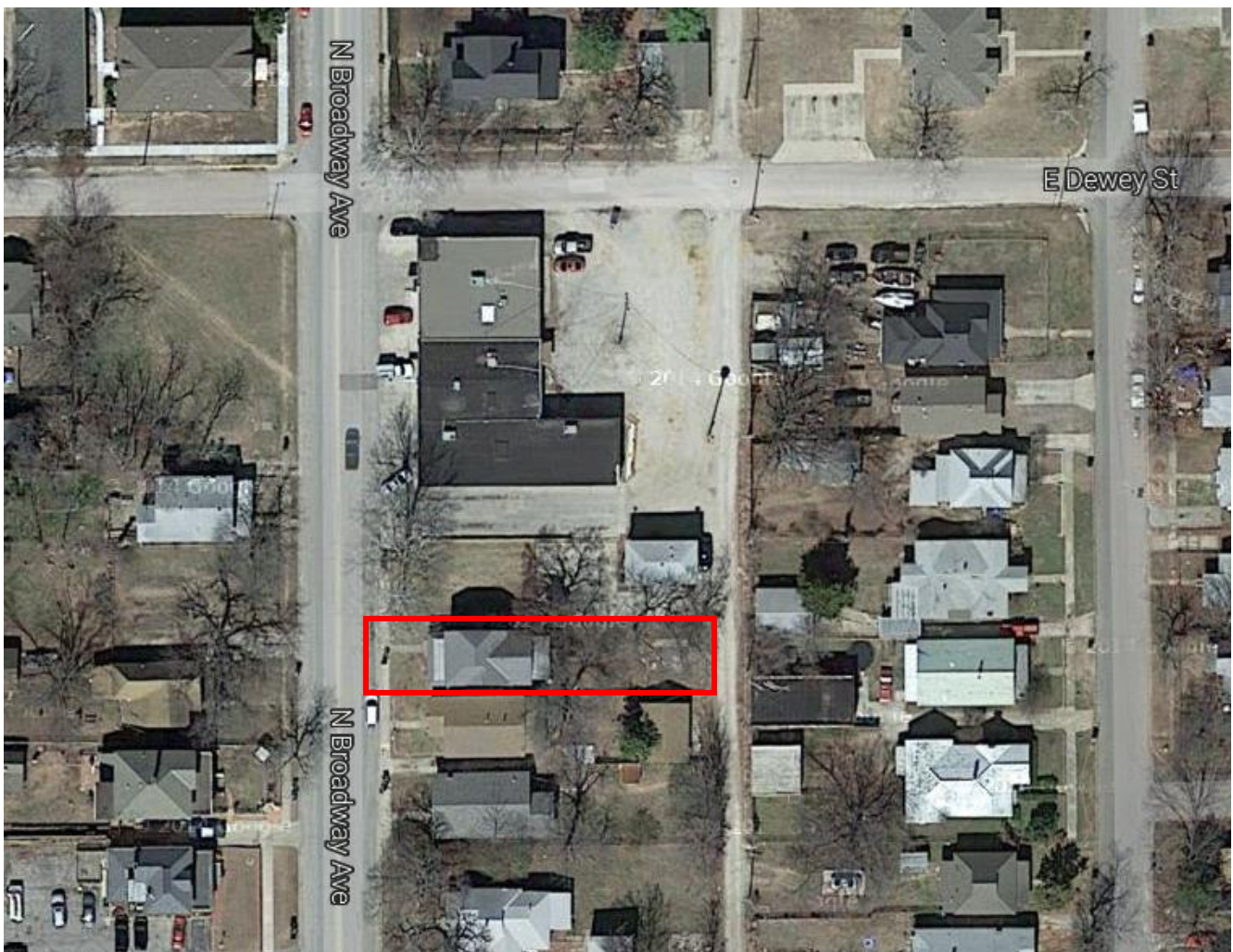


Figure 1: Aerial view of subject property.

Exhibit 1: Photographs taken on December 9, 2014 of the subject property:











Attachments

BEFORE THE ADMINISTRATIVE HEARING OFFICER FOR THE
CITY OF SHAWNEE, COUNTY OF POTTWATOMIE
STATE OF OKLAHOMA

ADMINISTRATIVE ORDER

Now, on this 13 day of November, 2014 this matter comes on for hearing at the appointed time pursuant to the Notice of Hearing Concerning Dilapidated Building(s), a copy of which is attached hereto and made a part hereof. The Code Enforcement Officer for the City of Shawnee appeared on behalf of said City and the Respondent:

/ / appeared _____

/ / represented by legal counsel or other representative. _____

failed to appear.

The Hearing Officer finds that due and proper service was made on Respondent at least ten (10) days prior to the date of this hearing. After having carefully reviewed the record and evidence herein, and having heard the evidence and testimony of the Code Enforcement Officer and the Respondent, if any, the Hearing Officer further finds that the subject building(s) is/are dilapidated and detrimental to health, safety, and welfare of the general public or the community, create(s) a fire hazard dangerous to other property, and that the subject property would be benefited by the removal of the subject building(s).

IT IS THEREFORE ORDERED that: (Address) 645 N - Broadway

1) The Respondent shall commence the:

(a) Dismantling and removal of the building(s)

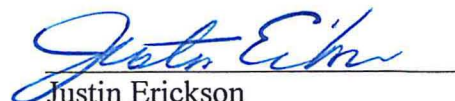
(b) / / The remodel of such structures(s)

(c) / / Board and secure structure(s)

2) If Respondent shall fail to perform the work within the dates fixed, the City shall cause such work to be done and the costs of such work, including all notices required in connection herewith, shall be assessed and collected in accordance with City Code Section 7-582.

3) Permits shall be obtained **prior** to December 13, 2014 and shall complete such work no later than January 13, 2015.

Not Present
Property owner or Representative


Justin Erickson
Administrative Hearing Officer
City of Shawnee, Oklahoma

**You have 10 days to appeal this
to the City Commission.**

Memorandum



Location of problem: **645 N Broadway**


This report is for the main dwelling.

Notice has been given to the property owner on file at the county courthouse that the above-described property has been reported as being a dilapidated structure. An inspection has been made on the site and the following conditions were noted:

Conditions: I find the property appears to have a dilapidated structure. This property is in a state of damage and decay due to a lack of maintenance. The main structure on this property is open for vagrant occupancy and has become an attractive nuisance for children. The structure is an "Unsecured Structure" as per City of Shawnee Municipal Code Section 7-583

Unsecured building means any structure that is not occupied by a legal or equitable owner thereof or by a lessee of a legal or equitable owner and into which there are one or more unsecured openings such as broken windows, unlocked windows, broken doors, unlocked doors, holes in exterior walls, holes in the roof, broken basement or cellar hatchways, unlocked basement or cellar hatchways or other similar unsecured openings which would facilitate an unauthorized entry into the structure.

Due to the unsecured condition of the structure and the structural injury caused by the lack of maintenance, the structure appears to meet the requirements of a "Dilapidated Structure" as per City of Shawnee Municipal Code Section 7-581. As for the above-mentioned conditions, the property has become detrimental to the health, safety and welfare of the general public and the community. The conditions of all structures are a fire hazard to the surrounding community and the removal of such conditions would be beneficial. All trash and debris inside and out of the structure, if any, shall be removed from the property and this office shall order the utilities removed. All brush and vegetation shall be removed from the lot immediately.


Assistant Building Inspector
July 31, 2014

INSPECTIONS

NEXT PAGE

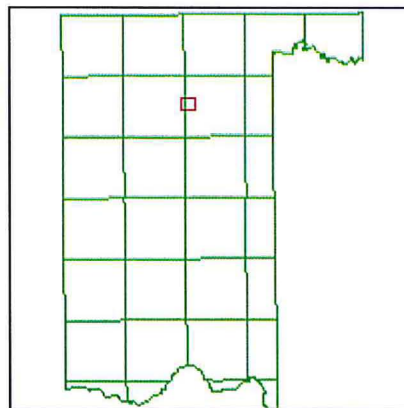
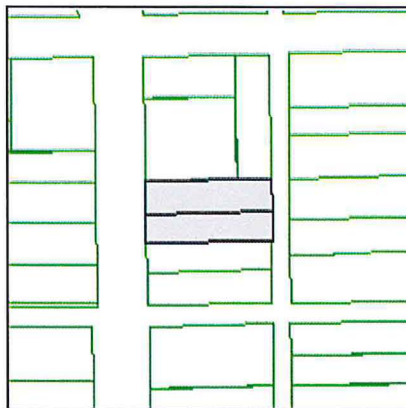
LAST PAGE

1 of 2

Basic Information

0900-00-004-007-0-000-00

Addition : Estes W J
 Block : 004
 Lot : 007
 Deed Book : 2005
 Deed Page : 2087



Map Parcel

Owner(s)

**THOMAS TIMOTHY JOHN
 712 N BDWY
 SHAWNEE, OK 74801**

Parcel Location

**645 N BDWY
 SHAWNEE OK
 Shawnee (93-R School Dist)**

Parcel Value

Assessed Values		Market Values	
\$330	: Land :	\$2,750	
\$2,400	: Improvement :	\$20,000	
	: Other :		

Estimated Tax : \$274.39

Legal Description
W.J. ESTES AP PT BLK 4 BEG 75'N SW/C N35' E153 1/2' S35' W153 1/2' POB 645 & 645 1/2 N BDWY

Sales Information	
<p><u>Feb 15, 2005</u> \$18,500 Grantor : DURHAM JOY Grantee : THOMAS TIMOTHY JOHN Book : 2005 Page : 2087 Stamps : 27.75 Qualifi : Q Instrument : WD Vacant : I</p>	<p><u>Jan 29, 1998</u> \$22,000 Grantor : HENDON CLAUDE & JOY Grantee : BOLLING MICHAEL & MARGARE Book : 2752 Page : 158 Stamps : 33 Qualifi : PQ Instrument : WD Vacant : I</p> <p><u>Notes</u> RECEIVED</p>
<p><u>Dec 07, 1997</u> Grantor : MURPHY DONALD Grantee : HENDON CLAUDE & JOY Book : 2738 Page : 133 Qualifi : U Instrument : QC Vacant : I</p>	<p><u>Dec 05, 1997</u> Grantor : MURPHY DONALD Grantee : HENDON CLAUDE & JOY Book : 2733 Page : 304 Qualifi : U Instrument : QC Vacant : I</p>
<p><u>Aug 04, 1992</u> \$19,500 Grantor : MURPHY SR. , DONALD W. Book : 2124 Page : 265 Qualifi : PQ Instrument : WD Vacant : I</p> <p><u>Notes</u> 29.25</p>	

Building (Improvement) Information		
<table border="1" style="margin: auto; text-align: center;"> <tr> <td style="padding: 5px;">Two Story</td> </tr> <tr> <td style="padding: 5px;">2,360'</td> </tr> </table>	Two Story	2,360'
Two Story		
2,360'		

Traditional Two Story Quality : C Roof Mat. : Composition Shingle Gable Roof Exterior Wall : Wood Conventional Foundation Average Interior Average Flooring 4 Bedrooms 2 Bathrooms 6 Rooms Heat/Air : Window Unit Heat/Air : Floor/Wall Furnace Built in 1930 Condition : Average Depr Table : CA Multi Family Open Porch

Land Information	
30' X 153' 1 Lot \$2,750 per Unit	

1 of 2

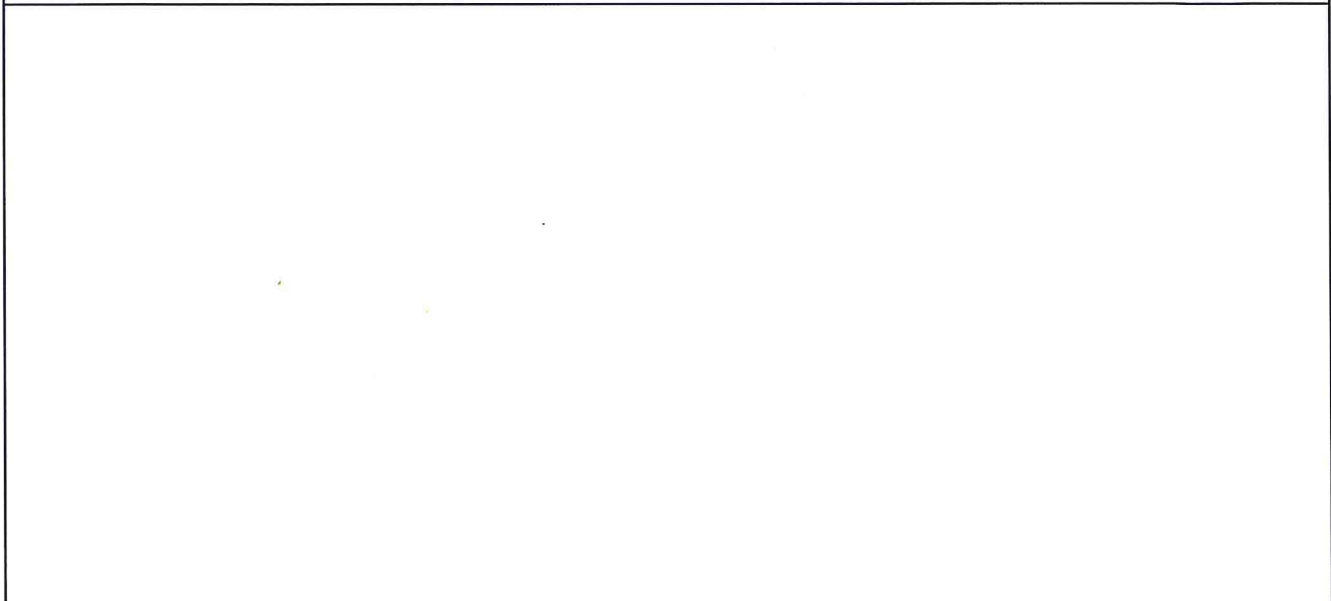
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LAST PAGE

Photo 1



Photo 2





20050002087
Filed for Record in
POTTAWATOMIE OKLAHOMA
NANCY BRYCE
02-15-2005 At 01:51 pm.
WARR DEED 40.75

WARRANTY DEED
(INDIVIDUAL FORM)

Instrument PG 1 OF 1
20050002087

Know All Men by These Presents:

That J. JOY DURHAM, TRUSTEE OF THE CLAUDE F. AND JOY L. HENDON, REVOCABLE TRUST AGREEMENT DATED MARCH 24, 2000 AND AMENDED ON OCTOBER 29, 2004, Parties of the first part, of Pottawatomie County, State of Oklahoma, parties of the first part, in consideration of the sum of TEN & NO/100 Dollars and other valuable consideration in hand paid, the receipt of which is here by acknowledged, do hereby Grant, Bargain, Sell and Convey unto TIMOTHY JOHN THOMAS, Pottawatomie County, State of Oklahoma, party of the second part, the following described real property and situate in Pottawatomie County, State of Oklahoma to-wit:

SURFACE ONLY;

PART OF BLOCK FOUR (4) W.J. ESTES ADDITION TO THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA AND FURTHER DESCRIBED AS FOLLOWS, TO-WIT; BEGINNING 75 FEET NORTH OF THE SOUTHWEST CORNER OF BLOCK FOUR (4) OF THE W.J. ESTES ADDITION TO THE AMENDED FLAT OF THE CITY OF SHAWNEE; THENCE NORTH 35 FEET; THENCE EAST 153 1/2 FEET; THENCE SOUTH 35 FEET; THENCE WEST 153 1/2 FEET TO THE POINT OF BEGINNING. LESS AND EXCEPT ANY AND ALL INTEREST IN AND TO ALL OF THE OIL, GAS, COAL AND OTHER MINERALS AND ALL RIGHTS PERTAINING THERE TO.

PROPERTY ADDRESS, 645 & 645 1/2 N. BROADWAY, SHAWNEE OK 74801

Together with all the improvements thereon and the appurtenances thereunto belonging, and warrant the title to the same.

TO HAVE AND TO HOLD said described premises unto the said party of the second part, the heirs and assigns of the survivor, forever, free, clear and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature.

Signed and delivered this 15th day of February, 2005

*Timothy J Thomas
645 & N. Broadway St
Shawnee OK 74801*

J. Joy Durham, Trustee

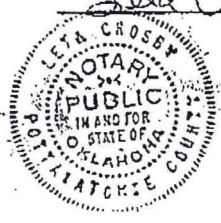
State of Oklahoma Individual Acknowledgement
County of Pottawatomie)SS: _____ Oklahoma Form

Before me, the undersigned, a Notary Public in and for said County and State on this 15 day of Feb personally appeared J. Joy Durham
To me known to the identical person who executed the same as J. Joy Durham and voluntary act and deed for the uses and purposed therein set forth.

Given under my hand and seal the day and year last above written.

My commission expires 06-21-05 01007963

Sota Crasley Notary Public.



STATE OF OKLAHOMA
Pottawatomie County
Documentary Stamps: \$ 27.75

200500002088
Filed for Record in
POTTAWATOMIE OKLAHOMA
NANCY BRYCE
02-15-2005 At 01:51 PM.
MORTGAGE 15.00

RETURN TO: Claude F. and Joy L. Hendon Revocable Trust, 1312 S. W. 13th Street, Oklahoma City, OK
73108 (405) 635-1922

PG 1 OF 2

**PURCHASE MONEY
FIRST REAL ESTATE MORTGAGE**

This mortgage made and entered into the 15th day of February, 2005 between Timothy John Thomas referred to herein as "Mortgagor" and J. Joy Durham, Trustee, of the Claude F. and Joy L. Hendon, Revocable Trust, under agreement dated March 24, 2000 and amended on October 29, 2004, hereinafter referred to as "Mortgages", and said mortgage being entered into the State of Oklahoma.

Certain Promissory Note of the above mentioned date, is indebted to the Mortgagees in the sum of SEVENTEEN THOUSAND FIVE HUNDRED dollars (\$17,500.00), with interest from date at the rate of EIGHT AND THREE QUARTERS PERCENT (8 3/4 %) per annum, charged in arrears, on the unpaid balance until paid, and paid principal and interest to be paid in equal, consecutive monthly installments of TWO HUNDRED SIX DOLLARS AND NINETY TWO CENTS (\$206.92) for a period of 132 months, with the first payment being due on FEBRUARY 15, 2005, and like payment on each and every 15th day of the month thereafter until JANUARY 15, 2016 if any, shall be due and payable.

In the event the indebtedness secured hereby or any part thereof is collected by suit or action, or this mortgage is foreclosed or put into the hand of an attorney for collection or foreclosure, Mortgagor shall be chargeable with all costs and expenses including reasonable attorney's fee which shall be immediately due and payable and added to the mortgage indebtedness and secured hereby.

The mortgage is given to secure the principal sum as above set out with interest thereon, payable according to the terms of one certain Promissory Note as described above.

The Mortgagor, in consideration of the aforesaid obligation, thereby mortgages to mortgagees all of the following described property in Pottawatomie County, State of Oklahoma, to-wit:

TO SURFACE ONLY;
PART OF BLOCK FOUR (4) W.J. ESTES ADDITION TO THE CITY OF SHAWNEE, POTTWATOMIE COUNTY, OKLAHOMA AND FURTHER DESCRIBED AS FOLLOWS, TO-WIT: BEGINNING 75 FEET NORTH OF THE SOUTHWEST CORNER OF BLOCK FOUR (4) OF THE W.J. ESTES ADDITION TO THE AMENDED PLAT OF THE CITY OF SHAWNEE; THENCE NORTH 35 FEET; THENCE EAST 153 1/2 FEET; THENCE SOUTH 35 FEET; THENCE WEST 153 1/2 FEET TO THE POINT OF BEGINNING. LESS AND EXCEPT ANY AND ALL INTEREST IN AND TO ALL OF THE OIL, GAS, COAL, AND OTHER MINERALS AND ALL RIGHTS PERTAINING THERE TO.

Also known as 645 & 645 1/2 N. Broadway, Shawnee, OK 74801

Together with the tenements, hereditaments, and appenditures and all other rights thereunto belonging, or in anywise now or thereafter pertaining, and the revision or reversions, reminders, rents issues, and profits thereof, and all plumbing, heating fixtures and all equipment now or hereafter attached to or used in connection therewith, and all of the estate and rights of the Mortgagor in and to such premises.

The Mortgagor hereby covenants with Mortgagee as follows:

1. To pay to Mortgagee all sums of money provided for in the note and this mortgage, as and when the same became due.
2. Mortgagee warrants that she is lawfully seized of an indefeasible estate in fee in the premises, and has the right to sell and convey the same as aforesaid that the said premises are clear of all encumbrances, and that he will forever warrant and defend the title of the said premises against all claims and demands. Mortgagor also warrants that he will keep the property thereby conveyed free and clear of all liens and encumbrances, which might be or become prior to the lien of the mortgage.

Timothy John Thomas date 2/15/05
Timothy John Thomas



date 2-15-05



Christa Crocker
6/21/05
01007963

TRUSTEES ENDORSEMENT, I hereby certify that I received \$17,500 and issued Receipt No. 2138 herefor in payment of mortgage tax on this within Mortgage. Dated this 15 day of February, 2005. Pottawatomie County Treasurer, *Allyson L. Gorman*, Deputy. By *AG*

3. The full amount of the principal sum and interest shall be due at the option of the Mortgagees after default in the payment of any consecutive monthly installment of principal and interest for a period of 30 days.
4. The holder of the mortgage, in any action to foreclose, shall be entitled to the appointment of a receiver.
5. Mortgagor shall pay all taxes and assessments within forty-five (45) days after they become due each year and shall furnish Mortgagees with a copy of the receipt immediately upon payment.
6. Mortgagor, in the event of a foreclosure hereunder, does hereby expressly waive or not waive, at the option of Mortgagees, appraisal of the real estate, which option shall be exercised at the time of judgment in foreclosure action.
7. Mortgagor shall keep the improvements on the above described premises insured to at least fair market value of the premises and shall deliver to Mortgagees a copy of the insurance policy, reflecting a loss payable clause to the Mortgagees, and shall keep the premiums paid thereon, and shall present to the Mortgagees a copy of the receipt showing premiums paid each year for one full year, and said insurance will be either a homeowner's policy or at least fire and hazard insurance covering the premises.
8. In the event that Mortgagees shall be required to pay taxes, insurance premiums or assessments by reason of the Mortgagor's failure to pay the same, then this mortgage shall secure those payments to the Mortgagees, and the Mortgagor shall be required to pay to the Mortgagees therefor, and failure to do so shall give the Mortgagees, at their option, the right to call the full amount of the note and mortgage due.
9. Extension of time of payment of said indebtedness or any part thereof, by said Mortgagees and any future owners of said mortgage, without notice of such extension to the maker of the note secured hereby, shall not operate to release such maker from personal obligation thereon.
10. That Mortgagor will keep the premises in as good a condition and order as they are now and will not commit or permit waste, impairment or deterioration of said premises or any part thereof.
11. If the premises, or any part thereof, be condemned under any power of eminent domain, or acquired for a public use, the damages, proceeds, and the consideration for such acquisition, to the extent of the full amount of indebtedness upon this mortgage, and the note secured thereby remaining unpaid, are hereby assigned by the Mortgagor to the Mortgagees and shall be paid forthwith to the Mortgagees to be applied by them on account of the indebtedness secured hereby, whether due or not.
12. Breach of any of the foregoing covenants or default in any of such payments of principal and/or interest as aforesaid, shall, at the election of the Mortgagees, cause to be exercised, at any time under such breach or default, without notice to anyone, all the sums hereby secured, with the interest thereon, to become at once due and payable, and the Mortgagees may enforce payment thereof by foreclosure or other legal proceedings.
13. The undersigned Mortgagor hereof expressly agrees to remain and continue bound for the payment of the principal and interest provided for by the terms of this mortgage, notwithstanding any extension or extensions of the time of, or for the payment of, said principal and/or interest, or any change or changes by way of release or surrender of any real estate held as security for this mortgage, and waives all and every kind of notice of such extension or extensions, change or changes, and agrees that the same may be made without the joinder of the undersigned Mortgagor.
14. This Mortgage may not be assumed without the written consent of the Mortgagee.
15. The Mortgagor does hereby grant unto Mortgagees the right of power of sale as set forth in 46 O.S.. (1986) Section 40, et seq.

A POWER OF SALE HAS BEEN GRANTED IN THIS MORTGAGE. A POWER OF SALE MAY ALLOW THE MORTGAGEES TO TAKE THE MORTGAGED PROPERTY AND SELL IT WITHOUT GOING TO COURT IN A FORECLOSURE ACTION UPON DEFAULT BY THE MORTGAGOR UNDER THIS MORTGAGE.

Regular Board of Commissioners

7.

Meeting Date: 01/05/2015

Zimmerman Tax Credit 48-Units

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consider a resolution of support indicating favorable consideration for a tax credit award to Zimmerman Properties, LLC to construct a new 48-unit Senior multi-family housing development known as Shawnee Estates approximately ¼ mile East of N. Harrison on Transportation Parkway.

Attachments

[Zimmerman Tax Credit Memo](#)

[Zimmerman Tax Credit Info](#)

[Zimmerman Reso 48-Units](#)



City of Shawnee
Community Development Department
222 N. Broadway
Shawnee, OK 74801
(405) 878-1665 Fax (405) 878-1587
www.ShawneeOK.org

MEMORANDUM

AGENDA: January 5, 2015

TO: Shawnee City Commission

FROM: Justin Erickson, Planning Director

RE: Request for Resolution of Support (2) for Affordable Housing
Zimmerman Properties, LLC

NATURE OF REQUEST

A request has been submitted by Zimmerman Properties, LLC for *Resolutions of Support* for two affordable housing developments consisting of:

- A 48-unit multifamily senior housing development; and
- A 60-unit multifamily housing development for families.

Both projects would be built off Transportation Parkway, located just north of Interstate 40 and East of Harrison Street. A previous request by Zimmerman Properties for a Resolution of Support was approved on December 16, 2013 (Resolution #6459). That request was for an 84-unit multifamily development on the same property. The current request is a substitute for the previous proposal.

DISCUSSION AND ANALYSIS

A resolution of support from the local governing body is a required element of the tax credit application process administered by the Oklahoma Housing Finance Agency (OHFA). The purpose of the Oklahoma Affordable Housing Tax Credit program is to expand the supply of new affordable rental units and rehabilitate existing rental housing for qualifying households by stimulating private investment.

The proposed projects include new construction. According to information provided by Zimmerman Properties, the 60-unit family apartment community would consist of 30 2bd/2ba units (monthly rent: \$505-585) and 30 3bd/2ba units (monthly rent: \$583-\$675). The senior housing multifamily complex would include 48 housing units with a composition of 24 1bd/1ba units (monthly rent: \$423-500) and 24 2bd/2ba units (monthly rent: \$505-\$585).

Proposed amenities include a clubhouse, storm shelter, fitness center, computer center, picnic area, and playground (see attachment). Zimmerman properties has developed 27 affordable housing developments in Oklahoma with a total of 1,758 dwelling units.

Because tax credits are being sought from the Oklahoma Housing Finance Agency, the development is subject to applicable income and rent limitations. The project will serve individuals and families with incomes at or below 60% of the area median income. The income and rent limits for the proposed project are attached. The income limit for a family of four (4) is \$31,500, which is equivalent to an hourly wage of \$15.14 per hour over a standard work year. The income limit for a household of two is \$25,100.

The City of Shawnee has received several requests for “resolutions of support” from developers seeking tax credits for residential development in recent months. No tax credits have been awarded to Shawnee projects over the last year and it is unlikely that multiple applications would be approved under the current funding cycle. The request by Zimmerman Properties is the largest in terms of total number of units (108 units overall). It is also the only request that includes higher density multifamily housing. The two most recent previous requests were for 30 units (BP Union Affordable Housing Partners) and 26 units (Excel Development).

There is a legitimate question of demand/need relative to affordable units. The City’s Urban Renewal Authority has commissioned several housing studies, but all utilized 2000 U.S. Census data (all were completed prior to release of the new 2010 data). The City will have an updated Consolidated Housing Plan in mid-2015, which will provide an updated picture of need in the community. The developer has indicated that they will have market data available by the January 5 City Commission meeting.

Examining the 2013 American Community Survey data (U.S. Census Bureau), we find that the poverty rate in Shawnee is estimated to be 23.8% overall and for families with related children under age 18, the poverty rate is estimated at 27.3 percent. In female-only households (no husband present) with children under 18, the estimated poverty rate is 51.8 percent. The median household income in Shawnee is \$35,619, while the median income of families is \$44,832.

With the above poverty and income figures considered, it is clear that there are thousands of individuals and families in Shawnee that would meet the income qualifications for this and other affordable housing developments. That does not necessarily mean that there are not enough existing housing units to meet the demand. The Shawnee Comprehensive Plan notes that the City strives to offer “a community in which quality, affordable housing is available in sufficient quantity to all residents at all income levels.”

RECOMMENDATION

The size and scope of the proposed project is substantially larger than other affordable housing proposals submitted in 2014. It is difficult for Staff to accurately assess the demand for this project due to a lack of market data. However, as noted previously, a Resolution of Support was passed in 2013 for an 84-unit complex. Zimmerman Properties has scaled the project down to 60 units for non-senior and added the 48-unit senior complex component.

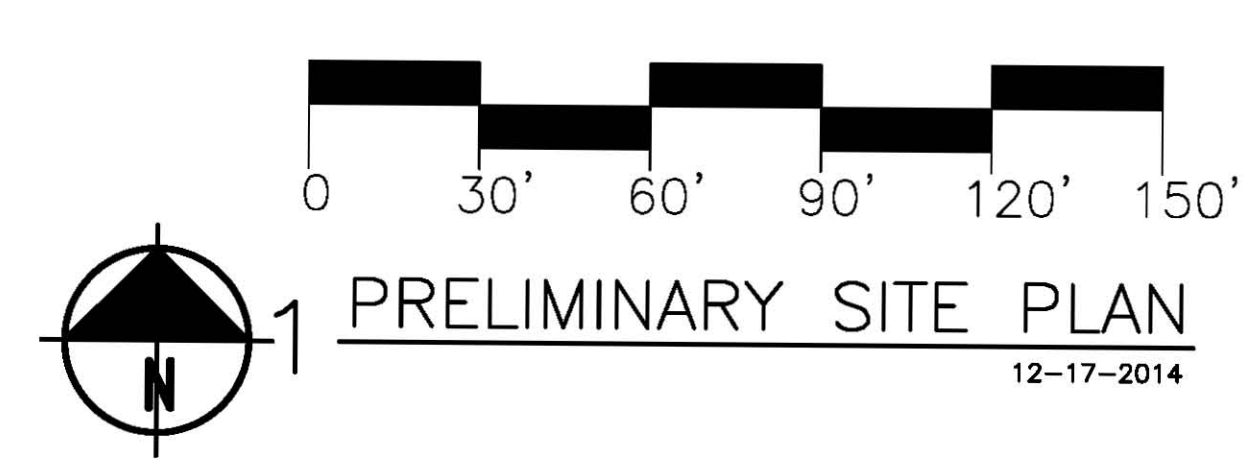
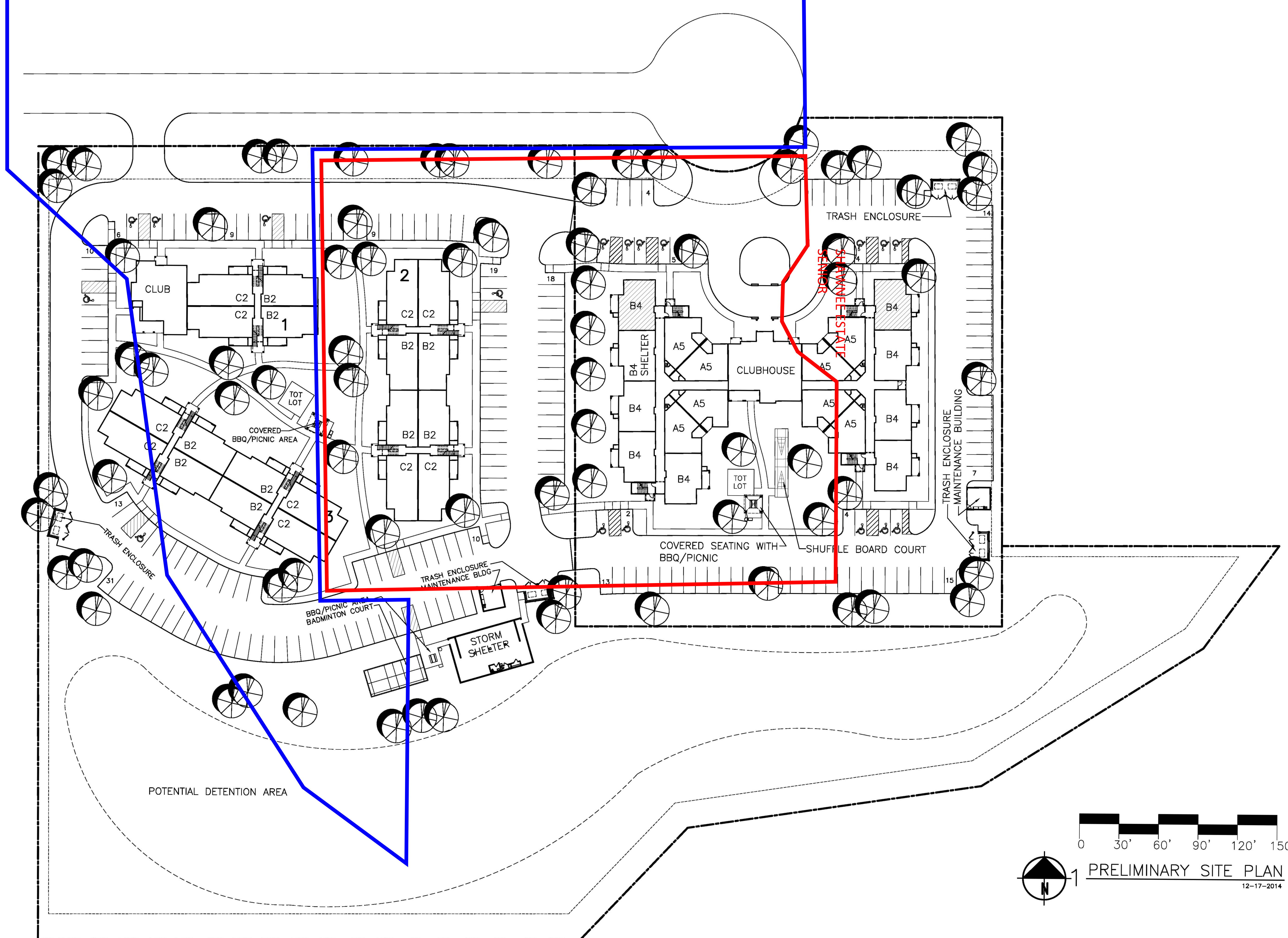
Provided that there is a verifiable market demand, Staff has no objection to approval of the resolutions.

BUDGET CONSIDERATIONS

The tax credits associated with this project are at the State and Federal level. There are no known negative tax ramifications to the City or County.

Attachments

1. Project packet submitted by Zimmerman Properties, LLC
2. Resolutions of Support

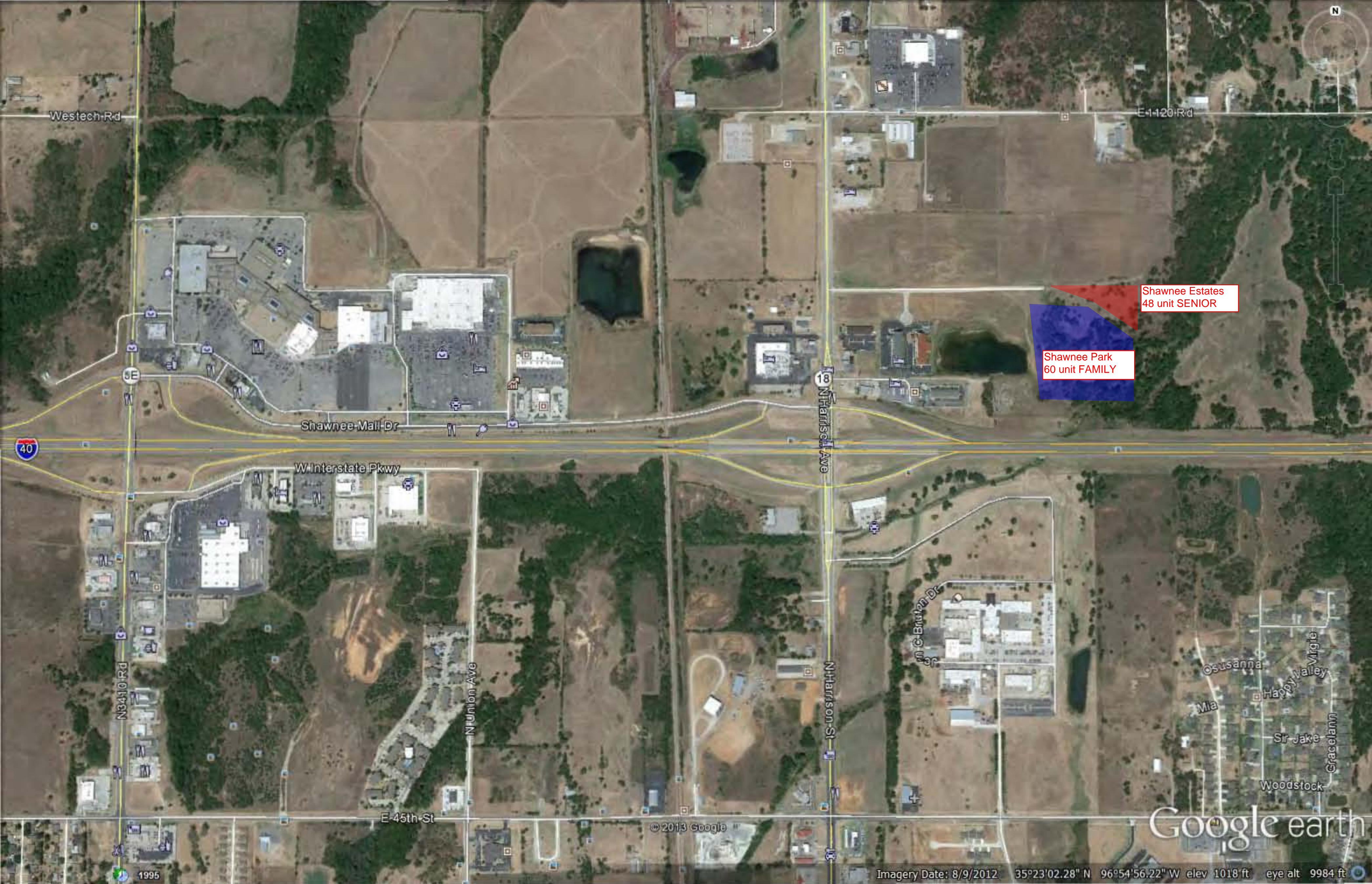


1 PRELIMINARY SITE PLAN
12-17-2014

Zimmerman Investments L.L.C.
 Parker Associates
 1730 E. Republic Rd.
 P.O. Box 3737
 Springfield, MO. 65808
 Suite 205
 Tulsa, OK 74105
 (918)-742-2485

Shawnee Park & Estates

Family & Senior Apartments in Shawnee, OK



Shawnee Estates
48 unit SENIOR

Shawnee Park
60 unit FAMILY

Westtech Rd

E-1120 Rd

Shawnee Mall Dr

N Harrison Ave

W Interstate Pkwy

40

N3410 Rd

N Union Ave

N Harrison St

N C-Braun Dr

E-45th St

Osusanna

Happy Valley

Virgie

Mia

Sir Jake

Gracelann

Woodstock

© 2013 Google

Google earth

Imagery Date: 8/9/2012 35°23'02.28" N 96°54'56.22" W elev 1018 ft eye alt 9984 ft

1995



Shawnee Estates
48 unit SENIOR

Shawnee Park
60 unit FAMILY

18

Enterprise Ct

Shawnee Mall Dr

NHarrison Ave

40

© 2013 Google

Google earth

Imagery Date: 8/9/2012 35°23'07.98" N 96°54'27.85" W elev 983 ft eye alt 4176 ft

2003



Shawnee Park Apartments **60-unit Family Apartment Community** **in Shawnee Oklahoma**

Shawnee Park is a proposed 60-unit family apartment community located East of Harrison Street on Transportation Parkway in Shawnee, OK. Shawnee Park will have 3 three-story buildings with 30 two bed/two bath, and 30 three bed/two bath units.

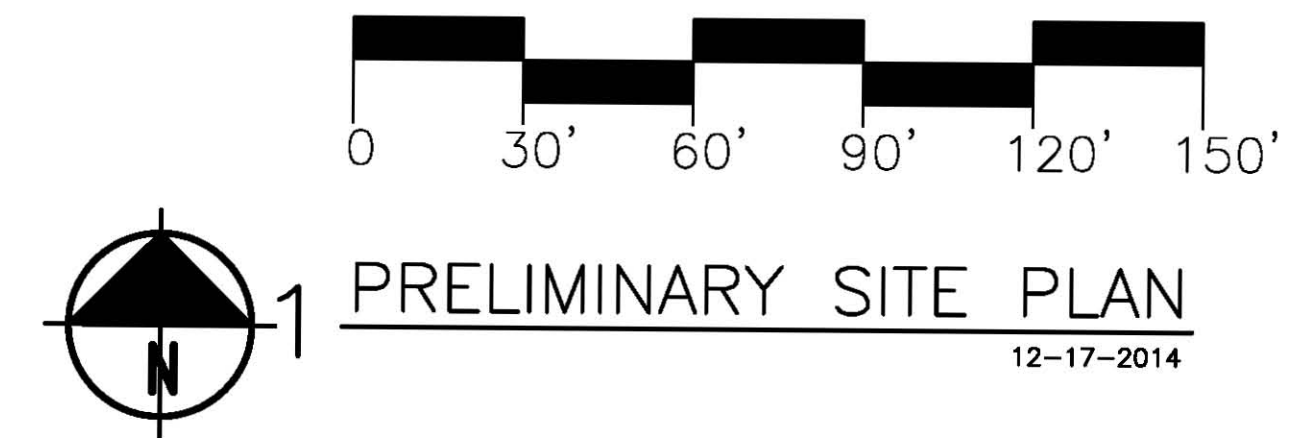
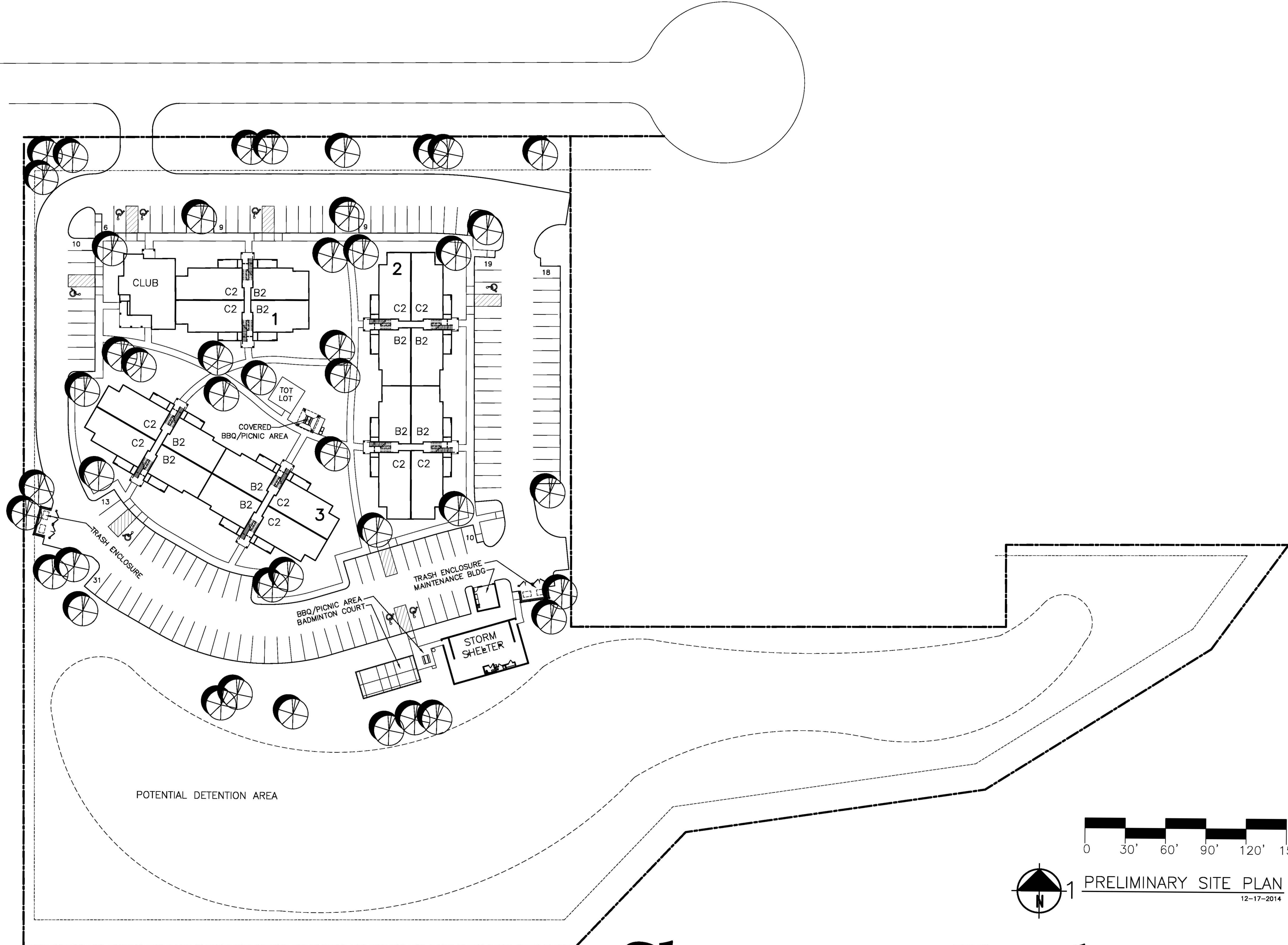
Targeting the needs of low-to-moderate income families, the project will be designed as an affordable housing community. An application will be made to the Oklahoma Housing Finance Agency (OHFA) for an allocation of housing tax credits that will comply with Section 42 of the Internal Revenue Code of 1986. The housing tax credits will be used for partial funding of the required equity and as a result, the rents must be kept affordable in line with the Federal and State requirements.

The rents and unit mix of Shawnee Park will be:

<u>Units</u>	<u>Type</u>	<u>Size</u>	<u>Monthly Rent</u>
30	2 Bed/2 bath	970 sqft	\$505-\$585
30	3 Bed/2 bath	1,130 sqft	\$583-\$675

Individual unit amenities include covered entries, carpet in the living areas, vinyl tile in the kitchen and bath, ceiling fans in the living room and bedrooms, window coverings, kitchens with self-cleaning ovens, refrigerators with ice makers, and garbage disposals. Washer and dryer connections will be located near the kitchen. Each unit will have either a balcony or covered patio, and exterior storage space.

Community amenities within Shawnee Park include a furnished clubhouse where residents can gather for community or personal functions. The Clubhouse contains a leasing office, community room, office space, library/computer center, and a fitness center. Outside amenities include: playground, bbq grille, picnic area, covered seating, and a Storm Shelter. The entire area will be professionally landscaped and regularly maintained to insure a pleasing appearance.



PRELIMINARY SITE PLAN
12-17-2014

Shawnee Park

Family Apartments in Shawnee, OK



**Zimmerman
Investments
L.L.C.**

Parker Associates
2202 East 46th Street South,
Suite 200
Tulsa, Ok 74105
(918)-742-2485

1730 E. Republic Rd.
P.O. Box 3737
Springfield, MO. 65808

Shawnee Park
A Family Apartment Community in Shawnee, Oklahoma
UNIT MIX DATA

UNIT	UNIT TYPE	NUMBER OF UNITS	UNIT NET S.F.	UNIT BALCONY S.F.	UNIT EXTERIOR STORAGE S.F.	TOTAL NET S.F.	TOTAL GROSS S.F.
B2 UNIT	TWO BED, TWO BATH	30 UNITS	972 S.F.	92 S.F.	22 S.F.	29,160 S.F.	32,580 S.F.
C2 UNIT	THREE BED, TWO BATH	30 UNITS	1,131 S.F.	92 S.F.	22 S.F.	33,930 S.F.	37,350 S.F.
UNIT TOTALS		60 UNITS				63,090 S.F.	69,930 S.F.
GROUND FLOOR BREEZEWAY (531 SF PER BREEZEWAY)				5 TOTAL BREEZEWAYS			2,655 S.F.
2ND FLOOR BREEZEWAY (384 SF PER BREEZEWAY)				5 TOTAL BREEZEWAYS			1,920 S.F.
3rd FLOOR BREEZEWAY (179 SF PER BREEZEWAY)				5 TOTAL BREEZEWAYS			895 S.F.
CLUBHOUSE						1,836 S.F.	2,220 S.F.
STORM SHELTER (1648 SF USABLE FLOOR AREA PROVIDED)						2,049 S.F.	2,049 S.F.
(REQUIRED OCCUPANCY: 285 OCCUPANTS+15HC OCCUPANTS =300 TOTAL = 1575 SF MIIMUM USABLE SF)							
APARTMENT TOTAL						66,975 S.F.	79,669 S.F.
OPEN PARKING REQUIRED (1.5 SPACES PER UNIT)							90 SPACES
OPEN PARKING PROVIDED							117 SPACES
OPEN HC PARKING PROVIDED							8 SPACES
TOTAL PARKING PROVIDED							125 SPACES

NOTE: NET S.F EQUALS ALL CONDITIONED S.F AND GROSS S.F. INCLUDES ALL COVERED EXTERIOR S.F.



Shawnee Estates Apartments **48-unit Senior Apartment Community** **in Shawnee Oklahoma**

Shawnee Estates is a proposed 48-unit senior apartment community located East of Harrison Street on Transportation Parkway in Shawnee, OK. Shawnee Estates will have 1 three-story buildings with 24 one bed/one bath, and 24 two bed/two bath units.

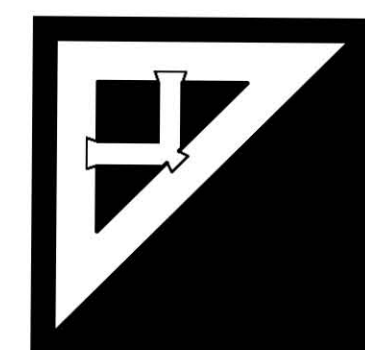
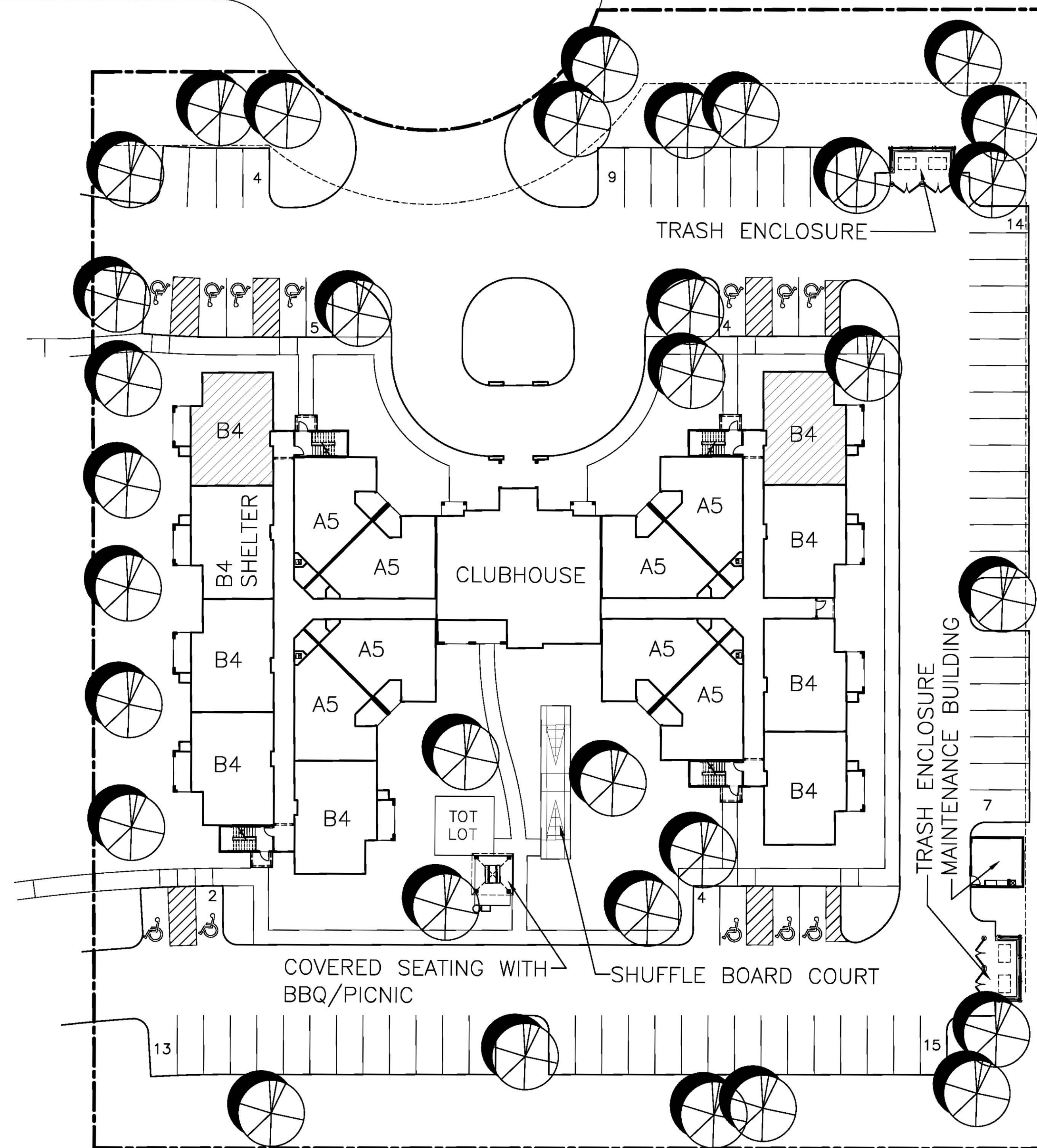
Targeting the needs of low-to-moderate income seniors, the project will be designed as an affordable housing community. An application will be made to the Oklahoma Housing Finance Agency (OHFA) for an allocation of housing tax credits that will comply with Section 42 of the Internal Revenue Code of 1986. The housing tax credits will be used for partial funding of the required equity and as a result, the rents must be kept affordable in line with the Federal and State requirements.

The rents and unit mix of Shawnee Estates will be:

<u>Units</u>	<u>Type</u>	<u>Size</u>	<u>Monthly Rent</u>
24	1 Bed/1 bath	820 sqft	\$423-\$500
24	2 Bed/2 bath	1,023 sqft	\$505-\$585

Individual unit amenities include internal entries, carpet in the living areas, vinyl tile in the kitchen and bath, ceiling fans in the living room and bedrooms, window coverings, kitchens with self-cleaning ovens, refrigerators with ice makers, and garbage disposals. Washer and dryer connections will be located near the kitchen. Each unit will have either a balcony or covered patio, and exterior storage space.

Community amenities within Shawnee Estates include a furnished clubhouse, over 4,300 square feet of common space where residents can gather for community or personal functions. The Clubhouse contains a leasing office, community room, office space, library/computer center, and a fitness center. Outside amenities include: playground, bbq grille, picnic area, covered seating and a Storm Shelter. The entire area will be professionally landscaped and regularly maintained to insure a pleasing appearance.



Parker Associates
2202 East 49th Street South,
Suite 200
Tulsa, OK 74105
(918)-742-2485

Zimmerman
Investments
L.L.C.

1730 E. Republic Rd.
P.O. Box 3737
Springfield, MO. 65808

Shawnee Estates

Senior Apartments in Shawnee, OK

Shawnee Estates
A Senior Community in Shawnee, Oklahoma
Unit Mix and Parking Data

UNIT	UNIT TYPE	NUMBER OF UNITS	UNIT NET S.F.	UNIT BALCONY S.F.	ADDITIONAL UNIT STORAGE S.F.	TOTAL NET S.F.	TOTAL GROSS S.F.
A5 UNIT	ONE BED, ONE BATH	24 UNITS	820 S.F	69 S.F.	44 S.F.	19,680 S.F.	22,392 S.F.
B4 UNIT	TWO BED, TWO BATH	24 UNITS	1,023 S.F	83 S.F.	13 S.F.	24,552 S.F.	26,856 S.F.
UNIT TOTALS		48 UNITS				44,232 S.F.	49,248 S.F.
1ST FLOOR CLUBHOUSE						2,399 S.F.	3,518 S.F.
2ND FLOOR CLUBHOUSE						2,242 S.F.	2,435 S.F.
3RD FLOOR CLUBHOUSE						2,116 S.F.	2,116 S.F.
CLUBHOUSE TOTALS						6,757 S.F.	8,069 S.F.
STORM SHELTER (868 S.F. USABLE FLOOR AREA PROVIDED) (REQUIRED OCCUPANCY : 135 OCCUPANTS+8 WHEELCHAIR+1BEDRIDDEN = 144 OCCUPANTS - 785 SF MINIMUM USABLE SF)						1,073 S.F.	1,169 S.F.
1ST FLOOR EAST WING COMMON AREA						1,779 S.F.	1,849 S.F.
2ND FLOOR EAST WING COMMON AREA						1,779 S.F.	1,779 S.F.
3RD FLOOR EAST WING COMMON AREA						1,544 S.F.	1,544 S.F.
1ST FLOOR WEST WING COMMON AREA						1,782 S.F.	1,852 S.F.
2ND FLOOR WEST WING COMMON AREA						1,782 S.F.	1,782 S.F.
3RD FLOOR WEST WING COMMON AREA						1,577 S.F.	1,577 S.F.
COMMON AREA TOTALS						10,243 S.F.	10,383 S.F.
PROJECT AREA TOTAL						62,305 S.F.	68,869 S.F.
OPEN PARKING REQUIRED (1.5 SPACES PER UNIT)							72 SPACES
OPEN PARKING PROVIDED							65 SPACES
OPEN HC PARKING PROVIDED							12 SPACES
TOTAL PARKING PROVIDED							77 SPACES

NOTE: NET S.F EQUALS ALL CONDITIONED S.F AND GROSS S.F. INCLUDES ALL COVERED EXTERIOR S.F.

Rolling Meadows in Glenpool, OK
52 units. Built in 2012.



Rolling Meadows in Glenpool, OK
52 units. Built in 2012.



Rolling Meadows in Glenpool, OK
52 units. Built in 2012.



Rolling Meadows in Glenpool, OK
52 units. Built in 2012.



Rolling Meadows in Glenpool, OK
52 units. Built in 2012.



Rolling Meadows in Glenpool, OK
52 units. Built in 2012.



Zimmerman Properties, LLC



Zimmerman Properties, LLC is a family owned real estate development company based out of Springfield Missouri.

Zimmerman Properties, LLC , (ZP) specializes in developing, constructing, and managing Affordable multi-family developments. These developments are funded utilizing Federal Low Income Housing Tax Credits governed by the Internal Revenue Service. The principals of ZP have been developing this type of housing since the programs inception in 1986.

Zimmerman Properties, LLC

Zimmerman Properties, LLC is made up of three Divisions:

Development: Zimmerman Properties, LLC (ZP) is the Development arm of the company and retains part of the ownership of each development. ZP has a team of experienced professionals that insures the highest quality possible in development.

Construction: Zimmerman Properties Constructions, LLC, (ZPC) is the General Contractor. This enables a hands on approach to construction that provides the highest level of oversight. ZPC also allows local vendors and subcontractors to provide bids on the project which assists in boosting the local economy further.

Property Management: Wilhoit Properties, Inc. (WP) is the Management Company. WP manages all the development owned by ZP.

Zimmerman Properties, LLC

Oklahoma Developments

Name	City	Type	Units
Huntington Falls	Ardmore	Family	72
Hartford Villas	Broken Arrow	Senior	60
Avondale Heights	Claremore	Senior	60
Timber Ridge	Cushing	Family	48
Elizabeth Place	El Reno	Family	95
Pheasant Run	Enid	Family	96
Roosevelt Park	Enid	Family	48
Glenshire Court	Glenpool	Family	88
Rolling Meadows	Glenpool	Family	52
Parkway Village	McAlester	Family	60
West Ridge Village	McAlester	Family	52
Westside Apts	McAlester	Family	40
Austin Heights	Muskogee	Family	72
Summer Ridge	Muskogee	Senior	60
Greens at Pebblecreek	Mustang	Family	96
Landings at Pebblecreek	Mustang	Senior	48
Oxford Place	Okmulgee	Family	60
Sterling Park-I	Perkins	Family	32
Sterling Park-II	Perkins	Family	40
Copper Ridge	Ponca City	Family	54
Willow Creek-I	Ponca City	Senior	60
Willow Creek-II	Ponca City	Senior	28
River Ridge	Sand Springs	Senior	57
Cambridge Court	Sapulpa	Family	60
Wickham Gardens	Sapulpa	Family	60
Garden Courtyard (rehab)	Tulsa	Family	200
Autumn Ridge	Yukon	Senior	60
	TOTAL	27	1,758

ZIMMERMAN PROPERTIES, LLC -- List of Developments

	<u>NAME</u>	<u>CITY</u>	<u>STATE</u>	<u>TYPE</u>	<u>TOTAL</u>	
1	Arbor Pointe	Texarkana	Arkansas	Senior	48	48
1	Stonebridge Apts	Jacksonville	Illinois	Family	60	60
1	Broadstone Villas	Bel Aire	Kansas	Family	48	
2	Somerset Village	Frontenac	Kansas	Senior	24	
3	Highland Apts	Ft. Scott	Kansas	Family	48	
4	Nottingham Village	Gardner	Kansas	Family	72	
5	Bridgewater Apts-I	Hayesville	Kansas	Family	48	
6	Bridgewater Apts-II	Hayesville	Kansas	Family	48	
7	Stonehedge Apts	Kansas City	Kansas	Family	138	
8	Covington Woods	Lansing	Kansas	Family	48	
9	Fieldstone Apts-I	Maize	Kansas	Family	48	
10	Fieldstone Apts-II	Maize	Kansas	Family	48	
11	Fieldstone Apts-III	Maize	Kansas	Family	48	
12	Remington Square	Pitsburg	Kansas	Family	48	
13	Brookfield Apts	Valley Center	Kansas	Family	48	
14	Wedgewood *	Wellington	Kansas	Family	40	754
1	Cloverhill Estates	Battlefield	Missouri	Family	22	
2	Lakewood Terrace	Belton	Missouri	Family	152	
3	Briar Creek *	Belton	Missouri	Senior	48	
4	Prairie Hills Estates-I	Carl Junction	Missouri	Family	18	
5	Prairie Hills Estates-II	Carl Junction	Missouri	Family	18	
6	Callaway Village-I	Fulton	Missouri	Family	48	
7	Callaway Village-II	Fulton	Missouri	Family	48	
8	North Park Apts	Joplin	Missouri	Family	60	
9	Kensington Court	Kansas City	Missouri	F&S	192	
10	Churchill Apts	Marshfield	Missouri	Family	48	
11	Terraces at Copper Leaf	Nixa	Missouri	Family	96	
12	Villas at Copper Leaf	Nixa	Missouri	Senior	64	
13	Deerfield Estates	Rogersville	Missouri	Family	36	
14	Cedarwood Terrace	Springfield	Missouri	Family	48	
15	Villas at Quail Creek	Springfield	Missouri	Senior	60	
16	Rosewood Estates	Springfield	Missouri	Family	32	990
1	Huntington Falls	Ardmore	Oklahoma	Family	72	
2	Hartford Villas	BrokenArrow	Oklahoma	Senior	60	
3	Avondale Heights	Claremore	Oklahoma	Senior	60	
4	Timber Ridge	Cushing	Oklahoma	Family	48	
5	Elizabeth Place	El Reno	Oklahoma	Family	95	
6	Pheasant Run	Enid	Oklahoma	Family	96	
7	Roosevelt Park	Enid	Oklahoma	Family	48	
8	Glenshire Court	Glenpool	Oklahoma	Family	88	
9	Rolling Meadows	Glenpool	Oklahoma	Family	52	
10	Parkway Village	McAlester	Oklahoma	Family	60	
11	West Ridge Village	McAlester	Oklahoma	Family	52	
12	Westside Apts	McAlester	Oklahoma	Family	40	
13	Austin Heights	Muskogee	Oklahoma	Family	72	
14	Summer Ridge	Muskogee	Oklahoma	Senior	60	
15	Greens at Pebblecreek	Mustang	Oklahoma	Family	96	
16	Landings at Pebblecreek	Mustang	Oklahoma	Senior	48	
17	Oxford Place	Okmulgee	Oklahoma	Family	60	
18	Sterling Park-I	Perkins	Oklahoma	Family	32	
19	Sterling Park-II	Perkins	Oklahoma	Family	40	
20	Copper Ridge	Ponca City	Oklahoma	Family	54	
21	Willow Creek-I	Ponca City	Oklahoma	Senior	60	
22	Willow Creek-II	Ponca City	Oklahoma	Senior	28	
23	River Ridge	Sand Springs	Oklahoma	Senior	57	
24	Cambridge Court	Sapulpa	Oklahoma	Family	60	
25	Wickham Gardens	Sapulpa	Oklahoma	Family	60	
26	Garden Courtyard (rehab)	Tulsa	Oklahoma	Family	200	
27	Autumn Ridge	Yukon	Oklahoma	Senior	60	1,758

	<u>NAME</u>	<u>CITY</u>	<u>STATE</u>	<u>TYPE</u>	<u>TOTAL</u>	
1	Oxford Crossing	Claremont	Nth Carolina	Family	88	
2	Cooper Creek Heights	Mocksville	Nth Carolina	Family	56	
3	Whistler's Cove	Mount Airy	Nth Carolina	Senior	60	
4	River Towne Manor	RoanokeRapids	Nth Carolina	Senior	40	244
1	Clarksville Heights	Clarksville	Tennessee	Family	64	
2	Spring Lake	Cleveland	Tennessee	Family	64	
3	Cane Creek	Cookeville	Tennessee	Family	76	
4	City View	Kingsport	Tennessee	Family	44	248
1	Viking Road	Amarillo	Texas	Family	132	
2	Knollwood Terrace	Big Springs	Texas	Family	64	
3	The Heights	Big Springs	Texas	Family	48	
4	Tenth Street	Borger	Texas	Family	48	
5	Avalon Park	Brownfield	Texas	Family	48	
6	Market Place	Brownwood	Texas	Senior	60	
7	Wildwood Trails	Brownwood	Texas	Family	76	
8	Winchester Arms	Comanche	Texas	Family	48	
9	Riverside Park	Early	Texas	Family	60	
10	Southern View	Ft. Stockton	Texas	Family	48	
11	Valley Creek	Ft. Stockton	Texas	Family	48	
12	Pines Apts	Jacksonville	Texas	Family	68	
13	Deer Creek	Levelland	Texas	Family	64	
14	Rose Meadows	Levelland	Texas	Family	48	
15	Mill Creek Apts	Longview	Texas	Family	80	
16	Millie Street Apts	Longview	Texas	Family	60	
17	Gateway Plaza *	Midland	Texas	Family	96	
18	Lakeside Apts	Mt. Pleasant	Texas	Family	64	
19	Hampton Chase	Palestine	Texas	Family	76	
20	Hampton Village	Palestine	Texas	Family	60	
21	Country Club	Pecos	Texas	Family	44	
22	Dunes Apts	Seminole	Texas	Family	60	
23	Riverstone Trails	Sunnyvale	Texas	Family	96	
24	Chisholm Trail	Vernon	Texas	Family	44	1,540
91	TOTAL DEVELOPMENTS				5,642	



ZIMMERMAN™
PROPERTIES

BEYOND BUILDINGS

“Affordable housing” sounds like a simple concept with a simple objective. To understand what it means to communities in need, consider that available workforce housing is one of the primary criteria on which manufacturers, retailers, foodservice providers, and other companies base their decisions to establish a presence in a particular area.

Comfortable, affordable, convenient places for employees and their families to live are a critical component of any successful program for economic development.

Through hundreds of developments and thousands of affordable-housing units throughout the Midwest and South, Zimmerman has helped create living communities—where families can engage with each other as they participate in their local cultures and economies.

Our commitment to those communities begins in the earliest planning phases, and doesn’t end when construction is complete. Zimmerman brings a unique, vertically integrated capability to every property. We fully engage with communities to provide comprehensive management for optimal efficiency, value, and resident satisfaction. Because we make a long-term ownership commitment to every Zimmerman Properties development, our community partners enjoy the confidence we’ll be there to help make their housing programs successful for decades.

Take a closer look at who we are, what we do, and what we’ve already done.

You’ll see how far Zimmerman will go to make your development a success. We truly go “beyond buildings.”



WELL-EARNED EXPERTISE.

The Zimmerman group of companies includes Zimmerman Properties, LLC, Zimmerman Properties Construction, and Wilhoit Properties, each formed as part of our focus on **vertically integrated acquisition, development, construction, ownership, and management** of affordable-housing rental properties **throughout Missouri, Oklahoma, Texas, Kansas, Illinois, Nebraska, and Tennessee.**



The members of the Zimmerman companies bring **decades of combined experience** to every job we undertake. Our broad-ranging work in various states gives us a greater perspective on the best ways to achieve a property's goals, as well as **detailed insights into meeting the challenges and requirements of particular states and localities.**

Whether developing **mid-rise senior communities, garden-style apartments, townhomes, single-family homes**, or any other type of housing for those with low to moderate incomes, Zimmerman understands what affordable housing means to an area's people and its economic development. We dedicate **our expertise and the strength of our resources** to making the most of every property's long-term potential.



PRINCIPALS

Vaughn C. Zimmerman

Founder & Managing Member

With more than 25 years of direct management and construction of more than 8,400 units in eight states, Vaughn Zimmerman has served as principal developer and general partner since 1986. He maintains executive oversight of the firm and related party affiliates. Vaughn is a licensed real-estate broker, and has served on various real-estate boards and commissions developing and preserving low- and moderate-income housing.



Justin M. Zimmerman

Member

Justin Zimmerman oversees the development side of the business, having developed more than 4,400 apartment units since 1992. More than 4,200 of the units in his portfolio qualify for low-income housing tax credits, where he has served as principal developer and general partner. Justin is a licensed real-estate agent, and holds a Bachelor's Degree in Hotel and Restaurant Management from Missouri State University.

Matthew E. Zimmerman

Member

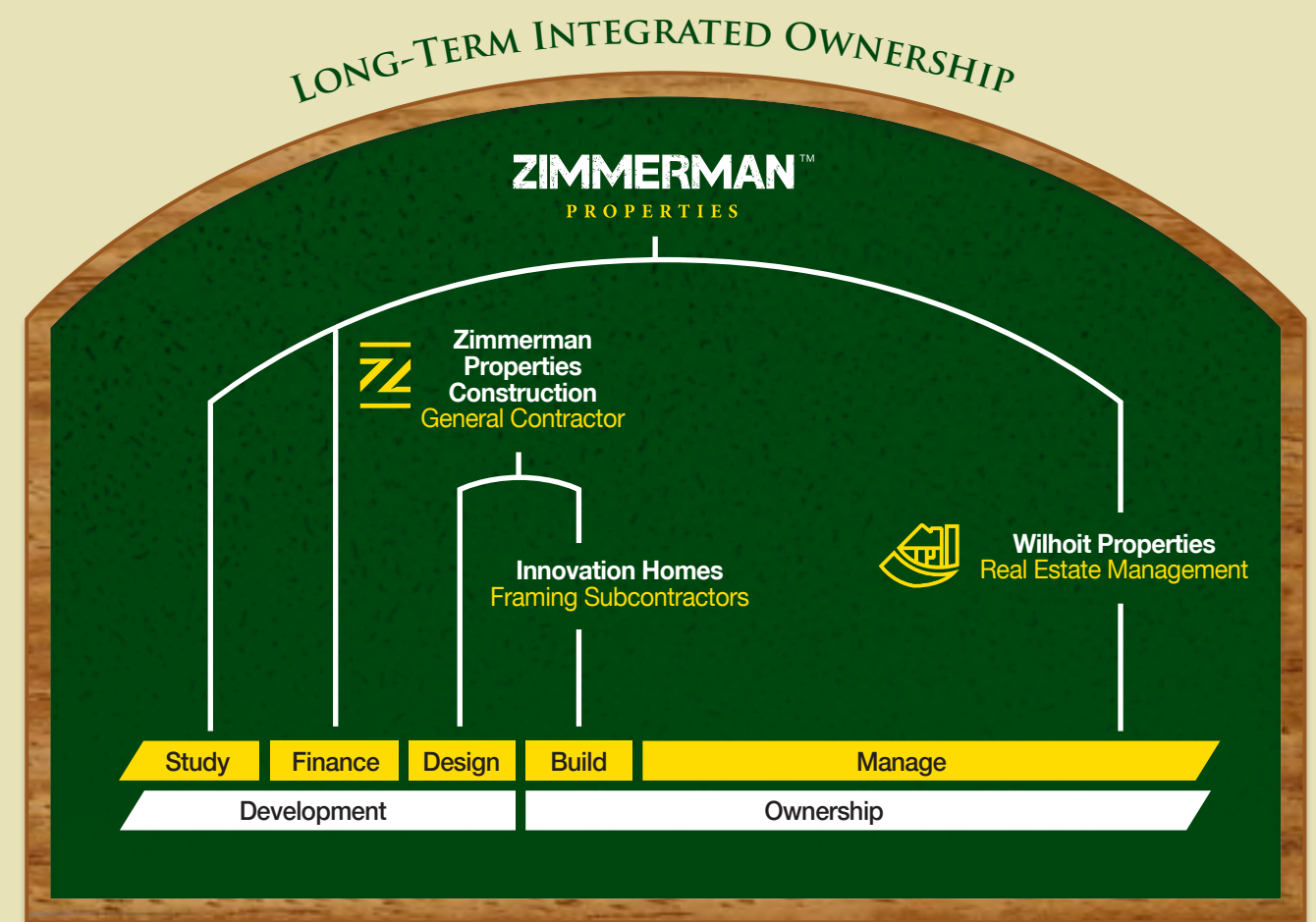
As Senior Vice President of Construction, Matt Zimmerman holds estimating and contracting authority for construction jobs, directing the day-to-day operations of all construction employees including job-site personnel, suppliers, and subcontractors. He has more than 15 years of experience in directly managing construction and general contracting, and currently oversees more than \$35,000,000 per year in construction.



Robert C. Davidson

Member

Chief Operating Officer and Chief Financial Officer Robert Davidson directs the efforts of company employees, and manages all financial aspects of the company's debt and equity commitments. His background includes more than 25 years of experience in development, construction, and construction finance. Robert holds an MBA in Finance/Accounting from the Ohio State University, and a Bachelor's Degree in Economics/Accounting from Ohio Wesleyan University.



CULTIVATING COMMUNITIES.

Over the past decade, Zimmerman Properties Construction, LLC has served as general contractor on more than 50 properties developed under Section 42 of the Internal Revenue Code utilizing low-income housing tax credits.

Beyond our **expertise in construction management for thousands of units** entailing responsibility for hundreds of millions of dollars in construction costs, we've built our firm's reputation on a comprehensive approach—developing, building, owning, and maintaining affordable housing with a view toward **creating communities**. Communities don't develop overnight. That's why Zimmerman invests in the ultimate success of every property through **long-term, integrated ownership**. This commitment for every development provides our community partners the assurance that **our experience and resources will be at work** long after construction is completed, maximizing the property's overall value and potential for success.

Zimmerman's vast experience helps demonstrate not only our qualifications in development, construction, and property management, but also the **confidence we've helped instill in those who rely on us for superior outcomes**.

PROOF IN THE PORTFOLIO.

We contribute our expertise to the success of developments throughout the Midwest and South, and we invite you to visit the sites of these **thriving communities** for a closer look.

In the meantime, we've chosen a sampling of representative work from our portfolio to give you an idea of the **depth, variety, and continuity** of our experience and capabilities. If you'd like to know more about these completed developments, Zimmerman's role in creating and maintaining them, and how your property might benefit from what we've learned, contact us for complete details.

www.WilhoitProperties.com

(417) 883-1632



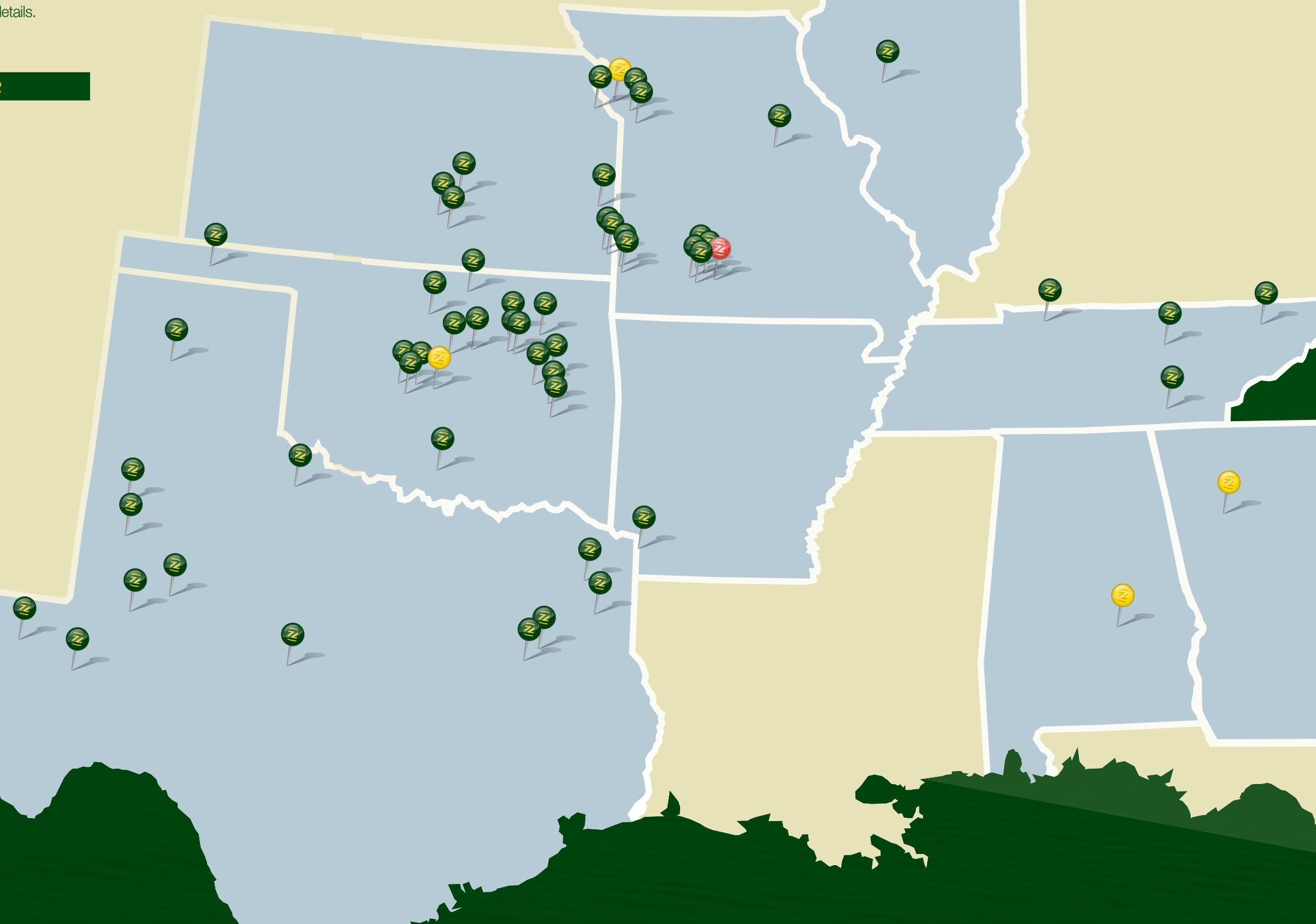
Development
General Contractor



Regional
Office



Corporate
Headquarters



RESOLUTION NO. _____

A RESOLUTION SUPPORTING THE CONSTRUCTION OF A NEW 48-UNIT SENIOR MULTI-FAMILY HOUSING DEVELOPMENT KNOWN AS SHAWNEE ESTATES DEVELOPMENT BY ZIMMERMAN PROPERTIES, LLC LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, OKLAHOMA; AND SUPPORTING FAVORABLE CONSIDERATION BE GIVEN FOR TAX CREDIT AWARD FOR THIS DEVELOPMENT.

BE IT RESOLVED:

WHEREAS, Zimmerman Properties, LLC (Owner/Applicant), is proposing to construct a new 48-unit Senior multi-family housing development known as Shawnee Estates to be located in the limits of the City of Shawnee approximately ¼ mile East of N. Harrison on Transportation Parkway; and

WHEREAS, the City of Shawnee supports economic development and promotes affordable housing for the benefit of the citizens of the City of Shawnee.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF SHAWNEE, that the City Council supports favorable consideration to be given for a tax credit award for this Development.

BE IT FURTHER RESOLVED, it is noted that the proposed development is consistent with the City of Shawnee's affordable housing strategies and comprehensive plan.

PASSED AND APPROVED this 5th day of January, 2015.

WES MAINORD, MAYOR

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK
(SEAL)

Approved as to form and legality on the 5th day of January, 2015, by the City Attorney, Mary Ann Karns.

MARY ANN KARNS, CITY ATTORNEY

Regular Board of Commissioners

8.

Meeting Date: 01/05/2015

Zimmerman Tax Credit 60-Units

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consider a resolution of support indicating favorable consideration for a tax credit award to Zimmerman Properties, LLC to construct a new 60-unit Family multi-family housing development known as Shawnee Park Apartments approximately ¼ mile East of N. Harrison on Transportation Parkway.

Attachments

Tax Credit Reso 60-Units

RESOLUTION NO. _____

A RESOLUTION SUPPORTING THE CONSTRUCTION OF A NEW 60-UNIT FAMILY MULTI-FAMILY HOUSING DEVELOPMENT KNOWN AS SHAWNEE PARK APARTMENTS DEVELOPMENT BY ZIMMERMAN PROPERTIES, LLC LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, OKLAHOMA; AND SUPPORTING FAVORABLE CONSIDERATION BE GIVEN FOR TAX CREDIT AWARD FOR THIS DEVELOPMENT.

BE IT RESOLVED:

WHEREAS, Zimmerman Properties, LLC (Owner/Applicant), is proposing to construct a new 60-unit Family multi-family housing development known as Shawnee Park Apartments to be located in the limits of the City of Shawnee approximately ¼ mile East of N. Harrison on Transportation Parkway; and

WHEREAS, the City of Shawnee supports economic development and promotes affordable housing for the benefit of the citizens of the City of Shawnee.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF SHAWNEE, that the City Council supports favorable consideration to be given for a tax credit award for this Development.

BE IT FURTHER RESOLVED, it is noted that the proposed development is consistent with the City of Shawnee's affordable housing strategies and comprehensive plan.

PASSED AND APPROVED this 5th day of January, 2015.

WES MAINORD, MAYOR

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK
(SEAL)

Approved as to form and legality on the 5th day of January, 2015, by the City Attorney, Mary Ann Karns.

MARY ANN KARNs, CITY ATTORNEY

Regular Board of Commissioners

9. a.

Meeting Date: 01/05/2015

Bids Snow Removal

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Proposals for Snow and Ice Removal Assistance (Award)

Attachments

Snow Removal Memo

Snow Removal Notice

Snow Removal Bidders List

City of Shawnee Memorandum

To: Honorable Mayor and City Commissioners
Through: Brian McDougal, City Manager *B.L.*
From: Donald D. Lynch, Emergency Management Director
Date: December 30, 2014
Re: Proposals for Snow and Ice Removal Assistance



NATURE OF THE REQUEST:

I am writing to provide you with staff's recommendation on the proposals for Snow and Ice Removal Assistance.

STAFF ANALYSIS /CONSIDERATIONS:

Attached to this page is a recapitulation of the proposals received for Snow and Ice Removal Assistance. Staff reviewed both proposal packages and found them to be in order.

The Street Superintendent advises that both firms are acceptable. While we have added additional equipment and plans are formulated to borrow personnel from other divisions/departments to operate the equipment if necessary, it is still desired to have these firms available to assist if a large event does occur.

Having a pre-event contract for the assistance will help with the disaster/emergency reimbursement should a Federal declaration be granted for an event.

RECOMMENDATION:

Staff recommends awarding contracts to both firms to ensure availability of assistance.

BUDGET CONSIDERATION:

Funding for this service will come from the City Manger's Emergency Spending Authority process.

Thank you for your favorable attention to this request.

CITY OF SHAWNEE OKLAHOMA

NOTICE TO PROSPECTIVE CONTRACTORS FOR THE REMOVAL OF SNOW AND ICE FROM THE STREETS OF THE CITY OF SHAWNEE

Notice is hereby given that the City of Shawnee desires to receive proposals for the removal of snow and ice from city streets within the City of Shawnee. The intent of this project is to augment City streets crews.

Prospective contractors may obtain Proposal Documents in the Office of the City Clerk, City Hall Building, 16 W. 9th, Shawnee, Oklahoma 74801, and shall sign the Proposal Documents Receipt List.

Proposals shall be based upon the Plans and Specifications and other documents in the Proposal Documents Package. Proposals will be received in the Office of the City Clerk, 16 W. 9th, Shawnee, Oklahoma 74801, by no later than 4:00 P.M. on Monday, December 15, 2014. All proposals timely received will be opened and reviewed by the Emergency Management Director. The Emergency Management Director reserves the right to recommend that the City Commission of the City of Shawnee reject any or all proposals and to recommend that the Commission waive immaterial defects and irregularities.

The Emergency Management Director may issue addenda as may be necessary in the best interest of the public and the City of Shawnee. Addenda may amend the date and/or time for receipt of proposals or any specification, item, document or requirement in the Proposal Documents

The Point of Contact for this project is Tim Dibler, City Street Superintendent who may be reached at telephone number 1-405-650-8602. Contractors are encouraged to visit with the Street Superintendent to obtain all details needed prior to submitting their proposal so that their proposal is complete and total.

The successful contractor shall deliver the executed Contract and the certificates of insurance to the City prior to the commencement of work and shall deliver the executed bonds within ten (10) calendar days following the City's notification of its intent to award Contract, unless that time is extended by the City.

The Contractor shall use the Proposal Forms and Affidavits provided in the Proposal Documents or photocopies thereof. All forms must be signed and all affidavits sworn to and notarized. All proposals shall be typewritten or legibly printed in ink. Contractor shall file the proposal in a sealed envelope. Each envelope shall bear a legible notation thereon that it is a proposal upon the project proposed.



Phyllis Loftis
Phyllis Loftis, CMC
City Clerk

Signed: _____

Brian McDougal
Brian McDougal
City Manager

Date: 11/24/14

Potential Vendor List

Snow & Ice Removal

Haskell Lemon Construction Co
ATTN: Joe Ridley
P.O. Box 75608
Oklahoma City, OK 73147-0608
405-947-6069
jridley@haskelllemon.com

Markwell Paving Co
1020 SW 21st Street
Oklahoma City, OK 73108
405-634-5353
darrell@markwellpaving.com

Schwarz Paving Co
8251 West Reno
Oklahoma City, OK 73127
405-789-7203
debbie.judd@schwarzpaving.com

Shell Construction Co
336 Falcon Dr
OKC, OK 73127
405-495-2063
shellconstruction@ymail.com

CP Integrated Services
3800 Beacon Dr
OKC, OK 73179
405-823-2147
durindafisher@coxinet.net

Silver Star Construction Co
2401 S Broadway
Moore, OK 73160
405-793-1725
recept@silverstarconst.com

Nash Construction Co
700 South Irving
Oklahoma City, OK 73129
405-672-2792
nashconbw@att.net

Rudy Construction Co
3101 NE 63rd
Oklahoma City, OK 73121
405-478-9900
info@rudycorstruction.com

Shawnee Sand & Select
43008 Benson Park Rd
Shawnee, OK 74801
405-878-6088
drw9994@yahoo.com

G & G Services
37402 Garrett's Lake Road
Shawnee, OK 74804
405-203-3588
griggschris@yahoo.com

Regular Board of Commissioners

9. b.

Meeting Date: 01/05/2015

Proposals CM Search

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Proposals for City Manager Executive Search Firm CM-001-2015 (Open)

Attachments

CM RFP

CM RFP List

REQUEST FOR PROFESSIONAL SERVICES PROPOSAL

CITY OF SHAWNEE
City Clerk's Office
16 W 9th Street, Shawnee, Oklahoma 74801
PHONE (405) 878-1609

CLOSING DATE: JAN 5, 2015
CLOSING TIME: 4:00 PM

Request for Proposal for Executive Search Services for the City of Shawnee

The Request for Professional Services Proposal is part of a competitive procurement process which will facilitate a fair opportunity for qualified firms to offer their plans and services for consideration. The process of competitive negotiation being used should not be confused with competitive sealed bidding where goods and services can be precisely described and price is generally the determination factor. The competitive Request for Proposal will provide the City the flexibility to negotiate with firms to arrive at a mutually agreeable relationship, where price alone is not the major determination factor; however, price will be a priority factor.

Organization of Request for Proposal Page No.
1 - PURPOSE 2
2 - AWARD 2
3 - RFP ORGANIZATION SUBMITTAL 2-3
4 - CUSTOMER REFERENCES 3
5 - TERMS & CONDITIONS 3
6 - RFP STATUS 4-5
7 - SPECIFICATIONS AND OFFER 4-5
8 - NON-COLLUSION AFFIDAVIT 6

FOR QUESTIONS REGARDING THIS RFP CONTACT TAMERA JOHNSON AT (405) 878-1626.

_____, of lawful age, being first duly sworn, on oath, says:
(s)he is the agent authorized by the bidder to submit the attached RFP. Affiant further states that the bidder has not been a part to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or refrain from bidding; or with any city or town official or employee of the City of Shawnee, Oklahoma, as to quantity, quality or price in the prospective contract, or any other terms or said prospective contract; or in any discussion between bidders and any city or town official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

COMPANY NAME

COMPANY REPRESENTATIVE'S SIGNATURE

FAX NUMBER

ADDRESS

CITY STATE ZIP

Subscribed and sworn before me this _____ day of

_____, 20__

TOLL FREE TELEPHONE NUMBER

TELEPHONE NUMBER

NOTARY PUBLIC

FEDERAL EMPLOYER IDENTIFICATION NUMBER

My Commission Expires: _____

REQUEST FOR PROFESSIONAL SERVICES PROPOSAL

CITY OF SHAWNEE
City Clerk's Office
16 W 9th Street, Shawnee, Oklahoma 74801
PHONE (405) 878-1609

CLOSING DATE: JAN 5, 2015
CLOSING TIME: 4:00 PM

1. Purpose:

- 1.1 In response to the resignation of the current City Manger in January, 2105; the City of Shawnee is requesting proposals from Executive Search firms to provide professional assistance to the Mayor and City Commission of Shawnee, Oklahoma, to fill the vacancy of City Manager.

2. Award:

- 2.1. The City reserves the right to award this contract, not necessarily to the firm with the lowest cost, but to the firm that best meets the requirements and needs of the City as determined by the City.
- 2.2. Upon submission of the responses to this RFP, the City will evaluate the responses of the firms. Interviews with the finalists may be conducted by the City.

3. RFP Organization/Submittal:

- 3.1 One (1) unbound original and seven (7) bound copy (ies) of proposal(s) should be mailed or hand delivered no later than the closing date and time to the following location:

City Clerk's Office
City of Shawnee
16 W 9th Street
Shawnee, OK 74801
Phone (405) 878-1609

- 3.2 All proposals must be delivered to the City Clerk's Office for the City of Shawnee before the FINAL CLOSING DATE AND HOUR as shown on this RFP. Proposals received AFTER the time set for receipt of proposals WILL NOT BE CONSIDERED.

- 3.3 Mailed in proposals or proposals hand delivered directly to the City Clerk's Office are to be received in sealed envelopes with the name of the Proposer, RFP number (CM-001-2015), project name (City Manager Executive Search) and closing date plainly stated on the face of the sealed envelope. When submitting more than one (1) proposal, they should be in separate envelopes. All costs associated directly or indirectly with responding to this RFP including but not limited to, preparation of a response, any oral presentation or meetings required to supplement and/or clarify a proposal, which may be required by the City shall be the sole responsibility of and shall be borne by the respondent.

- 3.4 Proposals are to be original and hard copy. Facsimile proposals will not be accepted.

- 3.5 The proposal shall be in the specific format prescribed herein. Proposals should not contain promotional or display materials, and all material shall pertain to the requirements. Proposals shall be straightforward, providing a concise description of the proposer's ability to meet the requirements of this RFP. Emphasis should be on completeness and clarity of content. Submitted proposals are subject to release under the Oklahoma Open Records Act.

- 3.6 Failure to provide required data to allow for evaluation of proposal or failure to complete the RFP form(s) may be grounds for rejecting the RFP.

- 3.7 All proposals must be signed and the non-collusion affidavit form must be executed and notarized at time of RFP submission.

- 3.8 Inquiries: Inquiries should be submitted in writing by mail or e-mail:

City of Shawnee
Tamera Johnson, Human Resources Director
16 W 9th Street
Shawnee, OK 74801
Email: tjohnson@Shawneeok.org

REQUEST FOR PROFESSIONAL SERVICES PROPOSAL

CITY OF SHAWNEE
City Clerk's Office
16 W 9th Street, Shawnee, Oklahoma 74801
PHONE (405) 878-1609

CLOSING DATE: JAN 5, 2015
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3.9 Schedule of Events:

Proposal Issued	12/15/2014
Proposal(s) Due	1/5/2015
Anticipated Date of Award	1/19/2015

4. Customer References:

4.1 **Provide the names and phone numbers of five (5) references for which the responder has provided executive search services, including municipalities. Include a brief description of each project with the proposal.**

4.2	Company Name	Contact	Phone No.
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

5. Terms & Conditions:

- 5.1 Terms and conditions below will govern the submission and evaluation of proposals and the award. Bidders are requested to carefully review the following:
 - 5.1.1 Award Status: The response to this RFP will be considered as a legal offer to contract. An acceptance of any proposal will be issued by the City of Shawnee in accordance with the following paragraphs of this section and constitutes a legal and binding contract.
 - 5.1.2 Contract Format/Requirements: The resulting City acceptance will incorporate this Request for Proposal. All additional agreement(s) and stipulations and the results of any final negotiations will be incorporated. The only valid conditions of the contract are the ones contained within this specification and proposal.
- 5.2 Contract Modification: All modifications and/or changes to the contract must be agreed to in writing by both parties and approved by the City prior to executing any change.
- 5.3 Contract Termination: The City may terminate any resulting contract for cause by providing a Show Cause Letter to the contractor citing the instances of noncompliance with the contract.
 - 5.3.1 If the noncompliance is not cured within 15 days, the City may terminate the contract.
 - 5.3.2 The City reserves the right to terminate the contract for convenience by providing fifteen (15) days written notice to the contractor.
- 5.4 Conflict of Interest: In the event there is a potential or actual conflict of interest, the vendor(s) shall provide full disclosure to the City of Shawnee. The City shall determine if the conflict, whether potential or actual, is material.
- 5.5 Disclosure of Proposal Content: All proposals become a matter of public record once opened. Proposals with information marked "confidential" will be rejected upon discovery of such statement. By submitting a proposal, a proposer specifically assumes any and all risks and liabilities associated with the information contained in the proposal and the release of that information.
- 5.6 Choice of Law and Venue: The resulting contract shall be construed under the laws of the State of Oklahoma and venue in any action and/or litigation commenced to enforce the contract shall be instituted in the appropriate courts in Pottawatomie County, in the State of Oklahoma.

REQUEST FOR PROFESSIONAL SERVICES PROPOSAL

CITY OF SHAWNEE
City Clerk's Office
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CLOSING DATE: JAN 5, 2015
CLOSING TIME: 4:00 PM

5.7 Federal, State and Local Laws and Regulations: The successful contractor will comply with all laws and regulations on taxes, licenses and permits.

6. RFP Status:

6.1 City of Shawnee Rights:

6.1.1 The City of Shawnee and its designees reserve the right to determine whether a proposal is responsive and has the ability and resources to perform the contract in full and comply with the specifications.

6.1.2 The City reserves the right to reject proposal which incorporates counter proposals and conditions in the form of vendor's pre-printed clauses.

6.1.3 The City reserves the right to accept or reject all or part of any proposal, waive informalities, minor irregularities or substitute items as desired if deemed in the best interest of the City, therefore selecting the optimum proposal or issue a new RFP.

6.1.4 The City reserves the right to reject proposals when procedures stated within are not followed.

6.2 Effective Period: Proposals submitted must remain in effect for a period of sixty (60) days after the closing date. An award will be signed and issued within that time or at a negotiated later date.

6.3 Withdrawal of Proposals: Proposals may be withdrawn at any time prior to the closing date, however, the City reserves the right to withdraw vendor(s) from future proposals who have withdrawn a proposal after the closing date and prior to the effective period of RFP without the City's approval.

6.4 Changes: It shall be the proposers responsibility to bring to the attention of the City any discrepancies in, omissions from or errors in the documents, or enhancements which would be in the best interest of the City, or if they are in doubt as to the meaning of any part of this RFP.

6.5 Examinations: Before submitting a proposal, contractor shall thoroughly examine the RFP as well as location and otherwise be fully informed as to all existing conditions and limitations.

6.6 Modifications of RFP: Oral modifications will not be considered. Any bidder may modify their RFP in writing prior to date and time of RFP closing. Only modifications received in sealed envelopes with RFP number, closing date and project name clearly marked on outside will be accepted. Written confirmation must be received under the same signature as prior submitted RFP. All modifications are to be clearly numbered and dated as to determine the final one.

6.7 Sales Tax Exemption: All proposals must be submitted exclusive of Federal Excise Tax and Oklahoma State Tax. The City of Shawnee is exempt from Federal Excise Tax and Oklahoma State Tax. When proof of a tax exemption status is required, a notation should be made on this RFP and an Exemption Letter shall be furnished.

7. Specifications and RFP Offer:

7.1 Scope of Work: The successful provider shall be required to provide, at minimum, the following service(s) to assist the Mayor and City Commission in selecting the ideal candidate:

7.1.1 Working with elected officials and others deemed appropriate, profile the City's needs into a detailed recruiting strategy to support a nationwide search. This shall include, but not be limited to:

7.1.1.1 Develop a community profile to be used to attract qualified applicants.

7.1.1.2 Develop a statement of significant challenges the new city manager will face upon taking office.

7.1.1.3 Develop a position profile to include desired management style, personality traits, preferred experience, salary and benefits offered, etc.

7.1.2 Prepare a recruitment brochure to be used to attract qualified applicants, said brochure to be approved by the Mayor and City Commission prior to distribution.

7.1.3 Conduct an aggressive and proactive recruiting campaign including, but not limited to, placement of ads in appropriate publications, on-line job services, etc.

REQUEST FOR PROFESSIONAL SERVICES PROPOSAL

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CLOSING DATE: JAN 5, 2015
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- 7.1.4 Network to attract applicants who meet the job description, background, and qualifications who might otherwise not apply.
- 7.1.5 Receive all applications/resumes. The City of Shawnee will refer interested parties to the Search Firm. Interested parties who do not apply through the search firm will not be considered applicants.
- 7.1.6 Screen and evaluate applicants to match the recruitment profile.
- 7.1.7 Provide the Mayor and City Commission with access to all applicant information with a comparison of applicable qualifications.
- 7.1.8 Work with the Mayor and City Commission to screen applicants into a list of finalists.
- 7.1.9 Conduct extensive background checks on finalist candidates to include criminal; credit; education verification; previous employment verification and references.
- 7.1.10 Assist the Mayor and City Commission in preparing for the interview process.
- 7.1.11 Assist the Mayor and City Commission in negotiation of an employment agreement.
- 7.2 Proposal Format: Each proposal submitted should include the following:
 - 7.2.1 A statement of qualifications, history and experience of the firm.
 - 7.2.2 Identification of key personnel who will be assigned to the project and the specific role of each individual, along with a brief professional resume for each person.
 - 7.2.3 A step by step analysis of the firm's methodology to be employed in each step of the process.
 - 7.2.4 Anticipated timelines for accomplishment of each step.
 - 7.2.5 Project description as referenced in Section 4.1.
 - 7.2.6 Non-collusion affidavit.
 - 7.2.7 Fee Proposal, as described in 7.3.
- 7.3 Fee Proposal: The fee proposal submitted shall include, at minimum, the following:
 - 7.3.1 Fees for services rendered for the total scope of work.
 - 7.3.2 Direct expense reimbursement such as travel.
 - 7.3.3 Any indirect expenses.
 - 7.3.4 Total expected fee inclusive of services and expenses.

REQUEST FOR PROFESSIONAL SERVICES PROPOSAL

CITY OF SHAWNEE
City Clerk's Office
16 W 9th Street, Shawnee, Oklahoma 74801
PHONE (405) 878-1609

CLOSING DATE: JAN 5, 2015
CLOSING TIME: 4:00 PM

NON-COLLUSION AFFIDAVIT
To Accompany Contractor's Bid

STATE OF _____)

) ss:

COUNTY OF _____)

_____ (Contractor's Authorized Agent), of lawful age, being first duly sworn upon his/her oath, states:

- 1. I am the duly authorized agent of _____ (Bidder's Company Name), the bidder submitting the attached competitive bid (the "bid"), for the purpose of certifying the facts pertaining to the existence or nonexistence of collusion among bidders or between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the award of any contract associated with the bid attached to this document;
2. I am fully aware of the facts and circumstances surrounding the making of the bid and have been personally and directly involved in the proceedings leading to the submission of such bid;
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party to: Any collusion among bidders to restrain the freedom of competition by agreement to bid at a fixed price or to refrain from bidding; any collusion with any municipal official or employee as to quantity, quality, or price in the bid or contemplated contract, or as to any other terms of such bid or contemplated contract; nor any discussions between bidders and nay municipal official or employee concerning the exchange of money or other thing of value for special consideration in the award of the contemplated contract.

Further, Affiant saith not.

Signature of Authorized Agent

Title (printed)

Subscribed and sworn to before me this _____ day of _____, 2014.

(SEAL)

My commission expires:

Notary Public

**City Manager Executive Search Firm
Consultant list
Submitted December 15, 2014
Open January 5, 2015**

Strategic Government Resources

Ron Hollifield
PO Box 1642
Keller, TX 76244
Phone: 817-337-8581
Fax: 817-796-1228
ron@governmentresource.com;

The Pace Group

P.O. Box 1502
Tupelo, MS 38802
Phone: (662) 678-1618
(662) 397-1955
john@thepacegroup.com;

Affion Public Executive Search

Jim Nuse
2120 Market Street, Suite 100
Camp Hill, PA 17011
888.321.4922 tel
717.214.4922 tel
717.214.8004 fax
info@affionpublic.com:

Municipal Solutions

875 South Estrella Parkway, PO Box 5038
Goodyear, AZ 85338
928.220.2611 / 623.207.1309
David A. Evertsen, Principal
devertsen@municipalsolutions.org;

The Mercer Group

1000 Cordova Place #726
Santa Fe, NM 87505
505-466-9500 (phone)
505-466-1274 (fax)
mercerc@mindspring.com
JMercer@mercergroupinc.com

Chell Consulting, LLC.

P.O. Box 721447
Norman, OK 73070-1447
President Larry Shelton
Tel: (405) 834-8287
E-Mail: CHELL CONSULTING
lshelton@chellconsulting.com

Regular Board of Commissioners

9. c.

Meeting Date: 01/05/2015

Bids Pool Parking

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Shawnee Pool Parking Project COS-PW-14-01 (Open)

Attachments

[Pool Parking Notice](#)

[Pool Parking Mailing List](#)

[Pool Parking Plan Holders](#)

NOTICE TO BIDDERS

Sealed bids will be received by the City of Shawnee, Oklahoma, City Hall, 16 West 9th – P.O. Box 1448, Shawnee, OK 74802-1448 up to 4:00 p.m., **Monday, January 5, 2015**, for:

BID: CONTRACT NO. COS-PW-14-01 SHAWNEE POOL PARKING PROJECT

Bidding Documents, Plans and Specifications are available to qualified bidders at the office of City Engineer, 222 North Broadway, Shawnee, OK 74802-1448. The fee for Plans and Specifications is \$50.00 per contract set and is non-refundable. No documents will be mailed unless the request is accompanied by an additional \$10.00 per set to cover mailing cost. **A Pre-Bid Conference is scheduled for Monday, December 29, 2014, at 11:00 a.m. in the Engineering Conference Room, 222 North Broadway, Shawnee, OK.**

Each bid shall be filed in a sealed envelope. On the front of each envelope shall be written the following words to the left of the address:

BID: CONTRACT NO. COS-PW-14-01 SHAWNEE POOL PARKING PROJECT January 5, 2015

This project shall include approximately **the construction of entry drive lanes and parking lot**. BIDDERS must obtain Bid Documents directly from the City of Shawnee in order for Bids to be acknowledged. The ORIGINAL COPY of each bid shall be filed with the City Clerk of the City of Shawnee, Oklahoma, together with a sworn anti-collusion affidavit in writing that the bidder has not entered into any agreement, expressed or implied, with any other bidder, or bidders, for the purpose of limiting the bid, or bidders, or parcel out to any bidder, or bidders or any other persons, any part of the contract or subject matter of the bid.

Each BIDDER shall attach to his/her BID filed with the City of Shawnee either a bidder's bond, a certified check, or a cashier's check made payable to the City of Shawnee, in an amount not less than five percent (5%) of the amount of bid as a guarantee of delivery of the service in full compliance with the specifications as issued by the City of Shawnee. Should the successful BIDDER fail to deliver the service in full compliance with the specifications within forty-five (45) days after acceptance of his/her bid, the bidder's bond, certified check or cashier's check deposited with his/her bid will be retained as and for liquidated damages. The deposit of each unsuccessful bidder will be returned when his/her bid is rejected.

The bids filed with the City Clerk will be opened and considered by the Board of Commissioners at a Public Meeting in the City Hall, Shawnee, Oklahoma, at 6:30 p.m., **Monday, January 5, 2015**. The City of Shawnee reserves the right to reject any and all bids.



Phyllis Loftis
Phyllis Loftis, CMC, City Clerk

CITY OF SHAWNEE, OKLAHOMA
a Municipal Corporation

BY: 
Brian E. McDougal, City Manager

Project Mailing list

A-1 DOZER & EXCAVATING
38107 – 45TH STREET
SHAWNEE, OK 74804

ACE PAVING & CONSTRUCTION INC
NBU 8108
PRAGUE OK 74864

All Roads Paving
10200 N.W. 10th Street
Oklahoma City, OK 73127

Arbor Transport & Construction
P.O. Box 1721
Norman, OK 73070

A-TECH PAVING
P O BOX 2865
EDMOND OK 73083-2865

Austin Paving
PO Box 2707
Stillwater, OK 74076

Bishop Paving
PO Box 1334
OKC,OK 73101

CGC,LLC
101 W. 5th Street
Edmond, Oklahoma 73003

Christian Construction Company
20125 180th Street
Purcell, OK 73080

Cimarron Construction Company
7409 N.W. 85th Street
OKC,OK 73132

Connelly Paving Company
P.O. Box 75450,
OKC, OK 73147

Continental Construction Corporation
5720 N. Industrial Blvd.
Edmond, OK 73034

Continental Construction
10900 Hefner Pointe Dr. Suite
202
OKC,OK 73120

Cove Creek Construction
912 East Main St.
PO Box 350
Clarksville, Arkansas 72830

CP3 Enterprises
13112 NS 3500
Maud, Oklahoma 74854

C-P Integrated Services
3007 NW 63rd Street STE 205
Oklahoma City, OK 73116

Davenport Construction
6001 N. Horseshoe Bend
Edmond, Ok 73034

DOLESE
20 N W 13TH
OKLAHOMA CITY OK 73103

Downey Contracting LLC
3217 N.E. 63rd
OKC,OK 73121

DTH Construction
35603 Moccasin Trail
McLoud, OK 74851

Duit Construction Company, Inc.
6250 Industrial Blvd.
Edmond, OK 73034

Eagle Vision Construction
PO Box 1225
Shawnee, OK 74802

Ferguson Waterworks
2220 S.E. 18th St.
OKC, Ok 73129

Forsgren, Inc.
3000 North 23rd Street
Fort Smith, Arkansas 72904

Gayler Construction Services
Rt.1 Box 318
Earlsboro, Ok 74840

Gibson & Associates, Inc
11210 Ryliecrest
Balch Springs, Texas 75180-0579

**Hardcore Concrete Construction
Group**
15 Angie Lane
Shawnee, OK 74801-3916

Project Mailing list

HASKELL LEMONS, LLC.
PO Box 75608
OKC, OK 73147

HD Supply
14701 E. 116 N
Owasso, Ok 74055

Heller Construction
PO Box 1438
Hot Springs, Arkansas 71902

Howard Construction
901 S. Spring Lane
Blanchard, OK 73010

Howards Excavating and Paving
14000 S. Meridian Ave.
OKC, Ok 73173

J & S Dozer
1822 Elmgrove Road
Muskogee, Ok 74403

Jordan Contractors
123 S. Broadway
Tecumseh, Ok 74873

Keystone Services, Inc.
P.O. Box 218
Bixby, OK 74008

**Krapff Reynolds Construction
Company**
2400 N.E. 4th Street
OKC,OK 73117

Kraus Construction
2419 N. O Street
Fort Smith, Arkansas 72901

Kustom Krete
1901 Glenn Wood Dr.
Moore, OK 73160

Landes Engineering, L.L.C.
P. O. Box 1032
Shawnee, OK 74802-1032

Legacy Services, Inc.
10020 NW 134th Street
Yukon, OK 73099

MARKWELL PAVING COMPANY
P O BOX 82005
OKC OK 73148

McWane Pipe
10012 S. Maplewood Pl
Tulsa, OK 74137

Medevelop
3847 S. Boulevard, Suite 400
Edmond, OK 73013

Meridian Contracting Inc
17500 S. Sooner Rd
Norman, OK 73071

Merryman Excavators
1501 Land Road
Woodstock, IL

Midstate Traffic Control
12501 N. Sante Fe
OKC,OK 73114

Mike Little Construction
1901 N. Kickapoo
Shawnee, OK 74804

Nash Construction Company
700 S. Irving
Oklahoma City, OK 73129

OBC Inc
PO Box 3817
Edmond, Ok 73083

Parathon Construction
PO Box 1287
Edmond, Ok 73083-1287

Pbx Corporation
PO Box 644
Sapulpa, Ok 74067

Peter Porter
4409 N. Bryan Ave.
Shawnee, OK 74804-2352, R007

PIONEER ROCK
P O BOX 176
COMMERCE OK 74339

PM Construction
131 N. Richey
Pasadena, Texas 77506

Project Mailing list

**RUDY CONSTRUCTION CO.
P O BOX 14575
OKC OK 73113**

**SAC Services
3600 S. Ross Ave.
Oklahoma City, OK 73119**

**SHELL CONSTRUCTION
P.O. Box 1178
OKC, OK 73101**

**Shiloh Enterprises, Inc.
5720 N. Industrial Blvd.
Edmond, OK 73034**

**Shoestring Enterprises LLC
PO Box 390
Olustee, OK 73560**

**Silver Star Construction, Inc.
2401 S. Broadway
Moore, OK 73160**

**TG Excavating
26016 E. Admiral Place
Catoosa, OK 74015**

**Time Striping Inc.
PO Box 1236
Van Buren, Arkansas 72957**

**TJ Campbell
6900 S SUNNYLANE
OKC OK 73135**

**Tom Hudson Paving
7400 W. HWY 33
Guthrie, OK 73044**

**Tonto Construction Inc
8101 W. 33rd Street South
Muskogee, Ok 74401**

**Traffic and Lighting Systems
13305 N. Sante Fe
OKC, OK 73114**

**Trent Construction
2200 N. Luther Road
Harrah, Ok 73045**

**T T K CONSTRUCTION
P O BOX 3681
EDMOND OK 73083**

**Urban Contractors
7113 N. Bryant Ave.
OKC, OK 73121**

**Water Works Plumbing, Inc
2613 N. Shields Blvd
Moore, Ok 73160**

**Wee Construction Co
PO Box 263
Washington, OK 73093**

**White Hawk Engineering &
Design, LLC
PO Box 7620
Moore, OK 73153-1620**

**White's Construction
2019 Spencer Dr.
Harrah, Ok 73045**

**WOOD & SONS PAVING
200 E. INTERSTATE 35
EDMOND OK 73034**

**Wynn Construction
11901 N. Eastern Ave.
OKC, OK 73131**

**Central Contracting
17301 South Sunny Lane
Norman, Ok 73071**

**Martin Marietta Materials Inc
1404 SW 89th Street
Okc, Ok 73159-6305**

**MKEC Engineering
1000 W. Wilshire suite 401
Okc, Ok 73116**

**Branco Enterprises, Inc
PO Box 459
Neosho, Missouri 64850**

CITY OF SHAWNEE
PLAN HOLDER'S LIST
CONTRACT NO. COS-PW-14-01
SHAWNEE POOL PARKING PROJECT

Business Name: RUDY CONSTRUCTION CO
Contact: PHIL PRATT
Address: PO BOX 14575
OKC, OK 73111
Telephone: 405-478-9900
Fax: 405-478-9901
Cell: _____
E-Mail: PPRATT@RUDYCONSTRUCTION.COM
Paid for & Picked Up Specs: CK # 58699 12/16/14

Business Name: JLT CONTRACTING LLC
Contact: TAMMY WASSON
Address: PO BOX 81
CUSHING OK 74023
Telephone: 918-225-2242
Fax: 918-225-2159
Cell: 918-688-4156
E-Mail: WASSONT@SBCGLOBAL.NET
Paid for & Picked Up Specs: CK #5579 12/16/14

Business Name: PARATHON CONSTRUCTION
Contact: JIMMY SMITH
Address: PO BOX 1287
EDMOND, OK 73083-1287
Telephone: 405-202-1572
Fax: 866-391-1572
Cell: 405-202-0643
E-Mail: PARATHONCONSTRUCTION@GMAIL.COM
Paid for & Picked Up Specs: 12/19/14

Business Name: Branco Enterprises
Contact: Bruce Johnson
Address: 10233 E. Hwy 86
Neosho, Missouri 64850
Telephone: 417-451-5250
Fax: 417-451-2851
Cell: _____
E-Mail: estimating@branco.com
Paid for & Picked Up Specs: 12/19/14 mailed pd credit card

Business Name: Pavement Repair Service Inc
Contact: Jim Scism
Address: 1315 W. Ross Ave.
Sapulpa, Ok
Telephone: 918-557-5362
Fax: 918-512-8816
Cell: 918-557-5362
E-Mail: prsjim@aol.com
Paid for & Picked Up Specs: cash 12/29/14

Business Name: A-1 Dozer
Contact: Jim Martin
Address: 38107 45th
Shawnee, Ok
Telephone: 405-275-5304 405-317-3474
Fax: 405-275-2516
Cell: 405-317-3474
E-Mail: james.martin@sbcglobal.net
Paid for & Picked Up Specs: credit 12/29/14

Business Name: CGC, LLC
Contact: Jimmy Wright
Address: 101 W. 5th Street
Edmond, Ok 73003
Telephone: 405-285-8871
Fax: 405-285-8872
Cell: _____
E-Mail: jimmie@cgcbuilds.com
Paid for & Picked Up Specs: pd ck # 31053

Business Name: _____
Contact: _____
Address: _____

Telephone: _____
Fax: _____
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: _____

Business Name: _____
Contact: _____
Address: _____

Telephone: _____
Fax: _____
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: _____

Regular Board of Commissioners

11.

Meeting Date: 01/05/2015

Exec Session Arnett

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consider an Executive Session to discuss potential claims, litigation or other options regarding Case No. CV-2014-6, Pottawatomie County, City of Shawnee v. International Union of Police Associations, Local No. 3 and Jon Arnett, as authorized by 25 O.S. §307(B)(4).

Regular Board of Commissioners

12.

Meeting Date: 01/05/2015

Exec Session Consider Arnett

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding potential claims, litigation or other options regarding Case No. CV-2014-6, Pottawatomie County, City of Shawnee v. International Union of Police Associations, Local No. 3 and Jon Arnett, as authorized by 25 O.S. §307(B)(4).
