

AGENDA MEETING PACKET

BLANCHARD CITY COUNCIL REGULAR MEETING



TUESDAY, 12 MARCH 2024

CITY COUNCIL MEETING

MUNICIPAL COURTHOUSE

300 NORTH MAIN STREET

BLANCHARD OK 73010

CITY COUNCIL

MICHAEL SCALF ~ WARD 2 MAYOR

CHUCK KEMPER ~ WARD 4 VICE MAYOR

BEN WHITT ~ WARD 1 COUNCILOR

ALBERT RYANS ~ WARD 3 COUNCILOR

CHRISTINA SHORT ~ AT-LARGE COUNCILOR

STAFF

ROBERT L. FLOYD ~ CITY MANAGER

DAVID L. PERRYMAN ~ CITY ATTORNEY

KENNY SULLIVAN ~ CITY ENGINEER

VACANT ~ CITY CLERK

VACANT ~ CITY PLANNER

DANIEL M. OFSTHUN ~ FINANCE DIRECTOR

DAVID STANDRIDGE ~ PW DIRECTOR

CHARLIE LARGENT ~ FIRE CHIEF

STEVE RHODES ~ POLICE CHIEF

DUSTIN DOWNEY ~ CAPITAL PROJECTS MANAGER



AGENDA

03.12.24

Notice is hereby given of a regular meeting to be held at the Municipal Council Chambers and Court House, 300 N. Main Street, Blanchard, Oklahoma, in accordance with the Oklahoma Open Meeting Act for the purpose of discussion, consideration and possible action, including, but not limited to, the approval, denial, amendment, revision, or conditional approval, in whole or in part of the following Agenda items.

**BLANCHARD CITY COUNCIL
REGULAR MEETING
TUESDAY, 12 MARCH 2024
6:00 P.M.**

OR IMMEDIATELY FOLLOWING THE BMIA MEETING

This Agenda was posted in prominent public view on the City's website at www.cityofblanchard.us and the Municipal Council Chambers and Court House agenda board (located on the north side of the building's court yard) on or before 5:00 p.m., Friday, the 8TH day of March, 2024, in accordance with the Oklahoma Open Meeting Act.

City Clerk



AGENDA

03.12.24

A. MEETING CONVENED

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **DETERMINATION OF QUORUM:**
4. **PRESENTATION:**
 - a. **Proclamation:** National Animal Care and Control Appreciation Week;
 - b. **Proclamation:** National Public Safety Telecommunicators Week.
 - c. **Citation:** Cooper Stoda, BHS Senior, Academic All State.

B. BUSINESS AGENDA

THE FOLLOWING ITEM(S) ARE HEREBY DESIGNATED FOR DISCUSSION, CONSIDERATION, AND TAKE INDIVIDUAL ACTION, INCLUDING, BUT NOT LIMITED TO, APPROVAL, DENIAL, AMENDMENT, REVISION, OR CONDITIONAL APPROVAL, IN WHOLE OR IN PART OF:

1. **PUBLIC HEARING.**

Public Hearing to solicit general comments regarding Phase II of the Original Town Water Replacement Project and file an application with associated documents for a 2024 CDBG Grant to help fund the costs.

- a. Open, Conduct and close Public Hearing;
- b. Discuss and vote on a motion to adopt Resolution No. 2024-12 approving a CDBG Application to the Oklahoma Department of Commerce;

- c. Discuss and vote on a motion to adopt Resolution No. 2024-13 on the required City's Leveraged Funds.
- d. Discuss and vote on adopting a Citizens Participation Plan.

2. PUBLIC HEARING.

Open, conduct, and close Public Hearing to receive public comments on the Planning Commission's recommendation to approve Zoning Application submitted by:

Applicant: Clifton and Lisa Jenkins
Current Zoning: S-1, Suburban District
Proposed Zoning: A-1, Agricultural Residential
Address: 845 Bell Lane
PC Recommendation: Approval

3. ORDINANCE.

Discuss and vote on a motion adopting Ordinance No. 809 reclassifying property from the S-1, Suburban District to A-1, Agricultural District for a tract of land located at 845 Bell Lane, within the City of Blanchard, Oklahoma; providing for severability; declaring repealer; and declaring an emergency.

4. EMERGENCY CLAUSE.

Discuss and vote on a motion to approve an Emergency Clause for Ordinance No. 809.

5. PUBLIC HEARING.

Open, conduct, and close Public Hearing to receive public comments on the Planning Commission's recommendation to approve Zoning Application submitted by:

Applicant: Rachel Clapp
Current Zoning: S-1, Suburban District
Proposed Zoning: R-E, Residential Estates District
Address: 4983 Quail Ridge Road
PC Recommendation: Approval

- 6. ORDINANCE.**
Discuss and vote on a motion adopting Ordinance No. 810 reclassifying property from the S-1, Suburban District to R-E, Residential Estates District for property located at 4983 Quail Ridge Road, within the City of Blanchard, Oklahoma; providing for severability; declaring repealer; and declaring an emergency.
- 7. EMERGENCY CLAUSE.**
Discuss and vote on a motion to approve an Emergency Clause for Ordinance No. 810.
- 8. PUBLIC HEARING.**
Open, conduct, and close a public hearing to receive public comments on the Planning Commission's recommendation adopt an Ordinance amending certain sections of Articles Four (4), Five (5) and Seven (7) of Chapter 21 of the Code of Ordinances of the Blanchard, Oklahoma, the same being the Zoning Ordinance, amending the regulations of residential zoning districts.
- 9. ORDINANCE.**
Discuss and vote on a motion adopting Ordinance No. 811 amending certain sections of Articles Four (4), Five (5) and Seven (7) of Chapter 21 of the Code of Ordinances of the Blanchard, Oklahoma, the same being the Zoning Ordinance, amending the regulations of residential zoning districts; providing for severability; declaring repealer; and declaring an emergency.
- 10. EMERGENCY CLAUSE.**
Discuss and vote on a motion to approve an Emergency Clause for Ordinance No. 811.
- 11. PUBLIC HEARING.**
Open, conduct, and close a public hearing to receive public comments on the Planning Commission's recommendation to adopt an Ordinance adding a new Section 21-512 to Chapter Twenty-One (21) of the Code of Ordinances of Blanchard,

Oklahoma, the same being the Zoning Ordinance, creating landscaping regulations.

12. ORDINANCE.

Discuss and vote on a motion adopting Ordinance No. 812 adding a new Section 21-512 to Chapter Twenty-One (21) of the Code of Ordinances of Blanchard, Oklahoma, the same being the Zoning Ordinance, creating landscaping regulations; providing for severability; declaring repealer; and declaring an emergency.

13. EMERGENCY CLAUSE.

Discuss and vote on a motion to approve an Emergency Clause for Ordinance No. 812.

14. ORDINANCE.

Further discuss and vote on a motion to adopt Ordinance No. 805, amending the zoning district from C-4, Restricted Commercial District to the R-2, Combined Residential District on a tract of land approximately 2 acres located at 622 SW 7th Street, within the Summer Field Phase III Addition to the City of Blanchard, Oklahoma.

15. EMERGENCY CLAUSE.

Discuss and vote on a motion to approve an Emergency Clause for Ordinance No. 805.

16. RESOLUTION.

Consider and take action with respect to a Resolution of the City of Blanchard, Oklahoma (the “city”) approving action taken by the Blanchard Municipal Improvement Authority (the “Authority”) authorizing issuance, sale and delivery of a promissory note of the Authority to the Oklahoma Water Resources Board (OWRB); ratifying and confirming an amended lease agreement; ratifying and confirming a sales tax agreement; and containing other provisions related thereto.

17. RESOLUTION.

Discuss and vote on a motion to approve Resolution No. 2024-15 of the City of Blanchard declaring support for the Oklahoma Turnpike Authority's ACCESS OKLAHOMA PROGRAM to improve and construct turnpike facilities in the vicinity of the City of Blanchard and committing to coordinating and partnering with the OTA to construct a new interchange along the turnpike corridor.

18. RESOLUTION.

Discuss and vote on a motion adopting Resolution No. 2024-16 declaring the month of April 2024 as "Fair Housing Month" in the City of Blanchard, Oklahoma.

19. RESOLUTION.

Discuss and vote on a motion adopting Resolution No. 2024-17 accepting the nomination and/or re-appointment of Randy Brink as the City's Municipal Judge for a new 2-year term expiring June 15, 2026.

20. RESOLUTION.

Discuss and vote on a motion to approve Resolution No. 2024-18 approving funding for S MacArthur Avenue from the Municipal Road Drilling Activity Funds (MRDAF) for the project located on S MacArthur for 2 miles in the award amount of \$500,000.

21. RESOLUTION.

Discuss and vote on a motion to approve Resolution No. 2024-19 approving funding for S Rockwell Avenue from the Municipal Road Drilling Activity Funds (MRDAF) for the project located on S Rockwell for 2 miles in the award amount of \$500,000.

22. RESOLUTION.

Discuss and vote on a motion to approve Resolution No. 2024-20 directing the filing and notification of the publication of the 2023 Supplement to the Blanchard Code of Ordinances.

23. RESOLUTION.

Discuss and vote on a motion to approve Resolution No. 2024-21 authorizing the City Manager and/or Acting City Manager to remove an authorized officer, upon termination from employment of the City, from the checking and saving accounts, signing checks and other financial documentation, MMDA accounts, and other investment and transfers.

24. RESOLUTION.

Discuss and vote on a motion to approve Resolution No. 2024-22 amending the City's Fee Schedule pertaining to animal control.

25. CONSTRUCTION PERMIT EXTENSION.

Discuss and vote on a motion to request an extension on the Construction Permit from ODEQ for the Original Town Phase 2 Water Line Replacement.

26. CBD IMPROVEMENTS.

As requested by Councilor Ryans to discuss and vote on a motion to proceed regarding developing a program of improvements and grants to the Blanchard Historical Central Business District.

27. ROAD PROJECTS PHASE II.

Discuss and vote on a motion in setting Phase II road projects; and the status of funding Phase II.

28. ASPHALT AWARD.

Discuss the Runner-Up 2023 Award to the City of Blanchard from the Oklahoma Asphalt Pavement Association for City, Co, BIA or St Hwy:

NE 10th Street, Blanchard
HASKELL LEMON GROUP
Glenn Sullivan & Associates, Inc. ~ Design
Glenn Sullivan & Associates, Inc. ~ Supervision
Haskell Lemon Group ~ Quality Assurance
City of Blanchard ~ Owner

29. PURCHASE REQUEST.

Discuss and vote on a motion to approve purchase of custom made evidence lockers from Steele Solutions Inc (Tiffin Metal Products, LLC) for \$12,449.00, purchase does not have to be bid but is over the authorized purchasing requirement of \$10,000 requiring Council approval.

30. CHANGE ORDER NO. 1;FINAL PAYMENT; CERTIFICATE OF COMPLETION.

Discuss and vote on a motion to approve Change Order No.1 for a total deduct of \$12,900 from the original contract price of \$77,100.00 to revised contract price of \$64,200.00 for the remodel of building located at 122 North Main; approval of Final Payment of \$51,888; acceptance of Blanchard Certificate of Completion.

31. QUAIL HAVEN RAINAGE.

Discuss and vote on a motion in making quail Haven drainage improvements on Partridge Lane in the amount of \$120,686.89, as requested by Gary Lytle, Partridge Lane.

C. CONSENT AGENDA

THE FOLLOWING ITEM(S) ARE HEREBY DESIGNATED FOR APPROVAL, ACCEPTANCE OR ACKNOWLEDGMENT BY ONE MOTION, SUBJECT TO ANY CONDITIONS INCLUDED THEREIN. IF ANY ITEM(S) DO NOT MEET WITH THE APPROVAL OF ALL MEMBER, THAT ITEM(S) WILL BE HEARD IN REGULAR ORDER:

- 1. APPROVAL** of regular meeting minutes of 2/13/24.
- 2. ACKNOWLEDGE** of payment of FYE2024 Claims and Expenditures in the total amount of \$461,059.17.
- 3. ACKNOWLEDGE** payroll in the total amount of \$203,422.52.
- 4. ACCEPTANCE** of February Animal Control Donation of Materials and Supplies.
- 5. ACCEPTANCE** of the Financial Reports as of February 2024.
- 6. ACKNOWLEDGE** the Transfer of Sales/Use taxes for January, February and March 2024.

- 7. RATIFICATION** of the Authority's approval of the Development Agreement (SUBJECT to both parties' attorneys) in providing city water to the Hux Grove Addition.

D. CONSENT ITEM REMOVAL

DISCUSSION, CONSIDERATION AND TAKE APPROPRIATE ACTION RE: ANY ITEM(S) REMOVED FROM THE CONSENT DOCKET.

E. PUBLIC COMMENTS

COMMENTS FROM THE GENERAL PUBLIC [LIMITED TO 3-MINUTES PER SPEAKER] FOR A TOTAL OF 15-MINUTES ON CITY RELATED NON-AGEND ITEMS. PREFERENCE WILL BE GIVEN TO BLANCHARDD CITIZENS AND NO FORMAL ACTION WILL BE TAKEN.

F. COUNCIL/STAFF COMMENTS

THIS ITEM IS LISTED TO PROVIDE AN OPPORTUNITY FOR THE CITY COUNCIL AND/OR CITY STAFF TO MAKE COMMENTS AND/OR REQUEST SPECIFIC AGENDA ITEMS. NO ACTION WILL BE TAKEN.

G. REPORTS – FURTHER INFORMATION

- 1. REPORTS** Sale/Use Tax.
- 2. REPORTS** 2024 Attendance.
- 3. REPORTS** Departmental Activities.

H. EXECUTIVE SESSION

MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEM(S):

- 1.** discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of Robert L. Floyd, City Manager [**pursuant to Title 25 O.S. §307(B)(1)**].
- 2.** For the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or locate

within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business [**pursuant to Title O.S. §307(C)(11)**].

- 3.** Reconvene back into Open Session:
- 4.** Consideration and possible action relating to the employment of the City Manager and Economic Development.

I. ADJOURNMENT
