

# **AGENDA MEETING PACKET**

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## **BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY REGULAR MEETING**



**TUESDAY FEBRUARY 13, 2024**

**6:00 PM**

**MUNICIPAL COURTHOUSE**

**300 NORTH MAIN STREET**

**BLANCHARD OK 73010**

# **BOARD OF TRUSTEES**

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**MICHAEL SCALF ~ WARD 2 CHAIRMAN**  
**CHUCK KEMPER ~ WARD 4 VICE CHAIRMAN**  
**BEN WHITT ~ WARD 1 TRUSTEE**  
**ALBERT RYANS ~ WARD 3 TRUSTEE**  
**CHRISTINA SHORT ~ AT-LARGE TRUSTEE**

## **STAFF**

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**ROBERT L. FLOYD ~ TRUST MANAGER**  
**DAVID L. PERRYMAN ~ TRUST ATTORNEY**  
**KENNY SULLIVAN ~ TRUST ENGINEER**  
**DIANA DANIELS ~ SECRETARY**  
**DANIEL M. OFSTHUN ~ FINANCE DIRECTOR**  
**DAVID STANDRIDGE ~ PW DIRECTOR**  
**DUSTIN DOWNEY ~ CAPITAL PROJECTS MANAGER**

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# AGENDA

02.13.24

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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 MUNICIPAL IMPROVEMENT AUTHORITY  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, 13 FEBRUARY 2024  
6:00 P.M.**

**This Agenda was posted in prominent public view on the City's website at [www.cityofblanchard.us](http://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 9<sup>TH</sup> day of February, 2024, in accordance with the Oklahoma Open Meeting Act.**

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City Clerk



# BMIA AGENDA 02.13.24

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## A. MEETING CONVENED

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1. **CALL TO ORDER:**
  2. **INVOCATION: PASTOR SEAN ADKINS OF BEACON CHURCH**
  3. **PLEDGE OF ALLEGIANCE: WARD 4 VICE CHAIRMAN/VICE MAYOR - CHUCK KEMPER**
  4. **ROLL CALL:**
  5. **DETERMINATION OF QUORUM:**
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## B. BUSINESS AGENDA

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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. **AUDIT RESOLUTION.**  
Discuss, consider, and take appropriate action to adopt Resolution 2024-01 accepting the 2023 FYE Audit Report on the Authority's Financial Statements as of and for June 30, 2023.
2. **BOOSTER PUMP.**  
Discuss, consider, and take appropriate action on a status update on the redesigning and installation of new booster pumps at the pump station north of Highway 37 between Newcastle and Tuttle.

**3. LIFT STATION GENERATOR.**

Discuss, consider, and take appropriate action on a motion to adopt Resolution No. 2024-02 for acceptance of quote and award contract based on lowest and best quote for removal and replacement including full installation of generator at Fox Run lift station per specifications.

**4. OKLAHOMA CITY WATER DISCUSSION.**

Discussion, consideration, possible action and/or amendments to authorize the City Engineer to review possible action with re-routing water from Stanley Draper Lake to by-pass South Oklahoma City to the Municipal master meter at South County Line Road and Southwest 104<sup>th</sup> Street.

**5. UPSIZE WATER LINE TO HUX GROVE.**

Discussion, consideration, possible action and/or amendments to review the engineering proposal for increasing the waterline size from the proposed 8 inch line to the 12 inch line and the Authority to possibly pay for the upsize.

**6. PURCHASE REQUEST.**

Discussion, consideration, possible action and/or amendments requesting council the authorization to pay UTS, \$11,700.00, for the purchase of 60 Iperl Meters plus supplies as required by the Blanchard Purchasing Handbook.

**7. PERMIT REVISION.**

Discussion, consideration, possible action and/or amendments on revising the OPDES Discharge permit application to show a design flow of 0.57 mdg instead of 0.757 mgd.

**8. ODEQ PERMIT N MAIN ST.**

Discussion, consideration, possible action and/or amendments to execute application for ODEQ permitting for a new water line to serve North Main Street north of NE 25<sup>th</sup> Street.

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**C. CONSENT AGENDA**

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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 members, that item(s) will be heard in regular order:

1. APPROVAL of regular meeting minutes of 9 January 2024.
2. APPROVAL of special meeting minutes of 30 January 2024

3. **ACKNOWLEDGE** payment of FYE2024 Claims and Expenditures in the total amount of \$370,329.71.
4. **ACKNOWLEDGE** payment of FYE2024 Payrolls in the amount of \$55,696.43.
5. **ACCEPTANCE** of the Financial Report as of January 31, 2024.

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#### **D. CONSENT ITEM REMOVAL**

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**Discussion, consideration and take appropriate action re: any item(s) removed from the Consent Docket.**

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#### **E. PUBLIC COMMENTS**

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**Comments from the general public [limited to 3-minutes per speaker] for a total of 15-minutes on Utility related NON-AGENDA items. Preference will be given to Blanchard ratepayers and NO FORMAL ACTION will be taken.**

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#### **F. TRUSTEE/STAFF COMMENTS**

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**This item is listed to provide an opportunity for the trustee and/or city staff to make comments and/or request specific agenda items. NO ACTION will be taken.**

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#### **G. EXECUTIVE SESSION**

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

1. TO CONFER ON MATTERS PERTAINING TO ECONOMIC DEVELOPMENT IN SAID REAL PROPERTY IF PUBLIC DISCLOSURE OF THE MATTER DISCUSSED WOULD VIOLATE THE CONFIDENTIALITY OF THE BUSINESS; PROPOSED EXECUTIVE SESSION PURSUANT TO 25 O.S. SECTION 307 (C)(11). NO ACTION SHALL BE TAKEN IN EXECUTIVE SESSION. ACTION TAKEN, IF ANY SHALL BE AT THE CONCLUSION OF THE EXECUTIVE SESSION AND SHALL BE TAKEN BY PUBLICLY RECORD VOTE IN AN OPEN MEETING.
  
2. RECONVENE INTO OPEN SESSION:

3. CONSIDERATION AND POSSIBLE ACTION OF THE BOARD TO CONSIDER ECONOMIC DEVELOPMENT WITHIN THE CITY OF BLANCHARD.

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## **H. REPORTS – FURTHER INFORMATION**

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1. **REPORTS** Attendance for BMIA.

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## **I. ADJOURNMENT**

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# MEETING CONVENED

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1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. DETERMINATION OF QUORUM



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# **BUSINESS AGENDA**

**B1.     AUDIT – RESOLUTION 2024-  
          01**

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## RESOLUTION NO. 2024-01

**A RESOLUTION OF THE BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY, BLANCHARD, OKLAHOMA, ACCEPTING THE AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2023.**

WHEREAS, pursuant to the Oklahoma Statutes Title 60 Section 180.1, 180.2, and 180.3 the Authority has issued an audit of the funds and accounts made by an accountant retained by the Authority; and

WHEREAS, the audit has been prepared by HSPG and Associates of Oklahoma City, Oklahoma; and

WHEREAS, there were no significant or material findings to report; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Blanchard Municipal Improvement Authority, Blanchard, Oklahoma, that:

**Section 1.** The Board of Trustees hereby accepts the Audit Report for fiscal year ended June 30, 2023.

**Section 2.** A copy of such report shall be made a part of the Authority's public records and open to public inspection and filed with the Oklahoma State Auditor and Inspector's Office.

PRESENTED and ACCEPTED by the Board of Trustee of the Blanchard Municipal Improvement Authority, on this 13th of February, 2024.

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Mayor

ATTEST: (Seal)

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City Clerk



**ANNUAL FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITOR'S REPORTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2023**

**THE CITY OF BLANCHARD,  
OKLAHOMA  
ANNUAL FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITOR'S REPORTS  
AS OF AND FOR THE YEAR ENDED JUNE 30, 2023**

**CITY OF BLANCHARD, OKLAHOMA  
ANNUAL FINANCIAL REPORT  
As of and for the Year Ended June 30, 2023**

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## INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the City Council  
City of Blanchard, Oklahoma

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Blanchard, Oklahoma (the "City"), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City, as of June 30, 2023, and the respective changes in modified cash basis financial position, and where applicable, cash flows thereof for the year then ended in accordance with the modified cash basis of accounting described in Note 1.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Emphasis of Matter—Basis of Accounting***

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1, and for determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

HSPG & ASSOCIATES, PC

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5400 N Grand Blvd, Suite 330 • Oklahoma City, Oklahoma 73112 • Phone: 405.844.9995 • Fax: 405.844.9975



### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Other Matters***

#### ***Supplemental Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The accompanying supplemental state awards information – modified cash basis, and schedule of cash balances as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the state awards information and schedule of cash balances are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Other information*

Management is responsible for the other information included in the annual report. The other information comprises the management's discussion and analysis and budgetary comparison information but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February 7, 2024, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

*HSPG & Associates, P.C.*

February 7, 2024

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As of and for the Year Ended June 30, 2023**

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**CITY OF BLANCHARD, OKLAHOMA  
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The management of the City of Blanchard is pleased to provide this annual financial report to its citizens, taxpayers and other report users to demonstrate its accountability and communicate the City's financial condition and activities as of and for the fiscal year ended June 30, 2023. Management of the City is responsible for the fair presentation of this annual report, for maintaining appropriate internal controls over financial reporting, and for complying with applicable laws, regulations, and provisions of grants and contracts. The City reports its financial statements and schedules on a modified cash basis which is a comprehensive basis of accounting other than generally accepted accounting principles. All of the financial analyses in this report must be considered within the context of the limitations of the modified cash basis of accounting.

### **FINANCIAL HIGHLIGHTS**

- As reported on a modified cash basis, the City's total net position increased by \$4,010,003 and the assets of the City exceed its liabilities for the year ended June 30, 2023, by \$27,520,974 (net position).
- For the fiscal year ended June 30, 2023, the City's governmental funds reported combined ending fund balances on a modified cash basis of \$17,471,328 compared to \$16,950,731 in FY 22, an increase of \$520,597 or 3.1%.
- For the year ended June 30, 2023, unassigned fund balance on a modified cash basis for the General Fund was \$3,538,472 or 39.4% of General Fund revenues.

### **ABOUT THE CITY**

- The City of Blanchard is an incorporated municipality with a population of approximately 9,759 located in McClain County in central Oklahoma. The City is a council-manager form of government. The City is governed by a five-member Council and operates under state law and City ordinances through the three branches of democratic government:
  - Legislative – the City Council is a five-member governing body elected by the citizens, 4 by ward and 1 at-large.
  - Executive – the City Manager is the Chief Executive Officer and is hired by the City Council
  - Judicial – the Municipal Judge is a practicing attorney appointed by the City Council

The City provides typical municipal services such as public safety, health and welfare, street and alley maintenance, parks and recreation. The Blanchard Municipal Improvement Authority provides certain utility services including water, wastewater and sanitation. The Blanchard Economic Trust Authority carries out economic development activities and is reported as a discretely-presented component unit.

### ***The City's Financial Reporting Entity***

This annual report includes all activities for which the City of Blanchard City Council is financially accountable. These activities, defined as the City's financial reporting entity, are operated within separate legal entities that make up the primary government.

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The City’s financial reporting entity includes the following separate legal entities.

- **The City of Blanchard** – an incorporated City that operates the public safety, streets and public works, health and welfare, culture and recreation, and administrative activities of the City – *reported as the primary government*
- **The Blanchard Municipal Improvement Authority (BMIA)** – public trust created in 1981 pursuant to 60 O.S. § 176 to operate the water, wastewater, and sanitation services of the City, with the City Council members serving as the trustees – *considered part of the primary government presentation for reporting purposes*
- **The Blanchard Economic Trust Authority (BETA)** – public trust created in 1999 pursuant to 60 O.S. § 176 to stimulate economic growth and development of the City, with appointment of members by the City Council, with 2 members serving as trustees – *presented as a discretely-presented component unit*

In addition, as required by state law, all debt obligations incurred by the trusts must be approved by two-thirds vote of the City Council. This is considered sufficient imposition of will to demonstrate financial accountability and to include the trusts within the City’s financial reporting entity. The public trusts do not issue separate annual financial statements.

## **OVERVIEW OF THE FINANCIAL STATEMENTS**

The financial statements presented herein include all of the activities of the City of Blanchard (the “City”), the Blanchard Municipal Improvement Authority (the “Municipal Improvement Authority”) and the Blanchard Economic Trust Authority (the “Economic Trust Authority”). Included in this report are government-wide statements for each of the three categories of activities – governmental, business-type, and discretely-presented component unit.

The government-wide financial statements present the complete financial picture of the City from the economic resources measurement focus using the modified cash basis of accounting. They present governmental and business-type activities separately and combined, with a separate presentation for the discretely-presented component unit. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the City’s operations in more detail than the government-wide statements by providing information about the City’s most significant funds. These statements include all assets of the City (including infrastructure) as well as all liabilities (including long-term debt), within the context of the modified cash basis of accounting.

### **Reporting the City as a Whole**

#### ***The Statement of Net Position and Statement of Activities***

One of the most important questions to ask about the City’s finances is, “Has the City’s overall financial condition improved, declined or remained steady as a result of the period’s activities?” The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. You will need to consider other non-financial factors, however, such as changes in the City’s sales tax base, the condition of the City’s roads, and quality of

**CITY OF BLANCHARD, OKLAHOMA  
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service to assess the overall health of the City. You will also need to keep in mind that these government-wide statements are prepared in accordance with the modified cash basis of accounting and include only those City assets and liabilities resulting from cash transactions.

In the Statement of Net Position and the Statement of Activities, we divide the City into two kinds of activities: *Governmental activities* - Most of the City's basic services are reported here, including the police, fire, administration, and streets. Sales taxes, franchise fees, fines, and state and federal grants finance most of these activities; and *Business-type activities* - Activities where the City charges a fee to customers to help cover all or most of the cost of certain services it provides are reported here. The City's water, sewer, and sanitation utilities are reported as business-type activities.

### **Reporting the City's Most Significant Funds - Fund Financial Statements**

#### ***Fund Financial Statements***

The fund financial statements provide detailed information about the City's most significant (major) funds -- not the City as a whole. Some funds are required to be established by State law and by debt covenants. However, the City Council may also establish certain other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money. The City's two kinds of funds - *governmental and proprietary* - use different accounting approaches.

*Governmental funds* - All of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. Governmental funds report their activities on a modified cash basis of accounting and current financial resources measurement focus that is different from other funds. For example, these funds report the acquisition of capital assets and payments for debt principal as expenditures and not as changes to asset and debt balances. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps you determine (through a review of changes to fund balance) whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. The differences of results in the governmental fund financial statements to those in the government-wide financial statements are explained in a reconciliation following each governmental fund financial statement.

*Proprietary fund* - When the City, through the Municipal Improvement Authority, charges customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds are reported on the modified cash basis of accounting and an economic resources measurement focus. For example, proprietary fund capital assets are capitalized and depreciated and principal payments on long-term debt are recorded as a reduction to the liability. The City's proprietary fund is the Blanchard Municipal Improvement Authority that accounts for the operation of the water, sewer, and sanitation activities.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to gain an understanding of the data provided in the government-wide and fund financial statements. The Notes to the Financial Statements can be found on pages 29-51 of this report.

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**Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents Budgetary Comparison Schedules for the General Fund, a federal and state award schedule, and a schedule of cash balances.

**THE CITY AS A WHOLE**

For the fiscal year ended June 30, 2023, net position on a modified cash basis for the governmental and business-type activities increased by \$4,010,003.

**Net Position (Modified Cash Basis)  
June 30, 2023**

Following is a summary of net position reported on a modified cash basis for the City of Blanchard.

**TABLE 1  
NET POSITION (In Thousands)**

	Governmental Activities		% Inc. (Dec.)	Business-Type Activities		% Inc. (Dec.)	Total		% Inc. (Dec.)
	2023	2022		2023	2022		2023	2022	
Current assets	\$ 17,897	\$ 17,251	4%	\$ 6,168	\$ 3,512	76%	\$ 24,065	\$ 20,763	16%
Capital assets, net	9,693	7,570	28%	16,673	15,526	7%	26,366	23,096	14%
<b>Total assets</b>	<u>27,590</u>	<u>24,821</u>	11%	<u>22,841</u>	<u>19,038</u>	20%	<u>50,431</u>	<u>43,859</u>	15%
Current liabilities	1,705	993	72%	773	602	28%	2,478	1,595	55%
Non-current liabilities	13,150	14,086	-7%	7,282	4,667	56%	20,432	18,753	9%
<b>Total liabilities</b>	<u>14,855</u>	<u>15,079</u>	-1%	<u>8,055</u>	<u>5,269</u>	53%	<u>22,910</u>	<u>20,348</u>	13%
Net position									
Net investment in capital assets	6,122	5,248	17%	12,302	11,231	10%	18,424	16,479	12%
Restricted	749	686	9%	1,230	1,221	1%	1,979	1,907	4%
Unrestricted	5,864	3,808	54%	1,254	1,317	-5%	7,118	5,125	39%
<b>Total net position</b>	<u>\$ 12,735</u>	<u>\$ 9,742</u>	31%	<u>\$ 14,786</u>	<u>\$ 13,769</u>	7%	<u>\$ 27,521</u>	<u>\$ 23,511</u>	17%

The largest portion of the City's net position reflects its investment in capital assets, less any related debt used to acquire those assets that is still outstanding. At year end, the net investment in capital assets amounted to \$18,424,789.

Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Capital assets of the governmental activities increased approximately \$2,123,000 or 28% due primarily to construction projects for road, street and bridge improvements directly resulting from the one (1) cent sales tax restricted for road, street and bridge improvements.

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Current assets of the business-type activities increased approximately \$2,656,000 or 76% due primarily to unspent proceeds from the issuance of the 2022A BMIA Utility System and Sales Tax Revenue Note and likewise non-current liabilities increased approximately \$2,615,000 due to the 2022 A BMIA Utility System and Sales Tax Revenue Note issuance. The proceeds will be used to fund certain infrastructure improvements, including specifically water line extensions, sewer lift station improvements, and street improvements.

**Changes in Net Position (Modified Cash Basis)  
Year Ended June 30, 2023**

**TABLE 2  
CHANGES IN NET POSITION (In Thousands)**

	Governmental Activities		% Inc. (Dec.)	Business-Type Activities		% Inc. (Dec.)	Total		% Inc. (Dec.)
	2023	2022		2023	2022		2023	2022	
<b>Revenues</b>									
Charges for service	\$ 371	\$ 295	26%	\$ 2,884	\$ 2,698	7%	\$ 3,255	\$ 2,993	9%
Operating grants and contributions	209	365	-43%	30	-	100%	239	365	-35%
Capital grants and contributions	-	-	-	450	-	100%	450	-	100%
Taxes	7,195	5,226	38%	-	-	-	7,195	5,226	38%
Intergovernmental revenue	883	869	2%	-	-	-	883	869	2%
Investment income	371	5	7,320%	95	3	3,067%	466	8	5,725%
Miscellaneous	20	21	-5%	1	10	-90%	21	31	-32%
<b>Total revenues</b>	<b>9,049</b>	<b>6,781</b>	<b>33%</b>	<b>3,460</b>	<b>2,711</b>	<b>28%</b>	<b>12,509</b>	<b>9,492</b>	<b>32%</b>
<b>Expenses</b>									
General government	1,693	1,415	20%	-	-	-	1,693	1,415	20%
Public safety	1,388	1,283	8%	-	-	-	1,388	1,283	8%
Streets	795	988	-20%	-	-	-	795	988	-20%
Culture, parks and recreation	428	384	11%	-	-	-	428	384	11%
Interest on long-term debt	327	417	-22%	-	-	-	327	417	-22%
Water	-	-	-	2,247	2,217	1%	2,247	2,217	1%
Wastewater	-	-	-	678	651	4%	678	651	4%
Sanitation	-	-	-	943	826	14%	943	826	14%
<b>Total expenses</b>	<b>4,631</b>	<b>4,487</b>	<b>3%</b>	<b>3,868</b>	<b>3,694</b>	<b>5%</b>	<b>8,499</b>	<b>8,181</b>	<b>4%</b>
Excess (deficiency) before transfers	4,418	2,294	93%	(408)	(983)	-58%	4,010	1,311	206%
Transfers	(1,425)	(1,811)	-21%	1,425	1,811	-21%	-	-	-
<b>Change in net position</b>	<b>2,993</b>	<b>483</b>	<b>520%</b>	<b>1,017</b>	<b>828</b>	<b>23%</b>	<b>4,010</b>	<b>1,311</b>	<b>206%</b>
Net position - beginning	9,742	9,259	5%	13,769	12,941	6%	23,511	22,200	6%
Net position - ending	<u>\$ 12,735</u>	<u>\$ 9,742</u>	<u>31%</u>	<u>\$ 14,786</u>	<u>\$ 13,769</u>	<u>7%</u>	<u>\$ 27,521</u>	<u>\$ 23,511</u>	<u>17%</u>

Governmental-type operating grants and contributions decreased 43% in FY23 due primarily to receipt of the State portion of FEMA reimbursement of \$168,072 for waterline in FY22.

Governmental-type investment income increased 7,320% in FY23 due to increased interest rates.

Business-type operating grants and contributions increased 100% in FY23 due to receipt of \$450,053 of CDBG grants used to replace the downtown waterline.



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**Governmental Activities**

The City’s governmental activities had an increase in net position of \$2,992,458.

**TABLE 3  
Net Revenue (Expense) of Governmental Activities  
(In Thousands)**

	<b>Total Expense</b>		<b>% Inc. (Dec.)</b>	<b>Net Revenue (Expense)</b>		<b>% Inc. (Dec.)</b>
	<b>of Services</b>			<b>of Services</b>		
	<u>2023</u>	<u>2022</u>		<u>2023</u>	<u>2022</u>	
General government	\$ 1,693	\$ 1,415	20%	\$ (1,441)	\$ (1,209)	19%
Public safety	1,388	1,283	8%	(1,257)	(1,011)	24%
Streets	795	988	-20%	(711)	(878)	-19%
Culture, parks and recreation	428	384	11%	(315)	(311)	1%
Interest on long-term debt	327	417	-22%	(327)	(417)	-22%
<b>Total</b>	<u>\$ 4,631</u>	<u>\$ 4,487</u>	3%	<u>\$ (4,051)</u>	<u>\$ (3,826)</u>	6%

For explanations of significant changes, see narrative on the previous page under Table 2.

**Business-type Activities**

The business-type activities had an increase in net position of \$1,017,545.

**TABLE 4  
Net Revenue (Expense) of Business-Type Activities  
(In Thousands)**

	<b>Total Expense</b>		<b>% Inc. Dec.</b>	<b>Net Revenue (Expense)</b>		<b>% Inc. Dec.</b>
	<b>of Services</b>			<b>of Services</b>		
	<u>2023</u>	<u>2022</u>		<u>2023</u>	<u>2022</u>	
Water	\$ 2,247	\$ 2,217	1%	\$ (288)	\$ (846)	-66%
Wastewater	678	651	4%	(300)	(307)	-2%
Sanitation	943	826	14%	85	156	-46%
<b>Total</b>	<u>\$ 3,868</u>	<u>\$ 3,694</u>	5%	<u>\$ (503)</u>	<u>\$ (997)</u>	-50%

**A FINANCIAL ANALYSIS OF THE CITY’S FUNDS**

As the City completed its fiscal year ended June 30, 2023, the governmental funds reported a combined fund balance of \$17,471,328. For the year ended June 30, 2023, the governmental funds total fund balance increased by \$520,597.

**CITY OF BLANCHARD, OKLAHOMA  
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**Budgetary Highlights**

For the fiscal year ended June 30, 2023, the General Fund reported actual modified cash basis revenues over final estimates by \$3,690. General Fund actual expenditures were under final appropriations by \$960.

**CAPITAL ASSETS & DEBT ADMINISTRATION**

**Capital Assets**

At the end of June 30, 2023, the City had approximately \$26 million in capital assets (net of accumulated depreciation), as reported on a modified cash basis, including land, buildings, machinery and equipment, and park facilities. Below are details regarding the City’s capital assets as of June 30, 2023.<sup>1</sup>

**TABLE 5  
Capital Assets  
(In Thousands)  
(Net of accumulated depreciation)**

	<b>Governmental</b>		<b>Business-Type</b>		<b>Total</b>	
	<b>Activities</b>		<b>Activities</b>			
	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>
Land	\$ 519	\$ 519	\$ 1,909	\$ 1,909	\$ 2,428	\$ 2,428
Buildings	2,378	2,513	171	170	2,549	2,683
Machinery, furniture and equipment	941	702	670	166	1,611	868
Infrastructure	2,919	3,009	-	-	2,919	3,009
Utility property	-	-	13,339	13,005	13,339	13,005
Construction in progress	2,936	827	584	276	3,520	1,103
<b>Totals</b>	<u>\$ 9,693</u>	<u>\$ 7,570</u>	<u>\$ 16,673</u>	<u>\$ 15,526</u>	<u>\$ 26,366</u>	<u>\$ 23,096</u>

This year’s more significant capital asset additions include the following:

- Paving Oak Drive-\$175,490
- Construction in Progress-US 62 Waterline Extension- \$361,706
- Construction in Progress-2022 Sales Tax Streets Project-\$1,943,538
- Construction in Progress-Sanitary Sewer Improvements-\$195,866
- Downtown Waterline Extension-\$817,412
- 2020 Peterbilt Vacuum Truck-\$400,000

<sup>1</sup> For more detailed information on capital asset activity please refer to page 37, Note 3. Capital Assets and Depreciation

**CITY OF BLANCHARD, OKLAHOMA  
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**Debt Administration**

At June 30, 2023, the City had \$22,304,662 in debt outstanding, reported on a modified cash basis, an approximate \$2,427,000 increase from the prior year.

**TABLE 6  
Long-Term Debt  
(In Thousands)**

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>		<u>Total Percentage Change</u>
	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>	<u>2022-2023</u>
	Notes payable	\$ 14,429	\$ 14,778	\$ 7,876	\$ 5,100	\$ 22,305	\$ 19,878
<b>Totals</b>	<u>\$ 14,429</u>	<u>\$ 14,778</u>	<u>\$ 7,876</u>	<u>\$ 5,100</u>	<u>\$ 22,305</u>	<u>\$ 19,878</u>	12.2%

**ECONOMIC FACTORS AND NEXT YEAR’S ESTIMATES**

The following information outlines significant known factors that will affect subsequent year finances:

- Ice Storm damage cleanup from the October, 2020 storm cost \$945,316. FEMA agreed on July 20, 2023 to reimburse the City 90% of the cost. The City received \$850,785 in July, 2023 from Oklahoma Emergency Management.
- On November 1, 2023, the City purchased a building at 2008 N. Council Avenue, Blanchard, Oklahoma for \$1,090,000. This building will become the new City Hall and Administrative Services building. The previous City Hall building will become the Police and Public Safety building.
- The City plans to move 911 dispatch from McClain County to ACOG in FY24. This move will require \$200,000 of 911 equipment upgrades.
- The City plans to begin TIF 2 projects in FY24. The TIF will fund infrastructure on the west side of Highway 9 and Highway 62 north and south of the spur. This infrastructure will facilitate a 155 acre subdivision, a truck stop and a Technology Center.
- The Citizens of Blanchard passed Ordinance No. 776. This Ordinance assesses a 5% tax on gross proceeds derived from hotel occupancy. The taxes collected pursuant to provisions of Ordinance No. 776 will be placed in a special revenue fund called the City of Blanchard Tourism Revenue Fund and will be used exclusively for the purpose of encouraging, promoting, and fostering tourism for the City of Blanchard. The effective date of the 5% tax is October 1, 2023.

**Contacting the City’s Financial Management**

This report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the City’s finances and to demonstrate the City’s accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Finance Director at 2008 N. Council Avenue, Blanchard, Oklahoma 73010 or telephone at 405-485-9392.

**CITY OF BLANCHARD, OKLAHOMA  
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**BASIC FINANCIAL STATEMENTS – STATEMENTS OF NET POSITION AND ACTIVITIES**

**CITY OF BLANCHARD, OKLAHOMA  
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**Statement of Net Position (Modified Cash Basis) – June 30, 2023**

	<u>Governmental</u> <u>Activities</u>	<u>Business-type</u> <u>Activities</u>	<u>Total</u>	<u>Blanchard</u> <u>Economic Trust</u> <u>Authority</u>
<b>ASSETS</b>				
Cash and cash equivalents	\$ 6,118,754	\$ 1,268,848	\$ 7,387,602	\$ 43,883
Restricted cash and equivalents	11,768,961	4,910,009	16,678,970	-
Internal balances	10,000	(10,000)	-	-
Capital Assets:				
Land and construction in progress	3,454,656	2,493,143	5,947,799	-
Other capital assets, net of depreciation	6,238,005	14,179,478	20,417,483	-
Total Assets	<u>\$ 27,590,376</u>	<u>\$ 22,841,478</u>	<u>\$ 50,431,854</u>	<u>\$ 43,883</u>
<b>LIABILITIES</b>				
Payable to other governments	\$ 1,819	\$ -	\$ 1,819	\$ -
Deposits subject to refund	424,368	179,831	604,199	-
Due to bondholders	200	-	200	-
Long-term liabilities:				
Due within one year	1,278,803	593,585	1,872,388	-
Due in more than one year	13,150,403	7,281,871	20,432,274	-
Total liabilities	<u>14,855,593</u>	<u>8,055,287</u>	<u>22,910,880</u>	<u>-</u>
<b>NET POSITION</b>				
Net investment in capital assets	6,122,488	12,302,301	18,424,789	-
Restricted for:				
Capital projects	702,046	-	702,046	-
Debt service	46,454	277,575	324,029	-
Specific government services	-	952,467	952,467	-
Unrestricted	5,863,795	1,253,848	7,117,643	43,883
Total net position	<u>\$ 12,734,783</u>	<u>\$ 14,786,191</u>	<u>\$ 27,520,974</u>	<u>\$ 43,883</u>

See accompanying notes to the basic financial statements.

**CITY OF BLANCHARD, OKLAHOMA**  
**ANNUAL FINANCIAL REPORT**  
**As of and for the Year Ended June 30, 2023**

**Statement of Activities (Modified Cash Basis) – Year Ended June 30, 2023**

Functions/Programs	Program Revenue				Net (Expense) Revenue and Changes in Net Position			Blanchard Economic Trust Authority
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total	
<b>Primary government</b>								
Governmental Activities								
General Government	\$ 1,692,745	\$ 252,113	\$ 30	\$ -	\$ (1,440,602)	\$ -	\$ (1,440,602)	\$ -
Public Safety	1,388,298	118,615	12,553	-	(1,257,130)	-	(1,257,130)	-
Streets	795,182	-	84,007	-	(711,175)	-	(711,175)	-
Culture and Recreation	428,149	-	112,615	-	(315,534)	-	(315,534)	-
Interest on Long-term debt	326,923	-	-	-	(326,923)	-	(326,923)	-
Total governmental activities	<u>4,631,297</u>	<u>370,728</u>	<u>209,205</u>	<u>-</u>	<u>(4,051,364)</u>	<u>-</u>	<u>(4,051,364)</u>	<u>-</u>
Business-Type Activities:								
Water	2,247,004	1,509,251	-	450,053	-	(287,700)	(287,700)	-
Wastewater	678,484	378,630	-	-	-	(299,854)	(299,854)	-
Sanitation	942,489	997,123	30,000	-	-	84,634	84,634	-
Total business-type activities	<u>3,867,977</u>	<u>2,885,004</u>	<u>30,000</u>	<u>450,053</u>	<u>-</u>	<u>(502,920)</u>	<u>(502,920)</u>	<u>-</u>
Total primary government	<u>\$ 8,499,274</u>	<u>\$ 3,255,732</u>	<u>\$ 239,205</u>	<u>\$ 450,053</u>	<u>(4,051,364)</u>	<u>(502,920)</u>	<u>(4,554,284)</u>	<u>-</u>
Component unit:								
Blanchard Economic Trust Authority	\$ 5,777	\$ -	\$ -	\$ -				(5,777)
	<u>\$ 5,777</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>				<u>(5,777)</u>
<b>General revenues:</b>								
Taxes:								
Sales and use taxes					6,908,285	-	6,908,285	-
Franchise taxes and public service taxes					260,073	-	260,073	-
Special assessment tax					25,259	-	25,259	-
Intergovernmental revenue not restricted to specific programs					883,280	-	883,280	-
Unrestricted investment earnings					371,409	94,801	466,210	-
Miscellaneous					20,180	1,000	21,180	-
Transfers					(1,424,664)	1,424,664	-	-
Total general revenues and transfers					<u>7,043,822</u>	<u>1,520,465</u>	<u>8,564,287</u>	<u>-</u>
Change in net position					<u>2,992,458</u>	<u>1,017,545</u>	<u>4,010,003</u>	<u>(5,777)</u>
Net position - beginning					<u>9,742,325</u>	<u>13,768,646</u>	<u>23,510,971</u>	<u>49,660</u>
Net position - ending					<u>\$ 12,734,783</u>	<u>\$ 14,786,191</u>	<u>\$ 27,520,974</u>	<u>\$ 43,883</u>

See accompanying notes to the basic financial statements.

**CITY OF BLANCHARD, OKLAHOMA  
ANNUAL FINANCIAL REPORT  
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**BASIC FINANCIAL STATEMENTS – GOVERNMENTAL FUNDS**

**CITY OF BLANCHARD, OKLAHOMA  
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**Governmental Funds Balance Sheet (Modified Cash Basis) – June 30, 2023**

	<u>General Fund</u>	<u>Capital Improvement Fund</u>	<u>TIF District Fund</u>	<u>Streets Sales/Use Tax Fund</u>	<u>Non-Major Veterans Memorial Fund</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>						
Cash and cash equivalents	\$ 16,439,651	\$ 80,269	\$ 506,194	\$ 754,678	\$ 106,923	\$ 17,887,715
Due from other funds	95,088	-	73,181	-	-	168,269
Total assets	<u>\$ 16,534,739</u>	<u>\$ 80,269</u>	<u>\$ 579,375</u>	<u>\$ 754,678</u>	<u>\$ 106,923</u>	<u>\$ 18,055,984</u>
<b>LIABILITIES AND FUND BALANCES</b>						
Liabilities:						
Due to other funds	\$ 76,875	\$ -	\$ 66,394	\$ 15,000	\$ -	\$ 158,269
Due to bondholders	200	-	-	-	-	200
Payable to other governments	1,819	-	-	-	-	1,819
Deposits subject to refund	424,368	-	-	-	-	424,368
Total liabilities	<u>503,262</u>	<u>-</u>	<u>66,394</u>	<u>15,000</u>	<u>-</u>	<u>584,656</u>
Fund balances:						
Restricted for:						
Capital Improvements	11,615,584	80,269	512,981	739,678	106,923	13,055,435
Debt Service	46,454	-	-	-	-	46,454
Assigned:						
Assigned for next fiscal year budget	830,967	-	-	-	-	830,967
Unassigned	3,538,472	-	-	-	-	3,538,472
Total fund balances	<u>16,031,477</u>	<u>80,269</u>	<u>512,981</u>	<u>739,678</u>	<u>106,923</u>	<u>17,471,328</u>
Total liabilities and fund balances	<u>\$ 16,534,739</u>	<u>\$ 80,269</u>	<u>\$ 579,375</u>	<u>\$ 754,678</u>	<u>\$ 106,923</u>	<u>\$ 18,055,984</u>

See accompanying notes to the basic financial statements.



**CITY OF BLANCHARD, OKLAHOMA**  
**ANNUAL FINANCIAL REPORT**  
As of and for the Year Ended June 30, 2023

**Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances**  
**(Modified Cash Basis) – Year Ended June 30, 2023**

	General Fund	Capital Improvement Fund	TIF District Fund	Streets Sales/Use Tax Fund	Non-Major Veterans Memorial Fund	Total Governmental Funds
<b>REVENUES</b>						
Taxes	\$ 7,265,863	\$ -	\$ -	\$ -	\$ -	\$ 7,265,863
Intergovernmental	886,065	-	573	-	-	886,638
Licenses and permits	235,890	-	-	-	-	235,890
Fees and fines	102,184	18,006	-	-	-	120,190
Investment earnings	364,814	998	1,075	4,486	36	371,409
Miscellaneous	106,570	-	-	-	36,598	143,168
Assessment fee	25,259	-	-	-	-	25,259
Total revenues	<u>8,986,645</u>	<u>19,004</u>	<u>1,648</u>	<u>4,486</u>	<u>36,634</u>	<u>9,048,417</u>
<b>EXPENDITURES</b>						
Current:						
General government	1,573,460	3,624	-	-	-	1,577,084
Public safety	1,242,002	7,700	-	-	-	1,249,702
Highways and streets	470,276	-	-	-	-	470,276
Culture and recreation	332,042	-	-	-	3,927	335,969
Capital outlay	2,515,702	21,167	175,490	-	81,675	2,794,034
Debt service:						
Principal	400,416	100,000	-	200,000	-	700,416
Interest and other charges	32,752	12,375	-	281,796	-	326,923
Total expenditures	<u>6,566,650</u>	<u>144,866</u>	<u>175,490</u>	<u>481,796</u>	<u>85,602</u>	<u>7,454,404</u>
Revenues over (under) expenditures	<u>2,419,995</u>	<u>(125,862)</u>	<u>(173,842)</u>	<u>(477,310)</u>	<u>(48,968)</u>	<u>1,594,013</u>
<b>OTHER FINANCING SOURCES (USES)</b>						
Proceeds from long-term debt	351,248	-	-	-	-	351,248
Transfers in	2,287,134	109,948	321,820	1,216,988	-	3,935,890
Transfers out	(5,360,554)	-	-	-	-	(5,360,554)
Total other financing sources and uses	<u>(2,722,172)</u>	<u>109,948</u>	<u>321,820</u>	<u>1,216,988</u>	<u>-</u>	<u>(1,073,416)</u>
Net change in fund balances	(302,177)	(15,914)	147,978	739,678	(48,968)	520,597
Fund balances - beginning	16,333,654	96,183	365,003	-	155,891	16,950,731
Fund balances - ending	<u>\$ 16,031,477</u>	<u>\$ 80,269</u>	<u>\$ 512,981</u>	<u>\$ 739,678</u>	<u>\$ 106,923</u>	<u>\$ 17,471,328</u>

See accompanying notes to the basic financial statements.

**CITY OF BLANCHARD, OKLAHOMA  
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**Reconciliation of Governmental Funds and Government-Wide Financial Statements:**

**Fund Balance – Net Position Reconciliation:**

Total fund balance, governmental funds	\$ 17,471,328
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not current financial resources and therefore are not reported in this fund financial statement, but are reported in the governmental activities of the Statement of Net Position.	9,692,661
Some liabilities (such as Notes Payable), are not due and payable in the current period and are not included in the fund financial statement, but are included in the governmental activities of the Statement of Net Position.	(14,429,206)
Net Position of Governmental Activities in the Statement of Net Position	<u>\$ 12,734,783</u>

**See accompanying notes to the basic financial statements.**

**CITY OF BLANCHARD, OKLAHOMA  
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**Changes in Fund Balances – Changes in Net Position Reconciliation:**

Net change in fund balances - total governmental funds: \$ 520,597

Amounts reported for Governmental Activities in the Statement of Activities are different because:

Governmental funds report outlays for capital assets as expenditures because such outlays use current financial resources. In contrast, the Statement of Activities reports only a portion of the outlay as expense. The outlay is allocated over the assets' estimated useful lives as depreciation expense for the period.

Capital asset purchases capitalized	2,696,051
Depreciation expense	(573,360)

Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position:

Principal payments on long-term debt	700,418
Proceeds of long-term debt	(351,248)

Change in net position of governmental activities	<u>\$ 2,992,458</u>
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**See accompanying notes to the basic financial statements.**

**CITY OF BLANCHARD, OKLAHOMA  
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**BASIC FINANCIAL STATEMENTS – PROPRIETARY FUND**

**CITY OF BLANCHARD, OKLAHOMA  
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As of and for the Year Ended June 30, 2023**

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**Proprietary Fund Statement of Net Position (Modified Cash Basis) – June 30, 2023**

	<u><b>BMIA</b></u>
<b>ASSETS</b>	
Current assets:	
Cash and cash equivalents	\$ 1,268,848
Restricted:	
Cash and cash equivalents	4,910,009
Total current assets	<u>6,178,857</u>
Non-current assets:	
Capital assets:	
Land and construction in progress	2,493,143
Other capital assets, net of accumulated depreciation	14,179,478
Total non-current assets	<u>16,672,621</u>
Total assets	<u><u>\$ 22,851,478</u></u>
 <b>LIABILITIES</b>	
Current liabilities:	
Due to other funds	\$ 10,000
Deposits subject to refund	179,831
Notes payable	450,585
Bonds payable	143,000
Total current liabilities	<u>783,416</u>
Non-current liabilities:	
Notes payable	3,643,871
Bonds payable	3,638,000
Total non-current liabilities	<u>7,281,871</u>
Total liabilities	<u><u>8,065,287</u></u>
 <b>NET POSITION</b>	
Net investment in capital assets	12,302,301
Restricted for debt service	277,575
Restricted for specific government services	952,467
Unrestricted	1,253,848
Total net position	<u><u>\$ 14,786,191</u></u>

See accompanying notes to the basic financial statements.

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**Proprietary Fund Statement of Revenues, Expenses and Changes in Net Position (Modified Cash Basis) – Year Ended June 30, 2023**

	<b><u>BMIA</u></b>
<b>OPERATING REVENUES</b>	
Water	\$ 1,509,251
Sewer	378,630
Sanitation	997,123
Total operating revenues	2,885,004
<b>OPERATING EXPENSES</b>	
Administration	388,473
Water	1,299,346
Wastewater	237,129
Sanitation	942,489
Depreciation	813,741
Total operating expenses	3,681,178
Operating income (loss)	(796,174)
<b>NON-OPERATING REVENUES (EXPENSES)</b>	
Interest and investment revenue	94,801
Miscellaneous revenue	1,000
Interest expense	(96,193)
Bond issuance cost	(90,606)
Total non-operating revenue (expenses)	(90,998)
Income (loss) before contributions and transfers	(887,172)
Capital grants and contributions	480,053
Transfers in	3,821,746
Transfers out	(2,397,082)
Change in net position	1,017,545
Total net position - beginning	13,768,646
Total net position - ending	\$ 14,786,191

See accompanying notes to the basic financial statements.

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**Proprietary Fund Statement of Cash Flows (Modified Cash Basis) – Year Ended June 30, 2023**

	<b>BMIA</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Receipts from customers	\$ 2,886,004
Payments to suppliers and employees	(2,867,437)
Receipts of customer meter deposits	43,070
Refunds of customer meter deposits	(32,478)
Interfund receipts/payments	10,050
<b>Net cash provided by operating activities</b>	<b>39,209</b>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>	
Transfers from other funds	3,821,746
Transfers to other funds	(2,397,082)
<b>Net cash provided by noncapital financing activities</b>	<b>1,424,664</b>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Purchases of capital assets	(1,960,741)
Grants and contributions	480,053
Proceeds from debt	3,253,257
Debt issuance costs paid	(90,606)
Principal paid on debt	(477,965)
Interest and fiscal agent fees paid on debt	(96,193)
<b>Net cash provided by capital and related financing activities</b>	<b>1,107,805</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Interest and dividends	94,801
<b>Net cash provided by investing activities</b>	<b>94,801</b>
<b>Net increase in cash and cash equivalents</b>	2,666,479
<b>Balances - beginning of year</b>	<b>3,512,378</b>
<b>Balances - end of year</b>	<b>\$ 6,178,857</b>
<b>Reconciliation to Statement of Net Position:</b>	
Cash and cash equivalents	\$ 1,268,848
Restricted cash and cash equivalents - current	4,910,009
<b>Total cash and cash equivalents, end of year</b>	<b>\$ 6,178,857</b>
<b>Reconciliation of operating income (loss) to net cash provided by operating activities:</b>	
Operating income (loss)	\$ (796,174)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:	
Depreciation expense	813,741
Miscellaneous revenue	1,000
Change in assets and liabilities:	
Due to other funds	10,050
Deposits subject to refund	10,592
<b>Net cash provided by operating activities</b>	<b>\$ 39,209</b>

See accompanying notes to the basic financial statements.

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**FOOTNOTES TO THE BASIC FINANCIAL STATEMENTS**



**1. Summary of Significant Accounting Policies**

**A. Financial Reporting Entity**

The City's financial reporting entity includes three separate legal entities reported as the primary government as follows:

- **The City of Blanchard** – operates the public safety, streets, health and welfare, culture and recreation, and administrative activities of the City.
- **The Blanchard Municipal Improvement Authority (BMIA)** – operates the water, wastewater and sanitation services of the City. The City of Blanchard is the beneficiary of the Trust and the City Council serves as the governing body of the Trust.
- **The Blanchard Economic Trust Authority (BETA)** – stimulate economic growth and development of the beneficiary City – presented as a discretely-presented component unit.

In determining the financial reporting entity, the City complies with the provisions of Governmental Accounting Standards Board Statement No. 14, "*The Financial Reporting Entity*" and Statement No. 61, "*The Financial Reporting Entity: Omnibus*" and includes all component units for which the City is financially accountable.

The component units are Public Trusts established pursuant to Title 60 of Oklahoma State law. A Public Trust (Authority) has no taxing power. The Authorities are generally created to finance City services through issuance of revenue bonds or other non-general obligation debt and to enable the City Council to delegate certain functions to the governing body (Trustees) of the Authorities. The Authorities generally retain title to assets which are acquired or constructed with Authority debt or other Authority generated resources. In addition, the City has leased certain existing assets at the creation for the Authorities to the Trustees on a long-term basis. The City, as beneficiary of the Public Trusts, receives title to any residual assets when either of the Public Trusts are dissolved.

The City Council is the governing body (trustees) of the BMIA and the City is able to impose its will on the Authority through required approval of all debt obligations issued by this entity.

The City Council appoints the governing body (trustees) of the BETA. Two members of the City Council serve as trustees of the BETA.

As required by state law, all debt obligations incurred by the above trusts must be approved by two-thirds vote of the City Council. This is considered sufficient imposition of will to demonstrate financial accountability and to include the trusts within the City's financial reporting entity. The public trusts do not issue separate annual financial statements.

**B. Basis of Presentation and Accounting**

*Government-Wide Financial Statements:*

The statements of net position and activities are reported on a modified cash basis of accounting. The modified cash basis of accounting is based on the recording of cash and cash equivalents and changes therein, and only recognizes revenues, expenses, assets and liabilities resulting from cash transactions adjusted for modifications that have substantial support in generally accepted accounting principles. These modifications include adjustments for the following balances arising from cash transactions:

- capital assets and the depreciation of those assets, where applicable
- long-term debt
- cash-based interfund receivables and payables
- other cash-based receivables/payables
- investments
- utility deposit liabilities

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected, and accrued revenue and receivables) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

Program revenues within the statement of activities are derived directly from each activity or from parties outside the City's taxpayers. The City has the following program revenues in each activity:

- General government: License and permits and inspection fees and capital grants
- Public safety: Fine revenue, fire runs and operating and capital grants
- Streets and highways: Gas excise, commercial vehicle taxes and impact fees and operating grants
- Culture and recreation: capital grants

*Governmental Funds:*

General Fund – The General Fund is the primary operating fund of the City and always classified as a major fund. It is used to account for all financial resources not accounted for and reported in another fund.

Special Revenue Funds – are used to account for and report the proceeds of specific revenues sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.

Capital Project Funds – are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

*Proprietary Funds:*

Enterprise Funds – are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The reporting entity includes the Blanchard Municipal Improvement Authority (BMIA) enterprise fund. The BMIA fund accounts for activities of the public trust in providing water, wastewater, and sanitation services to the public.

The City’s governmental funds are comprised of the following:

**Major Funds:**

- General Fund – accounts for all activities not accounted for in other special-purpose funds.
- Capital Improvement Fund – accounts for sales tax restricted for capital improvement and capital improvement projects.
- TIF District Fund – accounts for revenues of ad valorem and sales and use tax increments generated in the increment district boundaries to be expended for the Blanchard Economic Development Project Plan. The TIF district will expire on December 31, 2032.
- Streets Sales/Use Tax Fund – accounts for sales tax restricted for road, street and bridge improvement capital improvement projects.

The governmental funds are reported on a modified cash basis of accounting and current financial resources measurement focus. Only current financial assets and liabilities resulting from cash transactions are included on the fund balance sheets. The operating statements present sources and uses of available spendable financial resources during a given period. These fund financial statements use fund balance as their measure of available spendable financial resources at the end of the period. The reconciliation of the governmental funds financial statements to the governmental activities presentation in the government-wide financial statements is the result of the use of the economic resources measurement focus at the government-wide level.

The City’s proprietary fund is comprised of the following:

**Major Fund:**

- Blanchard Municipal Improvement Authority – accounts for the operation of the water and wastewater services and the outsourcing of sanitation services.

**Discretely-Presented Component Unit:**

- Blanchard Economic Trust Authority – established to promote development of economic beneficial projects for the benefit of the City of Blanchard and its citizens. Generally it is funded through loans or transfers from the City or fees from revenue bond issues.

For purposes of the statement of revenues, expenses and changes in fund net position, operating revenues and expenses are considered those whose cash flows are related to operating activities, while revenues and expenses related to financing, capital and investing activities are reported as non-operating or transfers and contributions.

All of the above noted funds are legally required to adopt annual budgets or appropriations. The public trusts are not required to adopt legal annual appropriations. While each trust develops an annual budget, it is for financial management purposes and does not constitute legal appropriations.

### **C. Cash, Cash Equivalents, and Investments**

Cash and cash equivalents includes all demand and savings accounts, certificates of deposit, and any short-term investments with an original maturity of three months or less, and open-end government mutual funds. Investments consist of long-term certificates of deposits and are reported at cost.

For the purposes of the statements of net position, balance sheets, and statement of cash flows, cash and cash equivalents includes all demand and savings accounts. Trust account investments in open-ended mutual fund shares are also considered cash equivalents for reporting purposes.

### **D. Capital Assets and Depreciation**

Reported capital assets are limited to those acquired with cash and cash equivalents consistent with the modified cash basis of accounting. The accounting treatment of property, plant and equipment (capital assets) depends on whether the assets are used in governmental fund type or proprietary fund operations and whether they are reported in the government-wide or fund financial statements. In the government-wide and proprietary fund financial statements, property, plant and equipment are accounted for as capital assets, net of accumulated depreciation where applicable. In the governmental fund financial statements, capital assets acquired are accounted for as capital outlay expenditures and not reported as capital assets.

Capital assets consist of land, land improvement, construction in progress, buildings and building improvements, machinery and equipment, and infrastructure. A capitalization threshold of \$2,000 is used to report capital assets. Capital assets are valued at historical cost or estimated historical cost if actual is unavailable. Estimated historical cost was used to value the majority of the assets acquired prior to July 1, 2003. Prior to July 1, 2003, governmental funds' infrastructure assets, such as streets, bridges, drainage systems, and traffic signal systems were not capitalized. Infrastructure assets acquired with cash since July 1, 2003 are recorded at cost. In-kind donations of capital assets are not recorded on the modified cash basis of accounting.

Depreciable capital assets are depreciated on a straight-line basis over their estimated useful lives. The range of estimated useful lives by type of asset is as follows:

- Buildings 15-39 years
- Machinery, furniture and equipment 3-20 years

- Infrastructure 15-50 years

#### **E. Long-Term Debt**

Reported long-term debt is limited to debt arising from cash transactions consistent with the modified cash basis of accounting. Accounting treatment of long-term debt varies depending upon whether source of repayment is from governmental fund types or proprietary fund type resources and whether they are reported in the government-wide or fund financial statements. All long-term debt resulting from cash transactions to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest are reported as expenditures. The accounting for the proprietary fund is the same in the fund statements as it is in the government-wide statements.

#### **F. Compensated Absences**

As a result of the use of the modified cash basis of accounting, liabilities related to accrued compensated absences are not recorded in the financial statements. Expenditures/expenses related to compensated absences are recorded when paid. The amount of accrued compensated absences for accumulated, unpaid compensatory time that would be due employees upon termination is reported as a commitment in Note 11.

#### **G. Fund Balances and Net Position**

##### *Fund Statements:*

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable, restricted, committed, assigned and unassigned. These classifications are defined as:

- a. Nonspendable – includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
- b. Restricted – consists of fund balance with constraints placed on the use of resources either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or (2) laws through constitutional provisions or enabling legislation.
- c. Committed – included amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the city’s highest level of decision-making authority. The City’s highest level of decision-making authority is made by ordinance.
- d. Assigned – includes amounts that are constrained by the City’s intent to be used for specific purposes but are neither restricted nor committed. Assignments of fund balance may be made by city council action or management decision when the city council has delegated that authority. Assignments for transfers and interest income for governmental funds are made through budgetary process.
- e. Unassigned – represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes within the General Fund.

It is the City's policy to first use restricted fund balance prior to the use of the unrestricted fund balance when an expense is incurred for purposes for which both restricted and unrestricted fund balance are available. The City's policy for the use of unrestricted fund balance amounts require that committed amounts would be reduced first, followed by assigned amounts and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

*Net Position:*

Net position is displayed in three components:

- a. *Net investment in capital assets* - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvements of those assets.
- b. *Restricted* - Consists of net position with constraints placed on the use either by 1) external groups such as creditors, grantors, contributors, or laws and regulations of other governments, or 2) law through constitutional provisions or enabling legislation.
- c. *Unrestricted* - All other net position that does not meet the definition of "restricted" or "net investment in capital assets."

It is the City's policy to first use restricted net position prior to the use of unrestricted net position when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

## **H. Internal and Interfund Balances and Transfers**

The City's policy is to eliminate interfund transfers and balances in the statement of activities and net position to avoid the grossing up of balances. Only the residual balances transferred between governmental and business-type activities are reported as internal transfers and internal balances then offset in the total column in the government-wide statements. Internal transfers and balances between funds are not eliminated in the fund financial statements.

## **I. Use of Estimates**

Certain estimates are made in the preparation of the financial statements, such as estimated lives for capital assets depreciation. Estimates are based on management's best judgments and may vary from actual results.

## **2. Deposits and Investments**

For the year ended June 30, 2023, the City recognized \$466,210 of investment income. Most of the City's deposits are in demand and short-term time deposits and money market funds.

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At June 30, 2023, the primary government held the following deposits and investments:

Type	Credit Rating	Carrying Value
<b>Deposits:</b>		
Demand deposits		\$ 9,173,569
		9,173,569
<b>Investments:</b>		
BOK Short-Term Cash Fund	AAAm	14,893,003
		14,893,003
<b>Total deposits and investments</b>		<b>\$ 24,066,572</b>
 <b>Reconciliation to Statement of Net Position:</b>		
Cash and cash equivalents		\$ 7,387,602
Restricted cash and cash equivalents		16,678,970
		<b>\$ 24,066,572</b>

*Custody Credit Risk* - Custodial credit risk is the risk that in the event of a bank failure, the government deposits may not be returned to it. The City is governed by the State's Security for Local Public Deposits Act which requires that the City obtain and hold collateral whose fair value exceeds the amount of uninsured deposits. Investment securities are exposed to custody credit risk if the securities are uninsured, are not registered in the name of the government, and if held by either a counterparty or a counterparty's trust, department or agent, but not in the government's name.

The City's accounts were fully insured or collateralized at June 30, 2023.

*Investment Interest Rate Risk* - the City does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

*Investment Credit Risk* - The City has no investment policy that limits its investment choices other than the limitations of state law that generally authorize investments in: (1) full faith and credit, direct obligations of the U. S. Government, its agencies and instrumentalities, and the State of Oklahoma and certain mortgage insured federal debt; (2) certificates of deposit or savings accounts that are either insured or secured with acceptable collateral; (3) negotiable certificates of deposit, prime bankers acceptances, prime commercial paper and repurchase agreements with certain limitations; (4) county, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district; and government money market funds regulated by the SEC. These investment limitations do not apply to the City's public trusts.

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As of June 30, 2023, no securities were held by the City.

*Concentration of Investment Credit Risk* - the City places no limit on the amount it may invest in any one issuer.

*Restricted Cash and Investments* – The amounts reported as restricted assets on the statement of net position are comprised of amounts restricted for utility deposits, special assessments, debt service, debt reserve, or construction purposes. The restricted assets as of June 30, 2023 are as follows:

	<u>Current</u>	
	<u>Cash and Cash Equivalents</u>	
	<u>Governmental</u>	<u>Business-type</u>
Utility Deposits	\$ -	\$ 174,831
Series 2007 Note Account	-	134
Series 2014 Construction Account	-	232,120
Series 2014 Interest Account	-	1,129
Series 2014 Principal Account	-	28,703
Series 2015 Interest Account	1,799	-
Series 2015 Principal Account	12,027	-
Series 2017 Interest Account	-	4,156
Series 2017 Principal Account	-	37,337
Series 2019 Interest Account	1,736	-
Series 2019 Principal Account	27,154	-
Series 2019 Construction Account	51,426	-
Series 2022 Construction Account	10,807,607	-
Series 2022 Interest Account	101,385	-
Series 2022 Principal Account	251,189	-
Streets Sales/Use Tax Account	402,104	-
Series 2022 BMIA Construction Account	-	596,582
Series 2022 BMIA Interest Account	-	15,412
Series 2022 BMIA Principal Account	-	24,100
Series 2022A BMIA Proceeds Account	-	15
Series 2022A BMIA Construction Account	-	2,676,434
Series 2022A BMIA Interest Account	-	19,195
Series 2022A BMIA Principal Account	-	3,363
Quail Haven Special Assessment Account	-	12,682
Fox Run Special Assessment Account	5,611	-
Veterans Memorial Fund	106,923	-
Debt Service Sales Tax Account	-	131,349
American Rescue Plan Act Grant	-	952,467
Total	<u>\$ 11,768,961</u>	<u>\$ 4,910,009</u>



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**3. Capital Assets and Depreciation**

For the year ended June 30, 2023, capital assets balances changed as follows:

	Balance at July 1, 2022	Additions	Disposals	Balance at June 30, 2023
<b><i>Governmental activities:</i></b>				
Capital assets not being depreciated:				
Land	\$ 518,898	\$ -	\$ -	\$ 518,898
Construction in progress	827,805	2,107,953	-	2,935,758
Total capital assets not being depreciated	<u>1,346,703</u>	<u>2,107,953</u>	<u>-</u>	<u>3,454,656</u>
Other capital assets:				
Buildings	4,103,673	9,800	-	4,113,473
Infrastructure	6,910,777	175,490	-	7,086,267
Machinery, furniture and equipment	2,704,169	402,808	-	3,106,977
Total other capital assets at historical cost	<u>13,718,619</u>	<u>588,098</u>	<u>-</u>	<u>14,306,717</u>
Less accumulated depreciation for:				
Buildings	1,590,751	144,780	-	1,735,531
Infrastructure	3,902,326	264,449	-	4,166,775
Machinery, furniture and equipment	2,002,275	164,131	-	2,166,406
Total accumulated depreciation	<u>7,495,352</u>	<u>573,360</u>	<u>-</u>	<u>8,068,712</u>
Other capital assets, net	<u>6,223,267</u>	<u>14,738</u>	<u>-</u>	<u>6,238,005</u>
Governmental activities capital assets, net	<u>\$ 7,569,970</u>	<u>\$ 2,122,691</u>	<u>\$ -</u>	<u>\$ 9,692,661</u>
<b><i>Business-type activities:</i></b>				
Capital assets not being depreciated:				
Land	\$ 1,908,951	\$ -	\$ -	\$ 1,908,951
Construction in progress	276,455	1,374,984	1,067,247	584,192
Total capital assets not being depreciated	<u>2,185,406</u>	<u>1,374,984</u>	<u>1,067,247</u>	<u>2,493,143</u>
Other capital assets:				
Buildings	291,164	9,500	-	300,664
Machinery, furniture and equipment	393,038	545,757	-	938,795
Utility property	21,338,193	1,097,747	-	22,435,940
Total other capital assets at historical cost	<u>22,022,395</u>	<u>1,653,004</u>	<u>-</u>	<u>23,675,399</u>
Less accumulated depreciation for:				
Buildings	120,998	8,884	-	129,882
Machinery, furniture and equipment	226,797	42,490	-	269,287
Utility property improvements	8,334,385	762,367	-	9,096,752
Total accumulated depreciation	<u>8,682,180</u>	<u>813,741</u>	<u>-</u>	<u>9,495,921</u>
Other capital assets, net	<u>13,340,215</u>	<u>839,263</u>	<u>-</u>	<u>14,179,478</u>
Business-type activities capital assets, net	<u>\$ 15,525,621</u>	<u>\$ 2,214,247</u>	<u>\$ 1,067,247</u>	<u>\$ 16,672,621</u>

Depreciation of capital assets is included in total expenses and is charged or allocated to the activities primarily benefiting from the use of the specific asset. Depreciation expense has been allocated as follows:

Governmental Activities:

General government	\$ 83,042
Public safety	113,746
Culture, tourism, and recreation	68,767
Highways and streets	307,805
	<u>\$ 573,360</u>

Business-Type Activities:

Water	\$ 559,772
Sewer	253,969
	<u>\$ 813,741</u>

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**4. Long-Term Debt and Debt Service Requirements**

For the year ended June 30, 2023, the reporting entity's long-term debt changed as follows:

Type of Debt	Balance July 1, 2022	Additions	Deductions	Balance June 30, 2023	Due Within One Year
<b>Governmental Activities:</b>					
Notes payable-direct borrowings/placements	\$ 14,778,376	\$ 351,248	\$ 700,418	\$ 14,429,206	\$ 1,278,803
Total Governmental Activities	<u>\$ 14,778,376</u>	<u>\$ 351,248</u>	<u>\$ 700,418</u>	<u>\$ 14,429,206</u>	<u>\$ 1,278,803</u>
<b>Business-Type Activities:</b>					
Notes payable-direct borrowings/placements	\$ 5,100,164	\$ 3,253,257	\$ 477,965	\$ 7,875,456	\$ 593,585
Total Business-Type Activities	<u>\$ 5,100,164</u>	<u>\$ 3,253,257</u>	<u>\$ 477,965</u>	<u>\$ 7,875,456</u>	<u>\$ 593,585</u>
Total Long-Term Debt				<u><u>\$ 22,304,662</u></u>	<u><u>\$ 1,872,388</u></u>

**Reconciliation to Statement of Net Position:**

**Governmental Activities:**

Due within one year	\$ 1,278,803
Due in more than one year	13,150,403
Total Governmental Activities Long-Term Liabilities	<u><u>\$ 14,429,206</u></u>

**Business-Type Activities:**

Due within one year	\$ 593,585
Due in more than one year	7,281,871
Total Business-Type Activities Long-Term Liabilities	<u><u>\$ 7,875,456</u></u>

*Governmental Activities:*

At June 30, 2023, the governmental long-term debt of the financial reporting entity consisted of the following:

*Notes Payable-Direct Placement:*

\$73,140 Note Payable to the First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of 3 Ford Utility Interceptors, payable in 60 monthly installments of \$1,314 with an annual interest rate of 2.95%, beginning March 12, 2019, final payment due February 12, 2024. The collateral for this note is the 3 police cars. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC. \$ 10,965

\$48,464 Note Payable to the First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of 2 Chevrolet 1500 Silverado pickups, payable in 60 monthly installments of \$871 with an annual interest rate of 2.95%, beginning May 23, 2019, final payment due April 23, 2024. The collateral for this note is the 2 Silverado pickups. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC. 9,824

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<p>\$70,000 Note Payable to the First National Bank &amp; Trust Co., Chickasha, Oklahoma for the purchase of 2 Ford Police Interceptors, payable in 60 monthly installments of \$1,257 with an annual interest rate of 2.95%, beginning March 27, 2019, final payment due February 27, 2024. The collateral for this note is the 2 police cars. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.</p>	10,436
<p>\$69,855 Note Payable to the First National Bank &amp; Trust Co., Chickasha, Oklahoma for the purchase of 1 2020 Ford F550 pickup and 1 2020 Ford F250 pickup, payable in 60 monthly installments of \$1,249 with an annual interest rate of 2.75%, beginning April 13, 2020, final payment due March 13, 2025. The collateral for this note is the 2 pickups. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.</p>	25,530
<p>\$39,784 Note Payable to First National Bank &amp; Trust Co., Chickasha, Oklahoma for the purchase of 1 2019 Ford F550 pickup, payable in 60 monthly installments of \$711 with an annual interest rate of 2.75%, beginning October 17, 2019, final payment due September 17, 2024. The collateral for this note is the Ford pickup. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.</p>	10,440
<p>\$89,030 Note Payable to Liberty National Bank, Lawton, Oklahoma for the purchase of 3 2021 Ford Police Interceptor Utility Vehicles, payable in 36 monthly installments of \$2,539 with an annual interest rate of 1.69%, beginning May 15, 2022, final payment due April 15, 2025. The collateral for this note is the 3 police cars. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.</p>	54,916
<p>\$39,384 Note Payable to First National Bank, Blanchard, Oklahoma for the purchase of 1 Kubota Tractor with loader, mower and hitch, payable in 36 monthly installments of \$1,129 with an annual interest rate of 2%, beginning November 5, 2021, final payment due October 5, 2024. The collateral for this note is the Kubota Tractor, loader, mower, and hitch. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.</p>	17,790
<p>2014 Special Assessment District Note Payable to First National Bank-Chickasha for street improvements in Fox Run I and Fox Run II additions dated May 29, 2014, original amount \$420,000 with a 3.25% interest rate, due in annual installments of principal and interest beginning May 29, 2015, final installment due May 29, 2024. The collateral for this note is a pledge of revenues. In the event of default, the lender may declare the entire principal amount of the Note and the accrued interest due and payable immediately.</p>	40,061
<p>2015 Sales Tax Revenue Note payable to JP Morgan Chase Bank, N.A. dated November 10, 2015, original amount of \$1,010,000 with an annual interest rate of 2.25% due in semi-annual installments of principal and interest beginning May 1, 2016, final installment due November 1, 2025. Proceeds will be used to renovate the current and old city hall, remodel the senior center, and roof repairs for the library. The collateral for this note is a pledge of a 2 cent sales tax. In the event of default, the lender may: 1) file suit for specific performance of any or all of the covenants of the Authority contained in this Note Indenture, the Sales Tax Agreement or the notes; requiring that the Sales Tax Revenue be deposited directly as received with the bank; 2) acceleration of the payment of principal of and interest accrued on all notes; 3) file suit to enforce or enjoin the action or inaction of the borrower under the provisions of the Note Indenture or the Sales Tax Agreement.</p>	470,000

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2017 Sales Tax Revenue Note payable to First National Bank-Chickasha dated December 1, 2017, original amount of \$2,075,000 with an annual interest rate of 2.60% due in semi-annual installments of principal and interest beginning May 1, 2018, final installment due May 1, 2027. This Note refinanced the 2009 Sales Tax Revenue Note. Proceeds were used 39% for library and 61% for wastewater. Balance represents 39% of total ending balance. The collateral for this note is a pledge of a 2 cent sales tax. In the event of default, the lender may: 1) file suit for specific performance of any or all of the covenants of the Authority contained in this Note Indenture, the Sales Tax Agreement or the notes; requiring that the Sales Tax Revenue be deposited directly as received with the bank; 2) acceleration of the payment of principal of and interest accrued on all notes; 3) file suit to enforce or enjoin the action or inaction of the borrower under the provisions of the Note Indenture or the Sales Tax Agreement.

366,600

2019 Sales Tax Revenue Note payable to JP Morgan Chase Bank, N.A. dated December 20, 2019, original amount of \$905,000 with an annual interest rate of 2.04% due in semi-annual installments of principal and interest beginning November 1, 2020, final installment due May 1, 2026. Proceeds were used to finance the construction of a new fire station. The collateral for this note is a pledge of a 2 cent sales tax. In the event of default, the lender may: 1) file suit for specific performance of any or all of the covenants of the Authority contained in this Note Indenture, the Sales Tax Agreement or the notes; requiring that the Sales Tax Revenue be deposited directly as received with the bank; 2) acceleration of the payment of principal of and interest accrued on all notes; 3) file suit to enforce or enjoin the action or inaction of the borrower under the provisions of the Note Indenture or the Sales Tax Agreement.

500,000

2022 Sales Tax Revenue Note payable to JP Morgan Chase Bank, N.A. dated March 30, 2022, original amount of \$12,770,000 with an annual interest rate of 2.40% due in semi-annual installments of principal and interest beginning March 1, 2023, final installment due March 1, 2037. Proceeds will be used to finance various road, street and bridge improvements. The collateral for this note is a pledge of a 1 cent sales tax. In the event of default, the lender may: 1) file suit for specific performance of any or all of the covenants of the Authority contained in this Note Indenture, the Sales Tax Agreement or the notes; requiring that the Sales Tax Revenue be deposited directly as received with the bank; 2) acceleration of the payment of principal of and interest accrued on all notes; 3) file suit to enforce or enjoin the action or inaction of the borrower under the provisions of the Note Indenture or the Sales Tax Agreement.

12,570,000

\$57,560 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a 2022 Ford F550 Crew Cab, payable in 60 monthly installments of \$1,075 with an annual interest rate of 4.6%, beginning June 5, 2023, final payment due May 5, 2028. The collateral for this note is the Ford F550 Crew Cab. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

56,580

\$40,201 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a 2022 Ford F250 Crew Cab 4x4 SWB 6.21 V8 with 8 foot bed, payable in 60 monthly installments of \$746 with an annual interest rate of 4.3%, beginning May 5, 2023, final payment due April 5, 2028. The collateral for this note is the Ford F250 Crew Cab. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

38,956

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\$217,252 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a Bobcat Excavator, a Ford F750 Dump Truck, a 20 Foot Tilt Trailer, Three (3) Zero Turn Riding Mowers and a 2022 Ford F150 Truck, payable in 60 monthly installments of \$4,039 with an annual interest rate of 4.3%, beginning May 5, 2023, final payment due April 5, 2028. The collateral for this note is the Bobcat Excavator, Ford F750 Dump Truck, 20 Foot Tilt Trailer, Three (3) Zero Turn Riding Mowers and 2022 Ford F150 Truck . In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

210,873

\$36,235 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a 2022 Ford Interceptor, payable in 60 monthly installments of \$680 with an annual interest rate of 4.6%, beginning August 5, 2023, final payment due July 5, 2028. The collateral for this note is the 2022 Ford Interceptor . In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

36,235

		<u>\$</u>	<u>14,429,206</u>
Total Notes Payable			
Current portion	\$		1,278,803
Noncurrent portion			13,150,403
Total Notes Payable	\$		<u>14,429,206</u>

*Business-Type Activities:*

Long-term commitments payable from net revenues generated by the utility resources or other resources pledged to the City’s business-type activities at June 30, 2023, includes the following:

*Notes Payable-Direct Placement:*

\$24,232 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a Chevrolet 1500 Silverado pickup, payable in 60 monthly installments of \$435 with an annual interest rate of 2.95%, beginning May 23, 2019, final payment due April 23, 2024. The collateral for this note is the Chevrolet 1500 pickup. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

\$ 4,103

\$26,205 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a 2019 Ford F250 pickup, payable in 60 monthly installments of \$468 with an annual interest rate of 2.75%, beginning November 30, 2019, final payment due October 30, 2024. The collateral for this note is the Ford F250 pickup. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

7,891

\$38,624 Note Payable to Liberty National Bank for the purchase of a Bobcat Compact Track Loader and accessories, payable in 60 monthly installments of \$686 with an annual interest rate of 2.48%, beginning September 20, 2021, final payment due August 20, 2026. The collateral for this note is the Bobcat Track Loader and its accessories. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

24,980

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2014 Sales Tax Revenue Note payable to Branch Banking and Trust Company dated June 3, 2014, original amount \$1,135,000 with an annual interest rate of 2.41% due in semi-annual installments of principal and interest beginning November 1, 2014, final installment due November 1, 2024. Proceeds will be used to fund water systems telemetry and SCADA, wastewater lagoon irrigation system, screen for main sewer lift station, municipal building improvements and storm water drainage improvements. The collateral for this note is a pledge of a 2 cent sales tax. In the event of default, the lender may: 1) file suit for specific performance of any or all of the covenants of the Authority contained in this Note Indenture, the Sales Tax Agreement or the notes; requiring that the Sales Tax Revenue be deposited directly as received with the bank; 2) acceleration of the payment of principal of and interest accrued on all notes; 3) file suit to enforce or enjoin the action or inaction of the borrower under the provisions of the Note Indenture or the Sales Tax Agreement.

275,000

2017 Sales Tax Revenue Note payable to First National Bank-Chickasha, Oklahoma dated December 1, 2017, original amount of \$2,075,000 with an annual interest rate of 2.6% due in semi-annual installments of principal and interest beginning May 1, 2018, final installment due May 1, 2027. This Note refinanced the 2009 Sales Tax Revenue Note. Proceeds were used 39% for library and 61% for wastewater. Balance represents 61% of total ending balance. The collateral for this note is a pledge of a 2 cent sales tax. In the event of default, the lender may: 1) file suit for specific performance of any or all of the covenants of the Authority contained in this Note Indenture, the Sales Tax Agreement or the notes; requiring that the Sales Tax Revenue be deposited directly as received with the bank; 2) acceleration of the payment of principal of and interest accrued on all notes; 3) file suit to enforce or enjoin the action or inaction of the borrower under the provisions of the Note Indenture or the Sales Tax Agreement.

573,400

2022 Blanchard Municipal Improvement Authority Utility System and Sales Tax Revenue Note payable to The First National Bank and Trust Company, Chickasha, Oklahoma dated March 31, 2022, original amount \$3,922,000 with an annual interest rate of 2.4% due in semi-annual installments between \$70,000 and \$280,000 beginning November 1, 2022, final installment due May 1, 2037, payable from and secured by a 1 cent sales tax. Proceeds will be used to construct and acquire improvements to the City's water distribution and storage system. In the event of default, the lender may: 1) file suit for specific performance of any or all of the covenants of the Authority contained in this Note Indenture, the Sales Tax Agreement or the notes; requiring that the Sales Tax Revenue be deposited directly as received with the bank; 2) acceleration of the payment of principal of and interest accrued on all notes; 3) file suit to enforce or enjoin the action or inaction of the borrower under the provisions of the Note Indenture or the Sales Tax Agreement.

3,781,000

2022A Blanchard Municipal Improvement Authority Utility System and Sales Tax Revenue Note payable to F&M Bank, Guthrie, Oklahoma dated November 10, 2022, original amount \$2,710,000 with an annual interest rate of 4.23% due in semi-annual installments between \$10,000 and \$177,000 beginning May 1, 2023, final installment due November 1, 2037, payable from and secured by a 1 cent sales tax. Proceeds will be used to fund certain infrastructure improvements, including specifically water line extensions, sewer lift station improvements, and street improvements. In the event of default, the lender may: 1) file suit for specific performance of any or all of the covenants of the Authority contained in this Note Indenture, the Sales Tax Agreement or the notes; requiring that the Sales Tax Revenue be deposited directly as received with the bank; 2) acceleration of the payment of principal of and interest accrued on all notes; 3) file suit to enforce or enjoin the action or inaction of the borrower under the provisions of the Note Indenture or the Sales Tax Agreement.

2,700,000

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\$121,509 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a 2022 John Deere 60G Compact Excavator and a 2022 Ford F150 Truck, payable in 60 monthly installments of \$2,259 with an annual interest rate of 4.3%, beginning May 5, 2023, final payment due April 5, 2028. The collateral for this note is the John Deere Excavator and Ford F150 Truck. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

117,941

\$21,748 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a 2023 John Deere Gator, payable in 60 monthly installments of \$404 with an annual interest rate of 4.3%, beginning June 5, 2023, final payment due May 5, 2028. The collateral for this note is the John Deere Gator. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

21,425

\$400,000 Note Payable to First National Bank & Trust Co., Chickasha, Oklahoma for the purchase of a 2020 Peterbilt Vacuum Truck & associated equipment, payable in 60 monthly installments of \$7,404 with an annual interest rate of 4.15%, beginning February 5, 2023, final payment due January 5, 2028. The collateral for this note is the Peterbilt Vacuum Truck. In the event of default, the lender may seek remedies as a secured creditor under the provisions of the UCC.

369,716

Total Notes Payable	\$	<u>7,875,456</u>
Current portion	\$	593,585
Noncurrent portion		<u>7,281,871</u>
Total Notes Payable	\$	<u>7,875,456</u>

*Payment Requirements to Maturity:*

<u>Year Ending June 30,</u>	Governmental Activities		Business Type Activities	
	Notes Payable-Direct		Borrowings/Placements	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2024	\$ 1,278,803	\$ 347,791	\$ 593,585	\$ 246,925
2025	1,304,964	312,840	521,090	226,895
2026	1,374,115	279,212	437,556	212,861
2027	989,262	248,576	845,625	197,167
2028	906,388	223,481	582,600	176,123
2029-2033	4,520,674	794,465	2,467,000	656,759
2034-2038	4,055,000	218,083	2,428,000	212,316
Totals	<u>\$ 14,429,206</u>	<u>\$ 2,424,448</u>	<u>\$ 7,875,456</u>	<u>\$ 1,929,046</u>

**Future Revenues**

*Sales Tax Pledge*

The City has pledged two cents of the sales tax in the General Fund to repay \$1,135,000 of the 2014 Sales Tax Revenue Note, \$1,010,000 of the 2015 Sales Tax Revenue Note, \$2,075,000 of the 2017 Sales Tax Revenue Note (refinanced 2009 Sales Tax Revenue Note), and \$905,000 of the 2019 Sales Tax Revenue Note issued by the Blanchard Municipal Improvement Authority. The proceeds of these notes provided financing for land acquisition costs in connection with certain wastewater system improvements, library construction, sewer lagoon land acquisition and improvements, renovation of the current and old city hall, remodeling of the senior center, roof repairs for the library, and building of a

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new fire station. The notes are payable from future sales tax revenue and are payable through 2024, 2025, 2027, and 2026, respectively. The total principal and interest payable for the remainder of the life of these notes is \$2,287,091. The City received \$2,021,621 in pledged sales taxes this fiscal year. Debt service payments of \$652,429 for the current fiscal year were 32% of the pledged sales taxes.

The City has pledged one cent of the sales tax in the General Fund to repay \$3,922,000 of the Blanchard Municipal Improvement Authority 2022 Utility System and Sales Tax Revenue Note (refinanced 2014A Utility System and Sales Tax Revenue Bonds) and \$2,710,000 of the Blanchard Municipal Improvement Authority 2022A Utility System and Sales Tax Revenue Note. The proceeds from these notes will provide financing for the construction and improvement of the City's water distribution and storage system and fund certain infrastructure improvements, including specifically water line extensions, sewer lift station improvements, and street improvements. The notes are payable from future sales tax revenue and are payable through 2038. The total principal and interest payable for the remainder of the life of these notes is \$8,311,521. The City received \$1,010,810 in pledged sales taxes this fiscal year. Debt service payments of \$306,844 for the current fiscal year were 30% of the pledged sales taxes.

The City has pledged one cent of the sales and use tax in the General Fund, effective July 1, 2022, to repay \$12,770,000 of the 2022 Sales Tax Revenue Note. The proceeds from this note will provide financing for certain road, street and bridge improvements. The note is payable from future sales tax revenue and is payable through 2037. The total principal and interest payable for the remainder of the life of this note is \$14,886,853. The City received \$1,131,347 in pledged sales and use taxes this fiscal year. Debt service payments of \$481,791 for the current fiscal year were 48% of the pledged sales taxes. This sales tax began July 1, 2022 with the City receiving the additional sales tax for the first time in September, 2022 due to vendor remittance due dates.

## **5. Sales Tax Revenue**

Sales tax revenue represents a five cent tax on each dollar of taxable sales within the City. The five cents are received and recorded in the City's General Fund and four (4) cents are pledged to secure debt service payments in the BMIA. Any unused portion is transferred back to the General Fund. One (1) cent is subsequently transferred to the Streets Sales/Use Tax Fund.

- City Ordinance 1981-3 (The "1981 Sales Tax Ordinance") amended Ordinance No. 1976-1. Ordinance 1981-3 increased the Ordinance No. 1976-1 sales tax levy from two (2) cents to three (3) cents and levies and assesses a three (3) cent sales tax for the purpose of providing revenues for the making of capital improvements to physical properties of the City of Blanchard, Oklahoma, paying the costs and expenses of general and special purposes of the municipal government of said City, and the payment of principal and interest on indebtedness incurred by said City or any duly constituted authority thereof. The 1981 Sales Tax Ordinance has no stated expiration.
- City Ordinance 2007-1 (The "2007 Sales Tax Ordinance") levies and assesses a one (1) cent sales tax for the purpose of capital expenditures for the use and benefit of the City and any public trust having the city as beneficiary thereof and/or the payment of debt service in connection with obligations issued to finance said capital expenditures, provided that said capital expenditures may include, but not be limited to, the construction and equipping of water and wastewater system improvements, a community center, a library and/or municipal



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buildings, and fire department improvements. The 2007 Sales Tax Ordinance expires June 30, 2027.

- City Ordinance 747 (The “2022 Sales Tax Ordinance”) levies and assesses a one (1) cent sale tax for the purpose of funding and financing road, street and bridge improvements benefiting the City of Blanchard, Oklahoma and any public trust having the City as beneficiary thereof, and/or for the payment of debt service in connection with obligations heretofore issued or to be issued by the City and any public trust having the City as beneficiary thereof to finance or refinance said road, street and bridge improvements and related costs. The 2022 Sales Tax Ordinance has no stated expiration.

On February 2, 2015, the City created Increment District No.1, City of Blanchard (“TIF”). The TIF apportioned ad valorem increment revenues at 50% of the increments of real and personal property ad valorem taxes generated from the base assessed value of the TIF. Additionally, the TIF apportioned sales tax increment revenues. The sales tax increment revenues are derived from sales and use tax revenues within the TIF district and represent 2% of the total 4% sales and use tax levied by the City and 0.25% of the total 0.5% sales and use tax levied by the County. Both the ad valorem revenues and sales tax increment revenues are to be used exclusively for TIF related projects and debt payments. The TIF will expire upon payment of all project costs or December 31, 2032, whichever occurs first, but could possibly continue beyond the expiration date if apportionment revenues are received after December 31, 2032.

**6. Property Tax Levy**

The City presently levies no property tax. In accordance with state law, a municipality may only levy a property tax to retire general obligation debt approved by the voters and to pay judgments rendered against the City.

**7. Schedule of Transfers Between Funds and Legal Entities**

Internal balances between funds and legal entities are comprised of the following:

<u>Due From</u>	<u>Due To</u>	<u>Amount</u>	<u>Nature of Balance</u>
BMIA	General Fund	\$ 10,000	Vendor Reimbursements
General Fund	TIF	73,181	Sales Tax
Court	General Fund	3,694	Court Fine Revenue
Street Sales/Use Tax Fund	General Fund	15,000	Vendor Reimbursements
TIF	General Fund	66,394	Vendor Reimbursements
Total		<u>\$ 168,269</u>	

**Reconciliation to Fund Financial Statements:**

	<u>Due From Other Funds</u>	<u>Due To Other Funds</u>	<u>Net Activity/ Internal Balances</u>
Governmental Funds	\$ 168,269	\$ (158,269)	\$ 10,000
Proprietary Funds	-	(10,000)	(10,000)
Total	<u>\$ 168,269</u>	<u>\$ (168,269)</u>	<u>\$ -</u>

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Transfers between legal entities are comprised of the following:

Transfer From	Transfer To	Amount	Purpose of Transfer
BMIA	General Fund	\$ 97,005	Debt Service-2017 Sales Tax Revenue Note
BMIA	General Fund	171,494	Debt Service-2019 Sales Tax Revenue Note
BMIA	Capital Improvement	109,948	Debt Service - 2015 Sales Tax Revenue Note
General Fund	BMIA	789,315	Grant Transfer
General Fund	TIF	321,820	Sales Tax Transfer
General Fund	Street Sales/Use Tax Fund	1,216,988	Sales Tax Transfer
BMIA	General Fund	2,018,635	Return Sales Tax
General Fund	BMIA	3,032,431	Sales Tax Transfer
Total		<u>\$ 7,757,636</u>	

**Reconciliation to Fund Financial Statements:**

	Transfers In	Transfers Out	Net Transfers
Governmental Funds	\$ 3,935,890	\$ (5,360,554)	\$ (1,424,664)
Proprietary Funds	3,821,746	(2,397,082)	1,424,664
	<u>\$ 7,757,636</u>	<u>\$ (7,757,636)</u>	<u>\$ -</u>

**8. Fund Balance and Net Position**

The following tables show the fund balance classifications as shown on the Governmental Funds Balance Sheet and Proprietary Fund Statement of Net Position:

	General Fund	Capital Improvement Fund	TIF District Fund	Streets Sales/Use Tax Fund	Veterans Memorial Fund	Total
Fund Balances:						
Restricted for:						
Capital Improvements	\$ 11,615,584	\$ 80,269	\$ 512,981	\$ 739,678	\$ 106,923	\$ 13,055,435
Debt Service	46,454	-	-	-	-	46,454
Total Restricted	<u>11,662,038</u>	<u>80,269</u>	<u>512,981</u>	<u>739,678</u>	<u>106,923</u>	<u>13,101,889</u>
Assigned for next year's budget	830,967	-	-	-	-	830,967
Unassigned	<u>3,538,472</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,538,472</u>
Total Fund Balance	<u>\$ 16,031,477</u>	<u>\$ 80,269</u>	<u>\$ 512,981</u>	<u>\$ 739,678</u>	<u>\$ 106,923</u>	<u>\$ 17,471,328</u>

Enterprise Funds:

Restricted for:

Debt Service	\$ 277,575
Specific government services	952,467
Total Enterprise Fund Restrictions	<u>\$ 1,230,042</u>

**9. Risk Management**

The City is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employee health and life; and natural disasters. The City manages these various risks of loss as follows:

- General Liability, Fleet Coverage, and Physical Property – Covered through participation in Oklahoma Municipal Assurance Group risk entity pool.
- Workers' Compensation – Workers' compensation is covered through participation in Consolidated Benefits Resources.
- Employee's Group Health and Life – Covered through participation in commercial insurance-Blue Cross Blue Shield through OPEH&W.

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The City’s risk is transferred to the risk entity pool except for claim deductible amounts. The risk pool maintains deposits for claims reserves and other purposes for the benefit of the City. Management believes such insurance coverage listed above is sufficient to preclude any significant uninsured losses to the City, and such claims have not exceeded the coverage over the past three fiscal years.

**10. Pension Plan Participation**

The City of Blanchard participates in four pension or retirement plans:

1. Oklahoma Firefighter’s Pension and Retirement System (OFPRS) – a statewide cost-sharing plan
2. Oklahoma Police Pension and Retirement System (OPPRS) – a statewide cost-sharing plan
3. City of Blanchard/BMIA Retirement Plan (401a) (the “Plan”) – a deferred compensation plan
4. City of Blanchard Deferred Compensation Plan For Public Employees (457) (the “457”) – a defined contribution plan

*OFPRS:*

*Plan Summary Information.* The City of Blanchard, as the employer, participates in a statewide cost-sharing multiple employer defined benefit pension plan through the Oklahoma Firefighter’s Pension and Retirement System (OFPRS). This plan covers all full-time and volunteer firemen except the fire chief. The OFPRS defined benefit pension plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Pursuant to the requirements of Title 11, section 49-100, the City must participate in the plan if they employ full-time or volunteer firefighters. The City has no responsibility or authority for the operation or administration of the pension program nor has it any related liability, except for the current contribution requirements.

The OFPRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to OFPRS, 4545 N. Lincoln Blvd., Suite 265, Oklahoma City, OK 73105-3414.

*Funding Policy.* For volunteer firefighters, the City is required to contribute \$60 per year per volunteer, while there is no required contribution by the volunteer.

**Schedule of Retirement Plan Contributions for Volunteer Firefighters**

Fiscal Year	Required Contribution	Amount Contributed
June 30, 2021	\$ 1,560	\$ 1,560
June 30, 2022	\$ 1,200	\$ 1,200
June 30, 2023	\$ 1,560	\$ 1,560

The City participates in the OFPRS for all paid firefighters. OFPRS plan members are required to contribute 9% to the plan. The City is required by state law to contribute 14% per year of covered payroll per paid firefighter. The plan is funded by contributions from participants, employers, insurance premium taxes, and state appropriations, as necessary.

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**Schedule of Retirement Plan Contributions OFPRS Cost-Sharing Plan**

<u>Fiscal Year</u>	<u>Required Contribution</u>	<u>Amount Contributed</u>
June 30, 2021	\$ 13,908	\$ 13,908
June 30, 2022	\$ 17,091	\$ 17,091
June 30, 2023	\$ 22,098	\$ 22,098

*OPPRS:*

*Plan Summary Information.* The City of Blanchard, as the employer, participates in a statewide cost-sharing multiple employer defined benefit pension plan through the Oklahoma Police Pension and Retirement System (OPPRS). The OPPRS defined benefit pension plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Pursuant to the requirements of Title 11, section 50-102, the City must participate in the plan if they employ a certain number of fulltime police officers. The City has no responsibility or authority for the operation or administration of the pension program nor has it any related liability, except for the current contribution requirements.

The OPPRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to:

OPPRS  
1001 N.W. 63<sup>rd</sup> St., Suite 305  
Oklahoma City, OK 73116-7335

*Funding Policy.* The City is required by state law to contribute 13% of covered payroll per year for each police officer. Employees contribute 8% of covered payroll. The plan is funded by contributions from participants, employers, insurance premium taxes, and state appropriations, as necessary. The OPPRS contributions are as follows:

**Schedule of Retirement Plan Contributions OPPRS Cost-Sharing Plan**

<u>Fiscal Year</u>	<u>Required Contribution</u>	<u>Amount Contributed</u>
June 30, 2021	\$ 46,662	\$ 46,662
June 30, 2022	\$ 40,335	\$ 40,335
June 30, 2023	\$ 43,149	\$ 43,149

*City of Blanchard Deferred Compensation Plan (401a)*

The City has provided effective July 1, 1998 a deferred compensation plan known as the City of Blanchard/BMIA Retirement Plan (401a) (the “Plan”). The Plan is administered by the City and the plan assets are supervised by Nationwide Retirement Solutions. The deferred compensation plan is available to all employees except those who qualify for a state pension plan. The City contributes 5% of all qualifying full-time employees’ gross salary to this plan every pay period. The authority to establish and amend the provisions of the Plan rests with the City Council.

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**Schedule of Retirement Plan Contributions – Deferred Compensation Plan**

Fiscal Year	Employer Contribution
June 30, 2021	\$ 59,967
June 30, 2022	\$ 67,050
June 30, 2023	\$ 75,969

*City of Blanchard Deferred Compensation Plan (457)*

The City has provided effective January 23, 1990, a defined contribution plan known as the City of Blanchard Deferred Compensation Plan For Public Employees (457) (the “457”). The 457 is administered by the City and the plan assets are supervised by Nationwide Retirement Solutions. The defined contribution plan is available to all employees except those who qualify for a state pension plan. The City’s contribution is contingent on the employee’s participation. The city contributes 50% of the employees’ contribution up to \$25 per pay period. The authority to establish and amend the provisions of the 457 rests with the City Council.

**Schedule of Retirement Plan Contributions – Defined Contribution Plan**

Fiscal Year	Employer Contribution	Employee Contribution
June 30, 2021	\$ 3,900	\$ 11,110
June 30, 2022	\$ 3,793	\$ 9,985
June 30, 2023	\$ 2,738	\$ 4,275

**11. Commitments and Contingencies**

*Compensated Absences:*

As a result of the City’s use of the modified cash basis of accounting, accrued liabilities related to compensated absences (vacation and comp leave) earned but unpaid at year-end are not reflected in the basic financial statements. The compensated absence commitment at June 30, 2023 is \$126,569 for governmental activities and \$29,548 for business-type activities.

*Litigation:*

The City and its public trusts are parties to various legal proceedings or have threatened litigation which normally occurs in the course of municipal governmental operations. The financial statements do not include accruals or provisions for loss contingencies that may result from these proceedings.

State Constitution and statutes provide for the levy of an ad valorem tax over a three-year period by a Sinking Fund for the payment of any court assessed judgment rendered against the City. (This provision is not available to public trusts.) While the outcome of the above noted proceedings or threatened litigation cannot be predicted, due to the insurance coverage maintained by the City and

the State statute relating to judgments, the City feels that any settlement or judgment not covered by insurance would not have a material adverse effect on the financial condition of the City.

*Federal and State Award Programs:*

The City of Blanchard participates in various federal or state grant/loan programs from year to year. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. The City has not been notified of any noncompliance with federal or state award requirements.

## **12. Assessment District Revenue**

*Street Assessment District*

On February 17, 2014, pursuant to the request of specific owners of specific tracts of property located in the Fox Run I and Fox Run II subdivisions, the City established the Fox Run I and Fox Run II Street Improvement District. Ordinance No. 597 established the assessment district and set forth the terms of the assessment necessary to repay the street improvement debt incurred by the BMIA on behalf of the Fox Run I and Fox Run II property owners. A note payable to First National Bank-Chickasha of \$420,000 payable in annual installments over ten years with an interest rate of 3.25%, was obtained to pay for the street improvement project.

Each tract owner was assessed their prorated share of the debt plus 5% interest payable in ten annual installments to be billed by the McClain County Treasurer. The assessment will be paid to the McClain County Treasurer and the Treasurer will remit the payments to the City, who then transfers the monies to the BMIA for its use in funding debt service on the note.

The assessment, as determined by the amortization schedule of the debt, is submitted to the McClain County Treasurer by the City no later than October 1 of each year. The County Treasurer, upon receipt of the certified assessment, levies the assessment on the Fox Run I and Fox Run II Street Improvement District tract owners by submitting a bill to each owner with a due date of December 31. The tract owners must pay within 15 days after the due date or the County charges them a penalty of 1.5% of the assessment per month. The County remits assessments and penalties to the BMIA. Early payoffs of assessment balances may be paid to the Finance Director at any time and shall include interest accrued on the deferred balance.

Delinquent installment payments result in foreclosure on the tract or parcel of land and sold in the manner provided by law for the foreclosure of mortgages on land. Any real estate sold under any order judgment may be redeemed by the owner or his assignee at any time within one year of the date of sale by paying to the purchaser the amount paid with interest from the date of purchase at the rate of 12% per year.

**CITY OF BLANCHARD, OKLAHOMA  
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**SUPPLEMENTARY INFORMATION**

**CITY OF BLANCHARD, OKLAHOMA  
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**Budgetary Comparison Schedules (Modified Cash Basis) – General Fund – Year Ended June 30, 2023**

	<u>Budgeted Amounts</u>		<u>Actual Amounts,</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Budgetary Basis</u>	<u>Final Budget - Positive (Negative)</u>
<b>REVENUES</b>				
Taxes	\$ 5,655,706	\$ 7,267,241	\$ 7,265,863	\$ (1,378)
Licenses and permits	139,310	248,464	248,414	(50)
Intergovernmental	2,029,837	1,334,740	1,336,117	1,377
Fees and fines	92,575	101,920	101,920	-
Investment earnings	3,660	16,816	19,096	2,280
Miscellaneous	104,785	91,147	92,608	1,461
Total revenues	<u>8,025,873</u>	<u>9,060,328</u>	<u>9,064,018</u>	<u>3,690</u>
<b>EXPENDITURES</b>				
Departmental:				
<i>General Government:</i>				
General government	1,889,293	1,487,933	1,487,933	-
Nutrition	114,490	94,408	94,407	1
Park department	487,541	376,117	376,114	3
Total General Government	<u>2,491,324</u>	<u>1,958,458</u>	<u>1,958,454</u>	<u>4</u>
<i>Public Safety:</i>				
Police	1,186,804	908,128	908,128	-
Fire	536,232	482,786	482,786	-
Total Public Safety	<u>1,723,036</u>	<u>1,390,914</u>	<u>1,390,914</u>	<u>-</u>
<i>Street:</i>				
Street	957,375	545,645	544,689	956
Total Street	<u>957,375</u>	<u>545,645</u>	<u>544,689</u>	<u>956</u>
Total Expenditures	<u>5,171,735</u>	<u>3,895,017</u>	<u>3,894,057</u>	<u>960</u>
Excess (deficiency) of revenues over expenditures	<u>2,854,138</u>	<u>5,165,311</u>	<u>5,169,961</u>	<u>4,650</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers	(3,053,605)	(3,864,505)	(3,864,505)	-
Total other financing sources and uses	<u>(3,053,605)</u>	<u>(3,864,505)</u>	<u>(3,864,505)</u>	<u>-</u>
Net change in fund balances	(199,467)	1,300,806	1,305,456	4,650
Fund balances - beginning	987,835	987,835	16,333,654	15,345,819
Fund balances - ending	<u>\$ 788,368</u>	<u>\$ 2,288,641</u>	<u>\$ 17,639,110</u>	<u>\$ 15,350,469</u>

Reconciliation to Statement of Revenues, Expenditures, and Changes in Fund Balance

Revenue	(77,373)
Expenditures	(2,522,766)
Transfers	641,258
Series 2022 Debt Proceeds less issue costs	351,248
Total Fund Balance-General Fund	<u>\$ 16,031,477</u>

**Footnotes to Budgetary Comparison Schedules:**

1. The budgetary comparison schedules are reported on the same modified cash basis as governmental funds within the basic financial statements. For budgetary comparison purposes, the City considers all encumbrances to lapse at year-end; therefore encumbrances are not considered expenditures for budgetary comparison purposes. However, the City will re-appropriate these lapsed encumbrances in the subsequent year budget.

2. The legal level of appropriation control is the department level within a fund. Transfer appropriations require the City Manager's approval and supplemental appropriations require City Council's approval.



**CITY OF BLANCHARD, OKLAHOMA  
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**Schedule of Expenditures of State Awards – For Year Ended June 30, 2023**

<u>Federal/State Grantor/Pass through agency Grantor/Program Title</u>	<u>Federal AL Number</u>	<u>Agency or Pass Thru Number</u>	<u>Program or Award Amount</u>	<u>Contract Expenditures</u>
<b>STATE ASSISTANCE:</b>				
<u>OKLAHOMA DEPARTMENT OF AGRICULTURE:</u>				
Rural Fire Grant	N/A		\$ 10,053	\$ 10,053
<u>OKLAHOMA DEPARTMENT OF EMERGENCY MANAGEMENT:</u>				
FEMA DR 4222-State Portion	N/A	FEMA DR 4575	47,266	47,266
<u>ASSOCIATION OF SOUTH CENTRAL OKLAHOMA GOVERNMENTS:</u>				
Community Expansion of Nutrition Assistance	N/A	CENA 2022	8,260	240
Community Expansion of Nutrition Assistance	N/A	CENA 2023	8,022	8,022
Total Association of South Central Oklahoma Governments			<u>16,282</u>	<u>8,262</u>
<u>OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY:</u>				
Collection Event Grant	N/A		<u>30,000</u>	<u>30,000</u>
<b>TOTAL STATE AWARDS</b>			<u>\$ 103,601</u>	<u>\$ 95,581</u>

**CITY OF BLANCHARD, OKLAHOMA  
ANNUAL FINANCIAL REPORT  
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**Schedule of Cash Balances – For Year Ended June 30, 2023**

**Schedule of Cash Balances**

Governmental Funds	Total	General Fund	Streets				TIF	Veterans Memorial	Insurance
			Sales/Use Tax Fund	Fox Run	CIP	Tech			
Cash	\$ 3,442,404	\$ 1,836,585	\$ 402,104	\$ 5,611	\$ -	\$ 14,994	\$ 506,194	\$ 106,923	\$ 569,993
Use Tax Reserve O&G	154,144	154,144	-	-	-	-	-	-	-
Street & Alley Reserve	42,313	42,313	-	-	-	-	-	-	-
Street & Alley	1,286,381	1,286,381	-	-	-	-	-	-	-
Nutrition	30,634	30,634	-	-	-	-	-	-	-
Emergency Management Reserve	649,404	649,404	-	-	-	-	-	-	-
Reserve	95,466	95,466	-	-	-	-	-	-	-
Reserve	913,272	913,272	-	-	-	-	-	-	-
Reserve	50,515	50,515	-	-	-	-	-	-	-
Court Bond	5,605	5,605	-	-	-	-	-	-	-
Petty Cash	250	250	-	-	-	-	-	-	-
Siren	26,884	-	-	-	26,884	-	-	-	-
Park Dedication	10,133	-	-	-	10,133	-	-	-	-
Impound	14,432	-	-	-	-	14,432	-	-	-
<b>Total</b>	<b>6,721,837</b>	<b>\$ 5,064,569</b>	<b>\$ 402,104</b>	<b>\$ 5,611</b>	<b>\$ 37,017</b>	<b>\$ 29,426</b>	<b>\$ 506,194</b>	<b>\$ 106,923</b>	<b>\$ 569,993</b>
Trustee Accounts	11,254,323								
Insurance Fund Cash to Proprietary Funds	(88,445)								
<b>Total Governmental Funds Cash</b>	<b>\$ 17,887,715</b>								
Proprietary Funds	Total	BMIA		Accrued Leave	Meter	Quail Haven	Debt Service		BETA
Cash	\$ 1,176,407	\$ 842,143		\$ 15,402	\$ 174,831	\$ 12,682	\$ 131,349		\$ 43,883
CDBG	(130,029)	\$ (130,029)		-	-	-	-		-
ARPA Grant	952,467	952,467		-	-	-	-		-
Reserve	452,837	452,837		-	-	-	-		-
Petty Cash	50	50		-	-	-	-		-
<b>Total</b>	<b>2,451,732</b>	<b>\$ 2,117,468</b>		<b>\$ 15,402</b>	<b>\$ 174,831</b>	<b>\$ 12,682</b>	<b>\$ 131,349</b>		<b>\$ 43,883</b>
Trustee Accounts	3,638,680								
Insurance Fund Cash from Governmental Funds	88,445								
<b>Total Proprietary Funds Cash</b>	<b>\$ 6,178,857</b>								

**CITY OF BLANCHARD, OKLAHOMA  
ANNUAL FINANCIAL REPORT  
As of and for the Year Ended June 30, 2023**

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**SINGLE AUDIT AND INTERNAL CONTROL AND COMPLIANCE INFORMATION**



**INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT  
AUDITING STANDARDS***

To the Honorable Mayor and Members of the City Council  
City of Blanchard, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Blanchard, Oklahoma (the “City”), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements, and have issued our report thereon dated February 7, 2024. Our report included an emphasis-of-a-matter paragraph related to the City’s use of a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the

HSPG & ASSOCIATES, PC

determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*HSPG & Associates, P.C.*

February 7, 2024



INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM  
GUIDANCE

To the Honorable Mayor and Members of the City Council  
City of Blanchard, Oklahoma

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the City of Blanchard, Oklahoma’s (the “City”) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the City’ major federal programs for the year ended June 30, 2023. The City’s major federal programs are identified in the summary of auditor’s results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor’s Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City’s compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City’s federal programs.

***Auditor’s Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City’s compliance based on our audit.

HSPG & ASSOCIATES, PC

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control over Compliance**

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*HSPG & Associates, P.C.*

February 7, 2024



**CITY OF BLANCHARD, OKLAHOMA  
ANNUAL FINANCIAL REPORT  
As of and for the Year Ended June 30, 2023**

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**CITY OF BLANCHARD, OKLAHOMA  
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**Schedule of Expenditures of Federal Awards – For Year Ended June 30, 2023**

<u>Federal/State Grantor/Pass through agency Grantor/Program Title</u>	<u>Federal AL Number</u>	<u>Agency or Pass Thru Number</u>	<u>Program or Award Amount</u>	<u>Contract Expenditures</u>
<b>FEDERAL ASSISTANCE:</b>				
<u>FEDERAL EMERGENCY MANAGEMENT AGENCY:</u>				
Passed through Oklahoma Department of Emergency Management: Severe Winter Storms	97.036	FEMA-4575-DR	\$ 850,785	\$ 850,785
<u>U.S. DEPARTMENT OF TREASURY:</u>				
Coronavirus State and Local Fiscal Recovery	21.027	ARPA	1,563,029	547,572
<u>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT:</u>				
Passed through Oklahoma Department of Commerce:				
Community Development Block Grant	14.228	18226 CDBG 17	281,098	281,098
Community Development Block Grant	14.228	18537 CDBG 21	168,955	168,955
Total U.S. Department of Housing and Urban Development			<u>450,053</u>	<u>450,053</u>
<b>TOTAL FEDERAL AWARDS</b>			<u>\$ 2,863,867</u>	<u>\$ 1,848,410</u>

See accompanying notes.

**CITY OF BLANCHARD, OKLAHOMA**  
**NOTES TO SCHEDULE OF EXPENDITURE OF FEDERAL AWARDS**  
**Year Ended June 30, 2023**

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**1. Summary of Significant Accounting Policies**

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the City of Blanchard, Oklahoma (the “City”) for the year ended June 30, 2023 and is presented on the modified cash basis of accounting. The information in this schedule is presented in accordance with the requirement of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

**2. Indirect Cost Rate**

The City has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

**3. Subrecipients**

The City did not provide federal awards to subrecipients during the year ended June 30, 2023.

**CITY OF BLANCHARD, OKLAHOMA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED June 30, 2023**

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SECTION I – SUMMARY OF AUDITOR’S RESULTS

***Schedule of Expenditures of federal awards***

Type of auditor’s report issued: *Unmodified*

***Federal Awards***

Internal control over major federal programs:

Material weakness(es) identified? \_\_\_\_\_ yes        X   no

Significant deficiency(ies) identified? \_\_\_\_\_ yes        X   none reported

Type of auditor’s report issued on compliance for major federal programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? \_\_\_\_\_ yes        X   no

Identification of major federal programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
97.036	Federal Emergency Management

Dollar threshold used to distinguish Between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? \_\_\_\_\_ yes        X   no

**CITY OF BLANCHARD, OKLAHOMA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED June 30, 2023**

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SECTION II – FINANCIAL STATEMENT FINDINGS

Compliance Findings

*None*

Internal Control Findings

*None*

SECTION III – FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

Compliance Findings

*None*

Internal Control Findings

*None*

**CITY OF BLANCHARD, OKLAHOMA**  
**SUMMARY SCHEDULE OF PRIOR FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED June 30, 2022**

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SECTION II – FINANCIAL STATEMENT FINDINGS

Compliance Findings

*None*

Internal Control Findings

*None*

SECTION III – FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

Compliance Findings

*None*

Internal Control Findings

*None*

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# **BUSINESS AGENDA**

## **B2. BOOSTER PUMP**

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# **BUSINESS AGENDA**

**B3. LIFT STATION GENERATOR  
– RESOLUTION 2024-02**

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## RESOLUTION NO. 2024-02

A RESOLUTION OF THE BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY, OKLAHOMA, ACCEPTING THE QUOTE AND AWARD TO CENTRAL POWER SYSTEMS AND SERVICES AS THE BEST AND LOWEST PRICE FOR THE REMOVAL AND REPLACEMENT, INCLUDING FULL INSTALLATION OF A GENERATOR AT THE FOX RUN LIFT STATION FOR THE AMOUNT OF \$31,900.00.

WHEREAS, CENTRAL POWER SYSTEMS AND SERVICES was the lowest and best quote for the removal, replacement, and full installation of a new generator at the Fox Run Lift Station; and

WHEREAS, the Blanchard Purchasing Manual requires any purchase of any goods, services, construction or maintenance over \$10,000 to be presented with three (3) quotes and approved by the governing body; and

WHEREAS, the Blanchard Purchasing Manual does not require a seal bid as the lowest and best price was below \$50,000 for public construction or maintenance; and

WHEREAS, the Authority under the direction of the Public Work's director has solicited and received three (3) quotes from the following companies:

1. CENTRAL POWER SYSTEMS AND SERVICES	\$31,900.00
2. CLIFFORD POWER - GENERAC	\$49,905.98
3. SMITH POWER SYSTEMS	\$65,311.00

WHEREAS, it is the desire of the Authority to approve the project to Central Power Systems and Services as being the lowest and best responsible bidder in the amount of \$31,900.00; and

NOW, THEREFORE, BE IT RESOLVED by the Blanchard Municipal Improvement Authority do hereby accept the project to Central Power Systems and Services as being the lowest and best quote for the removal, replacement, and full installation of a new generator at the Fox Run Lift Station in the amount of \$31,900.0.:

ADOPTED and APPROVED by the Blanchard Municipal Improvement Authority, Oklahoma, on this 13<sup>th</sup> of February, 2024.

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Mayor

ATTEST: (Seal)

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City Clerk

Fox Run

65,311.00



# Smith Power Systems

708 County Road 1600 | Marlow, OK 73055 | License # OK76649  
Marlow 580.658.9389 OKC 405.482.3427 | ralph@smithpowersystems.com | smithpowersystems.com

**RECIPIENT:**

**City of Blanchard**  
112 North Main Street  
Blanchard, Oklahoma 73010  
Phone: 405-795-7506

Quote #1770	
Sent on	01/17/2024
<b>Total</b>	<b>\$65,311.00</b>

Product/Service	Description	Qty.	Unit Price	Total
Kohler 50kW GEN SET	50 REOZK gen 60hz, 120/240 3phase 12 wire Diesel, 142 gal tank KSS-AFTC-0200S transfer switch 200 amp Includes: Removal of existing generator/tank/ATS & haul off, complete installation of new equipment & any electrical upgrade required for safety, start-up, testing & warranty registration, approximately 80% full tank of fuel, 2 year warranty. (we can take care of all warranty work also) Manufacture/Lead Time: 40 weeks.	1	\$65,311.00	\$65,311.00*
First Year Annual Scheduled Maintenance Free	Oil & All Filters replaced. Transfer Switch Test & Inspection. Generator Test & Inspection. Battery/Charger Test & Inspection. Check antifreeze. Add fuel treatment. General house keeping of unit.	1	\$0.00	\$0.00*

**Total** \$65,311.00

\* Non-taxable

If you have any questions or concerns, please call, text or email me.  
Pacer Cook  
pacer@smithpowersystems.com  
405-482-3427  
I live right here in Blanchard.

This quote is valid for the next 30 days, after which values may be subject to change.



# Smith Power Systems

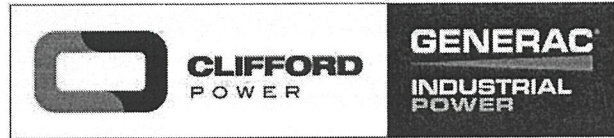
708 County Road 1600 | Marlow, OK 73055 | License # OK76649  
Marlow 580.658.9389 OKC 405.482.3427 | [ralph@smithpowersystems.com](mailto:ralph@smithpowersystems.com) |  
[smithpowersystems.com](http://smithpowersystems.com)

Notes Continued...

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fox Run

49,905.98



**Date:** January 25, 2024

**To:** City of Blanchard

**Attn:** Tim Erickson

**Reference:** City of Blanchard Fox Lane Lift Station

**\$49,905.98**

**Equipment Proposed:**

Quantity 1 - Generac Industrial diesel engine-driven generator set with turbocharged 4-cylinder 4.5L engine, consisting of the following features and accessories:

- Stationary Emergency-Standby rated
- 50 kW Rating, wired for 120/240 VAC three phase, 60 Hz
- Permanent Magnet Excitation
- With upsized 60 kW alternator
- UL2200
- EPA Certified
- Standard Weather Protective Enclosure, Steel
  - Industrial Grey Baked-On Powder Coat Finish
- 24" 132 Gallon Double-Wall UL142 Basetank
  - Mechanical fuel level indicator gauge
  - Electronic fuel level sender
  - Emergency Vents
- Power Zone 410 Digital Control Panel for Single Generators
  - NFPA 110 Capable
  - Temp Range -40 to 70 degrees C
  - UL6200
  - C-ETL-US
  - CE
  - 128 X 64 Graphical Display with Heater
    - Auto/Manual/Off modes
    - Optional Emergency Stop, key switch (Auto/Off/Manual) and audible alarm horn within a single add on module
    - RS-485, RS-232 and CANbus ports
    - Sensors: Oil Pressure, optional Oil Temp, Coolant Temp, Fuel Level/Pressure (where applicable), Engine Speed, DC Battery Voltage, Run-time Hours, Generator Voltages, Amps, Frequency, Power, Power Factor
    - Alarm Status: Low or High AC Voltage, Low or High Battery Voltage, Low or High Frequency, Pre-low or Low Oil Pressure, Pre-high or High Oil Temp (optional), Low Water Level and Temp, High, Low, and Critical-low Fuel Level/Pressure (where applicable), Overload, Overcrank, Over and Under Speed, Unit Not in Automatic
    - Optional Programmable I/O module
  - Engine function monitoring and control:
    - Full range standby operation; programmable auto crank, Emergency Stop (optional), Auto-Off-Manual

- 3 Phase RMS Voltage Sensing
        - +/-0.5% digital voltage regulation with: soft-start voltage ramping - adjustable, loss of sensing protection - adjustable, negative power limit - adjustable, Hi/Lo voltage limit - adjustable, V/F slope and gain - adjustable, fault protection
      - Service reminders, fault history (alarm log)
      - I2T function for full generator protection
      - Selectable low-speed exercise
      - 2 and 3-wire start controls for any 2 or 3-wire transfer switch
- Standard MLCB, 80% rated thermal-magnetic
  - 175 Amp
- Primary MLCB, 80% rated thermal-magnetic
  - 175 Amp
- Battery Heating Pad
- Battery Charger, 10 Amp, NFPA 110 compliant, installed
- 110 AH, 925 CCA Group 31 Battery, with rack, installed
- Air Filter Restriction Indicator
- Coolant Heater, 1500W, 120VAC
- Crankcase Oil Heater, 200W, Shipped Loose
- Engine Run Relay, 10A
- 120v GFCI and 240V Outlet
- Alternator Strip Heater
- 3 Owner's Manuals
- Standard 2-Year Limited Warranty
- SD0050JG174.5D18DPYY3

Quantity 1 - TX Series Automatic Transfer Switch consisting of the following features and accessories:

- 200 Amp, 3 pole, 120/240 VAC three phase, 60 Hz, with 2-Wire Start Circuit
  - Utility Voltage Sensing Controls:
    - Adjustable Drop-out and Pick-up
    - Adjustable Utility Interrupt Delay
  - Adjustable Logic Controls:
    - Minimum Standby Voltage
    - Minimum Standby Frequency
    - Engine Warmup
    - Return to Utility
    - Engine Cooldown
    - Transfer on Exercise
- 3 Owner's Manuals
- Double Set of Form C Aux Cont
- IBC Seismic Certified
- Any Breaker (3 Cycle)
- Withstand and Close-On Rating - 200kA Fuse Rating
- Withstand and Close-On Rating - 22kA Any Breaker
- Withstand and Close-On Rating - 42kA Specific Breaker
- Enclosure Heater
- CSA - C22.2 No.178
- UL Listed 1008 by ETL
- Controller Cover, Padlockable, Black
- NEMA 3R Enclosure
- Non Service Entrance Rated
- Any Breaker (3 Cycle)
- In Phase Only Transfer
- Standard two year basic warranty
- TX611NN0200J3CH

Quantity 1 - Freight - Flat Bed

Quantity 1 - Freight - Common Carrier - ATS

Quantity 1 - Startup Commissioning

Quantity 1 - Installation :

- INCLUSIONS:
- 1. Remove existing generator and return to City of Blanchard.
- 2. Install New Generator, provided by others, on existing slab.
- 3. Remove existing transfer switch and install new ATS, provided by others.
- 4. Extend existing conduits as needed to makeup locations on new equipment and replace wire as needed from generator, disconnect, ATS, and existing Control Cabinet.
- 5. Demo exiting 3ph converter on rack and demo abandoned conduit flush with grade.
- 
- **ADD ALTERNATE INCLUSIONS: \$1,500.00 (Optional)**
- 1. Provide and install new 240v 200a 1ph Nema 3r Service rated disconnect.
- \*Existing fused disconnect is showing signs of corrosion.
- 
- 
- EXCLUSIONS:
- 1. Recovery of existing fuel in existing generator tank. The majority of the existing fuel must be removed for weight reduction for lifting and transporting.
- 2. Fuel for new generator.
- 3. Extending of existing concrete pad to accommodate new generator size.
- 4. Permits/Bonds
- 5. Design/Engineering
- 6. Arc Flash/Coordination Study
- 7. Any/All liability for existing code violations.
- 8. Any/All liability for undisclosed and or undiscovered existing faulty equipment

### **Project Management Services**

- Factory load bank testing
- Submittal drawings
- Dimensional drawings, Electrical drawings, Product specifications
- Production testing
- Technical assistance
- Operation and maintenance manuals for engine, generator

### **Notes**

Estimated Delivery: 8-12 Weeks  
FOB: Jobsite

### **Terms and Conditions**

The above price does not include fuel or any sales or use tax. Price is valid for Sixty- (60) days. The terms listed are for services rendered during standard business hours (M-F 8:00am-5:00pm).

A detailed Bill of Materials is included. Please refer to the equipment spec sheets and installation drawings for additional information. Please contact us if this information, or any other documentation is needed.

THANK YOU FOR THE OPPORTUNITY TO QUOTE THIS PROJECT!

In signing this proposal, the buyer agrees to the Terms & Conditions ([www.cliffordpower.com/terms-conditions](http://www.cliffordpower.com/terms-conditions)) and the proposal terms listed above.

**Sincerely,**

Rocky Hollingsworth  
New Equipment Sales Representative  
Clifford Power Systems  
4055434621  
[rhollingsworth@cliffordpower.com](mailto:rhollingsworth@cliffordpower.com)

**Acceptance of Quote**

Prior to ordering equipment or services, please sign and return as a confirmation of the above terms and conditions.

**Customer Signature**

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# **CENTRAL**

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## **POWER SYSTEMS & SERVICES**

2/6/2024

Expires: 3/15/2024

Proposed For: City of Blanchard

Project Name: Fox Run

Quotation: 11- HP88832-01

The following Critical Power Equipment quotation is presented by Central Power Systems & Services (CPS&S). CPS&S has been a distributor of power systems since 1954 including equipment sales, parts, and a dedicated team of factory-trained field service technicians. Aftersales support is offered 24/7 through 9 locations in Missouri, Kansas, and Oklahoma.

We are pleased to quote the following new generator set and associated equipment:

- 1) 50 KW, Hipower, Diesel, Generator Set at 240V, 3-Phase, Level 1 Enclosure with 24 Hr. Tank
- 1) ASCO 300 Series 200 amp, Automatic Transfer Switches, 3 pole, NEMA 3R Enclosure
- 1) Turn Key removal of old system and Installation of New System

Information will be found on the following pages, as well as a detailed list of equipment and services to be included in this quote. Please feel free to contact us with any questions.

Sincerely,

*Mike Cannon*

Mike Cannon  
Critical Power Specialist  
Central Power Systems and Services  
405-324-2330 Office  
405-544-6950 Mobile  
[mike.cannon@cpower.com](mailto:mike.cannon@cpower.com)



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## BILL OF MATERIALS Diesel Generator

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<b>Model:</b>	Hipower HSY 50 T6U Model Emergency/Stationary Standby Diesel Genset
<b>Quantity:</b>	1
<b>Output:</b>	50 kW, 37.5 kVA, 150 Amps
<b>Ratings:</b>	Emergency Standby, UL2200
<b>Voltage:</b>	240V, 3 Phase, 12 Wire
<b>Engine:</b>	60Hz, Diesel, 1800 RPM Model: Yanmar- 4TNV98T ZGGEH EPA for Emergency Standby
<b>Cooling System:</b>	Unit Mounted Radiator, 50 °C
<b>Block Heater:</b>	-20° F, 120 Volt Input, 1000 Watt 1-Phase, , with isolation valves
<b>Alternator:</b>	STAMFORD S1L2-Y41 Brushless Self Excited, DVR
<b>Control Panel:</b>	DSE7410 Control Panel - Non-Proprietary Software
<b>Circuit Breaker:</b>	150 Amps ABB - TMF- 80% RATED
<b>Battery:</b>	Heavy Duty Lead Acid Battery with Rack and Cables
<b>Battery Charger:</b>	6 amp, 120V Input, Mounted and Wired
<b>Enclosure:</b>	Level 2, Sound Attenuated Enclosure, Steel
<b>Silencer:</b>	Internal, Critical Grade Silencer
<b>Fuel Tank:</b>	24 Hour /110 Gallons w/ Stub ups
<b>Annunciator:</b>	N/A
<b>Owner's Manual:</b>	1 ea., Flash Drive
<b>Warranty:</b>	2 Year / 3000 Hour Standard Factory Standby Limited Warranty
<b>Lead time:</b>	15 weeks Estimated.

**ITEM DETAIL**

# Qty	ASCO Catalog No.	Description	Extended Warranty (Years-Cost)
1 1	D03ATSA30200FGXF,11BE (See Disclaimer 3)	300 Series, Automatic Open Transition Transfer Switch,3 Pole with Solid neutral, 240V, 200A, Type 3R Encl	Not Included

ACCESSORY DESCRIPTIONS		
Series 300 : D03ATSA30200FGXF,11BE		
#	Accessory Code	Description
1	11BE	Adds the following features to the Group G controller: (1) Serial RS-485 Modbus Communications (2) Multi-Schedule Engine Exerciser (3) a 300 Entry Event Log and (4) a common alarm output function. When applied on 3-phase systems it also enables: (1) 3-Phase Emergency Source VLL sensing (2) Phase Rotation Monitoring (3) Emergency Source VLL Unbalance Monitoring.

Estimated Shipment Period	6-8 weeks (after final approval and release to Manufacture)
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## TERMS AND CONDITIONS

- Installation and removal Included
- At the time of this quotation, current leads times are **(15)** weeks from date of submittal approval and release to production. Lead times are subject to change based on unanticipated supply chain delays. Every reasonable effort will be made to provide expeditious delivery, and CPS&S will communicate any changes to the estimated ship date as information becomes available.
- Pricing is FOB job site or 1<sup>st</sup> destination.
- Order must be released to production within 30 days to guarantee quoted price. If order release date is expected to be longer than 30 days, please contact CPS&S for best guidance.
- Pricing does not include any applicable sales taxes, offloading, fuel, or installation services unless otherwise noted.
- Terms are net-30 (with approved credit) upon delivery to 1st destination. A 10% retainer may be held back for start-up or 90 days, whichever comes first.
- Orders cancelled from date of release to production and 6 weeks from scheduled ship date will be subject to a 25% cancellation charge. Orders cancelled within 6 weeks of scheduled ship date will be subject to a 50% cancellation charge.
- Due to current market and supply chain conditions, CPS&S takes exception to any liquidated damages or other assessed charges associated with delivery schedules, project milestones, and completion dates.

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## Distributor Start-Up

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**Labor and Items Included in Startup:** Deliver equipment to site, offloaded by others. Start-up provided after installation has been completed by others. One trip to the site for start-up and training is included, additional trips to be billed at the standard labor and mileage rate. Items which shall be done prior to start-up and training are as follows:

- 1) Terminate all electrical connections to the generator(s), transfer switch(s), and any accessories.
- 2) Connection of an appropriate fuel source with sufficient fuel level to complete required testing and training.

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## Clarifications

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- Quotation does not include sales tax, diesel fuel, or unloading of equipment at the job site unless otherwise noted.
- Quote is valid for 60 days. Order must be received and released for production within 30 weeks to guarantee price.
- Terms are net-30 WAC. A 10% retainage may be held back until start-up or 90 days, whichever comes first.
- Lead time given is accurate as of quotation date. Lead times fluctuate, and can change between now and order date.

Total Offer Price: \$31,900.00

Current Lead Time: 15 Wks. ATS 10 weeks

***"If the standard lead time on this quotation creates a problem, let us know! Faster options from inventory may be available. Please call to discuss."***

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## Offer Acceptance

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I hereby authorize Central Power Systems & Services to use this form as a bona fide purchase order of the equipment shown on Offer Number: 11-2-01 , which clearly establishes definite price and specifications of material ordered. The person signing is doing so according to the terms and conditions.

**Proposed By:**

**Mike Cannon**  
**Critical Power Specialist**  
**Central Power Systems & Services**  
**Office #: 405-324-2330**  
**Mobile #: 405-544-6950**  
**Mike.Cannon@cpower.com**

**Accepted By:**

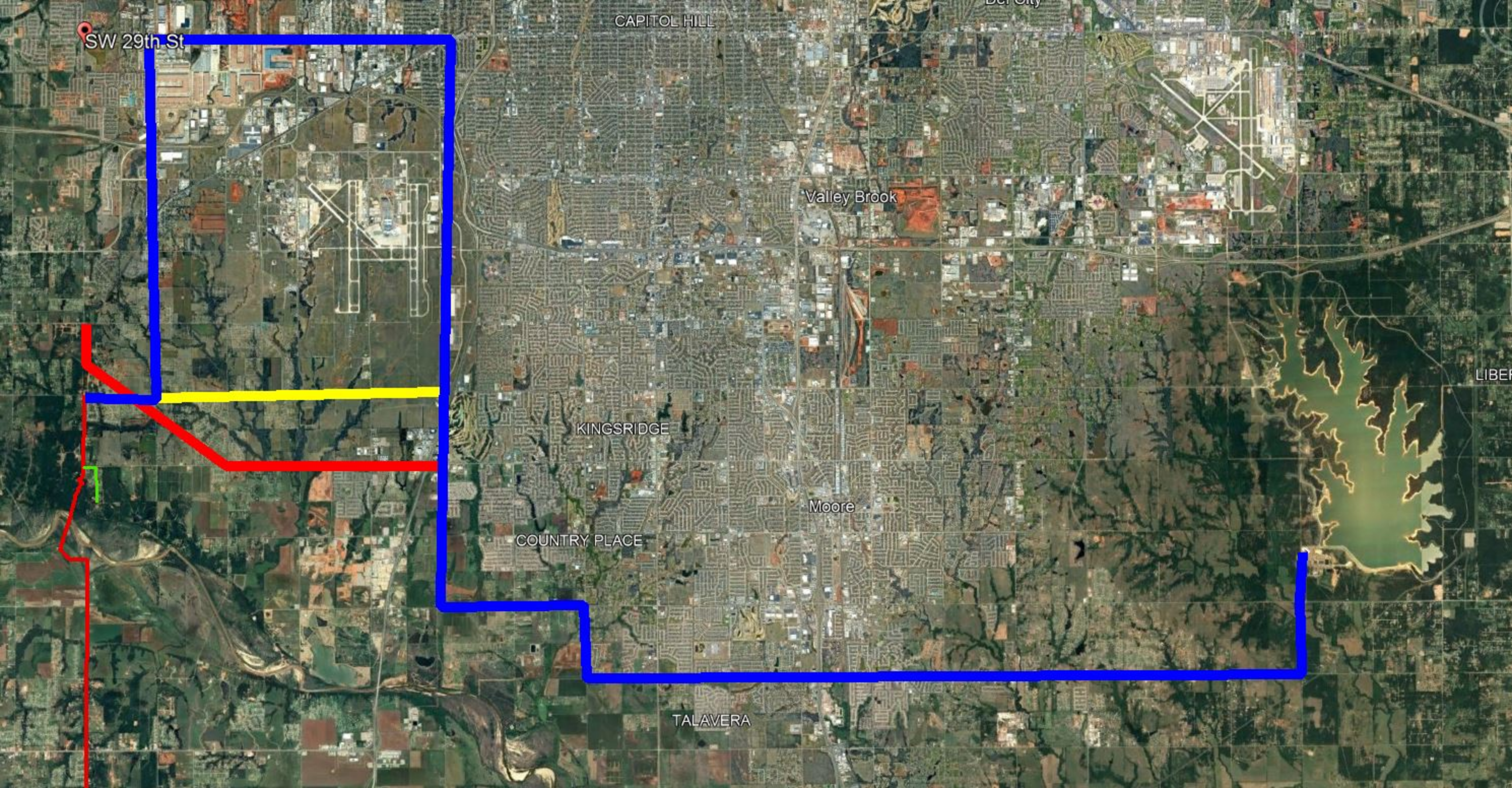
**Company:** \_\_\_\_\_  
**Print Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_  
**PO #:** \_\_\_\_\_

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# **BUSINESS AGENDA**

## **B4. OKLAHOMA CITY WATER DISCUSSION**

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SW 29th St

CAPITOL HILL

Valley Brook

KINGSRIDGE

Moore

COUNTRY PLACE

TALAVERA

LIBER

---

# **BUSINESS AGENDA**

**B5. UPSIZE WATER LINE TO  
HUX GROVE**

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# Glenn Sullivan & Associates, Inc.

P.O. Box 720368, Norman, OK 73070, (405) 321-7232  
Professional Engineers/Consultants

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October 20, 2023

Mr. Robert Floyd, City Manager  
City of Blanchard  
P.O. Box 480  
Blanchard, OK 73010-0480

RE: Water and Sewer Service for TIF 3

Dear Mr. Floyd:

We have been studying the water and sewer needs for the TIF 3 area and offer the following information.

**Water** - There are currently 12-inch water lines north, east and south of the proposed site. Short extensions will bring three (3) 12-inch lines onto the property. For the existing 12-inch line south of the site, a bore and casing under US 62 will be required. We recommend looping these 12-inch lines through the development to ensure adequate fire flow. Total cost for these extensions is estimated to be **\$557,300.00**.

The other task with this project is to provide water to Middleberg school. The school is currently 2+ miles from the distribution system. Two (2) options are available. The least expensive would be to extend an 8" line from the development down old SH 9. The cost is estimated at **\$1,363,920.00**. The other option looked at is to upgrade a proposed 8" line being constructed by a developer along US 62 to 12" and then extend the line over to the school. This cost is estimated at **\$1,691,570.00**.

**Sewer** - There is no gravity sewer infrastructure in the area. Two options were looked at. The first option would be to pump all raw sewage to the City's treatment facility. This is estimated to be a 6-inch line at a cost of **\$3,252,000.00**. The problem with this is that Blanchard's wastewater treatment facility (WWTF) is currently nearing capacity. This option would force the City to expand the WWTF sooner than expected.

The second option would be to construct a small total retention lagoon near the development to begin with and then construct a regional treatment facility with discharge when the flow starts to significantly increase. This facility could be expanded as necessary to handle projected flows. Several package systems were looked at and the drawback to this is that all would take approximately one (1) year to manufacture and install on-site. This isn't much quicker than conventional construction. Phasing would be as follows:

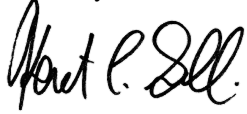
**Phase 1** - The first phase would include extending a force main from the TIF site to the treatment site, preliminary dirt work, fencing, and construction of a 2-cell lagoon with approximately 3 acres of surface area. This lagoon would have a total capacity of approximately 3.6 million gallons and the ability to evaporate **10,000 gpd**. Cost estimate for this phase is **\$3,712,600.00**.

**Phase 2** - The second phase would include installing an influent lift station, headworks (screening, grit removal, flow meter), package treatment unit, piping, disinfection, sludge handling facilities, electrical, additional site work, and discharge piping. The package treatment unit would have design flow of **50,000 gpd**. All other facilities would have a design capacity of 300,000 gpd. Cost estimate for this phase is **\$5,345,100.00**.

**Phase 3, 4, and 5 -** The later phases would include installing additional package treatment units, piping, additional sludge handling facilities, electrical, and additional site work. Each expansion would add **50,000 gpd**. Cost estimate for each of these phases is **\$1,918,800.00**.

If you have any questions or require additional information, please contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Kenneth C. Sullivan". The signature is written in a cursive style with a large initial 'K'.

Kenneth C. Sullivan, P.E.  
Vice President

Attachments

**COST ESTIMATE  
BLANCHARD, OKLAHOMA  
8" WATER LINE TO E1320  
DEVELOPER'S COST**

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	8" PVC, ASTM D2241, CL. 200	L.F.	9,940	\$ 80.00	\$ 795,200.00
2	10" HDPE, DR 11 (DIRECTIONAL DRILL)	L.F.	1,310	\$ 140.00	\$ 183,400.00
3	BORE & 16" STEEL CASING	L.F.	220	\$ 400.00	\$ 88,000.00
4	8" M.J. 22.5° BEND	EA.	3	\$ 800.00	\$ 2,400.00
5	8" M.J. 45° BEND	EA.	1	\$ 800.00	\$ 800.00
6	8" M.J. 90° BEND	EA.	2	\$ 800.00	\$ 1,600.00
7	CONCRETE THRUST ANCHOR	EA.	8	\$ 1,500.00	\$ 12,000.00
8	FIRE HYDRANT ASSEMBLY	EA.	1	\$ 5,000.00	\$ 5,000.00
9	10" FUSED M.J. ADAPTOR	EA.	8	\$ 1,500.00	\$ 12,000.00
10	8" M.J. TEE	EA.	1	\$ 1,500.00	\$ 1,500.00
11	1" COMBINATION AIR VALVE & VAULT	EA.	5	\$ 2,000.00	\$ 10,000.00
12	8" GATE VALVE & BOX	EA.	6	\$ 2,000.00	\$ 12,000.00
13	BLUE FIBERGLASS MARKER	EA.	13	\$ 150.00	\$ 1,950.00
14	VALVE MARKER	EA.	9	\$ 150.00	\$ 1,350.00
15	PRESSURE TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
16	DISINFECTION & BAC-T TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
17	EROSION & SEDIMENT CONTROL	LSUM	1	\$ 10,000.00	\$ 10,000.00
18	CONSTRUCTION STAKING	LSUM	1	\$ 10,000.00	\$ 10,000.00
19	CONSTRUCTION TRAFFIC CONTROL	LSUM	1	\$ 15,000.00	\$ 15,000.00
	<b>TOTAL</b>				<b>\$ 1,172,200.00</b>

ENGINEERING	\$ 93,000.00
INSPECTION	\$ 27,900.00
ODEQ PERMIT	\$ 4,200.00
CONTINGENCY	\$ 117,220.00
<b>TOTAL ESTIMATE</b>	<b>\$ 1,414,520.00</b>

**COST ESTIMATE**  
**BLANCHARD, OKLAHOMA**  
**UPGRADE 8" TO 12" WATER LINE TO E1320**  
**EXTEND 8" TO MIDDLEBERG SCHOOL**

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	8" PVC, ASTM D2241, CL. 200	L.F.	5,500	\$ 80.00	\$ 440,000.00
2	12" PVC, ASTM D2241, CL. 200	L.F.	9,940	\$ 120.00	\$ 1,192,800.00
3	14" HDPE, DR 11 (DIRECTIONAL DRILL)	L.F.	1,610	\$ 180.00	\$ 289,800.00
4	BORE & 16" STEEL CASING	L.F.	440	\$ 400.00	\$ 176,000.00
5	BORE & 20" STEEL CASING	L.F.	490	\$ 600.00	\$ 294,000.00
6	12" M.J. 22.5° BEND	EA.	3	\$ 1,000.00	\$ 3,000.00
7	12" M.J. 45° BEND	EA.	2	\$ 1,000.00	\$ 2,000.00
8	12" M.J. 90° BEND	EA.	3	\$ 1,000.00	\$ 3,000.00
9	CONCRETE THRUST ANCHOR	EA.	8	\$ 1,500.00	\$ 12,000.00
10	FIRE HYDRANT ASSEMBLY	EA.	4	\$ 5,000.00	\$ 20,000.00
11	12" FUSED M.J. ADAPTOR	EA.	8	\$ 2,000.00	\$ 16,000.00
12	12" M.J. TEE	EA.	1	\$ 2,000.00	\$ 2,000.00
13	1" COMBINATION AIR VALVE & VAULT	EA.	5	\$ 2,000.00	\$ 10,000.00
14	12" GATE VALVE & BOX	EA.	6	\$ 4,000.00	\$ 24,000.00
15	BLUE FIBERGLASS MARKER	EA.	13	\$ 150.00	\$ 1,950.00
16	VALVE MARKER	EA.	9	\$ 150.00	\$ 1,350.00
17	PRESSURE TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
18	DISINFECTION & BAC-T TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
19	EROSION & SEDIMENT CONTROL	LSUM	1	\$ 10,000.00	\$ 10,000.00
20	CONSTRUCTION STAKING	LSUM	1	\$ 10,000.00	\$ 10,000.00
21	CONSTRUCTION TRAFFIC CONTROL	LSUM	1	\$ 15,000.00	\$ 15,000.00
	<b>TOTAL</b>				<b>\$ 2,532,900.00</b>

ENGINEERING	\$ 184,900.00
INSPECTION	\$ 57,000.00
ODEQ PERMIT	\$ 6,500.00
EASEMENTS	\$ 71,500.00
CONTINGENCY	\$ 253,290.00
<b>TOTAL ESTIMATE</b>	<b>\$ 3,106,090.00</b>
<b>DEVELOPER'S COST</b>	<b>\$ 1,414,520.00</b>
<b>NET COST OF UPGRADE AND EXTENSION</b>	<b>\$ 1,691,570.00</b>

**COST ESTIMATE  
BLANCHARD, OKLAHOMA**

**8" WATER LINE DOWN OLD 62**

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	8" PVC, ASTM D2241, CL. 200	L.F.	7,870	\$ 80.00	\$ 629,600.00
2	10" HDPE, DR 11 (DIRECTIONAL DRILL)	L.F.	1,130	\$ 140.00	\$ 158,200.00
3	BORE & 16" STEEL CASING	L.F.	360	\$ 400.00	\$ 144,000.00
4	8" M.J. 22.5° BEND	EA.	4	\$ 800.00	\$ 3,200.00
5	8" M.J. 45° BEND	EA.	1	\$ 800.00	\$ 800.00
6	8" M.J. 90° BEND	EA.	1	\$ 800.00	\$ 800.00
7	CONCRETE THRUST ANCHOR	EA.	6	\$ 1,500.00	\$ 9,000.00
8	FIRE HYDRANT ASSEMBLY	EA.	3	\$ 5,000.00	\$ 15,000.00
9	10" FUSED M.J. ADAPTOR	EA.	6	\$ 1,500.00	\$ 9,000.00
10	8" M.J. TEE	EA.	3	\$ 1,500.00	\$ 4,500.00
11	1" COMBINATION AIR VALVE & VAULT	EA.	4	\$ 2,000.00	\$ 8,000.00
12	8" GATE VALVE & BOX	EA.	5	\$ 2,000.00	\$ 10,000.00
13	BLUE FIBERGLASS MARKER	EA.	5	\$ 150.00	\$ 750.00
14	VALVE MARKER	EA.	9	\$ 150.00	\$ 1,350.00
15	PRESSURE TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
16	DISINFECTION & BAC-T TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
17	EROSION & SEDIMENT CONTROL	LSUM	1	\$ 10,000.00	\$ 10,000.00
18	CONSTRUCTION STAKING	LSUM	1	\$ 10,000.00	\$ 10,000.00
19	CONSTRUCTION TRAFFIC CONTROL	LSUM	1	\$ 15,000.00	\$ 15,000.00
	<b>TOTAL</b>				<b>\$ 1,039,200.00</b>

ENGINEERING	\$ 83,300.00
INSPECTION	\$ 24,900.00
ODEQ PERMIT	\$ 3,500.00
EASEMENTS	\$ 109,100.00
CONTINGENCY	\$ 103,920.00
<b>TOTAL ESTIMATE</b>	<b>\$ 1,363,920.00</b>

**COST ESTIMATE  
BLANCHARD, OKLAHOMA  
EXTEND 12" WATER LINE TO SITE**

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	12" PVC, ASTM D2241, CL. 200	L.F.	2,000	\$ 120.00	\$ 240,000.00
2	BORE & 20" STEEL CASING	L.F.	300	\$ 600.00	\$ 180,000.00
3	FIRE HYDRANT ASSEMBLY	EA.	1	\$ 5,000.00	\$ 5,000.00
4	12" M.J. TEE	EA.	1	\$ 2,000.00	\$ 2,000.00
5	12" GATE VALVE & BOX	EA.	3	\$ 4,000.00	\$ 12,000.00
6	BLUE FIBERGLASS MARKER	EA.	4	\$ 150.00	\$ 600.00
7	VALVE MARKER	EA.	4	\$ 150.00	\$ 600.00
8	PRESSURE TESTING	LSUM	1	\$ 1,000.00	\$ 1,000.00
9	DISINFECTION & BAC-T TESTING	LSUM	1	\$ 1,000.00	\$ 1,000.00
10	EROSION & SEDIMENT CONTROL	LSUM	1	\$ 1,800.00	\$ 1,800.00
11	CONSTRUCTION STAKING	LSUM	1	\$ 2,000.00	\$ 2,000.00
12	CONSTRUCTION TRAFFIC CONTROL	LSUM	1	\$ 5,000.00	\$ 5,000.00
	<b>TOTAL</b>				<b>\$ 451,000.00</b>

ENGINEERING	\$ 45,100.00
INSPECTION	\$ 15,300.00
ODEQ PERMIT	\$ 800.00
CONTINGENCY	\$ 45,100.00
<b>TOTAL ESTIMATE</b>	<b>\$ 557,300.00</b>

**COST ESTIMATE  
BLANCHARD, OKLAHOMA  
TREATMENT - PHASE 1**

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	6" PVC, ASTM D2241, CL. 200	L.F.	10,000	\$ 60.00	\$ 600,000.00
2	8" HDPE, DR 11 (DIRECTIONAL DRILL)	L.F.	800	\$ 120.00	\$ 96,000.00
3	BORE & 16" STEEL CASING	L.F.	300	\$ 400.00	\$ 120,000.00
4	2-CELL EQUALIZATION BASIN	EA.	1	\$1,500,000.00	\$ 1,500,000.00
5	HEADWORKS/INFLUENT LIFT STATION	EA.	0	\$1,890,000.00	\$ -
6	TREATMENT UNIT	EA.	0	\$1,175,000.00	\$ -
7	SITE WORK	LSUM	0	\$ 100,000.00	\$ -
8	CHLORINATION/DECHLORINATION	LSUM	0	\$ 250,000.00	\$ -
9	PIPING	LSUM	1	\$ 100,000.00	\$ 100,000.00
10	ELECTRICAL	LSUM	0	\$ 100,000.00	\$ -
11	SLUDGE HANDLING FACILITIES	LSUM	0	\$ 500,000.00	\$ -
12	FENCING	L.F.	2,640	\$ 50.00	\$ 132,000.00
13	PRESSURE TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
14	EROSION & SEDIMENT CONTROL	LSUM	1	\$ 50,000.00	\$ 10,000.00
15	CONSTRUCTION STAKING	LSUM	1	\$ 25,000.00	\$ 10,000.00
	<b>TOTAL</b>				<b>\$ 2,573,000.00</b>

ENGINEERING REPORT/SLUDGE MANAGEMENT PLAN	\$ 50,000.00
WASTELOAD ALLOCATION REPORT/MODELING	\$ 40,000.00
ENGINEERING	\$ 187,600.00
INSPECTION	\$ 51,500.00
ODEQ PERMIT	\$ 2,000.00
LAND AND EASEMENTS (20 ACRES)	\$ 521,200.00
GEOTECH INVESTIGATION	\$ 10,000.00
CONSTRUCTION TESTING	\$ 20,000.00
CONTINGENCY	\$ 257,300.00
<b>TOTAL ESTIMATE</b>	<b>\$ 3,712,600.00</b>

**COST ESTIMATE  
BLANCHARD, OKLAHOMA  
TREATMENT - PHASE 2**

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	6" PVC, ASTM D2241, CL. 200	L.F.	2,500	\$ 60.00	\$ 150,000.00
2	8" HDPE, DR 11 (DIRECTIONAL DRILL)	L.F.	500	\$ 120.00	\$ 60,000.00
3	BORE & 16" STEEL CASING	L.F.	100	\$ 400.00	\$ 40,000.00
4	2-CELL EQUALIZATION BASIN	EA.	0	\$1,500,000.00	\$ -
5	HEADWORKS/INFLUENT LIFT STATION	EA.	1	\$1,890,000.00	\$ 1,890,000.00
6	TREATMENT UNIT	EA.	1	\$1,175,000.00	\$ 1,175,000.00
7	SITE WORK	LSUM	1	\$ 200,000.00	\$ 200,000.00
8	CHLORINATION/DECHLORINATION	LSUM	1	\$ 250,000.00	\$ 250,000.00
9	PIPING	LSUM	1	\$ 100,000.00	\$ 100,000.00
10	ELECTRICAL	LSUM	1	\$ 100,000.00	\$ 100,000.00
11	SLUDGE HANDLING FACILITIES	LSUM	1	\$ 500,000.00	\$ 500,000.00
12	FENCING	L.F.	0	\$ 50.00	\$ -
13	PRESSURE TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
14	EROSION & SEDIMENT CONTROL	LSUM	1	\$ 20,000.00	\$ 10,000.00
15	CONSTRUCTION STAKING	LSUM	1	\$ 20,000.00	\$ 10,000.00
	<b>TOTAL</b>				<b>\$ 4,490,000.00</b>

ENGINEERING	\$ 314,300.00
INSPECTION	\$ 89,800.00
ODEQ PERMIT	\$ 2,000.00
CONTINGENCY	\$ 449,000.00
<b>TOTAL ESTIMATE</b>	<b>\$ 5,345,100.00</b>



**COST ESTIMATE  
BLANCHARD, OKLAHOMA  
TREATMENT - PHASE 3, 4, & 5**

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	6" PVC, ASTM D2241, CL. 200	L.F.	0	\$ 60.00	\$ -
2	8" HDPE, DR 11 (DIRECTIONAL DRILL)	L.F.	0	\$ 120.00	\$ -
3	BORE & 16" STEEL CASING	L.F.	0	\$ 400.00	\$ -
4	2-CELL EQUALIZATION BASIN	EA.	0	\$1,500,000.00	\$ -
5	HEADWORKS/INFLUENT LIFT STATION	EA.	0	\$1,890,000.00	\$ -
6	TREATMENT UNIT	EA.	1	\$1,175,000.00	\$ 1,175,000.00
7	SITE WORK	LSUM	1	\$ 100,000.00	\$ 100,000.00
8	CHLORINATION/DECHLORINATION	LSUM	0	\$ 250,000.00	\$ -
9	PIPING	LSUM	1	\$ 100,000.00	\$ 100,000.00
10	ELECTRICAL	LSUM	1	\$ 100,000.00	\$ 100,000.00
11	SLUDGE HANDLING FACILITIES	LSUM	1	\$ 100,000.00	\$ 100,000.00
12	FENCING	L.F.	0	\$ 50.00	\$ -
13	PRESSURE TESTING	LSUM	1	\$ 5,000.00	\$ 5,000.00
14	EROSION & SEDIMENT CONTROL	LSUM	1	\$ 20,000.00	\$ 10,000.00
15	CONSTRUCTION STAKING	LSUM	1	\$ 20,000.00	\$ 10,000.00
	<b>TOTAL</b>				<b>\$ 1,600,000.00</b>

ENGINEERING	\$ 124,800.00
INSPECTION	\$ 32,000.00
ODEQ PERMIT	\$ 2,000.00
CONTINGENCY	\$ 160,000.00
<b>TOTAL ESTIMATE</b>	<b>\$ 1,918,800.00</b>

## DEVELOPMENT AGREEMENT

This **AGREEMENT** is made and entered into between Southwind Hills Land Development LLC, an Oklahoma Corporation, hereinafter referred to as "**Developer**", a party of the first part and the Blanchard Municipal Improvement Authority, an Oklahoma public trust authority, hereinafter referred to as "**Authority**" and the City of Blanchard, Oklahoma, an Oklahoma municipal corporation, hereinafter referred to as "**City**."

### WITNESSETH

**WHEREAS** the Authority is an Oklahoma Public Trust Authority whose sole beneficiary is the City and the City is an Oklahoma Municipal Corporation located in McClain County and Grady County, Oklahoma; and

**WHEREAS** the Authority owns, operates and maintains a public water system in McClain County and Grady County, Oklahoma, that services water customers in both counties of McClain and Grady, hereinafter referred to as the "**Blanchard Water System**"; and

**WHEREAS** the Developer owns certain property described as part of the **Section 17-T07N-R05W** of the Indian Meridian, Grady County, Oklahoma, hereinafter referred to as "**Hux Grove Addition**" and desires to utilize the Blanchard Water System to provide a public water supply to future customers that will be located within Hux Grove Addition; and

**WHEREAS** the current location of the Authority's main water trunk line nearest to the proposed Hux Grove Addition is 8-inch water main and tower located on US-62 at the Four Lakes Addition, Grady County; and

**WHEREAS** neither the Authority nor the City is currently willing to expend resources to construct and extend a main trunk line extension from the intersection of the Four Lakes Addition and water tower to the proposed Hux Grove Addition; and

**WHEREAS** the Developer owns approximately **Two Hundred (200)** acres approximately 2 miles outside the municipal limits of the City and located in **Section 17-T07N-R05W**, of the Indian Meridian, Grady County, State of Oklahoma.

**WHEREAS** the Developer is willing to design and construct, at its own expense, a main water trunk line extension (hereinafter the "**Project**") from the Authority's existing main water trunk line at the intersection of Four Lakes Addition and US-62 to serve the new Hux Grove Addition and dedicate said line to the Authority.

NOW, THEREFORE, in consideration of the mutual benefits, covenants and agreements contained herein, the parties agree as follows:

1. Developer agrees to obtain private or use public easements that are adequate for the construction; operation and maintenance of the water main extension and construct an adequate water main line extension and all appurtenances as required by the ODEQ and according to the plans and specifications that have been approved by the Authority to the proposed development. The easements and water main extension shall be located, designed and constructed as set forth on plans as approved by the Authority and attached hereto as Exhibit A.
2. The Developer agrees to bear all costs associated with the design and construction of the line, including but not limited to obtaining approval from all required county and state agencies. The Developer agrees that it will complete the project in compliance with all established procedures and regulations of the City and the Authority. Upon satisfactory completion of the Project, the easements shall be assigned to the Authority and the water main and all appurtenances shall be dedicated and accepted to and by the Authority and the Developer shall provide a one (1) year maintenance bond in favor of the Authority.
3. Upon acceptance of the Project, the City and the Authority shall clearly note upon its municipal utility maps the existence of the Project.
4. The Developer understands and agrees that the sale of each tract within the said Addition will be subject to a covenant (either contained within the deed or in a set of recorded restrictive covenants recorded prior to the sale of any tract within the Addition) requiring that every structure located within the Addition shall be connected to the public water supply and that NO water from any water well or any other source shall be cross-connected to said structures in any manner that could allow the public water supply to be contaminated.
5. Each tract shall be required to have its own water meter and all water customers shall be subject to the rules and regulations of the Blanchard Municipal Water System and the Blanchard Municipal Improvement Authority regarding the delivery and purchase of water.
6. The public water system shall not be extended beyond the Addition without the written consent of the City and the Authority and any such extension shall be constructed according to the rules of the City of Blanchard and the State of Oklahoma.

7. The laws of the State of Oklahoma shall govern this Agreement.
8. Any Notices required by this Agreement shall be made in writing to the address specified below:

If to the Developer:            Brett or Tina Adkins  
   C/O Southwind Hills Land Development LLC  
   18935 Selah Way  
   Norman, Oklahoma 73072

If to the City:                     Robert L. Floyd, City Manager  
   City of Blanchard  
   P.O. Box 480  
   Blanchard, Oklahoma 73010

If to the Authority:             Robert L. Floyd, Trust Manager  
   Blanchard Municipal Improvement Authority  
   P.O. Box 480  
   Blanchard, Oklahoma 73010

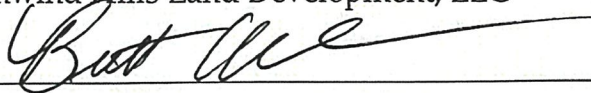
Nothing herein shall be construed to restrict the transmission of routine communications between representatives of the Developer and the City and/or the Authority.

This AGREEMENT is hereby approved and entered into this 24th day of February, 2023.

**DEVELOPER:**

Southwind Hills Land Development, LLC

By: \_\_\_\_\_



**CITY:**

City of Blanchard, OK

By: \_\_\_\_\_  
Mayor

**ATTEST:** (City Seal)

\_\_\_\_\_  
City Clerk

**AUTHORITY:**

Blanchard Municipal Improvement Authority

By: \_\_\_\_\_  
Chairman

**ATTEST:** (Authority Seal)

\_\_\_\_\_  
Secretary

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# **BUSINESS AGENDA**

## **B6. PURCHASE REQUEST**

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UTILITY TECHNOLOGY SERVICES  
 9636 W RENO AVE  
 OKLAHOMA CITY OK 73127-2981  
 866 580 1818 Fax 616-475-9128

# INVOICE

TO VIEW ONLINE GO TO:	etna.billtrust.com
USE THIS ENROLLMENT TOKEN:	PFX FKR VFH
USE THIS ACCOUNT NUMBER:	83520

INVOICE DATE	INVOICE NUMBER
01/26/24	S105493852.001
REMIT TO:	PAGE
Utility Technology Services, Inc 4901 Clay Ave SW Grand Rapids, MI 49548	1 of 1

BILL TO:

SHIP TO:

CITY OF BLANCHARD (UTS)  
 PO BOX 480  
 BLANCHARD OK 73010-0480

CITY OF BLANCHARD (UTS)  
 1236 SE 7TH  
 BLANCHARD OK 73010

CUSTOMER NUMBER	PURCHASE ORDER NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
83520	302063		Blake VanDorpe		
WRITER	SHIP VIA	TERMS	SHIP DATE		
Corey Vail	OT OUR TRUCK	NET 25TH	01/26/24		
ORDER QTY	SHIP QTY	UOM	DESCRIPTION	UNIT PRICE	EXT PRICE
8	8	ea	MTR 5/8" IPERL 1 GAL TR/PL; 1 GAL TR/PL REG W/ 6FT WIRE L/CONN *** I1S1GBXX ***	175.000E	1400.00
40	40	ea	MTR 3/4" IPERL 1 GAL TR/PL (SB); SHORT BODY (7-1/2") LENGTH 1 GAL TR/PL REG W/ 6FT WIRE L/CONN ***I2S1GBAX***	175.000E	7000.00
12	12	ea	MTR 1" IPERL 1 GAL TR/PL; 1 GAL TR/PL REG W/ 6FT WIRE L/CONN *** I4S1GBAX ***	275.000E	3300.00

Remit Address for All Utility Technology Services, Inc Invoices are to be mailed to:

Utility Technology Services, Inc  
 4901 Clay Ave SW  
 Grand rapids, MI 49548

Invoice is due by 03/25/24.

This Invoice is controlled by Seller's standard terms and conditions of sale found at utssupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

01-26-2024 07:59:04 AM  
  
 Barry Askew

SUBTOTAL	11,700.00
S&H CHARGES	0.00
TAX	0.00
PAYMENTS	0.00
AMOUNT DUE	11,700.00

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# **BUSINESS AGENDA**

## **B7. ODEQ DISCHARGE PERMIT REVISION**

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**6. Contact Person:**

Name and Title David Standridge  
Address 122 N. Main St. City Blanchard  
County McClain State OK Zip Code 73010 Telephone 405-485-9392  
Fax \_\_\_\_\_ Cell Phone 405-615-4916  
E-mail Address publicworks@cityofblanchard.us

**7. Type of discharge:**

- A. Wastewater from lagoon system
- B. Wastewater from mechanical plant
- C. Other (specify) \_\_\_\_\_

**8. Type of treatment:**

- A. Lagoon system with total retention by evaporation (Does not require this form, it requires Form 530E)
- B. Lagoon system with effluent used for land application only (Does not require this form, it requires Form 627-WRP)
- C. Lagoon system with effluent discharge to receiving water
- D. Lagoon system with effluent discharge and water reuse (Also fill out Section III of application)
- E. Mechanical Plant with effluent discharge: (please describe briefly the type of treatment plant)  
\_\_\_\_\_
- F. Mechanical Plant with discharge and water reuse: (please describe briefly the type of treatment plant and fill out Section III of application)  
\_\_\_\_\_

**9. Is chlorine or any other halogen used at this facility?**

Yes     No

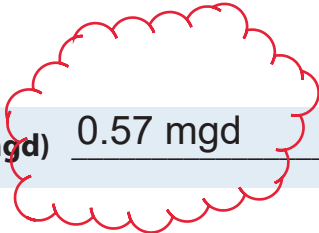
**If yes, is dechlorination or dehalogenation used at this facility? (See instructions)**

Yes     No

**Is an ultraviolet (UV) system used at this facility?**

Yes     No

**10. Design flow of facility in million gallons per day (mgd)** 0.57 mgd

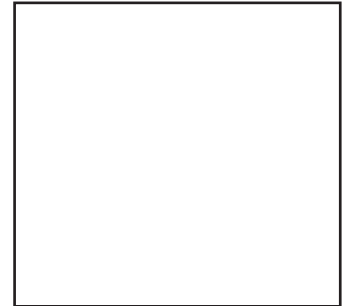


**Certification:**

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I also certify that I will provide for the operation of this facility in accordance with the Oklahoma Discharge Permits and Pollution Control Regulations and will provide certified operators as required by the Oklahoma Water and Wastewater Operators Certification Act. I further certify that I shall acquire or possess a right to the use of the property or properties on which the discharging facilities, activities or discharge sources are located as well as the property on which the proposed discharge point(s) are located, including the access route thereto. I understand I shall maintain such right of use and access for the duration of the permit term. I am aware that there are significant penalties for submitting false information, including revocation of the permit and the possibility of fine and imprisonment for knowing violations.*

**Note:** Applications must be signed by the authorized chief elective or executive officer of the applicant, or by the applicant, if an individual.

Name (print) Michael Scalf  
Title Chairman  
Date \_\_\_\_\_  
Signature \_\_\_\_\_



Notary Seal

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature My commission expires \_\_\_\_\_

The application shall be filed in duplicate with the original and one copy to be submitted to the DEQ, and one copy to be submitted to the local DEQ office.

**Please return completed form with application fee and attachments to:**

Water Quality Division  
Department of Environmental Quality  
707 N. Robinson  
P.O. Box 1677  
Oklahoma City, Oklahoma 73101-1677

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# **BUSINESS AGENDA**

**B8. ODEQ PERMIT N MAIN ST –  
WATERLINE EXTENSION**

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## AGENDA COMMENTARY

Agenda Item No. **B8**  
Meeting of February 13, 2024

<b>Item Title:</b>	Discussion, consideration, possible action and/or amendments to execute application for ODEQ permitting for a new water line to serve North Main Street north of NE 25 <sup>th</sup> Street.
<b>Initiators / Initiating Department:</b>	Dustin A. Downey, AICP – Capital Projects Manager Kenneth Sullivan, PE – City Engineer David Standridge – Public Works Director Colten St. John – Fire Marshal
<b>Background:</b>	<p>This ODEQ application is to place an 8” water line on N. Main St., north of NE 25<sup>th</sup> St., to serve new duplexes being constructed currently. This area is outside of the corporate limits of the City of Blanchard, and lots outside of the City Limits would be charged outside city limits rates for water. The contractor for the development approached the City to extend a water line to this location. Permitting fees, installation of the line, and installation of the requisite fire hydrant, will all be the responsibility of the developer. The line will be inspected by the City’s contract engineer, and inspection fees will be charged to the developer to cover the cost. Following installation of the line, should the line be acceptable to BMIA, the line will be dedicated to the BMIA.</p> <p>The construction drawings attached have minimal recommended changes from Mr. Sullivan, and echoed by Mr. Standridge, Mr. St. John, and myself.</p> <p>There has been discussion concerning annexing the property into the city’s municipal limits, but that annexation has not occurred, nor has the process commenced, at this time.</p>
<b>Exhibits:</b>	ODEQ Application Water line plans
<b>Financial Impact:</b>	The cost of permitting, inspection, installation of the lines, and installation of the hydrant, as well as maintenance bonding per the subdivision regulations of the City of Blanchard, are the responsibility of the developer. This will enable new water taps to be placed at the new duplexes being constructed, and the new services will be charged at outside city limits rates.
<b>Action:</b>	<i>Staff recommends approval of this item, subject to the comments made on the construction documents and submitted to the applicant.</i>

SUMMARY OF QUANTITIES

ITEM #	ITEM	UNIT	QUANTITY	AS-BUILT
1	8" WATERLINE PIPE (PVC CL.200)	LF	490	
2	6" WATERLINE PIPE (PVC CL.200)	LF	12	
3	12" X 8" TAPPING SLEEVE TEE	EA	1	
4	8" TAPPING VALVE	EA	1	
5	8"x6" TEE (see note 10)	EA	1	
6	6" GATE VALVE & BOX (see note 10)	EA	1	
7	8" GATE VALVE & BOX (see note 10)	EA	1	
8	8" MJ PLUG	EA	1	
9	FH ASSEMBLY	EA	1	
10	SAND BEDDING	CY	114	
11	WET CONNECTION	LS	1	
12	DISINFECTION AND TESTING	LS	1	
13	3/4" AIR VACUUM RELEASE ASSEMBLY	EA	1	
15	1" SSS	EA	4	
16	8" X 90° BEND W/ THRUST BLOCK (see note 10)	EA	2	
17	8" X 22.5° BEND W/ THRUST BLOCK (see note 10)	EA	2	
18	BORE & STEEL ENCASEMENT 16IN	LF	30	

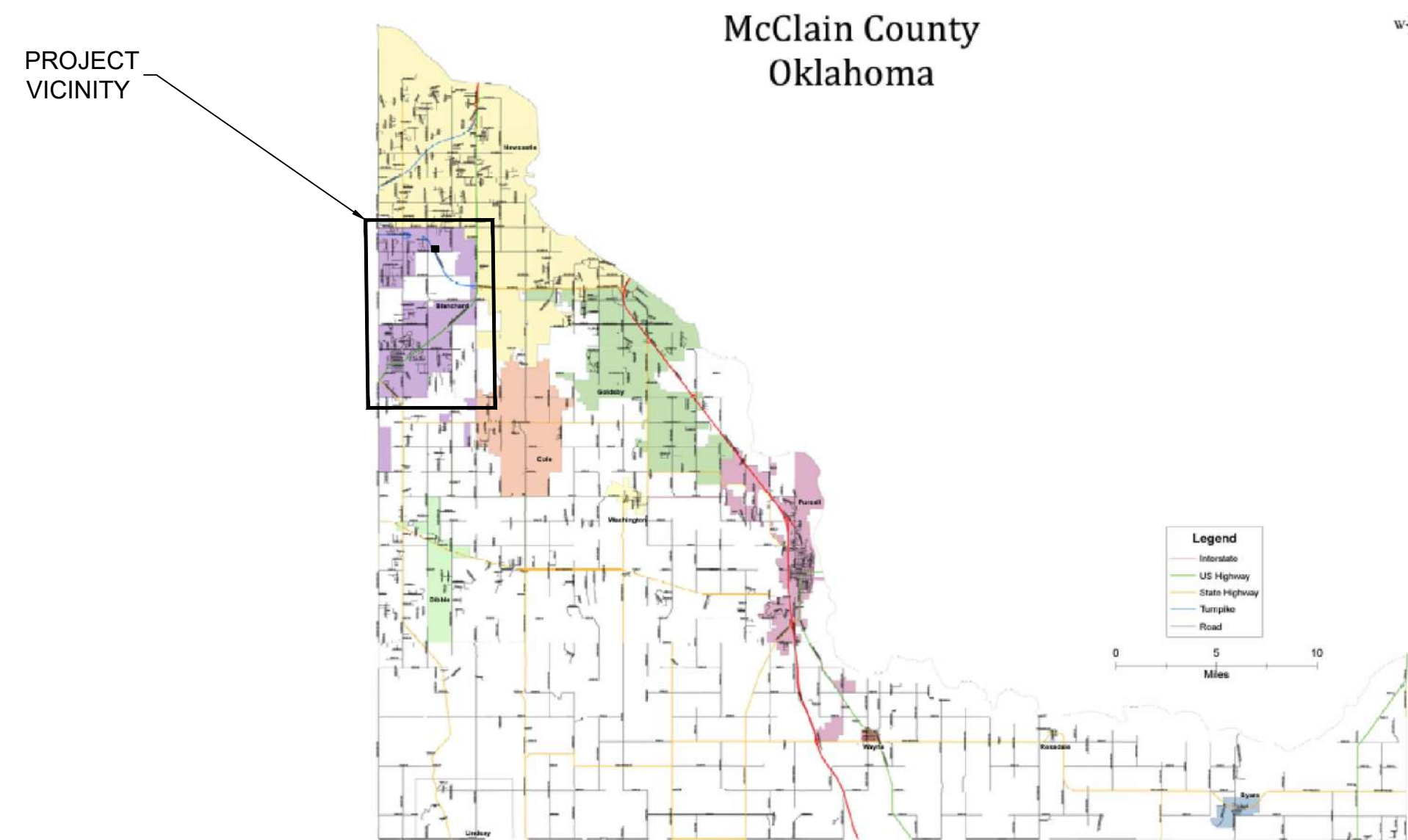
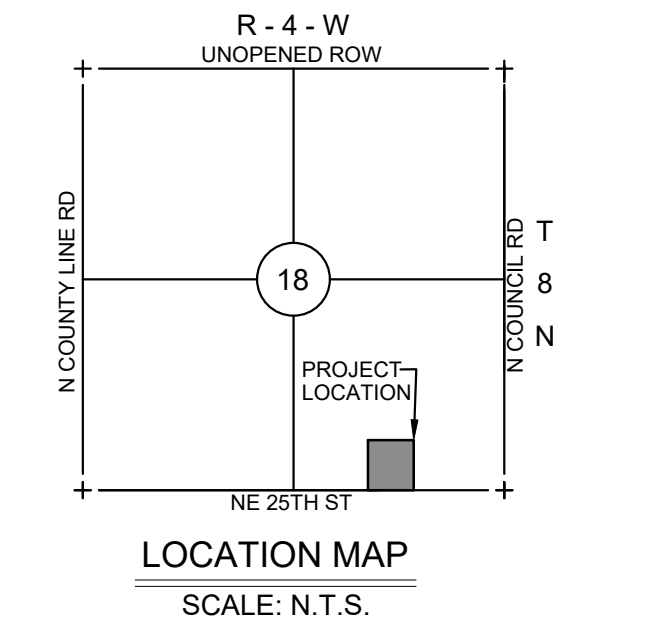
STAINLESS STEEL

# WATERLINE PLANS

TO SERVE

## N MAIN ST. AT NE 25TH ST. BLANCHARD, OK

BEING A PART OF THE SE/4 OF SECTION 18,  
TOWNSHIP 8 NORTH, RANGE 4 WEST I.M.  
McCLAIN COUNTY, OKLAHOMA



- 1) ANY PAY QUANTITY ITEM OR QUALITY TESTING PROCEDURE WHICH IS ESSENTIAL IN THE CONSTRUCTION PROCESS CALLED FOR BY THE CITY AND/OR THE ENGINEER'S REPRESENTATIVE AT THE SITE THAT IS NOT CLEARLY ADDRESSED IN THE ABOVE PAY QUANTITY TABLE OR THE CONTRACT AGREEMENT BETWEEN DEVELOPER AND CONTRACTOR WILL BE CONSIDERED AS AN INCIDENTAL PAY ITEM AND SHALL BE IMPLEMENTED AND PAID FOR BY THE CONTRACTOR AND/OR DEVELOPER.
- 2) TRAFFIC CONTROL, THE CONTRACTOR IS RESPONSIBLE FOR THE PROMPT REPLACEMENT AND/OR REPAIR OF ALL TRAFFIC CONTROL DEVICES AND APPURTENANCES DAMAGED OR DISTURBED DUE TO CONSTRUCTION.
- 3) TEMPORARY GRAVEL DRIVE TO BE INSTALLED AND MAINTAINED BY THE CONTRACTOR.
- 4) THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ALL UTILITY COMPANIES AND GOVERNMENT AGENCIES WHO MIGHT HAVE UTILITY LINES ON OR ABOUT THE PREMISES, OR WHO MIGHT BE AFFECTED BY THE CONSTRUCTION. THE CONTRACTOR SHALL MAKE EVERY EFFORT TO PROTECT THESE UTILITY LINES DURING CONSTRUCTION AND SHALL REPAIR ANY DAMAGES MADE.
- 5) THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OR REPLACEMENT OF ALL EROSION DEVICES DAMAGED DUE TO CONSTRUCTION.
- 6) A COPY OF THE EROSION CONTROL SITE PLAN MUST BE ON SITE AT ALL TIMES AND MADE AVAILABLE TO THE INSPECTOR UPON REQUEST.
- 7) A STORM WATER DISCHARGE PERMIT IS REQUIRED BEFORE ANY LAND DISTURBING ACTIVITY CAN BEGIN.
- 8) THE CONTRACTOR MAY BE REQUIRED TO INSTALL ADDITIONAL EROSION CONTROL DEVICES BEFORE FLUSHING WATERLINE TO MINIMIZE EROSION AND TO REMAIN IN COMPLIANCE WITH LOCAL AND FEDERAL N.P.D.E.S. PERMIT REQUIREMENTS.
- 9) PIPE - PVC PRESSURE PIPE SHALL BE PVC CL. 200 (IPS)
- 10) FITTINGS - FITTINGS SHALL BE RESTRAINED MECHANICAL JOINT TYPE AS SPECIFIED.
- 11) JOINT RESTRAINTS FOR PVC CL 200 PIPE SHALL BE MANUFACTURED BY EBBA IRON SALES, INC. OR UNI-FLANGE BY THE FORD METER BOX CO, INC. OR APPROVED EQUAL.
- \*12) JOINT RESTRAINTS - THE JOINTS SHALL BE RESTRAINED USING CONCRETE THRUST BLOCKS AND MECHANICAL JOINT RESTRAINT FOR PVC CL. 200.
- 13) TRACER WIRE (CONDUCTOR) - INSTALL ONE (1) STRAND OF NUMBER TWELVE GAUGE COPPER TRACER WIRE ALONG TOP OF ALL PVC PIPING AND BACK TO NEAREST EXISTING GATE VALVE. BRING TO TOP OF GROUND AND ANCHOR TO ALL PROPOSED VALVES, FIRE HYDRANTS, AND OTHER APPURTENANCE.
- 14) WATER SERVICE CONNECTIONS - WATER SERVICE CONNECTIONS SHALL BE INSTALLED BY THE RWD.
- 15) PIPE BEDDING - SEE DETAIL
- 16) CONSTRUCTION ACTIVITIES THAT RESULT IN LAND DISTURBANCE OF EQUAL TO OR GREATER THAN ONE (1) ACRE, OR LESS THAN ONE (1) ACRE IF THEY ARE PART OF A LARGER COMMON PLAN OF DEVELOPMENT OR SALE THAT TOTALS AT LEAST ONE (1) ACRE MUST ALSO OBTAIN A PERMIT FROM ODEQ (FORM 605-002A) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES.
- 17) A COPY OF THE EROSION CONTROL SITE PLAN MUST BE ON SITE AT ALL TIMES AND MADE AVAILABLE TO THE INSPECTOR UPON REQUEST.
- 18) ALL IMPROVEMENTS SHALL MEET ALL ODEQ REQUIREMENTS. ALL WATER LINE CONSTRUCTION MUST BE IN ACCORDANCE WITH MAYES CO. RWD#5 STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS.

SHEET INDEX

SHEET NO.	DESCRIPTION
C-001	COVER SHEET
C-101	WATERLINE A
STD-01	WATER STANDARD DETAIL (1)
STD-02	WATER STANDARD DETAIL (2)

ONE CALL UTILITY LOCATION NUMBER

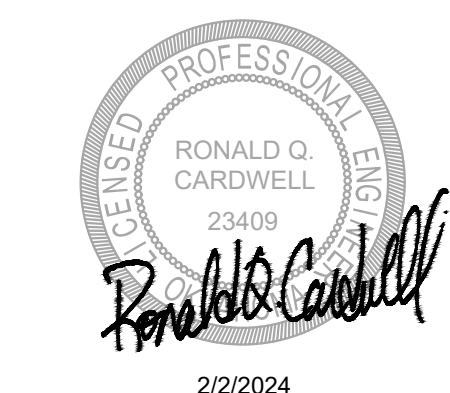
**811**  
1-800-522-6543

This number is to be used for information on the location of all underground utilities. Contact this number and other numbers specified in the plans prior to any excavation.



PREPARED BY:  
RONALD Q. CARDWELL 2/2/2024  
(OK P.E. 23409) Date:

REGISTERED PROFESSIONAL ENGINEER  
RENEWAL DATE: OCTOBER 31, 2025



BLANCHARD WATERLINE EXTENSION

SUBMITTAL DATES TO NOBLE	
Check Print #1:	12/8/2023 Date:
Check Print #2:	2/2/2024 Date:
Final Plans:	Date:
CONSTRUCTION MUST BEGIN WITHIN ONE (1) YEAR FROM THE DATE OF APPROVAL, OR THAT APPROVAL IS WITHDRAWN.	
<b>CITY OF BLANCHARD</b>	
Field Checked by:	Date:
Checked by:	Date:
Checked by:	Date:
Checked by:	Date:
APPROVED:	
City Engineer:	Date:

PROJECT NO. 2347

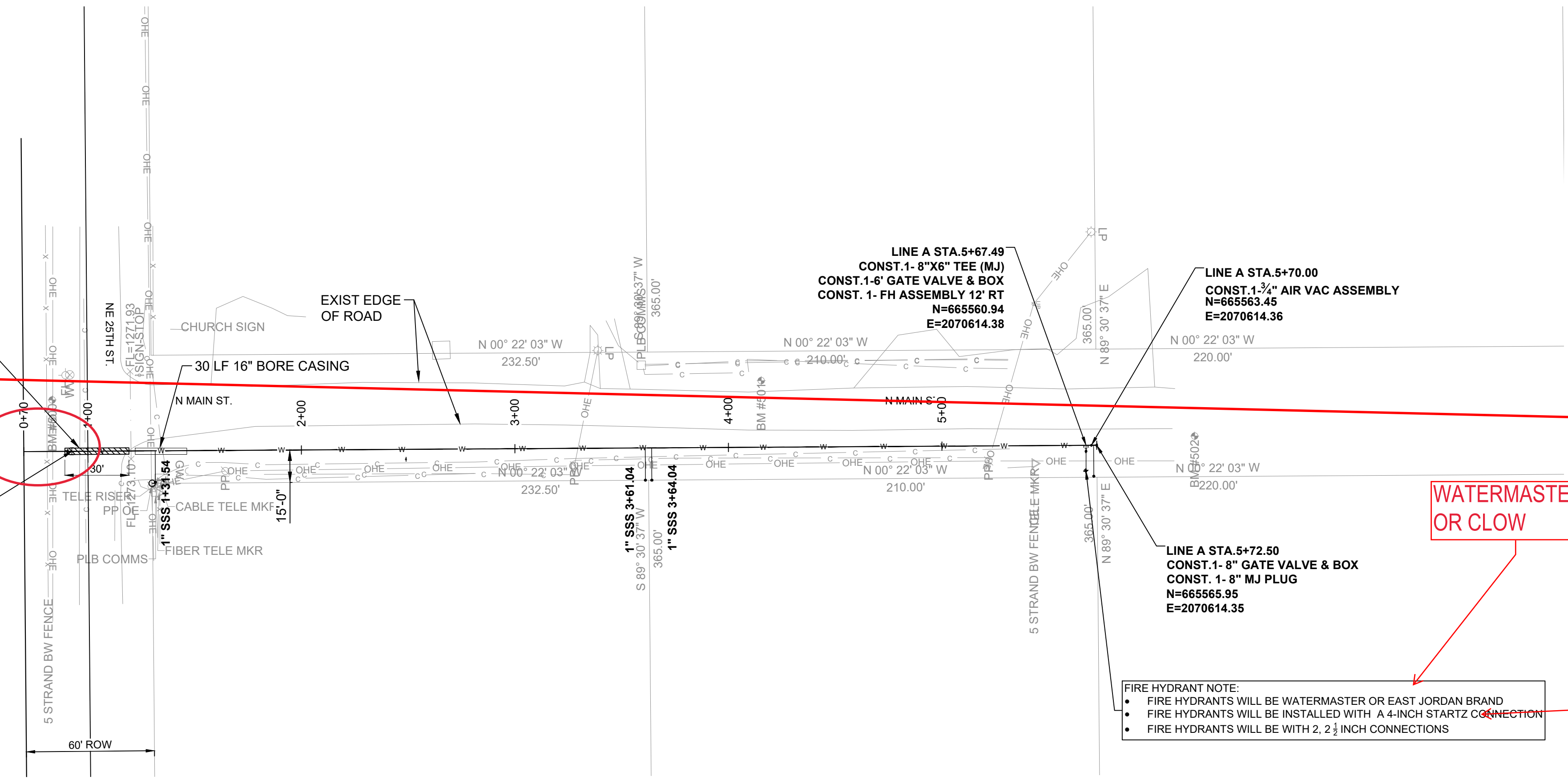
T:\2347\DRAWINGS\DWG\SHEETS\2347 COVER PAGE.DWG PLOTTED ON: 2/2/2024



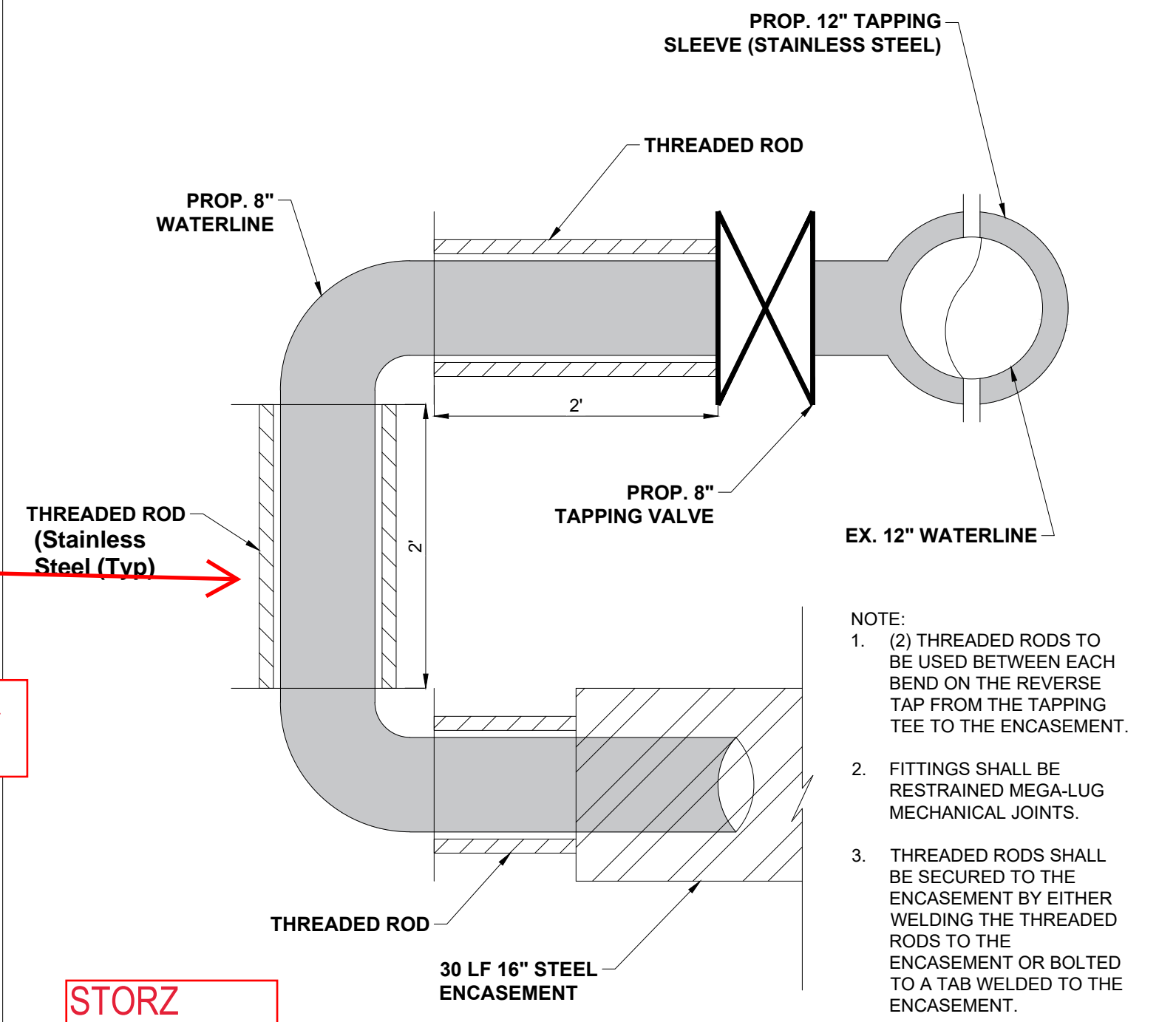
**EXTEND CASING AND VERTICAL 90s AS CLOSE AS PRACTICAL TO THE R/W LINE**

REVERSE WATER MAIN TAP  
LINE A STA. 0+92.49  
CONNECT TO EXIST WATER MAIN  
CONST. 2-8" 90° BENDS  
(RESTRAINED JOINT  
MEGA-LUG ADD 2 THREADED RODS  
BETWEEN ALL RESTRAINED MJ  
BACK TO THE VALVE)  
N=665085.95  
E=2070617.18  
VERIFY EXIST LINE DEPTH PRIOR  
TO MAKING CONNECTION

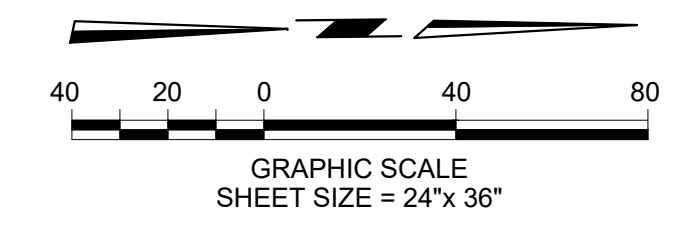
16" STEEL CASING  
(30 LF)



WATER LINE A PLAN



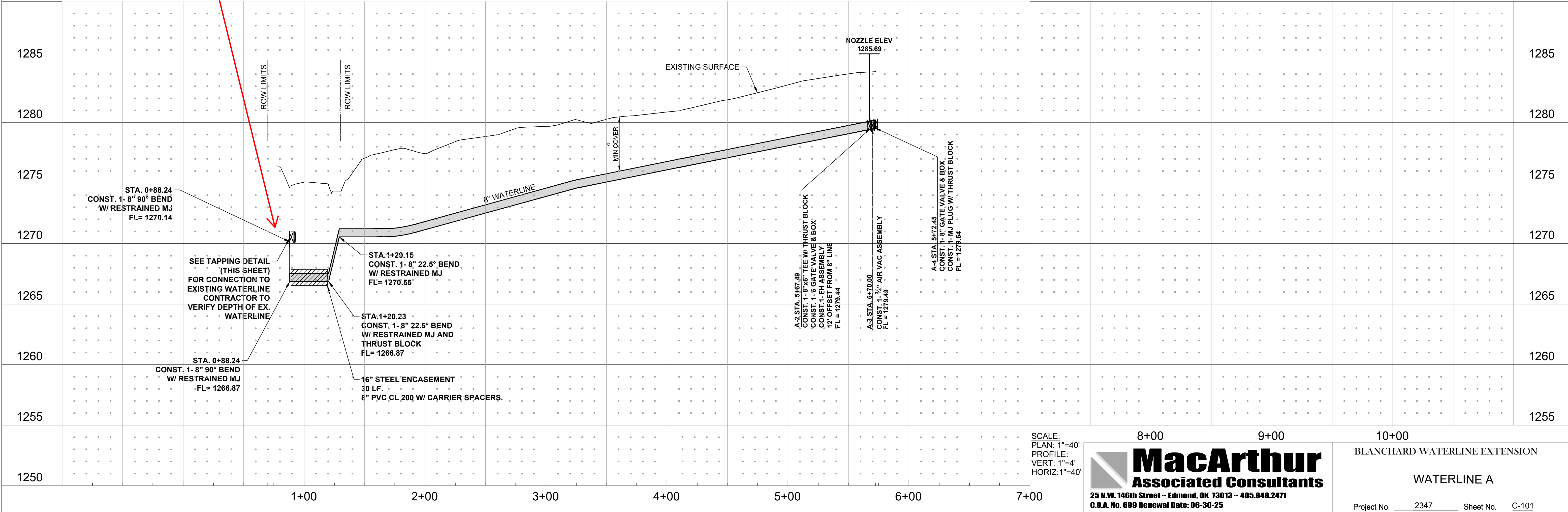
- NOTE:
- (2) THREADED RODS TO BE USED BETWEEN EACH BEND ON THE REVERSE TAP FROM THE TAPPING TEE TO THE ENCASUREMENT.
  - FITTINGS SHALL BE RESTRAINED MEGA-LUG MECHANICAL JOINTS.
  - THREADED RODS SHALL BE SECURED TO THE ENCASUREMENT BY EITHER WELDING THE THREADED RODS TO THE ENCASUREMENT OR BOLTED TO A TAB WELDED TO THE ENCASUREMENT.



**WATERMASTER OR CLOW**

**STORZ**

- FIRE HYDRANT NOTE:
- FIRE HYDRANTS WILL BE WATERMASTER OR EAST JORDAN BRAND
  - FIRE HYDRANTS WILL BE INSTALLED WITH A 4-INCH STARTZ CONNECTION
  - FIRE HYDRANTS WILL BE WITH 2, 2 1/2 INCH CONNECTIONS

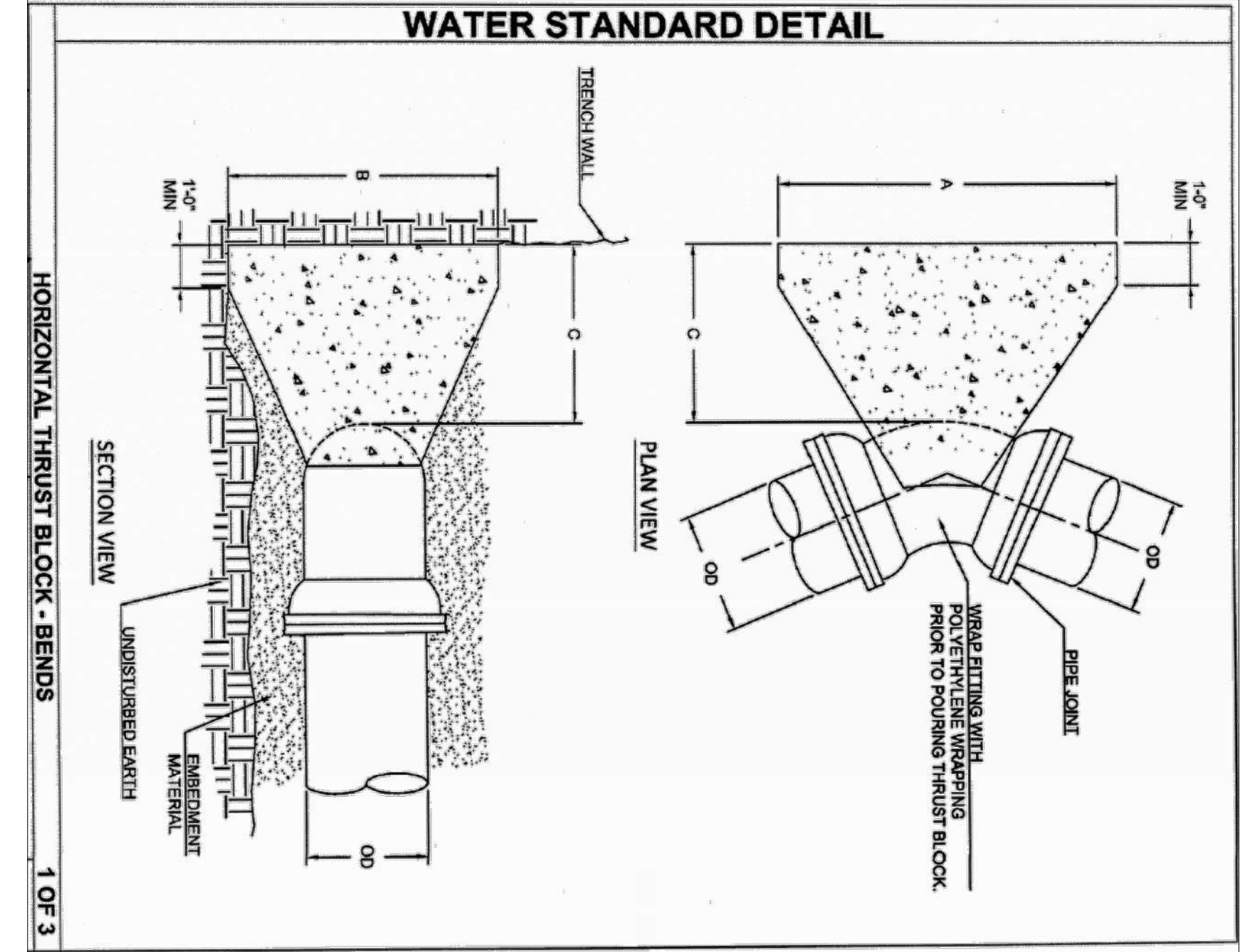
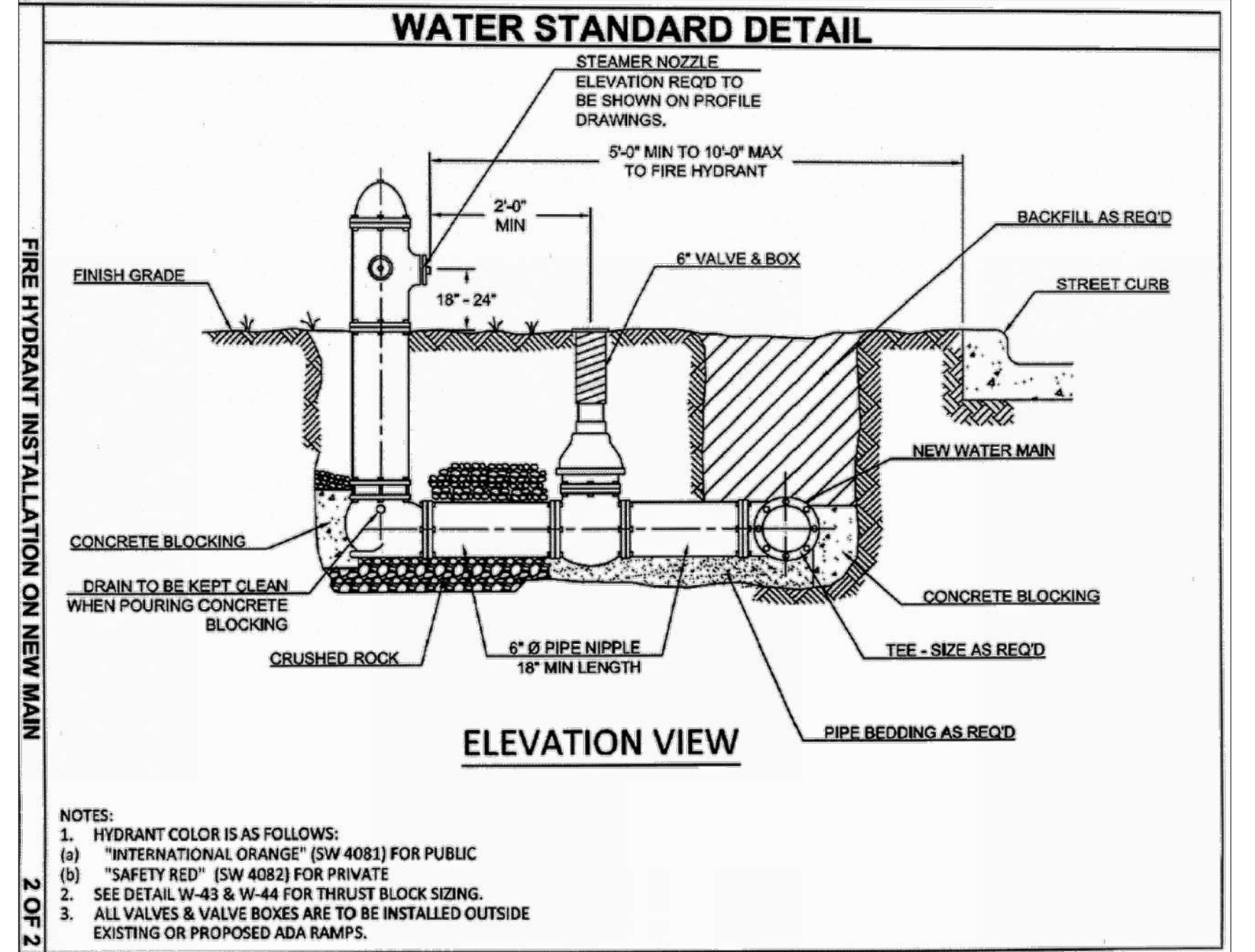
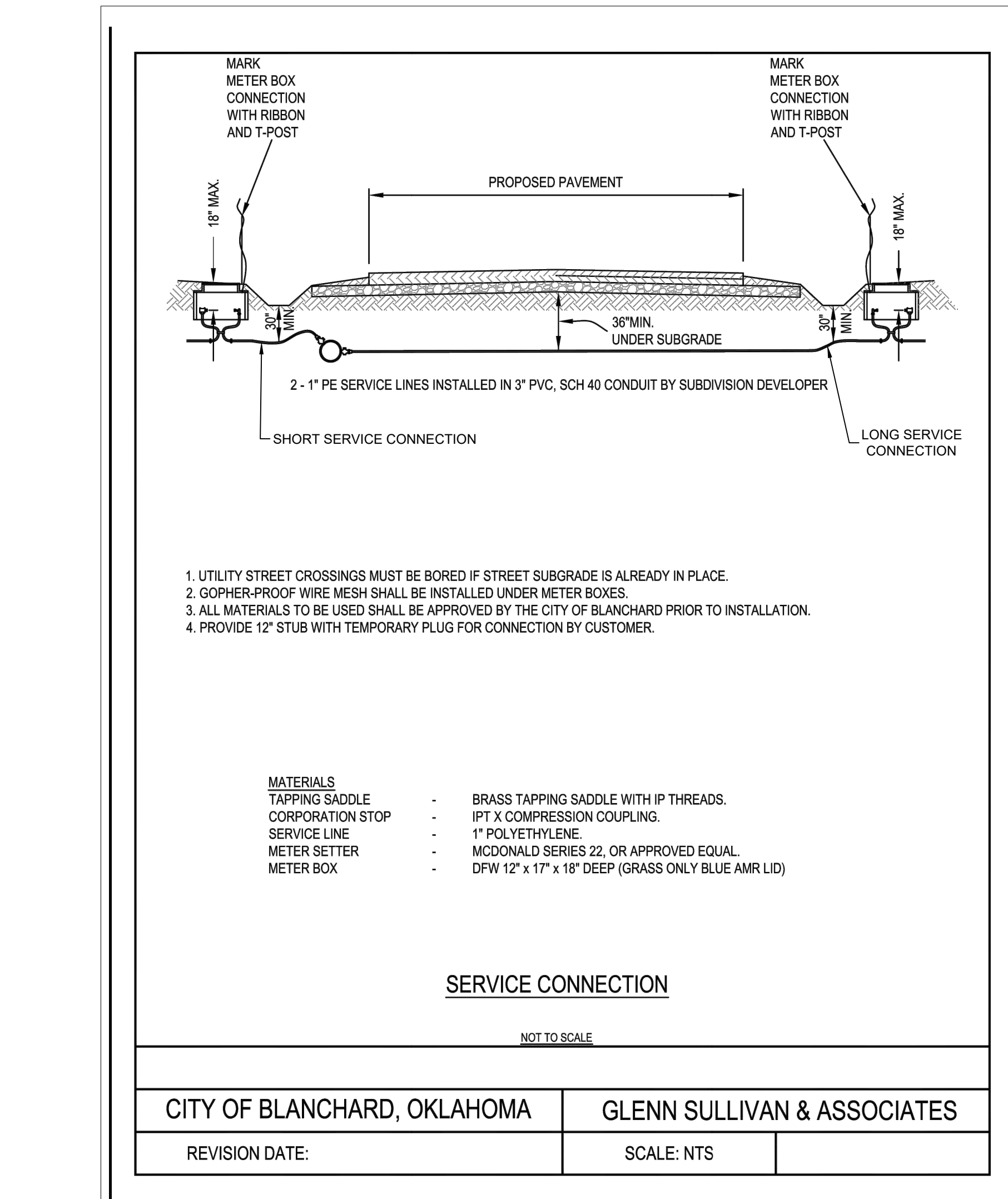
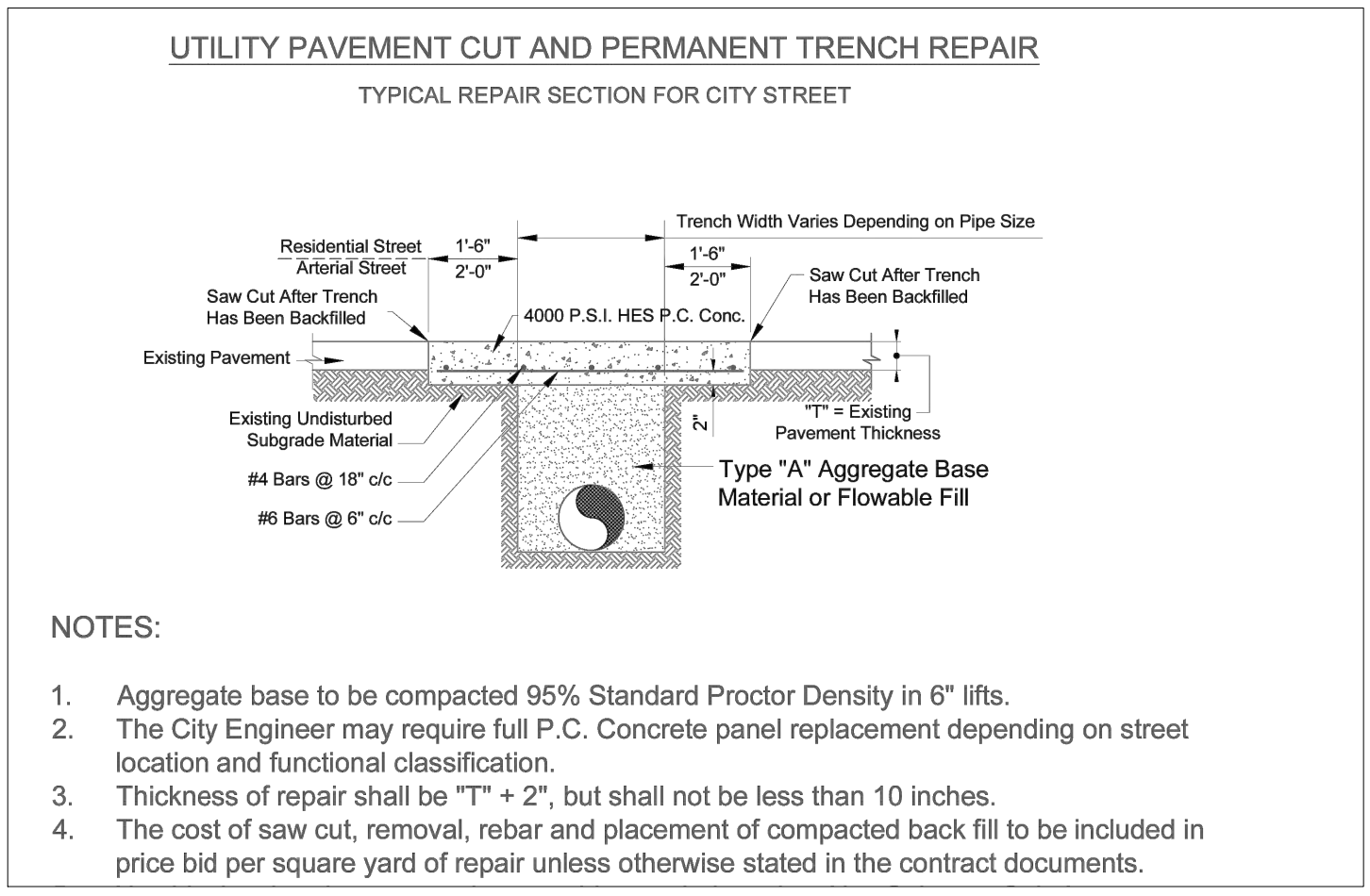
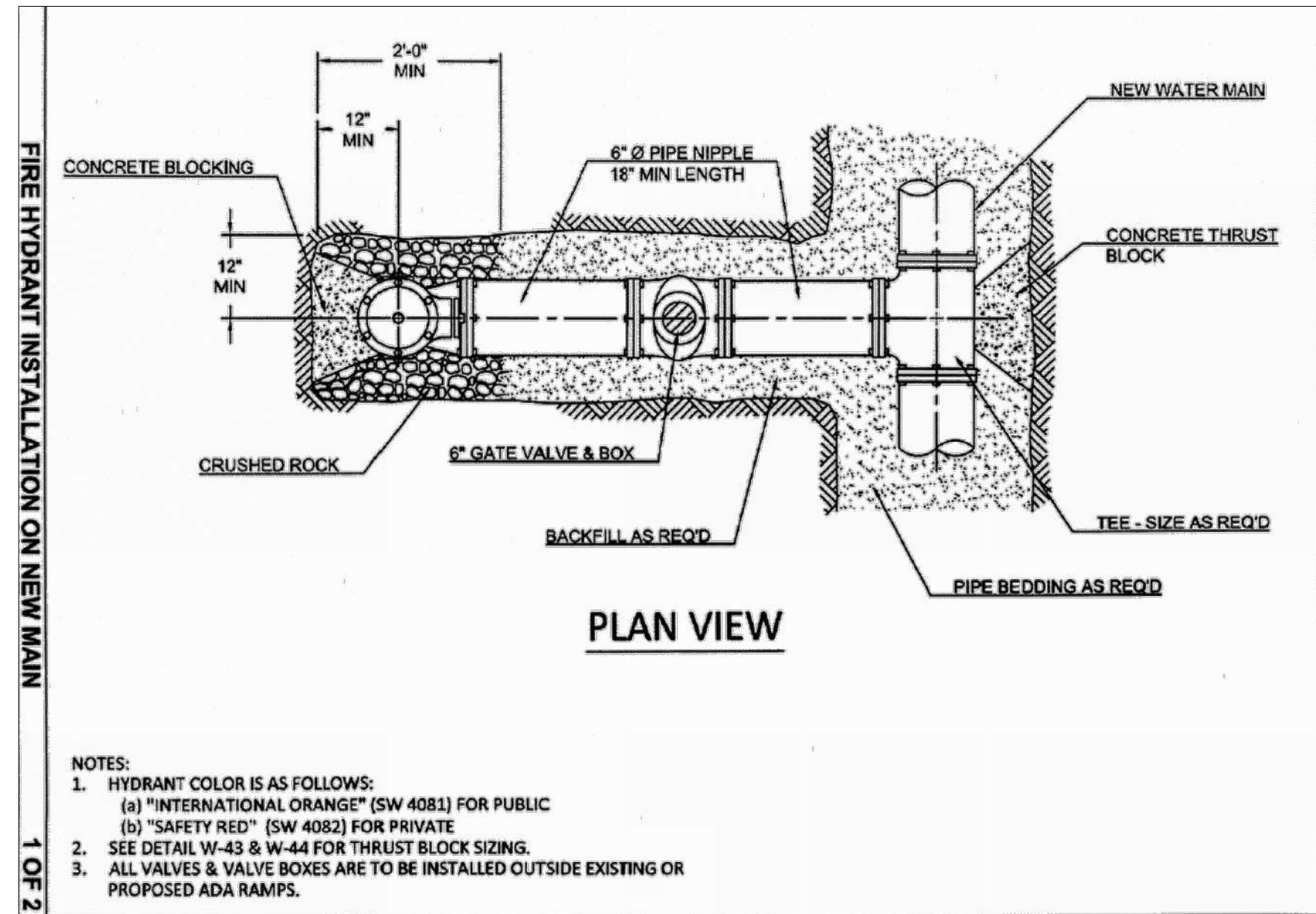
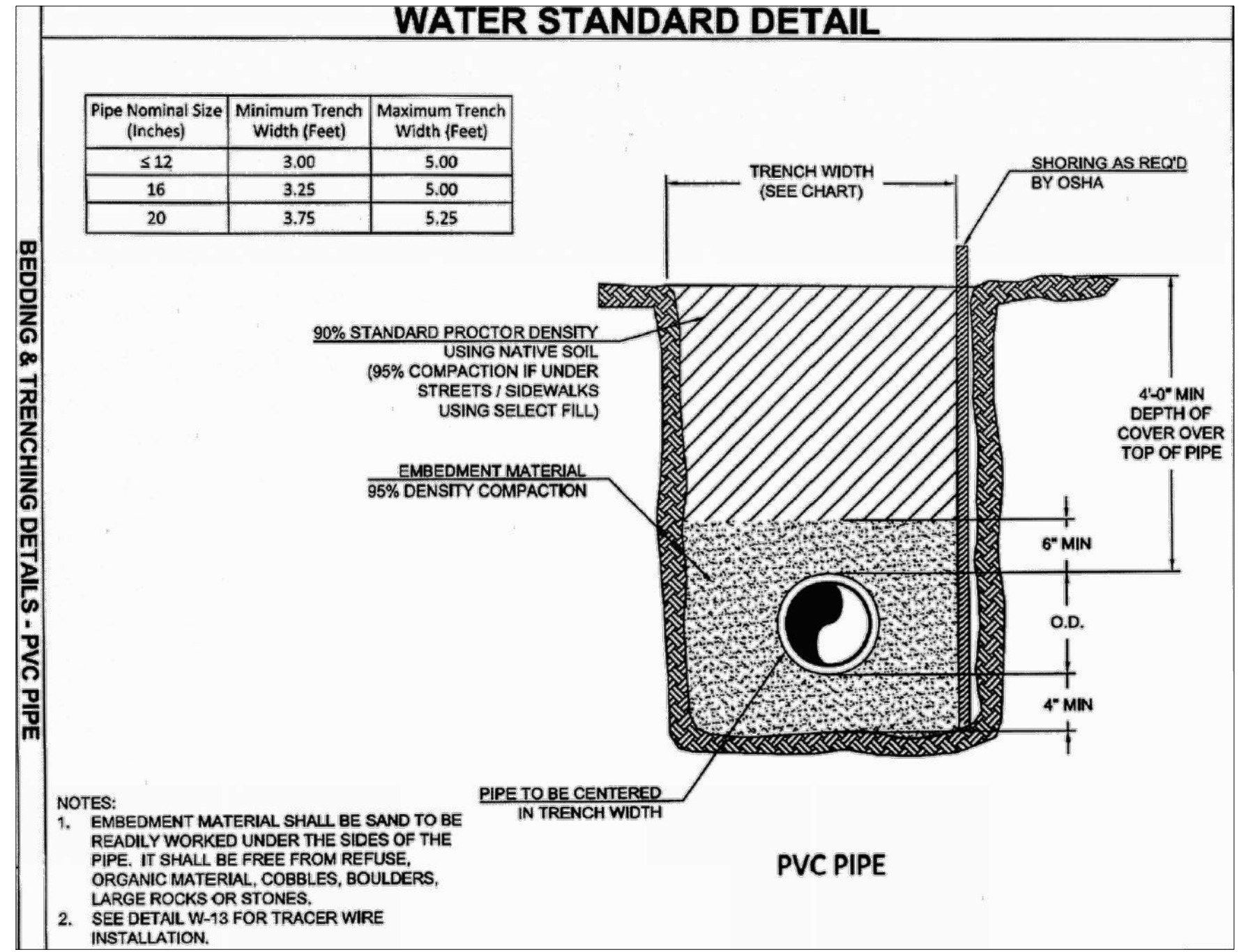


SCALE:  
PLAN: 1"=40'  
PROFILE:  
VERT: 1"=4'  
HORIZ: 1"=40'

**MacArthur Associated Consultants**  
25 N.W. 146th Street - Edmond, OK 73013 - 405.848.2471  
C.O.A. No. 699 Renewal Date: 06-30-25

BLANCHARD WATERLINE EXTENSION  
**WATERLINE A**  
Project No. 2347 Sheet No. C-101

PRINT DATE: 2/22/2024 T:\2347\Drawings\DWG\Sheet\2347-P&P-Water\_Prime.dwg



PRINT DATE: 5/16/2023 T:\2347\Drawings\DWG\Sheets\2347 - Details.dwg

**WATER STANDARD DETAIL**

Thrust Force (Tons)				
Pipe Dia (in)	90 Deg Bend	45 Deg Bend	22.5 Deg Bend	11.25 Deg Bend
4	0.02	2.60	1.32	0.67
6	9.92	5.37	2.74	1.37
8	17.06	9.23	4.71	2.36
10	25.66	13.89	7.08	3.56
12	36.29	19.64	10.01	5.03
14	48.75	26.38	13.45	6.76
16	63.05	34.12	17.40	8.74
18	79.19	42.86	21.85	10.98
20	97.17	52.59	26.81	13.47
24	138.63	75.02	38.25	19.22
30	213.26	115.41	58.84	29.56

Area of Thrust Block (sf)				
Pipe Dia (in)	90 Deg Bend	45 Deg Bend	22.5 Deg Bend	11.25 Deg Bend
4	6.40	3.46	1.77	0.89
6	13.22	7.15	3.65	1.83
8	22.74	12.31	6.27	3.15
10	34.21	18.52	9.44	4.74
12	48.38	26.18	13.35	6.71
14	65.00	35.18	17.93	9.01
16	84.07	45.50	23.19	11.65
18	105.59	57.14	29.13	14.64
20	129.55	70.11	35.74	17.96
24	184.84	100.03	51.00	25.62
30	284.34	153.89	76.45	39.42

Volume of Thrust Block (cy)				
Pipe Dia (in)	90 Deg Bend	45 Deg Bend	22.5 Deg Bend	11.25 Deg Bend
4	0.07	0.03	0.01	0.00
6	0.20	0.09	0.03	0.01
8	0.42	0.19	0.07	0.02
10	0.84	0.35	0.13	0.05
12	1.50	0.57	0.21	0.08
14	2.25	0.95	0.33	0.12
16	3.26	1.32	0.51	0.17
18	4.24	1.96	0.72	0.24
20	5.41	2.61	0.95	0.33
24	8.27	4.22	1.58	0.57
30	14.49	7.12	3.01	1.06

NOTES:

- SIZING OF THRUST BLOCK BASED ON THE FOLLOWING CONDITIONS:  
 SOIL BEARING: 1500 PSI  
 WORKING PRESSURE: 150 PSI  
 SURGE PRESSURE: 100 PSI  
 TOTAL DESIGN PRESSURE: 250 PSI  
 FACTOR OF SAFETY: 1.5
- THRUST BLOCK CONCRETE TO BE 3500 PSI 7 DAY HIGH EARLY STRENGTH CONCRETE.
- WRAP FITTINGS AND PIPE WITH 8 MIL POLYETHYLENE WRAPPING PRIOR TO POURING THRUST BLOCK.
- THRUST BLOCK TO BE POURED AGAINST UNDISTURBED EARTH. IF FILL IS REQUIRED, 95% COMPACTION IS REQUIRED FOR FILL MATERIAL.
- BEARING AREAS, VOLUMES, AND SPECIAL THRUST BLOCKING DETAILS SHOWN ON DRAWINGS TAKE PRECEDENCE OVER THIS PLAN.
- THRUST BLOCK DIMENSIONS CAN BE MODIFIED BUT MUST STILL MAINTAIN THE SURFACE AREA FOOTPRINT AGAINST THE SOIL.
- LEAVE ALL PIPE JOINTS COMPLETELY ACCESSIBLE. DO NOT POUR CONCRETE OVER ANY PIPE JOINTS.
- FITTINGS GREATER THAN 36-INCH REQUIRE CALCULATIONS FROM ENGINEER TO BE SUBMITTED FOR REVIEW.

HORIZONTAL THRUST BLOCK - BENDS 2 OF 3

**WATER STANDARD DETAIL**

Dimension "A" (ft)					Dimension "B" (ft)				
Pipe Dia (in)	90 Deg Bend	45 Deg Bend	22.5 Deg Bend	11.25 Deg Bend	Pipe Dia (in)	90 Deg Bend	45 Deg Bend	22.5 Deg Bend	11.25 Deg Bend
4	3.75	2.75	1.75	1.25	4	1.75	1.25	1.00	0.75
6	5.25	3.50	2.50	2.00	6	2.50	2.00	1.50	1.00
8	7.50	5.00	3.50	2.50	8	3.00	2.50	1.75	1.25
10	8.50	6.25	4.25	3.00	10	4.00	3.00	2.25	1.50
12	9.75	7.50	5.50	4.00	12	5.00	3.50	2.50	1.75
14	12.00	8.50	6.00	4.50	14	5.50	4.25	3.00	2.00
16	13.50	9.50	6.75	4.75	16	6.25	4.75	3.50	2.50
18	16.25	10.50	7.25	5.50	18	6.50	5.50	4.00	2.75
20	19.25	11.75	8.50	6.00	20	6.75	6.00	4.25	3.00
24	25.50	15.00	10.25	7.25	24	7.25	6.75	5.00	3.50
30	34.50	20.50	12.50	8.75	30	8.25	7.50	6.25	4.50

Dimension "C" (ft)				
Pipe Dia (in)	90 Deg Bend	45 Deg Bend	22.5 Deg Bend	11.25 Deg Bend
4	0.88	0.63	0.50	0.38
6	1.25	1.00	0.75	0.50
8	1.50	1.25	0.88	0.63
10	2.00	1.50	1.13	0.75
12	2.50	1.75	1.25	0.88
14	2.75	2.13	1.50	1.00
16	3.13	2.38	1.75	1.25
18	3.25	2.75	2.00	1.38
20	3.38	3.00	2.13	1.50
24	3.63	3.38	2.50	1.25
30	4.13	3.75	3.13	2.25

HORIZONTAL THRUST BLOCK - BENDS 3 OF 3





- Water Wells
- Waterlines
- Water Treatment
- Sanitary Sewer
- Wastewater Treatment
- Water Reuse

**Application for Permit to Construct Water Pollution Control  
 or Public Water Supply Facilities and/or Supply Potable Water**

DEQ Form 583-B | July 2013

<p><b>A. Supply Potable Water:</b> Date: _____, 20 ____  <b>ONLY</b> complete if construction is for potable water supply other than applicant</p> <p>1. Applicant: _____</p> <p>2. PWS ID #: _____</p> <p>3. Phone #: _____</p> <p>4. Email: _____</p> <p>5. Purchaser: _____</p>	<p><b>B. Supply Reclaimed Water:</b> Date: _____, 20 ____  <b>ONLY</b> complete if construction is for reclaimed water other than supplier</p> <p>1. Supplier: _____</p> <p>2. S-#: R: _____</p> <p>3. Phone #: _____</p> <p>4. Email: _____</p> <p>5. User: _____</p> <p>6. Category: _____</p> <p>(Attach Forms 627-WRP and 627 LAP if applicable)</p>
--	--

**C. Construction Facilities:** Date: Feb 1, 2024

1. Applicant: City of Blanchard

2. S-# or PWSID #: \_\_\_\_\_

3. Phone #: 405 485 9322 Email: utilities@cityofblanchard.us

4. Engineer's: Email: rcardwell@macokc.com Phone #: 405.928.5159 Fax #: n/a

5. Construction Proposal: tap 12" line for an 8 inch line extension - approx 480LF

6. Serves: N. Main Street - Blanchard OK

7. Legal Description:

Quarter \_\_\_\_/4 sw /4 se /4 Section 18 Township 8 N Range 4 W County McClain

Quarter \_\_\_\_/4 \_\_\_\_/4 \_\_\_\_/4 Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ W County \_\_\_\_\_

**D. Fee:** Enclosed is a check or money order (no cash) in the amount of \$ 194.85. (Make checks and money orders payable to the Oklahoma Department of Environmental Quality, Water Quality Division). If exempt from permit fees provide the Oklahoma Water Resources Board REAP Grant No. \_\_\_\_\_ and/or Emergency Grant No. \_\_\_\_\_.

		Yes	No
<b>E. In making this application, the applicant certifies and states the following:</b>			
1. The applicant has been supplied with copies of all rules and standards promulgated by the Oklahoma Department of Environmental Quality for the construction and operation of the facility in question.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. To the best of the knowledge and belief of the applicant the plans, specifications, and engineering report comply with the requirements of the aforementioned rules and standards.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The applicant agrees to provide inspection and be responsible for the construction and operation of the facility in accordance with the aforementioned rules and standards, and in accordance with state law agrees that the Oklahoma Department of Environmental Quality shall have access to the facility at any time during and after construction for the purpose of inspection for compliance with the provisions of the Environmental Code, 27A O.S. § 2-1-101 and following et seq.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The applicant intends to own and operate the facility after construction is completed. If "No," provide information on responsibility for operation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The applicant is holder of or will obtain a deed or easement to the land upon which construction is planned. If "No," explain. _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. The land upon which construction is planned is within the corporate limits of a municipality. If "Yes," application should be executed by authorized agent of the municipality. If "Yes" and applicant is other than a municipality, <b>PRIVATE APPLICANT WITHIN MUNICIPALITY</b> section must be completed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. The wastewater is treated by an on-site sewage disposal systems. If "No," the entity receiving, transporting, or treating the wastewater generated by the area is the applicant. If "No," the <b>RECEIVE, TRANSPORT, OR TREAT</b> section must be completed for sanitary sewer projects.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. All local zoning and other ordinances of public entities having jurisdiction concerning the construction of the proposed improvements have been satisfied. If "No" explain. _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**F. Funding Source(s)** - Check the following source(s) that will be used to fund this construction project:

- |   |   |
|---|---|
| <input type="checkbox"/> Oklahoma Department of Environmental Quality | <input type="checkbox"/> Oklahoma Department of Commerce                            |
| <input type="checkbox"/> Drinking Water State Revolving Fund (DWSRF)  | <input type="checkbox"/> Community Development Block Grant (CDBG)                   |
| <input type="checkbox"/> Oklahoma Water Resources Board               | <input type="checkbox"/> U.S. Department of Agriculture (USDA-RD)                   |
| <input type="checkbox"/> Clean Water State Revolving Fund (CWSRF)     | <input type="checkbox"/> Council of Government (COG)                                |
| <input type="checkbox"/> Rural Economic Action Plan Grant (REAP)      | <input type="checkbox"/> Local Funds  |
| <input type="checkbox"/> Emergency Grant                              | <input checked="" type="checkbox"/> Other Funding Sources: <u>Private Developer</u> |
| <input type="checkbox"/> State Revenue Bond Program (FAP)             |   |

**Applicant Signature or Private Applicant Within Municipality**

- Note:**
1. Application must be signed by the chief elective or executive officer of the applicant, or by the applicant himself if a sole proprietorship. Information must be legible.
  2. To be completed if proposed construction lies within the boundaries of a municipality or other responsible public entity and is to be owned, operated, and maintained by a private entity.


\_\_\_\_\_, hereby indicates awareness and approval of the proposed construction within its jurisdiction boundaries of the facilities address by this application. The concept plans, and specifications have been reviewed and are approved in accordance with this entities rules, regulations, laws, and ordinances, where applicable.

_____ Signature (1)	_____ Private Entity Signature (1) or (2)	 <b>NOTARY SEAL</b>
_____ Name of Organization (Print or Type)	_____ Name of Organization (Print or Type)	
_____ Name of Authorized Signature (Print or Type)	_____ Name of Authorized Signature (Print or Type)	 <b>NOTARY SEAL</b>
_____ Street Address (Print or Type)	_____ Street Address (Print or Type)	
_____ Title	_____ Title	
_____ City/State/Zip Code	_____ City/State/Zip Code	
_____ Notary Public/Corporate Secretary/City Clerk	_____ Notary Public/Corporate Secretary/City Clerk	

**Receive, Transport, or Treat**

**Note:** To be completed if proposed construction involves receiving, transporting, or treating wastewater by an entity other than the applicant.

\_\_\_\_\_, facility ID No. S-\_\_\_\_\_, hereby agrees to receive transport, and treat the wastewater generated from the area serviced by the proposed construction of this application. It further states that this entity's facilities have sufficient capacity to provide this service and are permitted under the rules and regulations of the Department of Environmental Quality.

_____ Signature	_____ Name of Authorized Signature
_____ Title	_____ Name of Organization
_____ Mailing Address	 <b>NOTARY SEAL</b>
_____ City/State/Zip Code	
_____ Notary Public/Corporate Secretary/City Clerk	

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# CONSENT AGENDA

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1. MINUTES 1.9.2024
2. SPECIAL MEETING MINUTES  
1.30.2024
3. JANUARY CLAIMS AND  
EXPENDITURES
4. JANUARY PAYROLL
5. JANUARY FINANCIAL REPORT



# MINUTES

01.09.24

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Notice is hereby given of a regular meeting to be held at the Municipal 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 MUNICIPAL IMPROVEMENT AUTHORITY  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, 09 JANUARY 2024  
6:00 P.M.**

This Agenda was posted in prominent public view on the City's website at [www.cityofblanchard.us](http://www.cityofblanchard.us) and the Municipal Court House Side Door on or before 5:00 p.m., Friday, the 5<sup>TH</sup> day of January, 2024, in accordance with the Oklahoma Open Meeting Act.

*Diana Daniels*

City Clerk

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## A. MEETING CONVENED

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1. CALL TO ORDER: *by Chairman Scalf @ 6:04 p.m.*
2. INVOCATION: *led by Trustee Ben Whitt*
3. PLEDGE OF ALLEGINACE: *led by Trustee Ben Whitt*
4. ROLL CALL:  
*Trustee Short ~ Present*  
*Trustee Whitt ~ Present*  
*Trustee Ryans ~ Present*  
*Vice Chairman Kemper ~ Present*  
*Chairman Scalf ~ Present*

STAFF: *City Secretary, Diana Daniels*  
*Trust Engineer, Kenny Sullivan*  
*Trust Attorney, David L Perryman*  
*Public Works Director, David Standridge*  
*Finance Director, Daniel Ofstun*  
*Fire Marshal, Colten St. John*  
*City Project Manager, Dustin Downey*

5. DETERMINATION OF QUORUM: *5 ~ Present; 0 ~ Absent*
6. MEDIA: *Tony Strickland, The Blanchard News*

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## B. BUSINESS AGENDA

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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. DEQ APPLICATION.  
Discussion, consideration, and take appropriate action authorizing the City Engineer to approve an ODEQ Permit for a waterline extension to serve Contemporary Family Dentistry.

*Discussion: City Engineer gave a report and recommended approval. Trustee Whitt asked about contractor asking residence for permission to access property and put everything back the way it was. Engineer assured him that would happen.*

*MOTION BY Trustee Ryans and SECOND BY Vice Chair Kemper...to approve.*

**MOTION CARRIED:**

5 AYES: Ryans, Whitt, Short, Kemper, Scalf  
0 NAYS: None  
0 ABSENT: None

**2. LIFT STATION GENERATOR.**

Discussion, consideration, and take appropriate action concerning replacing the Fox Run Lift Station generator.

*Discussion: Public Works Director gave a report on Fox Run Generator and gave an update on planning city staff to check on generators daily.*

*Discussion only asking to come back to February meeting with two more quotes.*

**3. MAIN STREET (WEST) LIFT STATION.**

Discussion item only to discuss a status update for the Main Street Lift Station.

*Discussion: Public Works Director gave an update that the Lift Station is up and running with no issues. Manhole lid has been ordered and we are waiting on the generator to come in.*

---

**C. CONSENT AGENDA**

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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 members, that item(s) will be heard in regular order:

1. **APPROVAL** of Meeting Minutes of December 12, 2023.
2. **ACKNOWLEDGE** payment of FYE2024 Claims/Expenditures in the total amount of \$104,213.23.
3. **ACKNOWLEDGE** payment of FYE2024 Payrolls in the total amount of \$45,760.83.
4. **ACCEPTANCE** of December 2023 Treasury Report.

*MOTION BY Trustee Ryans and SECOND BY Trustee Short...to approve.*

**MOTION CARRIED:**

5 AYES: Ryans, Whitt, Short, Kemper, Scalf  
0 NAYS: None  
0 ABSENT: None

---

**D. CONSENT ITEM REMOVAL**

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Discussion, consideration and take appropriate action re: any item(s) removed from the Consent Docket.

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**E. PUBLIC COMMENTS**

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Comments from the general public [limited to 3-minutes per speaker] for a total of 15-minutes on Trust related NON-AGENDA items. Preference will be given to Blanchard citizens and NO FORMAL ACTION will be taken.

*None.*

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**F. TRUSTEE/STAFF COMMENTS**

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This item is listed to provide an opportunity for the Trust and/or staff to make comments and/or request specific agenda items. NO ACTION will be taken.

*Trustee Whitt asked about Lift Station on HWY 37, City Engineer said yes and Public Works Director gave report.*

*Trustee Whitt asked about Newcastle water agreement and City Attorney answered in Limbo.*

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**G. ADJOURNMENT**

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*Closed @ 6:23 pm*

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*Mayor*

**ATTEST: (Seal)**

---

*City Clerk*

# NOTICE AND AGENDA SPECIAL MEETING

BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY  
SPECIAL MEETING  
6:00 P.M., Tuesday, January 30, 2024  
Blanchard Municipal Court House and Council Chamber  
300 N. Main Street,  
Blanchard, Oklahoma 73010

IN COMPLIANCE WITH THE STATUTES OF THE STATE OF OKLAHOMA, THE BOARD OF TRUSTEES OF THE BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY (BMIA) WILL HOLD A SPECIAL MEETING ON TUESDAY, JANUARY 30, 2024 AT 6:00 P.M. AFTER THE CITY OF BLANCHARD SPECIAL MEETING, IN THE BLANCHARD MUNICIPAL COURTHOUSE AND COUNCIL CHAMBER, 300 N. MAIN STREET, BLANCHARD, OKLAHOMA. AS CALLED BY THE CHAIRMAN OF THE BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY ON THURSDAY, JANUARY 25, 2024 AT 3:00 P.M. BY NOTIFYING THE BLANCHARD CITY CLERK AND ACTING CITY MANAGER TO ADDRESS THE AGENDA ITEMS STATED IN THIS NOTICE AND AGENDA AND CONSISTING OF THE DISCUSSION, CONSIDERATION AND POSSIBLE APPROPRIATE ACTION ON THE FOLLOWING ITEMS:

A. CALL TO ORDER: *by Chairman Scalf @ 9:28 p.m.*

1. ROLL CALL:

*Trustee Short ~ Present*

*Trustee Whitt ~ Present*

*Trustee Ryans ~ Present*

*Vice Chairman Kemper ~ Present*

*Chairman Scalf ~ Present*

STAFF:

*City Secretary, Diana Daniels*

*Trust Engineer, Kenny Sullivan*

*Trust Attorney, David L Perryman*

*Public Works Director, David Standridge*

*Acting City Manager, Daniel Ofstun*

*Fire Marshal, Colten St. John*

2. DETERMINATION OF QUORUM: *5 ~ Present; 0 ~ Absent*

B. EXECUTIVE SESSION

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

DISCUSSING THE POSSIBLE SALE AND APPRAISAL REAL PROPERTY AND TO CONFER ON MATTERS PERTAINING TO ECONOMIC DEVELOPMENT IN SAID REAL PROPERTY IF



PUBLIC DISCLOSURE OF THE MATTER DISCUSSED WOULD VIOLATE THE CONFIDENTIALITY OF THE BUSINESS; PROPOSED EXECUTIVE SESSION PURSUANT TO 25 O.S. SECTION 307 (B)(3) FOR THE APPRAISAL AND SECTION 307 (C)(11). NO ACTION SHALL BE TAKEN IN EXECUTIVE SESSION. ACTION TAKEN, IF ANY SHALL BE AT THE CONCLUSION OF THE EXECUTIVE SESSION AND SHALL BE TAKEN BY PUBLICLY RECORD VOTE IN AN OPEN MEETING.

*MOTION BY Councilor Ryans and SECOND BY Councilor Short...go into executive session @ 9:29 P.M.*

*MOTION CARRIED:*

*5 AYES: Short, Whitt, Ryans, Kemper, Scalf  
0 NAYS: None  
0 ABSENT: None*

*Adjourn to Executive Session @ 9:29 P.M.*

*The only things discussed in Executive Session was the items on the agenda. No action was taken.*

**2. RECONVENE INTO OPEN SESSION TO CONSIDER AND TAKE APPROPRIATE ACTION CONSIDERATION AND POSSIBLE ACTION OF THE BOARD TO CONSIDER THE SALE AND APPRAISAL OF REAL PROPERTY FOR PURPOSES OF ECONOMIC DEVELOPMENT WITHIN THE CITY OF BLANCHARD.**

*Reconvene into Open Session @ 10:00 P.M.*

*No Action.*

**D. ADJOURNMENT**

*Called @ 10:00 P.M.*

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*Mayor*

**ATTEST: (Seal)**

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*City Clerk*

**CLAIMS REPORT**  
**Check Range: 1/01/2024- 1/31/2024**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
BMIA					
ACE OF BLANCHARD LLC	MISC PARTS		581.31	4655	1/05/24
AMERICAN FIDELITY ASSURANCE	FLEX SPENDING		154.14	319714	1/26/24
AMERICAN FIDELITY ASSURANCE	AFA LT DISABILI		603.80	319716	1/26/24
AMAZON CAPITAL SERVICES	MISC SUPPLIES		309.48	21036374	1/12/24
AMERICAN ELECTRIC POWER	ELECTRIC SERVICES (OPEN PO)	6,315.87		4656	1/05/24
AMERICAN ELECTRIC POWER	ELECTRIC SERVICES (OPEN PO)	4,122.14	10,438.01	4678	1/25/24
AMERICAN WATERWORKS SUPPLY INC	MISC SUPPLIES (OPEN PO)		671.37	4679	1/25/24
BANK OF OKLAHOMA	2014 BOND PAYMENT (15,222.10)	15,222.10		3902	1/12/24
BANK OF OKLAHOMA	2015 BOND PAYMENT (7,408.85)	7,408.85		3903	1/12/24
BANK OF OKLAHOMA	2017 BOND PAYMENT (20,743.62)	20,743.62		3904	1/12/24
BANK OF OKLAHOMA	2019 BOND PAYMENT (\$13,893.19)	13,893.19		3905	1/12/24
BANK OF OKLAHOMA	2022A BOND PAYMENT (\$11,028.08)	11,028.08		3906	1/12/24
BANK OF OKLAHOMA	2022 BOND PAYMENT (19,209.20)	19,209.20		3907	1/12/24
BANK OF OKLAHOMA	2023 UTILITY AND SALES TAX	44,810.01	132,315.05	3908	1/24/24
CENTRAL POWER SYSTEMS	LOOK AND START GENERATORS	1,924.29		4674	1/18/24
CENTRAL POWER SYSTEMS	LOOK AND START GENERATORS	690.00	2,614.29	4680	1/25/24
CITY OF BLANCHARD INS FUND	DENTAL INSURANC		1,387.20-	319718	1/26/24
CITY OF OKLAHOMA CITY	WATER PURCHASES (OPEN PO)		68,695.85	21036380	1/18/24
CRAWFORD & ASSOCIATES	ACCOUNTING SERVICES (OPEN PO)		4,045.00	4657	1/05/24
EDWARDS ENTERPRISES	PORT- A- POTTY RENTAL		125.00	4658	1/05/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1001057352 (\$435.38)	435.38		4650	1/04/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002632 (\$2,259.25)	2,259.25		4651	1/04/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002392 (\$7404.12)	7,404.12		4652	1/04/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1001060997 (\$468.44)	468.44		4653	1/04/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002780 (4404.15)	404.15		4654	1/04/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1001057352 (\$435.38)	435.38		4685	1/31/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002632 (\$2,259.25)	2,259.25		4686	1/31/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002392 (\$7404.12)	7,404.12		4687	1/31/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002780 (4404.15)	404.15		4688	1/31/24
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1001060997 (\$468.44)	468.44	21,942.68	4689	1/31/24
FUELMAN	FUEL PURCHASES (OPEN PO)		600.66	21036375	1/12/24
GENERAL MATERIALS, INC.	FILL SAND HIGH SCHOOL WATER		72.80	4666	1/12/24
GLENN SULLIVAN & ASSOC, INC	ARPA ENGINEERING		6,185.00	4667	1/12/24
HAMPEL OIL DISTRIBUTORS, INC	FUEL PURCHASES (OPEN PO)	14.24		4681	1/25/24
HAMPEL OIL DISTRIBUTORS, INC	FUEL PURCHASES (OPEN PO)	567.52	581.76	4682	1/25/24
HAYNES EQUIPMENT COMPANY	TROUBLESHOOT LIFT STATION		689.10	4659	1/05/24
INTERNAL REVENUE SERVICE	FED/FICA TAX	4,919.14		10098748	1/12/24
INTERNAL REVENUE SERVICE	FED/FICA TAX	8,627.73	13,546.87	10098804	1/26/24
J & K AUTO PARTS INC	PARTS FOR SERVICE		432.98	4660	1/05/24
JAN-PRO	CLEANING SERVICES @RANCH HOUSE	225.00		4661	1/05/24
JAN-PRO	CLEANING SERVICES @RANCH HOUSE	187.50	412.50	4675	1/18/24
LIBERTY NATIONAL BANK	1/2 LOAN PMT BOBCAT SKID STEER		342.77	4668	1/12/24
LINK'S MOJO LLC	CAR WASH (OPEN PO)		64.80	4669	1/12/24
NATIONWIDE RETIREMENT	RETIREMENT 401a	1,152.27		319660	1/11/24
NATIONWIDE RETIREMENT	RETIREMENT 401a	1,624.94	2,777.21	319711	1/26/24
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	8.66		21036381	1/18/24
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES(OPEN PO)	48.43		21036382	1/18/24
O'REILLY AUTO PARTS	MISC PARTS	185.98	243.07	21036383	1/18/24
OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICES (OPEN PO)		1,509.90	21036384	1/18/24
OKLAHOMA NATURAL GAS	GAS SERVICES (OPEN PO)		571.32	21036385	1/18/24
OKLAHOMA TAX COMMISSION	STATE TAX	744.73		10098747	1/12/24
OKLAHOMA TAX COMMISSION	STATE TAX	1,130.73	1,875.46	10098803	1/26/24
OMES-CENTRAL PRINTING	INSERT FOR MONTHLY BILLS	636.02		4670	1/12/24

**CLAIMS REPORT**  
 Check Range: 1/01/2024- 1/31/2024

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
OMES-CENTRAL PRINTING	PRINTING/MAILING STATEMENTS	346.92	4671	1/12/24	
OMES-CENTRAL PRINTING	POSTAGE FOR STATEMENTS	1,772.19	4672	1/12/24	
OMES-CENTRAL PRINTING	PAPER/ENVELOPES FOR BILLING	6,375.00	4673	1/12/24	
OMES-CENTRAL PRINTING	PAPER/ENVELOPES FOR BILLING	1,705.00	10,835.13	4676	1/18/24
NATIONWIDE RETIREMENT SOLUTION	457 DEF COMP	51.90	319659	1/11/24	
NATIONWIDE RETIREMENT SOLUTION	457 DEF COMP	51.90	103.80	319709	1/26/24
PIONEER SECURITY SYSTEMS	SECURITY SERVICES (OPEN PO)	24.95	21036376	1/12/24	
PIONEER SECURITY SYSTEMS	SECURITY SERVICES (OPEN PO)	24.95	49.90	21036386	1/25/24
SAGE PUMP SERVICES LLC	6" VAC ASSIST		1,503.56	4662	1/05/24
SAM'S CLUB DIRECT	WATER/SUPPLIES		347.14	21036377	1/12/24
SUNSTATE EQUIPMENT CO	TRENCH PICKER- WALK BEHIND		42.20	4663	1/05/24
SUPERIOR SERVICES & SUPPLY	REPAIR ON EAST LIFT STATION		1,096.50	4664	1/05/24
TEXAS LIFE	TEXAS LIFE		52.36	319665	1/11/24
UTS	WATER METER (OPEN PO)	180.00	4677	1/19/24	
UTS	WATER METER (OPEN PO)	7,250.00	4683	1/25/24	
UTS	ANTENNA/MAG MOUNT	350.00	7,780.00	4684	1/25/24
VERIZON WIRELESS	CELL PHONE SERVICES (OPEN PO)		174.64	21036378	1/12/24
VERIZON WIRELESS	SCADA/ TELEMETRY SIM CARD		39.04	21036379	1/12/24
WASTE CONNECTIONS OF CHICKASHA	TRASH SERVICES (OPEN PO)		77,290.46	4665	1/05/24
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	205 BMIA TOTAL		370,329.71		

# CLAIMS REPORT CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
105	GENERAL	253,576.12
125	STREET SALES/USE TAX	86,813.48
205	BMIA	370,329.71
305	MUNICIPAL COURT	1,267.82
705	CAPITAL IMPROVEMENT	727.66
715	VETERANS MEMORIAL	2,560.08
905	INSURANCE FUND	83,301.70
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	TOTAL FUNDS	798,576.57

## BMIA Salary and Fringe Benefits

Monthly Payroll - JAN2023

# of Payrolls:2

	<b>Payroll 1 1/12/2024</b>	<b>Payroll 2 1/26/2024</b>	<b>Total (month)</b>
BMIA Admin (20)	\$ 5,938.59	\$ 6,257.59	\$ 12,196.18
Water(21)	\$ 10,426.28	\$ 14,881.39	\$ 25,307.67
Sewer(22)	\$ 2,525.72	\$ 7,204.79	\$ 9,730.51
Sanitation(23)	\$ 967.90	\$ 1,227.12	\$ 2,195.02
<b>Total BMIA Salary</b>	<b>19,858.49</b>	<b>29,570.89</b>	<b>49,429.38</b>
BMIA Admin (20)	\$ 599.61	\$ 639.96	\$ 1,239.57
Water(21)	\$ 1,591.94	\$ 2,037.60	\$ 3,629.54
Sewer(22)	\$ 319.08	\$ 910.94	\$ 1,230.02
Sanitation(23)	\$ 74.04	\$ 93.88	\$ 167.92
<b>Total BMIA Fringe Benefits</b>	<b>2,584.67</b>	<b>3,682.38</b>	<b>6,267.05</b>
<b>TOTAL SALARY AND FB</b>	<b>22,443.16</b>	<b>33,253.27</b>	<b>55,696.43</b>

**CITY OF BLANCHARD**  
**BMIA MONTHLY TREASURY REPORT**  
**For the Month Jan 1, 2024 to Jan 31, 2024**

**These are unaudited numbers**

CODE	DESCRIPTION	BEGINNING BANK BALANCE	DEPOSITS	WITHDRAWALS	INTEREST PAID	SERVICE FEES	ENDING BANK BALANCE
16	BMIA 205-01-1153 /1110	\$ 653,261.16	222,787.32	279,520.74	211.76	22.50	596,717.00
	ARPA Grant Cash 205-01-1105	\$ 109,565.13		6,185.00	-	-	103,380.13
	CDBG BMIA Cash 205-01-1099	\$ (130,028.99)	-	-			(130,028.99)
13	DEBT SERVICE FUND (75% OF 1 CENT SALES TAX) 205-01-1116	\$ 164,202.54	140,213.42	132,315.05	66.71		172,167.62
12	WATER METER DEPOSIT 405-01-1113	\$ 190,059.07	2,815.00	815.43	64.95	-	192,123.59
3	BMIA GENERAL FUND (RESERVE) 205-01-1112	\$ 455,210.53	-	-	404.01	-	455,614.54
18	FOX RUN ST IMPROVEMENT FUND 105-01-1119/205-01-1119	\$ 15,560.79	3,318.90	-	-	-	18,879.69
27	BMIA Accrued Leave Acct 205-01-1115	\$ 15,433.54		-	5.24	-	15,438.78
	<b>BMIA Subtotal:</b>	<b>\$ 1,473,263.77</b>	<b>\$ 366,319.64</b>	<b>\$ 411,835.79</b>	<b>\$ 682.48</b>	<b>\$ 22.50</b>	<b>\$ 1,424,292.36</b>

# NARRATIVE

AGENDA: 2/13/2024

ITEM: Consent C (2)

CITY OF BLANCHARD

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## CLAIMS LIST

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### GENERAL OPERATIONS FUND

<b>FUND</b>	<b>AMOUNT</b>
General Operation Fund	370,329.71
Debt Services	-0-
Fox Run	-0-
Industrial Park	-0-
Meter Deposit	-0-
Quail Haven	-0-
<b>TOTAL</b>	<b>370,329.71</b>

### **RECOMMENDATION:**

Acknowledge approval of the FYE 2024 Claims as Presented.

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# **CONSENT AGENDA REMOVAL**

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# **PUBLIC COMMENTS**

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# **TRUSTEE/STAFF COMMENTS**

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# EXECUTIVE SESSION

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# REPORTS

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# BMIA

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2024														4 Months	Overall
MEMBERS	1/9	1/30	2/13	3/12	4/9	5/14	6/11	7/9	8/13	9/10	10/8	11/12	12/10		
Scalf, Michael	P	P													
Kemper, Chuck	P	P													
Whitt, Ben	P	P													
Ryans, Albert	P	P													
Short, Christina	P	P													

P=Present, A=Absent, O=No Meeting, @=No Quorum, \*=Special Meeting, NA=Not Applicable

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# ADJOURNMENT

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