

7/25/2023

AGENDA

MEETING PACKET



**BLANCHARD CITY COUNCIL
REGULAR MEETING**

**6:00 P.M.
Immediately following BMIA Meeting**

**MUNICIPAL COURTHOUSE
300 N. MAIN STREET
BLANCHARD, OK 73010**

CITY COUNCIL

Michael Scalf ~ Ward 2 - Mayor
Chuck Kemper ~ Ward 4 - Vice Mayor
Ben Whitt ~ Ward 1 - Councilor
Albert Ryans ~ Ward 3 - Councilor
Christina Short ~ At-Large - Councilor

STAFF

Robert L. Floyd ~ City Manager
David L. Perryman ~ City Attorney
Kenny Sullivan ~ City Engineer
Diana Daniels ~ City Clerk
Daniel Ofsthun ~ Finance Director



AGENDA

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 CITY COUNCIL
REGULAR MEETING
TUESDAY, 25 JULY 2023
6:00 P.M.**

IMMEDIATELY FOLLOWING THE BMIA MEETING

This Agenda was posted in prominent public view on the City's website at www.cityofblanchard.us and the City Hall Bulletin Board on or before 5:00 p.m., Friday, the 21st day of July, 2023, in accordance with the Oklahoma Open Meeting Act.

Diana Daniels

City Clerk

A. MEETING CONVENED

1. CALL TO ORDER:
2. ROLL CALL:
3. DETERMINATION OF QUORUM:
4. PRESENTATIONS:
 - a. Eddie Odle
 - b. Joe Davis
 - c. Audie Ward
 - d. Jason Kelly.

B. BUSINESS AGENDA

1. **RESOLUTION** [Attachment B-1].
Discuss and vote on a motion to accept the nomination by the Mayor to appoint Scott Miller and confirm appointment by the City Council to serve a new 3-year term on the Blanchard Board of Adjustment.
2. **PRE-MEETING** [Attachment B-2].
Discuss and vote on a motion to establish a Pre-Meeting before the regular meetings of the City Council and BMIA Board of Trustees.
3. **JOINT SPECIAL MEETING** [Attachment B-3].
Discuss and vote on a motion to call and set a joint special meeting with the BMIA Board of Trustees to discuss and enact new utility rates, fees and charges.
4. **VEHICLE PURCHASE** [Attachment B-4].
Discuss and vote on a motion authorizing the acquisition by purchase or lease-purchase of a 2024 Ford F-250 SuperCrew for the Fire Marshal of the Blanchard Fire Department [exact State contract pricing will be announced by Central Purchasing next week; Quote was \$53,386 from Confidence Ford ~ State Contract].
5. **VEHICLE PURCHASE** [Attachment B-5].
Discuss and vote on a motion authorizing the acquisition by purchase or lease-purchase of a 2023 Chevy Tahoe PPV 4x4 from State Contract for the Police Department.
6. **EQUIPMENT PURCHASE** [Attachment B-6].
Discuss and vote on a motion authorizing the acquisition by purchase or lease-purchase of new radio consoles (state contract) in the sum of \$162,365.17 from Motorola.

7. **EQUIPMENT PURCHASE** [Attachment B-7].
Discuss and vote on a motion authorizing the acquisition by purchase or lease-purchase of a “boom axe” for roadside maintenance by the Public Works Department.
8. **EQUIPMENT PURCHASE** [Attachment B-8].
Discuss and vote on a motion authorizing the acquisition by purchase or lease-purchase of a heavy equipment trailer for the Public Works Department.
9. **STREET PROJECTS** [Attachment B-9].
Discuss and take appropriate action re: 4-way stops for intersections within the original town of Blanchard; update on downtown and other striping needs; speed limit solar signs; and the feasibility of hiring a contractor to assist in street maintenance such as pot hole patching.
10. **COUNCIL HANDBOOK** [Attachment B-10].
Discuss and vote on a motion adopting a proposed City Council Handbook, as requested by the Mayor .
11. **ROAD IMPROVEMENTS** [Attachment B-11].
Further discussion, consideration and take appropriate action re: the status of Phase I and Phase II of Section Line Road Improvements.
12. **FIRE STATION COMPLETION** [Attachment B-12].
Further discussion, consideration and take appropriate action re: the status of completion of the Fire Station No. 2 construction; and calling of bonds.

C. CONSENT AGENDA

1. **APPROVAL** of regular meeting minutes of 6/27/23 [Attachment C-1].
2. **ACKNOWLEDGE** of payment of FYE2024 Claims and Expenditures in the total amount of \$228,962.73 [Attachment C-2].
3. **ACKNOWLEDGE** of payment of FYE2024 Payrolls in the total amount of \$174,983.52 [Attachment C-3].
4. **ACKNOWLEDGE** the transfer of the July 2023 Sales Tax as per Budget [Attachment C-4].
5. **ACCEPTANCE** of the June 2023 Financial Report [Attachment C-5].
6. **APPROVAL** of June donations for animal welfare [Attachment C-6].

D. CONSENT ITEM REMOVAL

E. PUBLIC COMMENTS

F. COUNCIL/STAFF COMMENTS

G. EXECUTIVE SESSION

1. **MOTION** to go into Executive Session to discuss the following item(s):
 - a. For the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business, [pursuant to Title 25 O.S. §307(C)(10)].
2. **RECONVENE** into Open Session to consider and take appropriate action:
 - a. regarding the transfer of property, financing, or the creation of a proposal to entice a business to remain or locate within their jurisdiction.

H. FURTHER INFORMATION

1. **REPORTS** ~ Sales/Use Tax.
2. **REPORTS** ~ 2022/2023 Attendance.
3. **REPORTS** ~ Departmental Activities.

I. ADJOURNMENT



MEETING CONVENED



- **Called to Order**
- **Roll Call**
- **Determination of Quorum**
- **Presentations**





BUSINESS AGENDA





1



AGENDA MEMORANDUM

DATE: 7/25/2023

TO: BLANCHARD CITY COUNCIL

FROM: *Robert L. Floyd*, City Manager

SUBJECT: RESOLUTION ~ Appointment to Board of Adjustment

BACKGROUND

Ben Whitt was elected to the City Council in April 2023, therefore, upon taking oath of office to the City Council, a vacancy occurred on the BOA. His term expires Tuesday, July 2, 2024 at 7:30 p.m. All nominations are made by the Mayor and are accepted and appointed by the City Council.

The Mayor has nominated Robert “Scott” Miller, 1001 Amy Drive, Blanchard to serve an unexpired term ending July 2nd, 2024.

Mr. Miller has agreed to serve on the Blanchard Board of Adjustment.

ACTION REQUESTED

Discuss and vote on a motion to adopt a Resolution accepting the nomination by the Mayor and approving the appointment of Robert “Scott” Miller to the Board of Adjustment for a new three (3) year term ending July 2nd, 2024.

FISCAL IMPACT

None.

BUDGET IMPACT

- Budgeted with available funds (appropriated in the FYE2023 and 2024 Budgets)
- Non-Budgeted with additional funds requested
- To Be Determined
- None

LEGAL REVIEW

- N/A
- Required
- Completed Date: _____

EXHIBITS

Resolution.
Application.

RESOLUTION NO. 2023-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLANCHARD NOMINATING AND APPOINTING A BLANCHARD CITIZEN TO SERVE ON THE BLANCHARD BOARD OF ADJUSTMENT TO SERVE AN UNEXPIRED TERM ENDING JULY 2, 2024.

WHEREAS a vacancy exists on the Board of Adjustment due to Ben Whitt's election to the City Council;

WHEREAS the term ends July 2nd, 2024; and

WHEREAS this new nomination by the Mayor and confirmation by the Council of the appointment will result in a new three-year term beginning at the August 2023 meeting; and

WHEREAS all members are nominated by the Mayor and confirmed by the Council, whereby each appointed member shall hold office for a term of three (3) years or serve out an unexpired term; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLANCHARD, OKLAHOMA, THAT:

Section 1. Robert "Scott" Miller, 1001 Amy Drive, Blanchard, is hereby nominated by the Mayor to serve on the Blanchard Board of Adjustment to fill an unexpired term ending July 2nd, 2024 and the City Council hereby accepts and confirms said nomination.

Section 2. The term of said appointment of such representative shall be as stated in Section 1 above.

Section 3. This Resolution is effective upon adoption of July 25, 2023.

ADOPTED and **APPROVED** at a regular meeting of the City Council of the City of Blanchard on the 25th day of July, 2023.

Mayor

ATTEST: (City Seal)

City Clerk

City of Blanchard Board ~ Commission ~ Committee

Application

Name: Robert "Scott" Miller

Date: 7-17-23

Please indicate your first and second choice below:

<input type="checkbox"/>	Ad Hoc Committees (when necessary)	<input checked="" type="checkbox"/>	Board of Adjustment (3 rd Tuesday)
<input type="checkbox"/>	Civil Defense Admin Committee	<input type="checkbox"/>	Emergency Management Advisory Committee
<input type="checkbox"/>	Fair Housing Board	<input type="checkbox"/>	BETA (1 st Monday)
<input type="checkbox"/>	Planning Commission (2 nd Thursday)	<input type="checkbox"/>	Tourism Board

Personal Information:

Home Address: <u>1001 Amy Dr. Blanchard OK 73010</u>	
Telephone: <u>405-203-3308</u>	Cell: <u>405-203-3308</u>
Email: <u>miller.scott@johndeere.com</u>	
Employer: <u>John Deere Financial</u>	Occupation: <u>Finance / Sales</u>
Business Address: <u>1001 Amy Dr. Blanchard</u>	Bus. Phone: <u>405-203-3308</u>
I have been a resident of Blanchard for <u>25</u> yrs.	Registered voter? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Do you have any outstanding debts, taxes, or other liability to the City? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Have you ever or do you currently serve on any city boards? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If so, what board / city and dates?	
Are you involved in any community activities? <input type="checkbox"/> Yes <input type="checkbox"/> No <u>Church / Food Bank</u>	
Do you have any specialized training, skills, experience, or education that you feel would be beneficial to the city if you are appointed? Please describe. <u>Great Deal of Finance Training.</u>	
<u>Sales Training, Computer skills, management training/skills for managing large complex territory</u>	
Please indicate briefly why you would like to be appointed to a Board or Commission.	
<u>Give of my time, skills, and attention to this city and community.</u>	
This space is available for you to include additional information about yourself or add information that you feel would make you a good candidate for a city board. <u>Grew up in Blanchard. Moved back approx. 25 years ago. I work with people from many different areas, which include major metropolises to very rural areas.</u>	

I am aware of the meeting dates and times of the board/commission I have applied for; however, some board and committees are not active at this time. I am aware board members are expected to attend all meetings and training may be required for some or all boards. All board members are expected to prepare in advance for each meeting with materials provided by the city.

Scott Miller Signature 7-17-23 Date

For Official Use Only

Date Application Received: _____ Mayor's Nomination: _____

Appointment made to: _____ Term Expires: _____

- Statement and Oath Completed No appointment made at this time; retain application for one (1) year.



2



AGENDA MEMORANDUM

DATE: 7/25/2023

TO: BLANCHARD CITY COUNCIL

FROM: *Robert L. Floyd*, City Manager

SUBJECT: PRE-MEETING

BACKGROUND

Consideration to begin holding a pre-meeting at least 30-minutes prior to the start of the regular meetings of the BMIA Board of Trustees and the City Council on the 4th Tuesday of each month (unless observed holiday).

Pre-Meetings are open to the general public (but are not allowed to speak or ask questions) and agendas are posted along with the regular BMIA and Council Agendas and minutes are kept of the pre-meeting.

It gives the City Manager and/or staff an opportunity to discuss their agenda items and answer questions from the City Council prior to the regular meeting. A sample copy of an agenda and minutes are attached.

ACTION REQUESTED

Discuss and vote on a motion to adopt a PRE-MEETING before each regular meeting dates of the BMIA Board of Trustees and the City Council beginning with the August 28th meeting.

FISCAL IMPACT

None.

BUDGET IMPACT

- Budgeted with available funds (appropriated in the FYE2023 and 2024 Budgets)
- Non-Budgeted with additional funds requested
- To Be Determined
- None

LEGAL REVIEW

- N/A
- Required
- Completed Date: _____

EXHIBITS

- Agenda Sample.
- Minutes Sample.

PRE-MEETING

**BMIA Board of Trustees
and
City Council of the City of Blanchard
28 August 2023
@ 5:30pm
Municipal Court House
300 N Main Street
Blanchard, Oklahoma 73010**

1. **CALL TO ORDER.**
2. **AGENDA:** The following items are hereby designated for discussion only.
 - A. City Manager/Trust Manager's briefing and clarification on agenda items.
3. **ADJOURNMENT.**

This Agenda was posted in prominent public view at Blanchard City Hall on or prior to 5:00pm on Friday, August 25, 2022 in accordance with the Oklahoma Open Meeting Act.

Diana Daniels, City Clerk

THE CITY OF BLANCHARD ENCOURAGES PARTICIPATION FROM ALL ITS CITIZENS. IF PARTICIPATION AT ANY PUBLIC MEETING IS NOT POSSIBLE DUE TO A DISABILITY, PLEASE NOTIFY THE CITY CLERK AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO THE SCHEDULED MEETING SO THAT NECESSARY ACCOMMODATIONS CAN BE MADE.

MINUTES

BMIA Board of Trustees
and
City Council of the City of Blanchard
Pre-Meeting
28 August 2023
@ 5:30pm
Municipal Court House
300 N Main Street
Blanchard, Oklahoma 73010

1. CALL TO ORDER *by the City Manager @ 5:30 p.m.*

PRESENT: *Michael Scalf, Mayor/Chairman
Chuck Kemper, Vice Mayor/Vice Chairman
Albert Ryans, City Councilor/Trustee
Ben Whitt, City Councilor/Trustee
Christina Short, City Councilor/Trustee*

STAFF: *Diana Daniels, City Clerk/Secretary
Kenneth Sullivan, City Engineer/Trust Engineer
David Perryman, City Attorney/Trust Attorney
Robert L. Floyd, City Manager/Trust Manager
Daniel Ofsthun, Finance Director
Hayden Wilkes, City Planner
Chris Wittenbach, Parks Director
Charlie Largent, Fire Chief
Steve Rhodes, Police Chief
David Standridge, Public Works Director*

MEDIA: *Tony Strickland, The Blanchard News*

GUESTS: *None*

2. AGENDA: The following items are hereby designated for discussion only.

A. City Manager/Trust Manager's briefing and clarification on agenda

items.

City Manager/Trust Manager and/or staff discussed each agenda item and answered questions from the City Council/Board of Trustees.

3. ADJOURNMENT.
Called @ 6:00 p.m.

Mayor/Chairman

ATTEST: (Seals)

City Clerk/Secretary

SAMPLE



3



AGENDA MEMORANDUM

DATE: 7/25/2023

TO: BLANCHARD CITY COUNCIL/BMIA BOARD OF TRUSTEES

FROM: *Robert L. Floyd*, City Manager/Trust Manager

SUBJECT: JOINT SPECIAL MEETING

BACKGROUND

The Mayor/Chairman has asked for a joint special meeting between the BMIA Board of Trustees and the City Council to be held on Tuesday, August 29th at 6:00 p.m. to discuss, consider, and take possible action regarding utility (water/sewer/Convenience Center) rates, fees and charges

ACTION REQUESTED

Discuss and vote on a motion to call a Joint Special Meeting between the BMIA Board of Trustees and the City Council at 6:00 p.m., August 29th and hereby notify the City Clerk/Secretary of such Joint Special Meeting at least forty-eight (48) hours prior to the meeting.

FISCAL IMPACT

To Be Determined.

BUDGET IMPACT

- Budgeted with available funds (appropriated in the 2024 Budgets)
- Non-Budgeted with additional funds requested
- To Be Determined
- None

LEGAL REVIEW

- N/A
- Required
- Completed Date: _____

EXHIBITS

None.



4





Council Agenda

Business Item No. B-4

DATE: 07/25/2023

TO: *Robert L. Floyd*, City Manager
Blanchard City Council

FROM: *Charlie Largent*, Fire Chief

ITEM: PURCHASE ~ Vehicle.

BACKGROUND:

The Blanchard Fire Department requested funding for the purchase of a unit for the Fire Marshal. The City Council approved the FYE2024 Budget appropriating \$53,386.00 for the purchase of a 2024 Ford F250 SuperCrew.

This vehicle is available to be ordered for \$\$53,386.00 (see Quote dated 7/18/23) under Oklahoma State Contract No. SW0035 thru CONFIDENCE FORD in NORMAN. The BMC at Section 1-402(5)(d) states in part "The City Council or the Trust may contract for the following without giving an opportunity for competitive bidding or without requesting quotations:

- d. Supplies, materials or contractual services that have been bid through the Purchasing Agency of the state of Oklahoma."

Therefore, it is requested that the City Manager be authorized to solicit financing from the local banks at a rate and term favorable to the City. This will allow spreading the costs over a number of years not to exceed five (5) years plus add financing of certain equipment if necessary.

FISCAL IMPACT:

Will have to do a lease purchase or cash.

LEGAL REVIEW:

N/A Required Completed Date: _____

ACTION REQUESTED:

Discussion, consideration, and possible action, including, but not limited to, the approval, denial, amendment, revision or conditional approval, in whole or in part of authorizing the lease-purchase of a 2024 F250 SuperCrew in the amount of \$53,386.00 from the state contract.

EXHIBITS:

Vehicle Quote.

Category #25101507

Item # 100009355

Dealer Name: CONFIDENCE FORD NORMAN

Make Bidding: FORD

3/4 Ton Crew Cab Truck

Model Bidding: F-250 SUPERCREW

Model Code: 2024 W2A

Body & Chassis	Minimum Req.	Enter Vehicle Specifications and Manufacturer Option Codes
Gross Vehicle Weight Rating	9000 # GVW	10000#
Wheelbase/CA	List Standard CA:	160" / 40" CA
Crew Cab Bed Length	Standard Bed - 6 1/2'	YES 6 3/4'
Engine		
Engine Type (Cylinder/Liter	8 Cyl/List HP/Specs	6.8 L V8/ 405 HP
Alternate Fuel Engine	List Type	TBD
Transmission		
Automatic	4 Speed Automatic/List Type	10 SPEED AUTOMATIC WITH SELECT SHIFT
Drive Axle		
Primary Drive Axle	Rear Wheel Drive	YES
Differential Type/Ratio	Reg. / List Ratio	3.73 /
Electrical		
Alternator/Min (amps)	Mfg. Std. List Size	160 AMP
Battery min. (CCA)	Mfg. Std. List Size	750 CCA
Fuel		
Fuel Capacity min Liters(Gals)	Mfg. Std. List Amount in Gallons	34 GALLONS
Exterior		
Paint	One Color Paint	YES
Mirrors	Power Mirrors	YES
Doors & Windows		
Doors	4 Doors	YES
Door Locks	Power Locks, Keyless Entry	YES
Windows	Power Windows	YES
Floor		
Floor Covering	Vinyl/Rubber	YES
Interior		
Air Conditioning	Front AC Req.	YES
Radio	AM/FM	YES
Tilt & Cruise	Tilt Wheel & Cruise Control	YES
Seats		
Seating Capacity min.	5 Passenger	6 PASSENGER 40/20/40
Seats	Cloth Bench Seat	YES 1S
Rear Seat	Cloth Bench Seat	YES 1S
Safety		
Brakes	4 Wheel Antilock/ List Disc/Drums	4 WHELL ABS DISC
Restraint System All Pass	Req.	YES
Air Bags Both Sides	Req.	YES
Tires & Wheels		
Tires & Wheels	Mfg. Std. List Size	LT245/75R17E
Spare	Full Size Spare	YES
Warranty		
Bumper to Bumper Warranty	List Warranty	3 YEARS OR 36000 MILES
Drive Train Warranty	List Warranty	5 YEARS OR 60000 MILES
	PURCHASE PRICE: CREW CAB	\$48,417
	3YR LEASE PRICE - CREW CAB	\$1,458
	4YR LEASE PRICE - CREW CAB	\$1,124
	5YR LEASE PRICE - CREW CAB	\$923
	MSRP PRICE OF BASE VEHICLE	\$50,855

+\$4969.00
\$53,386.00

Category #25101507
Item # 100009355

Dealer Name: CONFIDENCE FORD NORMAN
Make Bidding: FORD

3/4 Ton Crew Cab Truck

Model Bidding: F-250 SUPERCREW
Model Code: 2024 W2A

		Mfg Codes / Notes	Purchase Price	3 Yr Lease Price	4 Yr Lease Price	5 Yr Lease Price
Body & Chassis						
Shorter Bed	Short Bed - List Length	n/a	\$0	\$0	\$0	\$0
Longer Bed	Long Bed - List Length	8' 176" wb	\$200	\$6	\$5	\$4
Bed Delete	Delete Bed	66D	\$569	\$17	\$13	\$11
Engine						
Diesel Engine	Add Diesel Engine List /Cyl/Liters/HP	99T - 6.7L V8 PowerStroke Turbo Diesel 475hp	\$9,995	\$301	\$232	\$190
Transmission						
Four Wheel Drive	Add Four Wheel Drive (4WD) w/ skid plates	W2B + 17X + 17Z	\$4,290	\$129	\$100	\$82
Transmission	Add 5 Speed Manual Trans.	n/a	\$0	\$0	\$0	\$0
PTO	Add PTO Provision	62R - Must Change Engine to 7.3L or 6.7L Diesel	\$280	\$8	\$6	\$5
Drive Axle						
Differential Type/Ratio	Add Limited Slip/Locking Diff	X3E E-Lock 3.73	\$430	\$13	\$10	\$8
Ratio	Optional Rear Ratio List	X4M E-Lock 4.30	\$430	\$13	\$10	\$8
Electrical						
Larger Alternator	Larger Alternator List Amps	67B 240 Amp	\$85	\$3	\$2	\$2
Dual Alternator	Add Dual Alternator List Amps	67D 397 Amp - Must upgrade engine to 6.7L or 7.3L	\$115	\$3	\$3	\$2
Dual Battery	Add Dual Batteries	86M	\$210	\$6	\$5	\$4
Power Supply	Add 12 Volt Power Supply to Cab	43C 110V/400W Outlet	\$175	\$5	\$4	\$3
Lights	Add Daytime Running Lights	n/a	\$0	\$0	\$0	\$0
Lights	Disable Daytime Running Lights	Standard from Factory	\$0	\$0	\$0	\$0
Block Heater	Add Block Heater	41H	\$100	\$3	\$2	\$2
Exterior						
Side Steps	Black	18B	\$445	\$13	\$10	\$8
Side Steps	Chrome	18C	\$695	\$21	\$16	\$13
Front Bumper	Add Chrome Front Bumper	17C + 96V	\$1,465	\$44	\$34	\$28
Rear Bumper	Add Chrome Rear Bumper	Ordered with Front Bumper	\$0	\$0	\$0	\$0
Mirrors	Trailer Mirrors	Standard	\$0	\$0	\$0	\$0
Doors & Windows						
Door Locks & Windows	Delete Power Door Locks/Windows	n/a	\$0	\$0	\$0	\$0
Locks	Delete Keyless Entry	n/a	\$0	\$0	\$0	\$0
Locks	Add Burglar Alarm	Standard from Factory	\$0	\$0	\$0	\$0
Keys	Cost of Additional Keys	CFN 1 KeyFob	\$399	\$12	\$9	\$8
Tinted Windows	Add Deep Tinted Glass	CFN V	\$699	\$21	\$16	\$13
Floor						
Floor Covering	Carpet with Floor Mats	17S STX Appearance Package	\$5,115	\$154	\$119	\$97
Mats	HD Floor Mats/ Husky Type Front Only - Available only when ordered with carpet	16S	\$135	\$4	\$3	\$3
Interior						
Air Conditioning	Delete AC	n/a Standard from Factory	\$0	\$0	\$0	\$0
Radio	Add AM/FM CD	n/a	\$0	\$0	\$0	\$0
Other	Smoker Pkg.	n/a	\$0	\$0	\$0	\$0
Upgrade	Upgrade to next Model Level	XLT (Ask about STX package to save)	\$6,750	\$203	\$157	\$129
Special Services Package	Special Services Package Model Change	n/a	\$0	\$0	\$0	\$0
Seats						
Bucket Seats	Add Bucket Seats with Console	Option 4S 40/mini console/40	\$615	\$19	\$14	\$12
Seats	Delete Cloth	Option AS	-\$91	-\$3	-\$2	-\$2
Tires & Wheels						
Tires & Wheels	All Terrain Tires	TBM LT245/75Rx17E BSW A/T	\$165	\$5	\$4	\$3
Wheels	Add Chrome/Aluminium	642 20" Cast Aluminium	\$1,420	\$43	\$33	\$27
Spare Tire Lock	Add Factory Spare Tire Lock	standard	\$0	\$0	\$0	\$0
Towing						
Hitch	Add Hitch Wiring, Receiver	Standard from Factory	\$0	\$0	\$0	\$0
Electric Brake Controller	Add Electric Brake Controller	Standard from Factory	\$0	\$0	\$0	\$0
Hooks	Add Front Tow Hooks	Standard	\$0	\$0	\$0	\$0
Upfitter Switches	Add Factory Upfitter Switches	66S	\$165	\$5	\$4	\$3
Delivery						
Delivery Cost	Price to Deliver Truck more than 150 miles	\$2.00 per mile				
Other						
Options not listed	Discount off MSRP for options not listed	4% off Not Listed Items and or Trim Level Price Diff.				



5





City Agenda

City Item No. B-5

DATE: 25 July 2023

TO: *Robert L. Floyd*, Blanchard City Manager

FROM: *Steve Rhodes – Police Chief*

ITEM: Lease-Purchase of 2023 Chevy Tahoe

BACKGROUND:

The Blanchard Police Department requested funding for the replacement of two (2) vehicles. The City Council approved the FYE2024 Budget appropriating \$88,000 for the purchase of two (2) vehicles, one of them being for the Chief of Police to replace his 2014 Ford Explorer.

This vehicle is a 2023 Chevy Tahoe PPV 4x4 and is available for \$42,917.60 (see Quote #000Q11719 dtd 07/11/2023 with an expiration of 07/18/2023) under Oklahoma State Contract SW035 thru John Vance Fleet Services in Guthrie, OK. This is the only 2023 Chevy Tahoe I have located in the state and they are only holding this vehicle for two (2) weeks and it will be sold to another agency. I have spoken to every other Fleet Service in the state and was told the order opening for the 2024 Chevy Tahoe will open in September with a potential delivery date of next year. In addition, the prices will increase in upwards of \$8,000.00 dollars due to the manufacturer cutting rebates.

Therefore, it is requested that the City Manager be authorized to use approved funding for vehicles from the FYE2024 Budget to make this purchase. The approved funds for vehicles in FYE Budget 2023-24 under account number 105-12-6425 for \$88,000 dollars.

The BMC at Section 1-402(5)(d) states in part “The City Council or the Trust may contract for the following without giving an opportunity for competitive bidding or without requesting quotations:

- d. Supplies, materials or contractual services that have been bid through

the Purchasing Agency of the state of Oklahoma.”

Therefore, it is requested that the City Manager be authorized to solicit financing from the local banks at a rate and term favorable to the City. This will allow spreading the costs over a number of years not to exceed five (5) years plus add financing of certain equipment if necessary.

FISCAL IMPACT:

Will do a lease purchase or cash, if interest rates are favorable.

LEGAL REVIEW:

N/A Required

ACTION REQUESTED:

Discussion, consideration and possible action, including, but not limited to, the approval, denial, amendment, revision or conditional approval of authorizing the lease-purchase of a 2023 Chevy Tahoe PPV 4x4 in the amount of \$42,917.60 under the state contract.

EXHIBITS:

Vehicle Quote.

Vehicle Photos

State Contract between the state of Oklahoma and John Vance Fleet Services.

VANCE CHEVROLET BUICK, GMC OF MIAMI

FLEET & GOVERNMENT SALES
PO BOX 400, GUTHRIE, OK 73044
405-282-3800
OK Vendor # 0000552011



QUOTE

DATE 7/11/2023
QUOTE NUMBER 000Q11719
EXPIRATION DATE 7/18/2023
SHIP VIA Factory Order
TERMS SW035 - STATE CONTRACT
PO NUMBER

SOLD TO:

Blanchard Police Department
Steve Rhodes
117 W Broadway St
Blanchard, OK 73010

SHIP TO:

Blanchard Police Department
Steve Rhodes
117 W Broadway St
Blanchard, OK 73010

Any Questions? Call 405-282-3800
Shauna Ford

shauna@vancefleet.com

Qty	OPTION	Description	Unit Price	Ext. Price
1	CK10706	2023 CHEVROLET TAHOE	\$38,120.00	\$38,120.00
1	4WD/RC1	4 WHEEL DRIVE/ SKID PLATE	\$3,236.00	\$3,236.00
1	9C1	POLICE PURSUIT VEHICLE	\$0.00	\$0.00
1	L84	ENGINE: 5.3 ECOTEC V8	\$0.00	\$0.00
1	MHU	10 SPEED AUTOMATIC	\$0.00	\$0.00
1	6C7	LIGHTING, RED AND WHITE FRONT AUX DOME	\$0.00	\$0.00
1	6J3/6J4	WIRING, GRILL LAMPS AND SIREN SPEAKER, HORN AND SIREN CIRCUIT	\$275.00	\$275.00
1	6J7	FLASHER SYSTEM, HEADLAMP AND TAILLAMP	\$0.00	\$0.00
1	7X3	LEFT HAND SPOTLAMP	\$0.00	\$0.00
1	9G8	DAYTIME RUNNING LAMPS AND AUTO HEADLAMP CONTROL DELETE	\$50.00	\$50.00
1	AMF	ADDITIONAL KEY/FOB	\$248.00	\$248.00
1	BG9	RUBBERIZED VINYL FLOOR	\$0.00	\$0.00
1	BTV	REMOTE VEHICLE START W/ KEYLESS ENTRY	\$300.00	\$300.00
1	BVE	ASSIST STEPS	\$0.00	\$0.00
1	I0R	AUDIO SYSTEMS 8" COLOR TOUCH SCREEN w/ BLUETOOTH CONNECTION	\$0.00	\$0.00
1	PXT	WHEELS: 20" STEEL	\$0.00	\$0.00
1	XCS	TIRES: 275/55R20 ALL SEASON	\$0.00	\$0.00
1	UN9	RADIO SUPPRESSION PACKAGE	\$91.20	\$91.20
1	UT7	GROUND WIRES	\$0.00	\$0.00
1	V76	RECOVERY HOOKS	\$50.00	\$50.00
1	5J0	FRONT PARK ASSIST DISABLE	\$0.00	\$0.00
1	KLC	K-LOCK: REAR HATCH KEY LOCK (MSRP: \$440 -4%)	\$422.40	\$422.40
1	TINT	TINT FRONT TO MATCH BACK	\$125.00	\$125.00
1	5T5/AZ3	SEATS: FRONT 40/20/40 CLOTH, REAR VINYL	\$0.00	\$0.00
1	HIT	INTERIOR: JET BLACK	\$0.00	\$0.00
1	GBA	EXTERIOR: BLACK	\$0.00	\$0.00
SubTotal				\$42,917.60

Accepted By: _____

Terms:

- THIS QUOTE DOES NOT GUARANTEE THE FACTORY WILL BUILD THE VEHICLE.
 1) TAG & TAXES ARE NOT INCLUDED UNLESS ITEMIZED ON QUOTE
 2) ALL REBATES & INCENTIVES HAVE BEEN INCLUDED IN TOTAL PRICE.
 3) PURCHASE ORDER REQUIRED TO ORDER VEHICLE
 4) BALANCE DUE AT DELIVERY UNLESS PREVIOUS ARRANGEMENTS HAVE BEEN

SUB-TOTAL \$42,917.60
TAG/TAXES \$0.00
TOTAL DUE \$42,917.60











STATE OF OKLAHOMA STATEWIDE CONTRACT WITH VANCE CHEVROLET

This State of Oklahoma Statewide Contract (“Contract”) is entered into between the state of Oklahoma by and through the Office of Management and Enterprise Services and Vance Chevrolet (“Supplier”) and is effective February 8, 2021.

Purpose

The State is awarding this Contract to Supplier for the provision of vehicle purchases, as more particularly described in certain Contract Documents. Supplier submitted a proposal which contained no exceptions to the Solicitation. This Contract memorializes the agreement of the parties with respect to negotiated terms of the Contract that is being awarded to Supplier.

Now, therefore, in consideration of the foregoing and the mutual promises set forth herein, the receipt and sufficiency of which are hereby acknowledged the parties agree as follows:

1. The parties agree that Supplier has not yet begun performance of work under this Contract. Upon full execution of this Contract, Supplier may begin work. Issuance of a purchase order is required prior to payment to a Supplier.
2. The following Contract Documents are attached hereto and incorporated herein:
 - 2.1. Solicitation, Attachment A
 - 2.1.A. Exhibit 1
 - 2.2. General Terms, Attachment B;
 - 2.3. Statewide Specific Terms Attachment C;
 - 2.4. Intentionally Omitted, Attachment D;
 - 2.5. Bid Portion, Attachment E and
 - 2.6. Intentionally Omitted, Attachment F.
3. Any reference to a Contract Document refers to such Contract Document as it may have been amended. If and to the extent any provision is in multiple documents and addresses the same or substantially the same subject matter but does not create an actual conflict, the more recent provision is deemed to supersede earlier versions.

**STATE OF OKLAHOMA
by and through the
OFFICE OF MANAGEMENT AND
ENTERPRISE SERVICES**

VANCE CHEVROLET

By: Dan Sivard

Name: Dan Sivard

Title: State Purchasing Director

Date: 02/03/2021

By: Cameron Colter
Cameron Colter (Feb 3, 2021 13:23 CST)

Name: CAMERON COLTER

Title: FLEET MANAGER

Date: 02/03/2021



6





City Agenda

City Item No. B-6

DATE: 25 July 2023

TO: *Robert L. Floyd*, Blanchard City Manager

FROM: *Tabatha Thrash* – Dispatch Supervisor
Daniel Ofsthun – Finance Director

ITEM: Purchase two (2) upgraded Radio Consoles with all Hardware/Software and install, warranty, and scout care.

BACKGROUND:

The main terminal (the radio console), in Blanchard's PSAP, was install over 12 years ago with an update in 2016. Over the course of the last year, radio issues with the main terminal has persisted on a daily basis. The system stops working during shifts, it has updates that cannot be updated, error reports generate frequently, and it is getting more difficult to hear emergency personnel in the field. The issue with main terminal is that it is aging, has out-of-date software, a tower running a much older operating system, there is no redundancies, and most IT support cannot work on the current system.

Unfortunately, the Emergency Communications Center (ECC) has piecemealed as much as they can without IT support and we have spent over \$4,500 in IT trying to keep the radio console working. The last time the system stopped working, IT told us that they will no longer be able to support the aging system.

Additionally, the Blanchard PSAP has recently taken on the Town of Dibble's dispatching and has been approached by other agencies to assist in dispatching for their emergency personnel. If so, we need an upgraded system to handle all the agencies as well as our own needs. The current system does not have the capacity to handle additional agencies.

ACOG does not provide any technology for radio recordings so we need to upgrade our recording system with a new radio system.

Lastly, we need redundancies in our system. We only have the one console and if it goes down, we are unable to communicate with our emergency personnel in the field. It is the recommendation of the department and the other agencies to have

a second separated console station that can be used in the event the main terminal console is busy or goes down. Also during a crisis or major event, having the second console will help dispatch with the call volume during the event or crisis and allow for additional dispatch personnel to assist with the on-duty personnel. A second station can also help with training without interrupting personnel on duty. This quote will give us two stations: Main Terminal and Station 2 for backup.

The City has reached out to a number of radio companies and Motorola is the only local company that provides everything that an ECC would need for communication between police, fire, EMS, code enforcement, and animal control.

Motorola will provide the entire Scout Console, headsets, footswitch, Avtec software, computer tower, monitor, Redundant VPGate Software, radio ports, hardware, racking equipment, share equipment, and a free one (1) year warranty (Scoutcare). See attached Exhibit 2.

Motorola is on the state contract, therefore, competitive bidding is not required. The State Contract Number is SW1053M. See attached Exhibit 1.

Motorola provides additional warranty up to four (4) years (after the first year). It is recommended but not required to purchase. The warranty for year two (2) to five (5) will be based on a flat rate divided by four (4) years and will be charged each year (see the Fiscal Impact for the costs). If the City chooses to include the additional warranty, the price will be set at the time of the contract. If the City chooses not to include the additional warranty, but later decides to add it the price may be different. If no additional warranty is purchased, the cost for tech support will be \$250.00 an hour.

FISCAL IMPACT:

Motorola's quote (See attached Exhibit 2), is \$162,365.17. This will include set up, all software and hardware, spare parts, the one year warranty (Scoutcare), and training. If we choose to add the additional four (4) years, the quote for that is an additional \$46,846.48. This will be divided up into four (4) year increments and paid at the beginning of each Fiscal Year. Each year the city will pay \$11,711.62 for Scoutcare.

The City may have to hire an electrician to evaluate and upgrade as needed. The electrical needs of the new console may be too low or aging to handle the new equipment. There are no cost estimates yet for this part of the quote.

The Department recommends paying the \$162,365.17 and reevaluating at the end of the year the need for Scoutcare for the next four (4) years.

The City recommends paying for the new equipment and software in the following manner:

Police Department pay a portion, Dispatch Communications pay a larger portion, and Fire pay a portion, the remaining portion will be borrowed from the Emergency Management Fund, as follows:

Police Pay	\$ 25,000.00
Fire Pay	\$ 20,000.00
Communications Pay	\$ 50,000.00
Borrow from the Emergency Management fund	<u>\$ 67,365.17</u>
	\$162,365.17

When the City starts receiving 9-1-1 fees in early 2024, the Emergency Communications Center (ECC) will pay back the Emergency Management Fund using these 9-1-1 fees.

LEGAL REVIEW:

N/A Required

ACTION REQUESTED:

Discussion, consideration and possible action, including, but not limited to, the approval, denial, amendment, revision or conditional approval of the purchase or the lease-purchase of a new 911 radio console.

EXHIBITS:

1. State Contract
2. Quote



Official signed contract documents are on file with OMES Central Purchasing.

Contract title: Public Safety Communications Products, Services, and Solutions

Contract Number: SW1053M

Date of Contract issuance: 11/21/2022

Contract period: 11/21/2022 through 11/20/2023

Agreement period: 11/21/2022 through 11/20/2027

Type of contract: Mandatory Non-Mandatory

OMES Central Purchasing contact: Marc Brown

Title: Contracting Officer

Phone: (405) - 521 - 6669

Email: marc.brown@omes.ok.gov

Supplier name: Motorola Solutions Inc.

Supplier ID #: 0000069200

Contract ID #: 6695

Supplier Point of Contact: Jason Smalley

Supplier address: 500 W Monroe St.

City: Chicago

State: IL

Zip Code: 60661 - 3671

Phone #: 1 - 918 - 808 - 1669

Email: Jason.smalley@motorolasolutions.com

Contract Overview:

Motorola Solutions Inc. has been awarded a statewide contract for Public Safety Communications Products, Services and Solutions. Details on services, warranty, software options along with products and pricing are available on the state webpage.

Authorized Users: All state departments, boards, commissions, agencies, institutions, counties, school districts, municipalities and tribal governments which may avail themselves of this contract.

How to order:

1. For product and pricing information review awarded contract documents.
2. Request a quote from the supplier or any approved authorized dealer. All quotes must reference SW1053M.
3. Generate a purchase order made payable to the supplier. Purchase order must reference the statewide contract number SW1053M.
4. Email your purchase order to the designated supplier sales representative.

Available Brands:

Motorola Solutions Inc. is authorized to sell ONLY products they manufacture.

Available Products and Services:

Only approved products will display on the products/pricing document. They may sell products in the following sub-categories; P25 single-band portable, mobile and desktop radios; P25 multi-band mobile and desktop radios; Non-P25 Conventional Analog portable, mobile, desktop and base station repeater radios. Watch Guard products if listed.

Authorized Dealer/Reseller(s):

Resellers possibly added at later date via request from Motorola Solutions Inc.



OKLAHOMA

CONTRACT State of Oklahoma

Dispatch via Print

Supplier 0000069200
MOTOROLA SOLUTIONS INC
500 W MONROE ST
CHICAGO IL 60661-3671
USA

Contract ID 000000000000000000006695		Page 1 of 1	
Contract Dates 11/21/2022 to 11/20/2023	Currency USD	Rate Type CRRNT	Rate Date PO Date
Description: SW1053M Public Safety Comm.		Contract Maximum 0.00	
Allow Open Item Reference			
TYPE: STATEWIDE			

Tax Exempt? Y Tax Exempt ID:736017987

Contract Lines:

Line #	Cat CD / Item ID / Item Desc	UOM	Minimum Order Qty	Amt	Maximum / Open Qty	Amt
1	43191510 / RADIO: Equipment to include Two-Way, Radios, Transmitters, Tranceivers, Mobile, Equipment	EA	1.00	0.00	0.00	0.00
	Contract Base Pricing			0.00000	EA	0001
2	43222619 / Body Worn Video	EA	1.00	0.00	0.00	0.00
	Contract Base Pricing			0.00000	EA	0001
3	43222619 / Vehicle Mounted Video	EA	1.00	0.00	0.00	0.00
	Contract Base Pricing			0.00000	EA	0001
4	71151106 / Video Storage, Data Security, Software and Peripherals	EA	1.00	0.00	0.00	0.00
	Contract Base Pricing			0.00000	EA	0001

COMMENTS:

Contract period: 11/21/2022 - 11/20/2023
Agreement Period: 11/21/2022 - 11/20/2027

Point of Contact: Jason Smalley
Phone: (918) 808-1669
Jason.smalley@motorolasolutions.com

Final = The price is final after adjustments
Hard = Apply adjustments regardless of other adjustments
Skip = Skip adjustments if any other adjustments have been applied

Authorized Signature

Billing Address:
 City of Blanchard
 117 W. Broadway
 Blanchard, OK 73010

Quote Name: City of Blanchard - AVTEC
Quote Date: 2023-07-11
Expiration Date: 2023-09-10
Contract Name: 37435 - OMES, OK SW1053M

Quote Created By:
 Dustin Holt
 dustin.holt@bearcom.com

Customer: City of Blanchard
Contact Name: Tabatha Thrash
Contact Email: dispatch1@cityofblanchard.us
Contact Phone: (405) 485-9391

Terms and Conditions: Net 30 Days

Item Number	Description	Quantity	Unit List Price	Discount %	Unit Sale Price	Ext. Sale Price
CONSOLE (OPERATOR) POSITION HARDWARE/SOFTWARE:						
DSSFWSCOUTE8T1SK	Scout E8 Console - Tier 1 includes a license for a Scout Enterprise Console with Software Audio Package with all features and functionality of Scout EX Console. Scout E8 enables access to maximum of 8 channels concurrently. Includes IRR. Software License version.	2	\$9,090.00	10.00%	\$8,181.00	\$16,362.00
DSACCCPUDTWIN10	PC for Scout Console Packages, Dual NICs, MS Windows 10 Professional 64 bit OS	2	\$2,595.00	10.00%	\$2,335.50	\$4,671.00
DSACCLEDD22WS	LED DISPLAY, 22" WIDESCREEN HDMI INPUT (NON-TOUCH)	2	\$244.00	10.00%	\$219.60	\$439.20
DSACCSBFSWSING	USB PTT Footswitch Accessory Software Media Workstation	2	\$323.00	10.00%	\$290.70	\$581.40
DSACCSBHJBNENA	Avtec USB Headset/handset jack box (single jack), Integrates NENA phone at the operators position with Scout. Requires Scout version 4.11 or later running Software Media Workstation.	2	\$1,033.00	10.00%	\$929.70	\$1,859.40
DSACCSBMIC	Avtec USB Desk Mic for software console.	2	\$776.00	10.00%	\$698.40	\$1,396.80
DSACCSBSPK2	Avtec USB dual speaker kit for software console	2	\$1,162.00	10.00%	\$1,045.80	\$2,091.60
DSUSBHUB10	10 Port USB Hub, USB 3.0	2	\$165.00	10.00%	\$148.50	\$297.00
DSACCHEDBASEWLS6W	Plantronics CA22CD Wireless PTT Headset Base. Headset top is sold separately.	2	\$849.00	10.00%	\$764.10	\$1,528.20
DSACCHEDTOPSINGNC	Headset top, Single Ear with noise canceling microphone. Requires base.	10	\$117.00	10.00%	\$105.30	\$1,053.00
GATEWAYS AND ENDPOINT HARDWARE/SOFTWARE:						
DSSFVWVPGLOSK	Redundant VPGate Software License for a maximum of 24 endpoints; up to 12 may be "B" Licenses. Software license version.	1	\$8,868.00	10.00%	\$7,981.20	\$7,981.20
DSACCCPUSTD2019	1 Rack Unit (1RU) Server Solid State hard drive, Windows 2019 Server OS, TPM 2.0. Requires additional package for monitor, keyboard, etc. (DISP-XXXX)	2	\$7,675.00	10.00%	\$6,907.50	\$13,815.00
DSOUTPOSTPLUS2R	OUTPOSTPLUS RADIO GATEWAY, VOIP, 2 PORT, POE, P/S NOT INCLUDED.	2	\$2,435.00	10.00%	\$2,191.50	\$4,383.00

DSOUTPOSTPLUSCFG	OUTPOSTPLUS CONFIGURATION TOOL. 1 REQUIRED PER SITE.	1	\$214.00	10.00%	\$192.60	\$192.60
DSOUTPOSTPLUSAPXMO	OUTPOSTPLUS KIT TO ADD SUPPORT FOR (1) EACH MOTOROLA APX MOBILE ENDPOINT. INCLUDES LICENSE AND CABLE.	1	\$1,104.00	10.00%	\$993.60	\$993.60
DSOUTPOSTPLUSXPR	OUTPOSTPLUS KIT TO ADD SUPPORT FOR (1) EACH MOTOROLA XPR ENDPOINT. INCLUDES LICENSE AND CABLE.	2	\$1,104.00	10.00%	\$993.60	\$1,987.20
DSACCNETWK24PSFP	24G-Port PoE+ 1U Managed Ethernet Switch with 4 SFP Slots	1	\$3,847.00	10.00%	\$3,462.30	\$3,462.30
RACKING EQUIPMENT:						
DSOUTPOSTPLUSPSNA	OUTPOSTPLUS POWER SUPPLY, WITH POWER CORD FOR NA.	2	\$107.00	10.00%	\$96.30	\$192.60
DSOUTPOSTPLUSSHLF	OUTPOSTPLUS RACKMOUNT SHELF (HOLDS 2 UNITS).	1	\$214.00	10.00%	\$192.60	\$192.60
DSACC-MTG-1U-RR	KIT TO MOUNT VPGATE COMPUTER IN 19" RACK 1 RU.	2	\$250.00	10.00%	\$225.00	\$450.00
LOGGING RECORDER						
DSVLEVENTIDE	CUSTOM VOICE LOGGING RECORDER W/ PARTNER EVENTIDE	1	\$28,080.00	10.00%	\$25,272.00	\$25,272.00
DSVLEVENTIDEWNTY	CUSTOMIZED WARRANTY FOR VOICE LOGGING RECORDER WITH PARTNER EVENTIDE	1	\$828.00	10.00%	\$745.20	\$745.20
RECOMMENDED SPARE EQUIPMENT:						
DSACCUSBFWSWING	AVTEC ONLY: USB PTT FOOTSWITCH ACCESSORY.	1	\$323.00	10.00%	\$290.70	\$290.70
DSUSBHUB10	AVTEC ONLY:10 PORT USB HUB, USB 3.0.	1	\$165.00		\$148.50	\$148.50
DSACCUSBSPK2	AVTEC USB DUAL SPEAKER KIT FOR SOFTWARE CONSOLE.	1	\$1,162.00	10.00%	\$1,045.80	\$1,045.80
DSOUTPOSTPLUS2R	OUTPOSTPLUS RADIO GATEWAY, VOIP, 2 PORT, POE.	1	\$2,435.00	10.00%	\$2,191.50	\$2,191.50
DSOUTPOSTPLUSPSNA	OUTPOSTPLUS POWER SUPPLY, WITH POWER CORD FOR NA.	1	\$107.00	10.00%	\$96.30	\$96.30
DSACCUSBMIC	AVTEC USB DESK MIC FOR SOFTWARE CONSOLE.	1	\$776.00	10.00%	\$698.40	\$698.40
DSACC-HEDBASEWLS6W	AVTEC ONLY: PLNTRNICS CA12CD WIRELESS PTT HEADSET BASE.	1	\$849.00	10.00%	\$764.10	\$764.10
YEAR 1 SCOUTCARE (INCLUDED FREE):						
DSSCOUTCARET1	YEAR1 SCOUTCARE SOFTWARE: INCLUDES NO CHARGE SOFTWARE MAINTENANCE, 24/7/365 TECHNICAL SUPPORT, AND WEB PORTAL ACCESS.	1	\$14,304.00		\$0.00	\$0.00
DSHARDWARE	YEAR1 SCOUTCARE HARDWARE: SCOUTCARE HARDWARE OPTION: ANNUAL EXTENDED MAINTENANCE PROGRAM FOR HARDWARE REPAIRS. SCOUTCARE IS A PREREQUISITE FOR THE HARDWARE OPTION TO BECOME EFFECTIVE.	1	\$3,702.00		\$0.00	\$0.00
YEAR 1 ONSITE SERVICE:						
LSV00Q00203A	YEAR-1 ONSITE SERVICE RECORDER 1 Year Custom Logging Recorder Onsite Site Service	1	\$923.07		\$923.07	\$923.07
LSV00Q00203A	YEAR-1 SCOUTCARE ONSITE: 1 YEAR ONSITE SUPPORT FOR AVTEC CONSOLE ONLY.	1	\$3,692.30		\$3,692.30	\$3,692.30
XPR 5550 CONTROL STATIONS:						
AAM28JQN9RA1AN	XPR 5550E 136-174M 45W GOB BT/GNSS/WIFI CD	2	\$1,445.00		\$1,300.50	\$2,601.00
STDESS0511AA	5-year essential repair warranty	2	\$0.00		\$0.00	\$0.00
APX 4500 CONTROL STATION:						

M22URS9PW1BN	APX 4500 Enhance 700/800 MHZ Mobile	1	\$2,117.44		\$1,545.73	\$1,545.73
G24AX	ENH: 3 year Essential Repair	1	\$216.00		\$216.00	\$216.00
W665BF	Base Station OP APX	1	\$77.00		\$56.21	\$56.21
G91AF	Central Station Power Supply	1	\$296.00		\$216.08	\$216.08
G66BF	Mount	1	\$138.00		\$100.74	\$100.74
GA00580AA	TDMA Operation	1	\$495.00		\$361.35	\$361.35
QA02756AD	3600 or 9600 Trunking Baud Single System	1	\$1,727.00		\$1,260.71	\$1,260.71
G843AH	AES Encryption and ADP	1	\$523.00		\$381.79	\$381.79
W382AM	Control Station Desk GCAI	1	\$186.00		\$135.78	\$135.78
G387AD	Multi Cast Voting Scan	1	\$220.00		\$160.60	\$160.60
W969BG	Multikey Operation	1	\$363.00		\$264.99	\$264.99
GA00804AA	APX O2 CH	1	\$541.00		\$394.93	\$394.93

INTEGRATION SERVICES:

SVC01SVC1102C	DISPATCH SERVICE	2	\$432.00		\$432.00	\$864.00
LSV00Q00203A	INTEGRATION SERVICES FOR SYSTEM CONFIGURATION, STAGING, INSTALLATION, OPTIMIZATION.	1	\$54,007.69		\$54,007.69	\$54,007.69

\$162,365.17
\$0.00
\$0.00
\$162,365.17

Item Number	Description	Quantity	Unit List Price		Unit Sale Price	Ext. Sale Price
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RECOMMENDED SCOUTCARE AND ONSITE SERVICE YEARS 2 THRU 5:

DSSCOUTCARET1	SCOUTCARE SOFTWARE: INCLUDES NO CHARGE SOFTWARE MAINTENANCE, 24/7/365 TECHNICAL SUPPORT, AND WEB PORTAL ACCESS.	4	\$5,316.25		\$5,316.25	\$21,265.00
DSHARDWARE	SCOUTCARE HARDWARE: SCOUTCARE HARDWARE OPTION: ANNUAL EXTENDED MAINTENANCE PROGRAM FOR HARDWARE REPAIRS. SCOUTCARE IS A PREREQUISITE FOR THE HARDWARE OPTION TO BECOME EFFECTIVE.	4	\$1,780.00		\$1,780.00	\$7,120.00
LSV00Q00203A	ONSITE SERVICE RECORDER: 1 YEAR CUSTOM LOGGING RECORDER ONSITE SERVICE.	4	\$923.07		\$923.07	\$3,692.28
LSV00Q00203A	SCOUTCARE ONSITE: 1 YEAR ONSITE SUPPORT FOR AVTEC CONSOLE ONLY.	4	\$3,692.30		\$3,692.30	\$14,769.20

\$46,846.48

Grand Total with Recommended Scoutcare \$209,211.65

SUMMARY:

1. Program and install new AVTEC console system with (2) Op positions at dispatch.
2. (1) network switch is required.
3. Program and install (2) local control XPR Control Stations.
4. Provide and install (1) APX 800MHz control station.
5. Customer will get ID assign to them from OKWIN. Any programming is the customer responsibility (DPS to Program).
6. Utilize existing VHF and 800 antenna systems.
7. Fabricate RF jumpers to utilize existing antenna system
8. Install new equipment rack in the dispatch office next to the existing desks.
9. Install a new Eventide Logging recorder for IP AVTEC logging

ASSUMPTIONS:

1. Customer will provide adequate electrical to the new equipment rack.
2. Existing antenna systems will be used for all new control station
3. Tower Crew, Electrical work, and manlifts are not included in this quote.



7





Trustee Agenda

Business Item No. B-7

DATE: 25 July 2023

TO: *Robert L. Floyd*, Blanchard City Manager

FROM: *David Standridge* – Public Works Director
Daniel Ofsthun – Finance Director

ITEM: R.O.W. Brush Mower Purchase with Cash or Lease-Purchase

BACKGROUND:

The Authority needs an excavator brush mower to clear ROW, trim trees in the ROW, and mow ROW. We have solicited 4 companies for Quotes:

- Warren Cat
- Rut Manufacturing
- P&K John Deere
- Bobcat

The following companies have submitted a quote.

- Warren Cat
- Rut Manufacturing
- P&K John Deere

The Authority's specs are as follows:

- 42' with 3 blade
- Connect to 14K excavator
- Can clear 2 inch debris
- Is it available for immediate purchase

For the complete list see Exhibit A, Quote Sheet.

Based on the accessibility of part replacements, Warren Cat is the best quote.

FISCAL IMPACT:

The PWD and Finance Director has reviewed all quotes. Warren Cat is \$9,760.00 and Rut Manufacturing is \$3,400.00. No quote from the others.

Recommend paying for it with cash or Lease purchase.

LEGAL REVIEW:

N/A Required

ACTION REQUESTED:

Discussion, consideration and possible action, including, but not limited to, the approval, denial, amendment, revision or conditional approval of the quotes.

EXHIBITS:

Exhibit A - Quote Sheet with supporting documents



City of Blanchard

122 N MAIN ST • PO BOX 480
BLANCHARD, OK 73010



OFFICE: 405.485.9392
FAX: 405.485.3199

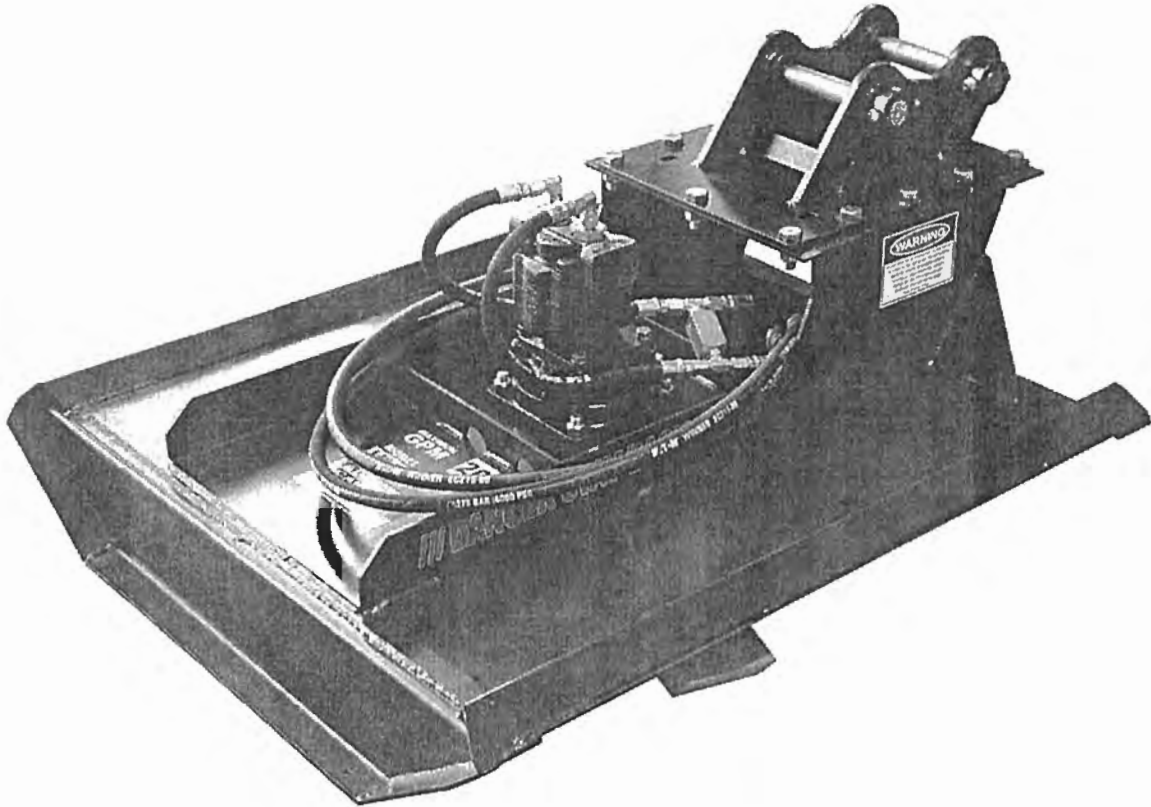
7/20/2023

The Public Works' is requesting to purchase an excavator brush mower. This equipment is used for mowing ROW and trimming trees and brush. The BMIA does not have this piece of equipment capable of trimming and mowing ROW. The Authority has reached out to 4 vendors and has currently received 3 quotes

Excavator Brush Mower	Warren Cat	Rut Manufacturing	P&K John Deere	Bobcat of Goldsby
Price	\$9,760.00	\$3,400.00	\$10,800.00	NO
Make/Model	Blue Diamond	Rut Manufacturing Brand	Diamond Mowers	Bobcat Brand
42' width cutter	YES	YES	NO (40' WIDTH)	
14K excavator or better	YES	YES	YES	
.25 inch deck	YES	YES	YES	
3 blades	YES	YES	YES	
Can Cut 2 inch debris diameter	YES	YES	YES	
Warranty 1 year basic	YES (1 year)	NO	N/A	

The recommendation is for Warren Cat

Rut MFG



(https://rutmfg.com/wp-content/uploads/2023/05/IMG_4782.png)

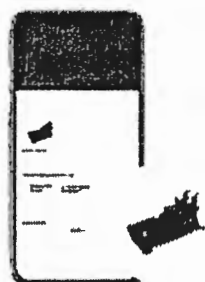
Excavator Brush Mower

From \$3,328

If you've been searching for a brush mower designed to go the distance, Rut Manufacturing's Excavator Brush Mower Cutter attachment is what you've been waiting for. Our Brush Mower is the perfect excavator attachment (<https://rutmfg.com/everything-about-excavator-attachments-mini-excavator-attachments/#typesofexcavatorattachments>) to help maintain ponds, ditches, hillsides, and other hard-to-reach areas. In addition to its diverse capabilities, this mower can cut up to 2" diameter material. Dense shrubs, growth, and bushes are no match for our Excavator Brush Mower. Whether you're mowing briars, small brush, or grass, Rut's brush mower excavator can handle the job efficiently, saving you time and money.

Product Spec Sheet
**Excavator
Brush Mower**

[READ MORE](#)



(<https://rutmfg.com/product-specs-excavator-brush-mower/>)



DESIGN
Heavy Duty



USES
Commercial



PRODUCT WEIGHT
500 - 650 LBS



HYDRAULIC FLOW RATE
11 - 25 GPM



CUTTING WIDTH
36in - 42in



LEAD TIME
4 Weeks (Lead Times Are Accurate)



OPERATION MODE
Hammer Mode / One Way Flow

CHOOSE YOUR OPTIONS

SIZE & WEIGHT : 42" for 7,000 - 14,000 LB EXCAVATORS @ 11-25 GPM

36" for 5,000 - 14,000 LB EXCAVATORS @ 11-25 GPM

42" for 7,000 - 14,000 LB EXCAVATORS @ 11-25 GPM

Clear

\$3,400

ADDITIONAL INFO

Please enter the make and model of your machine (Required)



DIGITAL AUTHORIZATION

CATERPILLAR TELEMATICS DATA AND CAT REMOTE SERVICES-SOFTWARE UPDATES PROCESS FOR SELECT PRODUCT LINK TELEMATICS AND CAT EQUIPMENT CONTROL MODULE SOFTWARE.

Customer equipment has installed devices that transmit data to Caterpillar Inc. ("Caterpillar").

Data transmitted to Caterpillar is used in accordance with Caterpillar's Data Governance Statement ("DGS"), which describes Caterpillar's practices for collecting, sharing and using data and information related to customer's machines, products, Devices or other Assets and their associated worksites. The DGS can be reviewed at <https://www.caterpillar.com/en/legal-notices/data-governance-statement.html>

Caterpillar's process for performing remote diagnostics and making available remote software and firmware updates and upgrades, such as configuration, patches, bug fixes, new or enhanced features, etc., for Assets and Devices is described in the Cat® Remote Services – Software Update Process for select Product Link™ Telematics and Cat Equipment Control Module Software document (the "RSP Document") The RSP Document can be reviewed at https://www.cat.com/remoteservicesprocess?_ga=2.245276421.1412167159.1561985855-475983137.1559312215.

Company acknowledges and agrees to data transmission to Caterpillar via devices installed on Company equipment or by other means as outlined and described in the DGS, and grants to Caterpillar the right to collect, use, and share such information, including to its Distribution Networks or other affiliates, in accordance with the Caterpillar Data Governance Statement . Company's authorization also applies to any data and information previously collected by Caterpillar.

AGREE

DECLINE

Company acknowledges and agrees to participate in Remote Services (including, remote diagnostics and remote updates and upgrades) and authorizes Caterpillar to remotely access, program, and install updates and upgrades for Company's Assets and Devices in accordance with the Remote Services Process Document.

AGREE

DECLINE

The rights granted in this authorization survive the termination or expiration of the Company's subscriptions to any Digital Offerings. Except as set out in a written agreement between Company and Caterpillar expressly referencing the Data Governance Statement, this authorization supercedes and replaces any other authorizations with regard to the subject matter hereof.

CITY OF BLANCHARD ##

Company

CITY OF BLANCHARD #

Company (Print)

Company Representative (Print)

Signature

Date

FOR DEALER USE ONLY
Company UCID
Company Representative CWS ID
Main Store Dealer Code
Dealer Representative Name
Dealer Representative CWS ID



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Complete Attachment Solutions
INTEGRITY

1-888-376-7027

MY ACCOUNT CART

DEALER

P RTA

L

ATTACHMENTS ▾ PARTS DEALER INFO ▾ ABOUT BDA ▾ SUPPORT & RESOURCES ▾

FIND MY DEALER

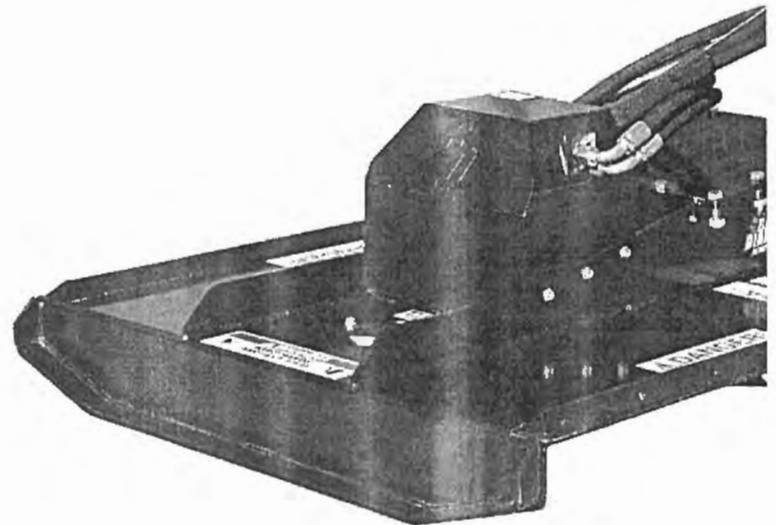
Enter an address or ZIP >

HOME / EXCAVATOR ATTACHMENTS / ALL BRUSH CUTTERS

EXCAVATOR ATTACHMENTS

MINI EXCAVATOR BRUSH CUTTER – HEAVY DUTY

Blue Diamond® Mini Excavator Brush Cutters are a natural extension of our skid steer brush cutter line. The extremely rugged direct drive system has a large flywheel that stores energy and keeps the blades cutting even in difficult conditions. These brush cutters use a 3 blade system with straight AR400 double edged blades. These rugged brush cutters have proven to be top performers paired with a wide range of mini excavators. Rental Recommended.



FEATURES INCLUDE :

- Bidirectional operation
- 1 year warranty
- 3 blades
- 1/4" thick deck
- New greasable direct drive system

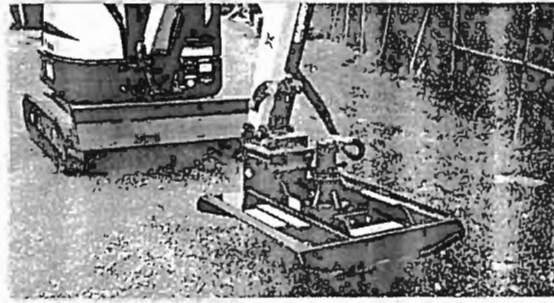
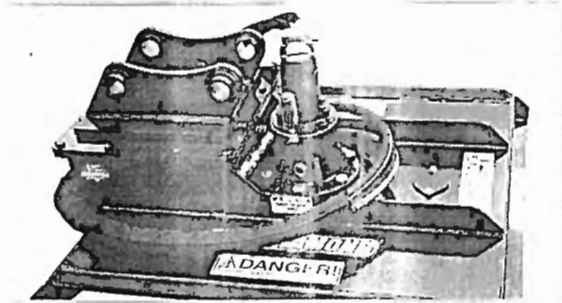
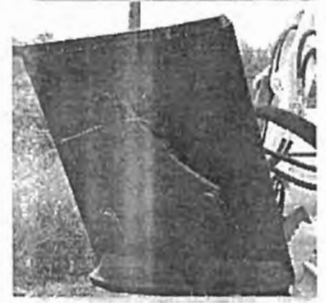
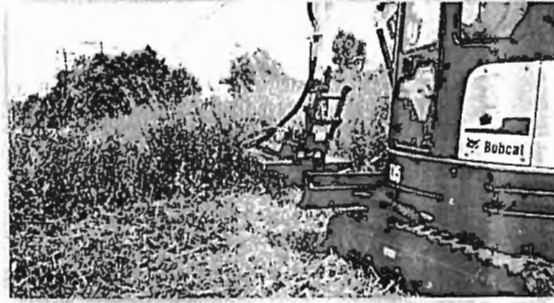
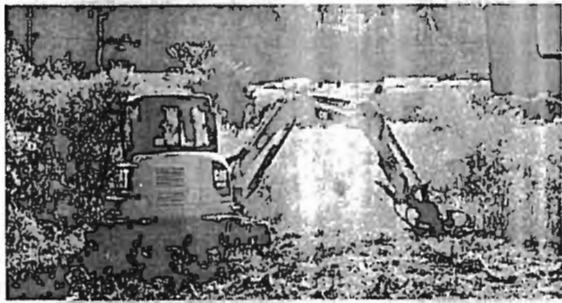
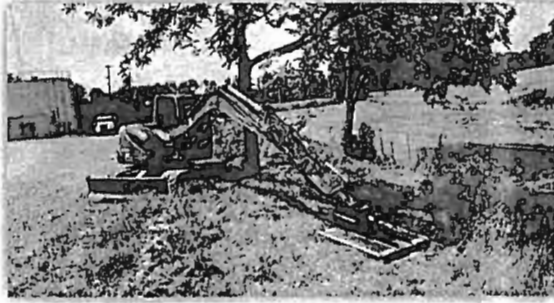
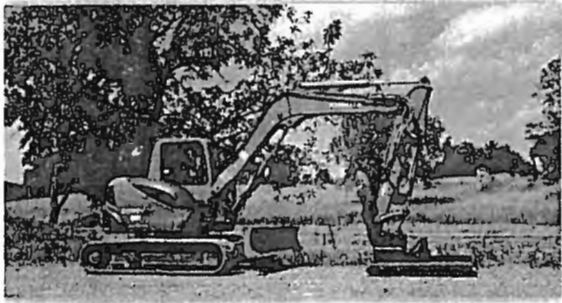
APPLICATIONS:

- Mowing steep banks
- Mowing around ponds

Cutting back brush on roadways
and trails
Reaching over fences and
guardrails

MINI EXCAVATOR BRUSH CUTTER MANUAL

HD MINI EXCAVATOR BRUSH CUTTER SP



PRODUCT SPECS

PART NUMBER	MODEL	WEIGHT (NO MOUNT)	HOST MACHINE SIZE	FLOW RANGE (GPM)
103600	36"	550 lbs	fits 6,000-15,000 lbs	13-28
103610	36"	550 lbs	fits 6,000-15,000 lbs	29-36
103650	42"	625 lbs	fits 7,300-19,000 lbs	13-24
103660	42"	625 lbs	fits 7,300-19,000 lbs	25-31
103709	50"	914 lbs	fits 12,000-19,000 lbs	13-22
103712	50"	914 lbs	fits 12,000-19,000 lbs	23-28
103713	50"	914 lbs	fits 12,000-19,000 lbs	28-33
103714	50"	1,216 lbs	fits 12,000-19,000 lbs	34-41

EXCAVATOR ATTACHMENTS



Quote Id: 29269681

Prepared For:
CITY OF BLANCHARD



Prepared By: **Kevin Lane**

P & K Equipment, Inc.
17759 Us Highway 81
Kingfisher, OK 73750

Tel: 405-375-3111
Fax: 405-375-6467
Email: klane@pkequipment.com

Date: 20 July 2023

Offer Expires: 21 August 2023

Confidential



Quote Summary

Prepared For:

CITY OF BLANCHARD
114 W BROADWAY
BLANCHARD, OK 73010
Business: 405-485-9392
klane@pkequipment.com

Prepared By:

Kevin Lane
P & K Equipment, Inc.
17759 Us Highway 81
Kingfisher, OK 73750
Phone: 405-375-3111
klane@pkequipment.com

Thank you - we appreciate your business!

Prices listed include all applicable bonuses & rebates.

WARRANTY INFORMATION: FOR NEW EQUIPMENT, PLEASE SEE THE MANUFACTURER'S WARRANTY STATEMENT FOR DETAILS. FOR USED EQUIPMENT, EQUIPMENT IS SOLD "AS-IS" WITH NO WARRANTIES EITHER EXPRESSED OR IMPLIED.

By signing below, the customer acknowledges that he/she has received a copy of the operator's manual for new equipment.

Quote Id: 29269681
Created On: 20 July 2023
Last Modified On: 20 July 2023
Expiration Date: 21 August 2023

Equipment Summary	Suggested List	Selling Price	Qty	Extended
DIAMOND ATTACHMENTS DER040-C	\$ 10,800.00	\$ 10,800.00 X	1 =	\$ 10,800.00
Equipment Total				\$ 10,800.00

Quote Summary

Equipment Total	\$ 10,800.00
SubTotal	\$ 10,800.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 10,800.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 10,800.00

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment



Quote Id: 29269681

Customer: CITY OF BLANCHARD

DIAMOND ATTACHMENTS DER040-C

Equipment Notes: OKLAHOMA STATE CONTRACT #SW0196-D1

Suggested List

EXCAVATOR ATTACHMENT MOWERS INCLUDE PIN ON MOUNTING BRACKETS AND PINS. EXCAVATOR MOWERS DO NOT INCLUDE HOSES FROM THE MOTOR TO THE EXCAVATOR ARM AND REQUIRES A 1/2" CASE DRAIN LINE. SAFETY GLASS MANDATORY. THIS PRODUCT MUST NOT BE USED WITHOUT A SHATTER RESISTANT CAB ENCLOSURE.

\$ 10,800.00

Selling Price

\$ 10,800.00

Hours: 0

Stock Number:

Code	Description	Qty	Unit	Extended
DER040-C	40" EXCAVATOR ROTARY MOWER - INCLUDES MOUNTING BRACKETS AND PINS. DOES NOT INCLUDE HOSES FROM THE MOTOR TO EXCAVATOR ARM , AND REQUIRES A CASE DRAIN LINE	1	\$ 10,294.00	\$ 10,294.00
Standard Options - Per Unit				
FREIGHT	FREIGHT	1	\$ 506.00	\$ 506.00
Standard Options Total				\$ 506.00
Suggested Price				\$ 10,800.00
Customer Discounts				
Customer Discounts Total			\$ 0.00	\$ 0.00
Total Selling Price				\$ 10,800.00

HIGH SCHOOL 12" WATER LINE EXT

1- 1-1/2 CRUSHER RUN FOR REPAIRS ON DRIVE WAYS	\$4000.00
2- RIVER SAND FOR BEDDING LINE	\$2000.00
3- RENTAL OF WHEEL PACKER FOR DITCH LINE	\$2600.00
4- 12" HOT TAP	\$2200.00
5- 20" BORE \$140.00 PER FT 170'	\$23,800.00
6-20" CASING PIPE \$87.40 PER FT 170'	\$14,858.00
7- WATER TAPS PARTS	\$4500.00
8- TIN HORNS	\$3500.00
9- SOD	\$12,000.00
TOTAL	\$69,458.00



8





Trustee Agenda

Business Item No. B-8

DATE: 25 July 2023

TO: *Robert L. Floyd*, Blanchard City Manager

FROM: *David Standridge* – Public Works Director
Daniel Ofsthun – Finance Director

ITEM: Heavy Equipment Trailer Purchase with Cash or Lease-Purchase

BACKGROUND:

The Authority needs an additional trailer to haul the 60G excavator and other equipment to Blanchard job sites. The PWD has solicited quotes from 3 trailer companies and all three businesses have responded.

The following companies have submitted a quote.

- OK Truck and Trailer
- Silver-line Trailer
- Oklahoma Trailers Direct

The Authority's specs are as follows:

- 21K GVWR weight or better
- 20 foot bed or better
- 102" wide
- 20' in length or better
- Is it available for immediate purchase

For the complete list see Exhibit A, Quote Sheet.

Based on Exhibit A, Quote Sheet, Silver-Line Trailer meets all the specs. OK Truck and Trailer meets all but one spec, and OK Trailers Direct only meets 9 of the specs. Silver-Line Trailer and Oklahoma Trailers Direct have trailers available for purchase, OK Truck and Trailer has an estimated time of 4 to 6 weeks to build a new trailer.

FISCAL IMPACT:

The PWD and Finance Director has reviewed all quotes. The second determining factor of the best quote will be is the quote under \$10,000.

OK Truck and Trailer and Silver-line Trailer are below 10,000. Oklahoma Trailer Direct is above \$10,000.

Based on the availability and price Silver-Line Trailers is the best quote. The Authority can do a lease purchase or purchase out of the Sewer capital budget

LEGAL REVIEW:

N/A Required

ACTION REQUESTED:

Discussion, consideration and possible action, including, but not limited to, the approval, denial, amendment, revision or conditional approval of the quotes.

EXHIBITS:

Exhibit A - Quote Sheet with supporting documents



City of Blanchard

122 N MAIN ST • PO BOX 480
BLANCHARD, OK 73010



OFFICE: 405.485.9392
FAX: 405.485.3199

7/20/2023

The Public Works' current trailer is unable to meet the needs of the department. It has been determined that the trailer, cannot handle the current payload of new and existing equipment Therefore the BMIA needs an additional trailer to help move large equipment around Blanchard. The Public Works Director has solicited quotes to determine the lowest and best trailer for the needs of the Authority. A total of three businesses were requested to send a quote and all three businesses responses.

Heavy Duty Equipment Trailer	OK Truck and Trailer	Silver-line Trailer	Oklahoma Trailers Direct
Price	\$9,550.00	\$9,815.00	\$16,800.00
21K GVWR weight or better	YES	YES	NO (20K GVWR weight)
10 Ply Tires or better	YES	YES	YES
20 ft bed length or better	YES	YES	YES
2-5/16 Hitch	YES	YES	YES
Folding Ramps	YES	YES	NO (Tilt Bed)
Drive over fender	YES	YES	NO (No option)
102" wide	YES	YES	NO (83' wide)
Stake pocket with rub rail	YES	YES	YES

Availablely	NO (4 to 6 weeks)	YES (On hand)	YES (On hand)
Brakes on all three axles	NO (two axles)	YES	NO (two axles)
Treated Floor	YES	YES	YES
Length 20' or Better	YES (22')	YES (20')	YES (22')
LED Lights	YES	YES	YES
Slipper Spring Suspension	YES	YES	NO (Torsion Springs)
8" Steel Frame	YES	YES	YES
Warranty 1 year basic	YES	NO	NO

Silver-Line Trailer met all the requirements of the quote. It was not the lowest price but it is the only trailer available for purchase and under \$10,000.



PublicWorks CityofBlanchard.US <publicworks@cityofblanchard.us>

qoute for Davis Stanbridge

2 messages

Al Fox <alfox982@gmail.com>
To: publicworks@cityofblanchard.us

Fri, Jul 14, 2023 at 10:27 AM

we would need deposit of \$1000 to get it started

Thank you

Daniel Fox

OK Truck and Trailer Sales Inc.

Road Boss Trailer Mfg, LLC

1300 East Reno Ave

OKC, OK 73117


(405)-232-1200 - Direct Line

(405)-228-0915 - Fax

(866)-888-4697 - Toll Free

Check us out on the web! www.oktruckandtrailer.com

Check us out on Face Book! <http://www.facebook.com/pages/OK-Truck-and-Trailer-Sales/308163192533708>

 **22 x 102 wide driver over fendersTripleaxle.doc**
31K

PublicWorks CityofBlanchard.US <publicworks@cityofblanchard.us>
To: "cityclerk CityofBlanchard.US" <cityclerk@cityofblanchard.us>

Mon, Jul 17, 2023 at 8:14 AM

[Quoted text hidden]

--
Respectfully,

David Standridge
Director of Public Works
City of Blanchard
(405) 593-2740

 **22 x 102 wide driver over fendersTripleaxle.doc**
31K

OK TRUCK AND TRAILER SALES, INC.

1300 EAST RENO AVE
OKC, OK 73117

(405)-232-1200
(405)-228-0915 fax

7/17/2023

Road Boss – Heavy Duty Bumper Pull Utility

- 22' Bumper Pull Utility
- 83" Between Fenders
- Full 102" wide bed with Drive Over Fenders
- Stake Pocket Rub Rail
- Medium Duty Drive Over Fenders
- 3 – 7000 lb Dexter Easy Lube Axles
- Slipper Spring Suspension
- 2 5/16" Bulldog Style Coupler – Adjustable PINTLE
- 8 lug Rims – 16" Mods
- Dual Brakes – All 4 Hubs
- 235-80 R 16" Radial Heavy Side Wall 10 ply Tires – Our Tires rate for 3550 lbs Per Tire
- 8" C-Channel Full Wrap Tongue
- 8" C-Channel Box Frame
- 3" Channel Cross members on 18" Centers
- Treated Floor
- 2 – 6 ft Heavy Duty Standup Ramps – 3" Channel
- 12k lb Drop Leg Jack – Spring Loaded – Just like on a Gooseneck
- All Cut in Rubber Mounted Lights – 2 Ambers – one on each front corner- 2 Red at the back at each corner, 2 oblong marker/brake lights in back with 3 small round red markers at back in middle
- Primed 100% before wood goes on and Painted 100% before wood goes on
- Stake Pockets down Each Side
- 1 year MFG Warranty
- Comes with Title and Bill of Sale

\$ 9550.00

Thanks,

Daniel Fox

OK Truck and Trailer Sales Inc.



INVOICE

Oklahoma Trailers Direct
 2890 Melba Lane
 Norman, OK 73072
 Phone: (405) 701-9927
 Sales Tax #: STS-15357741-04

RESET
STANDARD
RTO

Invoice Date
Invoice ID 69699
<input type="checkbox"/> Special Order
<input type="checkbox"/> No Breakdown

Billed To:

Address _____
 City _____
 State _____
 Zip Code _____

Shipped To:

Address _____
 City _____
 State _____
 Zip Code _____

Contact Phone # _____
 Contact Email _____

Model Year: 2023
 Make: Load Trail
 Model: Bumper Pull Tilt Deck
 VIN# (17 Characters): 4ZETD2227P1295433

Trailer MSRP	\$18,480.00	(For Financing Use)
Trailer Sale Price	\$16,800.00	
Trailer Tax (Varies) <input type="checkbox"/>	-	Rate: 0
GVWR De-Rate Fee <input type="checkbox"/>	-	
ASC Warranty <input type="checkbox"/>	-	
Delivery/Misc Fees	-	
Accessories	-	
Accessory Tax 8.5% <input type="checkbox"/>	-	

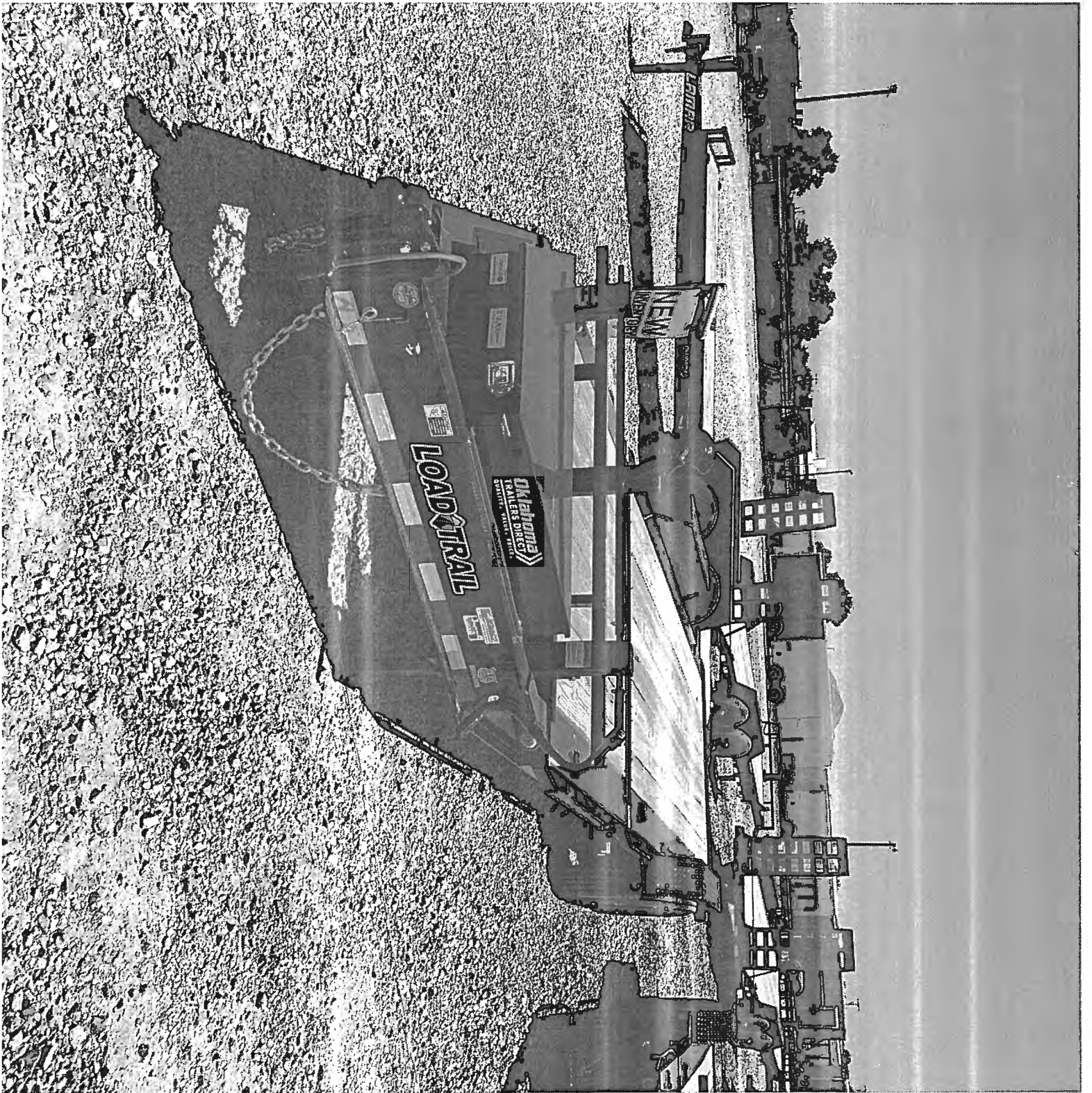
Item	Special Order Line Item Breakdown	Notes
1	Torsion Axles	
2	10k axles	
3	83"x22'	
4	trailer 16,000	
5		
6		
7		
8		
9		
10		

Trailer Breakdown Total	-
Sub-Total	\$16,800.00
Holding Payment	-
Primary Payment	\$16,800.00
Card Fee 3.5%	-
Total Due on Delivery	\$16,800.00

Date Rec'd _____

Primary Payment Type _____

ALL SALES ARE FINAL



Quote

SILVERLINE TRAILER

25359 Johnson Ave

Purcell Ok 73080

BILL TO: City Of Blanchard
Email: Pulicworks@cityofblanchard.us

Quote #5558

DATE
7/19//23

ITEMS	VIN	QUANTITY	PRICE	TAX	AMOUNT
COST	58SBM2030PE035265		\$9,815.00		

1

East Texas Trailers
102"X20'

\$9,815.00

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East Texas Trailers
 17177 US 82 W
 17177 Hwy 82 W

Bill To	Ship
Silverline Trailer 251 Brantley Rd Searcy, AR 72143	25359 Purcell

Approval#	Terms	P.O.
	Due on receipt	Load# 10 P

Item	Description
CH0220073	102" X 20' CAR HAULER/EQUIPMENT 21K
A43	3-7,000 LB DEXTER AXLES 3 ELEC. BRAKES
B05	8" CHANNEL FRAME UPGRADE
DM1	42" DOVE TAIL W/MACHO RAMPS
DOF	3/16" DIAMOND PLATE DRIVE OVER FENDERS (STANDARD ON 102" WIDE)
Std. Features	21,000 LB G.V.W.R. SLIPPER SPRING SUSPENSION 16" SILVER MOD 8 HOLE WHEELS ST235/80/R16 10 PLY RADIAL TIRES 2-5/16" ADJUSTABLE RAM COUPLER 3" CHANNEL CROSSMEMBERS ON 24" CENTERS 1-10K SPRING LOADED JACK TREATED WOOD FLOOR SPARE TIRE MOUNT STAKE POCKETS & RUB RAIL 7 WAY PLUG FLUSH MOUNT LED LIGHTS 1 COAT OF PRIMER AND 2 COATS OF POLYURETHANE PAINT (PAINTED UNDERNEATH) 58SBM2030PE035265
C07	WHITE
Steel Surcharge	Steel Surcharge ALL OTHER 37%
Lumber Surcharge	Treated Lumber Surcharge

7/19/23, 1:12 PM

City of Blanchard Mail - (no subject)



PublicWorks CityofBlanchard.US <publicworks@cityofblanchard.us>

(no subject)

1 message

PublicWorks CityofBlanchard.US <publicworks@cityofblanchard.us>

Wed, Jul 19, 2023 at 1:07 PM

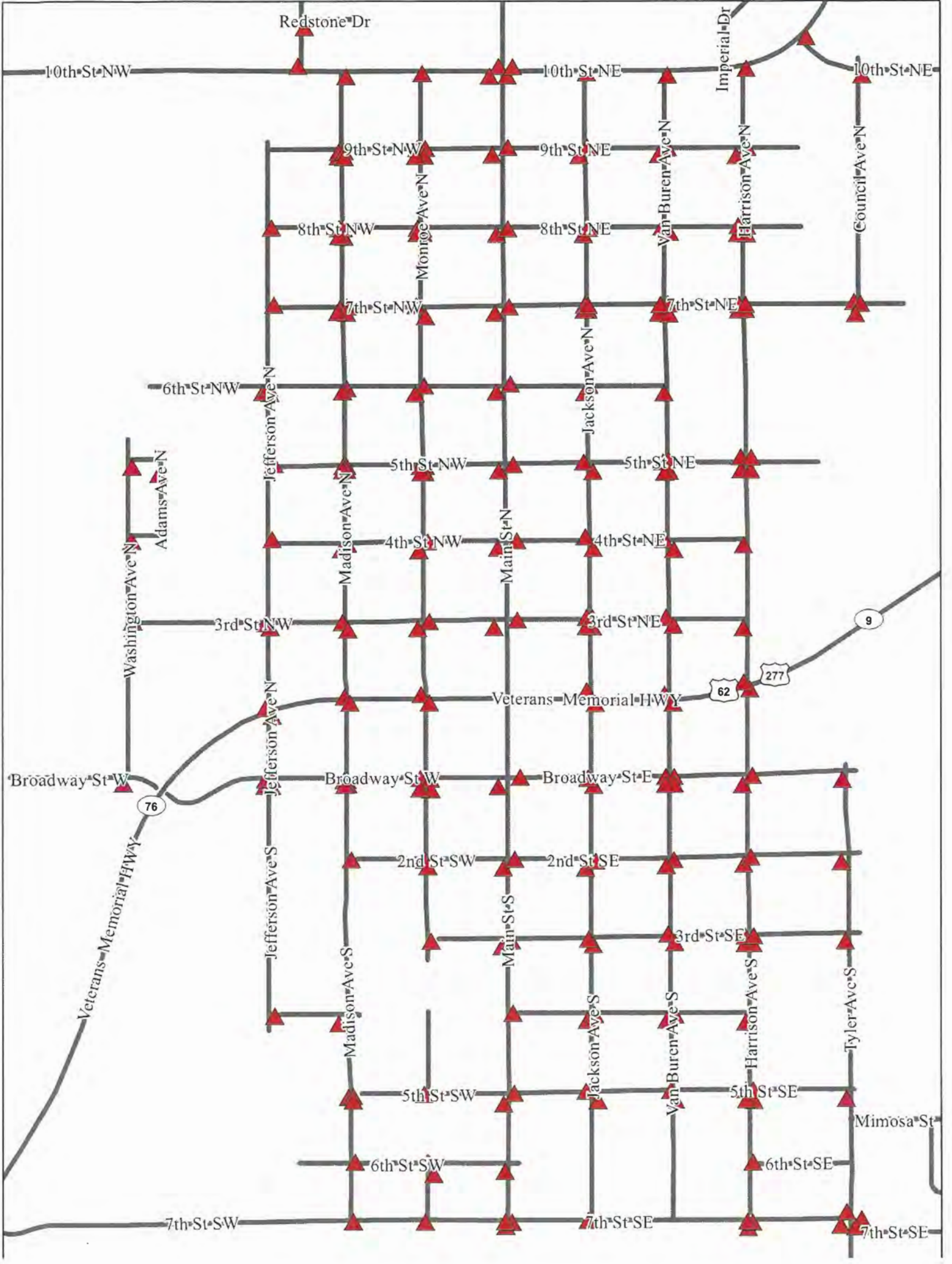
To: publicworks@cityofblanchard.us





9





BUSINESS ITEM
C-10



11





Blanchard, OK City Council Handbook

To maintain and strengthen a culture of sound governance and strong financial management in order to provide the highest quality of life for the community.

Adopted by the City Council on ????

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Section 1.0 Introduction

The City Council of the City of Blanchard recognizes the value of a well-run government. This handbook outlines the best practices to guide the Council in being effective and professional policy makers.

Section 1.1 Best Practices

Setting these minimal standards will ensure stability and continuity in operations.

A. Elected Official Accountability: The City Council shall ensure Council accountability by:

- a. Attendance reporting to ensure other members and the public are aware of the attendance history of the elected officials.
- b. An annual training event with staff to review ethics, finances, operations, and to address the expectations and goals of the City, including a self-assessment of the accomplishments and improvements needed by Council and management to achieve the goals of the City.
- c. The use of Council committees dealing with topics as the Council deems appropriate, including financial and project related oversight.
- d. The use of well-defined purchasing policies of the City to ensure management and staff are clear concerning the purchasing policies and expectations of the City.
- e. The implementation of all transparency policies adopted by Council to make information about city government easily accessible to the public.
- f. A “Code of Conduct” of Council that is reviewed annually by Council and readily available for Council reference.

B. Management and Staff Accountability: The Council shall ensure management and staff accountability by:

- a. An annual evaluation and review of the City Manager.
- b. An annual strategic planning session with management to evaluate the satisfaction of expectations and goals of the City for the immediately preceding year and to ensure that the expectations and goals of the City have been met, and are clearly defined for both the Council and management in the coming year and years.
- c. Monthly financial and expenditure reports provided to Council on a timely basis, including a proposed review and approval of a comprehensive fee schedule for all fees charged by the City.
- d. Expenditure reporting by the City Manager to the board on an annual basis, as required by contract.

- e. Implementation of the all transparency policies adopted by the board to make information about city government easily accessible to the public.
- f. Direction to all City employees that a “whistleblower” policy exist for the City.
- g. Compliance with a well-defined purchasing policy of the city.

Section 1.2 Council-Manager Form of Government

Understanding the role of the City Council with City employees begins with understanding the governmental role of the parties. The City Council serves as the legislative (and in some circumstances judicial) arm of the City, while the City Manager is the executive responsible for the day to day operations. The Council is responsible for appointment of the City Manager, but the City Manager, and not the Council, is responsible for all other employees of the City.

State statute specifically and clearly deals with this issue by providing that Council Members may not:

- A. direct or request the City Manager to appoint or remove officers or employees;
- B. participate in any manner in the appointment or removal of officers and employees of the City, except as provided by law;
- C. give orders on ordinary administrative matters to any subordinate of the City Manager either publicly or privately.

There are many examples in which direction given to employees by a Council Member can result in difficulties and a violation of the law by the City Council Member. The following specific examples are examples of conduct that should be avoided:

- A. Council Members should not appear at City Hall or other department of the City and direct office personnel to perform any duties on behalf of the Council Member; if anything is needed from City employees, that request should be directed to the City Manager who can then communicate that request to the appropriate employee;
- B. Council Members should not appear at emergency scenes and expect to have any input into the handling of the situation any different than any other resident, and the Council Member may be asked to leave like all other residents of the scene for their safety and the proper management of the emergency;
- C. Council Members should not appear at public work sites and offer suggestions as to how the work can be better performed; again, any direction of that type should be directed to the City Manager who can then communicate that direction, if appropriate, to the employees involved.

- D. Again, the best rule of thumb is to keep in mind that Council Members should consider themselves no more than ordinary residents when it comes to City employees and public facilities. In this form of government, the Council serves as a policy making, legislative body and does not manage day to day operations.
- E. Also, the Council should be aware that certain groups within the City are represented by State sanctioned unions that have annually negotiated contracts. It is important for Council Members to limit their participation in negotiations with the Unions to a "formal" participation wherein they would participate through the appropriate channels and not do so in private meetings or in informal circumstances. Informal meetings circumvent the goals set by the Council as a group and by the staff in its attempt to reach a conclusion. To allow one Council Member to be informally involved in negotiations, and to have private meetings with the various Unions without the knowledge or involvement of the staff or other Council Members, circumvents not only the staff attempts to resolve the dispute but also undermines the authority of the Council as a whole.
- F. The above restrictions on the conduct of the City Council are very clear; Council Members have no authority to direct any employee, request the hiring or firing of any specific employee, or participate in the discipline of any City employee. Those duties are left exclusively to the City Manager and any involvement by Council Members in those activities is a violation of state statute.

Section 1.3 Succeeding as an Elected Official

Policy-Making: Public policy determines what services will be provided to the residents and the level of those services, what kinds of development will occur in the community, and it determines what the community's future will be. Elected officials have public policy-making responsibilities. Because policies created affect everyone in the community in some way, the very best is demanded of public officials. Therefore, there are three (3) major jobs elected officials have when creating policy:

A. Set a Goal

To create an effective policy, elected officials must set a strategic direction to go in to achieve a specific goal or vision. Goals should be realistic, achievable, and in the public's best interest. Without a goal, it can be easy to lose sight and direction of the policy's purpose and importance to the community.

B. Achieve the goal

Adopt policies that enable the organization to go in the direction and establish the policy set in the goal-setting stage. Policy making requires measurement of the consequences of policy decisions against the community's vision, values, and goals. It

can be difficult to determine what a “good” policy is; the following qualities may assist in that determination:

- There is public support.
- The policy is fair and equitable and does not impose disproportional impacts on interest groups.
- Throughout the policy-making process, officials analyzed the impact a policy will have and measured the consequences of policy decisions against the community it affects.
- Officials maintained clear goals while considering a range of alternatives and assessed the impacts of alternatives.
- The policy is relevant and addresses an issue or problem that is generally perceived as significant to the community.
- The policy can be implemented, has a reasonable chance of working, and there are clear assignments for responsibilities for implementation.

C. Monitor results

There is always a risk that policy decisions will not accomplish their intended goal or have an unintended negative impact. To gauge effectiveness, monitoring results is necessary. One way to monitor the results of a policy is to get reports and updates on the policy. Good monitoring systems may provide early warning of failure and the opportunity to alter or abandon a policy before the policy negatively affects the public.

Section 1.5 Fiduciary Duties: The public delegates governing authority to public officials to exercise discretion over the public treasury and to create laws that will impact their lives. The public official, once elected, appointed, or hired, is in a superior position to that of the individual resident due to specialized governmental knowledge and the ability to advise, deliberate, and participate in the representative process. And finally, the public trusts that the public official will act in the public’s best interest. Fiduciaries are under rigorous obligations that ensure compliance with their role responsibilities. Those obligations are:

A. The Duty of Obedience

The duty of obedience requires that an elected official ensures compliance with applicable laws and regulations, acts in accordance with its own policies, and carries out its mission to serve its constituents appropriately. Public officials should ensure they carry out their intended purpose and do not engage in unauthorized activities.

B. The Duty of Loyalty

Public officials have an absolute obligation to put the public’s interest before their own direct or indirect personal interests. The public official breaches this obligation when he

or she benefits at the public expense. Prohibited benefits can be financial (such as engaging in pay to play politics, or participating in decisions that favorably impact an official's business, property, or investments), career related (such as using public office and/or public resources to obtain future employment or political position), or personal (such as benefits to family members or close associates). Note that when general ethical duties to family or friends conflict with duty to the public, the public duty must prevail.

C. The Duty of Care

The duty of care requires that the public official competently and faithfully execute the duties of the office. Under duty of care fall such obligations as the duty to manage assets competently and be good stewards of the public treasury, to use due diligence in the selection and supervision of staff, to follow the rules and to uphold the constitution and laws of the jurisdiction. Examples of breach of this duty include failure to attend meetings, failure to investigate, failure to engage in the deliberative process, and failure to vote.

Section 2.0 Council Conduct with the Public: In Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of individual Council Members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

- A. Be Welcoming to Speakers and Treat Them with Care and Gentleness:** The way that the Council treats people during public hearings can do a lot to make them relax, or conversely to push their emotions to a higher level of intensity.
- B. Actively Listen:** It is disconcerting to speakers to have Council Members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time or gazing around the room, gives the appearance of disinterest. Be mindful of facial expressions, especially those that could be
 - a. interpreted as "smirking," disbelief, anger, or boredom. If speakers become flustered or defensive by Council questions, it is the responsibility of the chair to calm and focus the speaker and to maintain the order and decorum of the meeting. Questions by Council Members to members of the public should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker. Council Members' personal opinions or inclinations about upcoming votes should not be revealed until after the public hearing is closed.
- C. No Personal Attacks of Any Kind, Under Any Circumstance:** Council Members should be aware that their body language and tone of voice, as well as the words they use, can appear to be intimidating or aggressive.

Section 2.1 Open Meeting Act Summary

Meetings of public bodies (such as City Council) are governed by the Oklahoma Open Meeting Act. **A violation of the Open Meeting Act can result in criminal charges against the individual Council Member.** The Open Meeting Act has three (3) areas of particular importance to the City Council:

- A. **Defining Meeting:** The Open Meeting Act defines a meeting as "the conducting of business of a public body by a majority of its members being personally together." An informal get-together involving three (3) or more Council Members can constitute a "meeting." Further, there is no requirement that there be a vote taken, but only discussion.
- B. Meetings cannot be held unless an agenda is posted, and the public is properly advised that the meeting is going to take place. Therefore, in order to avoid any type of problem with an illegal meeting, each Council Member should be especially careful to avoid any discussion of any City business, or any matter indirectly related to City business, at any time in which three (3) or more Council Members are present. It is the responsibility of the individual Council Members to avoid this problem. (Telephone or computer communication by a majority of Council Members is also prohibited.) **Extreme care should be taken in regard to discussions held either immediately before or immediately after City Council meetings which could also violate the Open Meeting Act.**
- C. **Notice and Agenda:** State law requires that an agenda be posted for any meeting that is to be held. If an item is not posted on an agenda, it should not be discussed or acted upon at a meeting of the Council. (If three (3) or more Council Members meet informally and discuss City business, a violation of the Act occurs by the failure to post an agenda.)
- D. **Consent Agenda:** A consent agenda is used by the City to allow approval, by one motion and vote, of a number of items that are considered routine. Staff will recommend those items that are included; any Council Member who wants a vote on any individual item can remove the item from consent. Additionally, the City Council can discuss any consent issue without removing it from the consent agenda.

Section 2.2 Executive Sessions

- A. Executive sessions can only be held for certain specific reasons established in the Open Meeting Act, such as to discuss pending litigation or claims, the purchase of real property, union negotiations, and the employment, hiring, appointment, promotion, demotion, discipline or resignation of an individual, salaried, public officer or employee (the City Manager).

- B. Executive sessions cannot be used to discuss general personnel problems of the City or a department, and cannot be held unless they are listed on the agenda. The Open Meeting Act also requires a specific listing of the type of matter being discussed in an executive session; therefore, executive sessions are limited to the specific item to be discussed and other general City business cannot be discussed at that time. Any action taken as a result of an executive session must be voted on in public. Executive sessions are intended as private, confidential meetings in which the private discussions cannot be disclosed by any of those present – the “City,” and not the individuals present, own that right to confidentiality and only the “City” by a vote of the City Council can agree to disclose the private discussion.

Section 2.3 Attendance

- A. Attendance at city council meetings by Council Members is addressed by state statute. Any Council Member who misses more than half of the regular and special meetings that occur within any four-month time period forfeits, as a matter of law, their office. There are no exceptions to the statutory requirement, no ability of the City to waive that requirement, and no action for removal that is required - the forfeiture occurs as a matter of law without any affirmative vote by the other Council Members.

Section 3.0 Conduct, Ethics, & Conflict of Interest

One of the more dangerous and sensitive subjects involving Council Members is the question of conflict of interest. The topic is especially troublesome because the penalty involved, if there is a conflict with a Council Member and some action being taken by the City, is severe (primarily involving the Council Member).

Section 3.1 Summary of Conflict of Interest and Statutes

In general, the conflict of interest statutes fall into four categories:

- A. A general prohibition that precludes any City officer, employee, or family member of any officer or employee from doing any business of any type with the City. The violation of the statute is a misdemeanor, the contract or agreement entered into is void as a matter of law, and any Council Member voting to approve the contract is personally liable for the amount of the transaction.
- B. There are a series of statutes dealing with public trust that preclude the public trust from contracting with Trust Members or their families; again, if that conduct occurs, the Trustee is removed as a matter of law and the contract is void. Further, the public trust statutes preclude bidding in certain instances by family members and again results in any contract approved, even after the bid, being void and the member who has a conflict being guilty of a felony. Further, willful violations result in removal of the trustee.

- C. There are public finance statutes that provide that no contract with a Council Member or in which a Council Member "directly or indirectly is interested" will be valid. The contract is treated as void. The purpose of the statute is to provide an additional safeguard concerning the expenditure of monies by public bodies in which individual Council Members are receiving some interest.
- D. In addition to the above three (3) conflict of interest statutes, there is also a criminal statute that provides that it is unlawful for any Council Member to sell materials, supplies or other goods to the City. Any such contract is also void. All members voting yes are personally liable for the amount of the purchase; fines and criminal penalties are provided for.
- E. Lastly, if a Council Member serves on the board of directors of a company doing business with the City, a conflict exists that will require the Council Member to excuse themselves from the discussion and voting on those business dealings.
- F. Per the above statutes, the best approach in dealing with possible conflicts is to act with caution. The very basic summary of the rule is that the City cannot contract with any Council Member or family of any Council Member; this rule applies even if the Council Member involved abstains and does not participate in the agreement.
- G. The most likely situation is one in which there is not a direct conflict but some appearance of a conflict because of other business dealings or family members. In those instances, the potential conflict should be disclosed, the potential conflict investigated, and a decision made as to whether the potential conflict is a real conflict.
- H. The statutes that regulate Council Members fall into the following categories: ??????????

Section 3.2 Doing Business with the City

The following statute prohibits Council Members from doing business with the City (11 Oklahoma Statute §8-113 - Prohibited Conduct):

- A. Except as otherwise provided by this section, no municipal officer or employee, or any business in which the officer, employee, or spouse of the officer or employee has a proprietary interest, shall engage in:
 - 1. Selling, buying, or leasing property, real or personal, to or from the municipality;
 - 2. Contracting with the municipality; or
 - 3. Buying or bartering for or otherwise engaging in any manner in the acquisition of any bonds, warrants, or other evidence of indebtedness of the municipality.

- B.** The provisions of this section shall not apply to any officer or employee of any municipality of this state with a population of not more than two thousand five hundred (2,500) according to the latest Federal Decennial Census, who has a proprietary interest in a business which is the only business of that type within five (5) miles of the corporate limits of the municipality. However, any activities permitted by this subsection shall not exceed Two Thousand Five Hundred Dollars (\$2,500.00) for any single activity and shall not exceed Fifteen Thousand Dollars (\$15,000.00) for all activities in any calendar year. Provided, however, such activity may exceed Fifteen Thousand Dollars (\$15,000.00) per year if the municipality purchases items therefrom that are regularly sold to the general public in the normal course of business and the price charged to the municipality by the business does not exceed the price charged to the general public.
- C.** Provisions of this section shall not apply where competitive bids were obtained consistent with municipal ordinance or state law and two (2) or more bids were submitted for the materials, supplies, or services to be procured by the municipality regardless of the population restrictions of subsection B of this section. Provided the notice of bids was made public and open to all potential bidders.
- D.** All bids, both successful and unsuccessful, and all contracts and required bonds shall be placed on file and maintained in the main office of the awarding municipality for a period of five (5) years from the date of opening of bids or for a period of three (3) years from the date of completion of the contract, whichever is longer, shall be open to public inspection and shall be matters of public record.
- E.** For purposes of this section, "employee" means any person who is employed by a municipality more than ten (10) hours in a week for more than thirteen (13) consecutive weeks and who enters into, recommends or participates in the decision to enter into any transaction described in subsection A of this section. Any person who receives wages, reimbursement for expenses, or emoluments of any kind from a municipality, any spouse of the person, or any business in which the person or spouse has a proprietary interest shall not buy or otherwise become interested in the transfer of any surplus property of a municipality or a public trust of which the municipality is beneficiary unless the surplus property is offered for sale to the public after notice of the sale is published.
- F.** For purposes of this section, "proprietary interest" means ownership of more than twenty-five percent (25%) of the business or of the stock therein or any percentage which constitutes a controlling interest but shall not include any interest held by a blind trust.
- G.** Any person convicted of violating the provisions of this section shall be guilty of a misdemeanor. Any transaction entered into in violation of the provisions of this section is void. Any member of a governing body who approves any transaction in violation of the provisions of this section shall be held personally liable for the amount of the transaction.

- H. Notwithstanding the provisions of this section, any officer, director or employee of a financial institution may serve on a board of a public body. Provided, the member shall abstain from voting on any matter relating to a transaction between or involving the financial institution in which they are associated and the public body in which they serve.

Section 3.3 Public Trust Conflict Statutes

The following statute applies to public trusts and limits the activity of trustees of those trusts:

60 Okla.Stat. §178.8 - Conflict of Interest - Transactions Exempt

- A. Except with regard to residents of a facility for aged persons operated by a public trust, who are trustees of the public trust operating the facility and who comprise less than a majority of the trustees, a conflict of interest shall be deemed to exist in any contractual relationship in which a trustee of a public trust, or any for-profit firm or corporation in which such trustee or any member of his or her immediate family is an officer, partner, principal stockholder, shall directly or indirectly buy or sell goods or services to, or otherwise contract with such trust. Upon a showing thereof, such trustee shall be subject to removal and such contract shall be deemed unenforceable as against such trust unless the records of such trust shall reflect that such trustee fully and publicly disclosed all such interest or interests, and unless such contractual relationship shall have been secured by competitive bidding following a public invitation to bid.

The following types of transactions are exempt from the aforementioned provisions of this section:

1. The making of any loan or advance of any funds to, or the purchase of any obligations issued by such public trust, in connection with the performance of any of its authorized purposes;
2. Any legal advertising required by law or indenture or determined necessary by the trustees of such public trust;
3. The performance by any bank, trust company or similar entity or any services as a depository; or
4. The sale of any public utility services to such public trust, in which the price of said services is regulated by law.

It shall be the duty of each public trust to compile a list of all conflicts of interest for which its trustees have made disclosure. It shall also be the duty of each trust to compile a list of all dealings between its trustees and the trust which involve the exempted transactions listed above. Such lists shall be compiled semiannually for periods ending June 30 and December 31 of each year. Such lists shall be compiled on forms prescribed by the Oklahoma Tax Commission

and shall be matters of public record. Copies of such lists shall be filed with the Secretary of State by September 1 and March 1 of each year.

- B. The provisions of this section shall be inapplicable to any public trust created and existing prior to July 1, 1988, if all bonds issued by such public trust are required to be issued under and pursuant to a single bond indenture by amendment or supplement thereto and if the instrument or will creating such public trust and the bond indenture under which such trust must issue all bonds shall have been held to be valid and binding agreements in an opinion of the Supreme Court of the State of Oklahoma; and nothing in this section shall impair or be deemed to impair the trust indenture, the bond indenture, or existing or future obligations of such public trust.

Section 3.4 Public Competitive Bidding Act Prohibition for Bidding

The following statute applies to contracts entered into pursuant to the Oklahoma Public Competitive Bidding Act:

61 Okla.Stat. §114 - Conflict of Interest

The chief administrative officer and members of the governing body of the awarding public agency authorizing or awarding or supervising the execution of a public construction contract, and their relatives within the third degree of consanguinity or affinity, are forbidden to be interested directly or indirectly through stock ownership, partnership interest or otherwise in any such contract. Contracts entered into in violation of this section shall be void. Persons willfully violating this section shall be guilty of a felony and shall be subject to removal from office.

Section 4.0 Code of Ethics for Elected Officials

Section 4.1 The Three R's of Government Leadership: Roles, Responsibilities, and Respect

- A. Oklahoma State Statutes and City Ordinances provide detailed information on the roles and responsibilities of Council Members, the Vice-Mayor and the Mayor. This code is intended as a policy statement for the City Council to help ensure fair, ethical and accountable local government.

- B. This Code of Ethics is designed to describe the way Council Members should treat one another, City staff, constituents, and others that they may come into contact with while representing the City. The policy defines more clearly the behavior, manners and courtesies that are suitable for various occasions. The policy also considers a wide variety of policy changes and clarifications designed to make public meetings and the process of governance run more smoothly.

- C. The constant and consistent theme through all of the conduct guidelines is "respect." Council Members experience huge workloads and tremendous stress in making decisions that could impact thousands of lives. Despite these pressures, elected officials are called upon to exhibit appropriate behavior at all times. Demonstrating respect for each individual, through words and actions, is the touchstone that can help guide Council Members to do the right thing in even the most difficult situations.

Section 4.2 Overview of Roles & Responsibilities

Other resources that are helpful in defining the roles and responsibilities of elected officials can be found in the Oklahoma State Statutes, City Code of Ordinances, and the Municipal Handbook from the Oklahoma Municipal League.

Section 4.2.1 Mayor

- Acts as the official head of the City for all ceremonial purposes and military law.
- Chairs council meetings.
- Calls for special meetings.
- Recognized as the spokesperson for the City Council.
- Selects substitute for City representation when the Mayor cannot attend an event.
- Makes judgment calls on proclamations.
- Recommends subcommittees, as appropriate, for City Council approval.
- Leads the City Council into an effective, cohesive working team.
- Signs documents on behalf of the City when required by the City Council.

Section 4.2.2 Vice-Mayor

- Performs the duties of the Mayor if the Mayor is absent or disabled.
- Chairs board meetings at the request of the Mayor.
- Represents the City at ceremonial functions at the request of the Mayor.

Section 4.2.3 Council Members

- All members of the City Council, including those serving as Mayor and Vice-Mayor, have equal votes.
- No Council Member has more power than any other Council Member, and all should be treated with equal respect.

Section 4.2.4 Responsibility of All Council Members

- Fully participate in City Council meetings and other public forums while demonstrating respect, kindness, consideration, and courtesy to others, including the public, other board members, and employees of the City.
- Prepare in advance of meetings and be familiar with issues on the agenda.
- Represent the City at ceremonial functions at the request of the Mayor.
- Be respectful of other people's time including staff.
- Stay focused and act efficiently during public meetings.

- Serve as a model of leadership and civility to the community.
- Inspire public confidence in the local government.
- Provide contact information with the administration in case an emergency or urgent situation arises.
- Demonstrate honesty and integrity in every action and statement.
- Participate in scheduled activities to increase team effectiveness and review City Council procedures, such as this Code of Conduct.

Section 4.2.5 Meeting Chair

The Mayor will chair official meetings of the City Council, unless the vice mayor or another Council Member is designated as chair of a specific meeting.

The Chair shall:

- Maintain order, decorum and the fair and equitable treatment of all speakers.
- Keep discussion and questions focused on specific agenda items under consideration. Make parliamentary rulings with advice, if requested, from the City Attorney, who shall act as an advisory parliamentarian.

Section 4.2.6 Policy Role of the City Council

Council Members shall respect and adhere to the structure of the city government as outlined by Oklahoma Statutes. The Council Members shall be informed of their role in their form of government and shall not interfere in those areas of operation that are the responsibility of others. Except as where specifically allowed by statute, Council Members should not interfere with the administrative functions of the City or the professional duties of city staff, nor shall they impair the ability of staff to implement City Council policy decisions.

Regardless of whether a Council Member disagrees with a City Council policy, City staff must follow the will of the entire City Council as it was approved by the majority of the elected officials. City staff cannot alter the enforcement of City Council policies until it is changed by a majority vote of the City Council.

Section 4.3 Policies & Protocol Related to Conduct

- A. Ceremonial Events:** Requests for a City representative at ceremonial events will be handled by City staff. The Mayor will serve as the designated City representative. If the Mayor is unavailable, then City staff will determine if event organizers would like another representative from the City Council. If yes, then the Mayor will recommend which Council Member should be asked to serve as a substitute. Invitations received at City Hall are presumed to be for official City representation. Invitations addressed to Council Members at their homes are presumed to be for unofficial, personal consideration.

- B. Correspondence:** City staff will assist, through the City Manager, in the preparation of any official correspondence needed by the City Council. All Council Members should be aware that all correspondence generated by them in their official capacity will likely be subject to the Open Records Act and, therefore, will become a public record subject to inspection by any member of the public. Particular caution should be used with personal electronic communication e.g. emails, social media, that could become subject to the Open Records Act.
- C. Endorsement of Candidates:** Council Members have the right to endorse candidates for all council seats or other elected offices. It is inappropriate to mention endorsements during City Council meetings or other official City meetings. **It is also not recommended that any seated City Council member, publicly endorse a challenging candidate of an incumbent City Council member. This avoids any awkward situation later occurring with them working together, following the results of said election.** City staff are generally prohibited from any involvement in campaigns and elections and should not be contacted for political, volunteer, or monetary support.
- D. Public Meeting Hearing Protocol:** The applicant or appellant shall have the right to speak first. The chair will determine the length of time allowed for this presentation. Speakers representing either pro or con points of view will be allowed to follow. The chair will determine how much time will be allowed for each speaker, with three (3) minutes the standard time granted. The applicant or appellant will be allowed to make closing comments. The chair has the responsibility to run an efficient public meeting and has the discretion to modify the public hearing process in order to make the meeting run smoothly. After the close of a public hearing, no more public testimony will be accepted unless the chair reopens the public hearing for a limited and specific purpose.
- a. Council members should not express opinions during the public hearing portion of the meeting except to ask pertinent questions of the speaker or staff. "I think" and "I feel" comments by Council Members are not appropriate until after the close of the public hearing. Council Members should refrain from arguing or debating with the public during a public hearing and shall always show respect for different points of view.
- E. Travel Expenses:** All City Council travel, in which the Council Member expects to officially represent the City and/or be reimbursed by the City for travel costs, must be approved in accordance with the City's travel and expense reimbursement policy.

Section 5.0 Council Member Conduct

The City Council is composed of individuals with a wide variety of backgrounds, personalities, values, opinions and goals. Despite this diversity, all have chosen to serve in public office in order to preserve and protect the present and the future of the community. In all cases, this

common goal should be acknowledged even as the City Council may "agree to disagree" on contentious issues.

Section 5.1 With Each Other In Public Meetings

- A. Practice Civility and Decorum in Discussions and Debate:** Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not allow, however, Council Members to make belligerent, personal, impertinent, slanderous, threatening, abusive or disparaging comments. No shouting or physical actions will be tolerated and the Council Member may be subject to removal from the meeting at the discretion of the chair.

- B. Honor the Role of the Chair in Maintaining Order:** It is the responsibility of the chair to keep the comments of Council Members on track during public meetings. Council Members should honor efforts by the chair to focus discussion on current agenda items. If there is disagreement about the agenda or the chair's actions, those objections should be voiced politely and with reason, following procedures outlined in parliamentary procedure.

- C. Avoid Pre-Stating a Position:** It is inappropriate to pre-state a position or vote on any issue in a public meeting before that issue has been discussed and all sides have been presented. To do so indicates that your peers comments and position have no value.

- D. Demonstrate Effective Problem-Solving Approaches:** Council Members have a public stage to show how individuals with different points of view can find common ground and seek a compromise that benefits the community as a whole.

Section 5.2 With Each Other In Private Encounters

- A. Continue Respectful Behavior in Private:** The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.

- B. Be Aware of the Insecurity of Written Notes, Voicemail Messages, And Email:** Technology allows words written or said without much forethought to be distributed wide and far. Would you feel comfortable to have this note faxed to others? How would you feel if this voice mail message was played on a speaker phone in a full office? What would happen if this email message was forwarded to others? Written notes, voice mail messages and email should be treated as potentially "public" communication, and could be subject to the Open Records Act.

Section 5.3 With City Staff

Governance of a City relies on the cooperative efforts of elected officials, who set policy, and City staff, who implement and administer the City Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

- A. Treat All Staff as Professionals:** Clear, honest communication that respects the abilities, experience and dignity of each individual is expected. Poor behavior toward staff is not acceptable.

- B. Limit Contact to Specific City Staff:** The City Manager is the City Council's primary contact for official questions and/or requests for additional background information on City business. Information supplied to a Council Member in response to a request will be made available to all members of the Council so that all have equal access to information, except for incidental items.

- C. Never Publicly Criticize an Individual Employee:** Council Members should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's department head. Comments about staff performance should only be made directly to the City Manager through private correspondence or conversation.
 - a. Do not get involved in daily administrative functions, except those involving committees established by the City Council and those involving City Council agenda items in which the City Manager is presenting the item to the City Council for consideration.

 - b. Council Members must not attempt to influence City staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits, except to the extent those items involve City Council agenda items or items presented to City Council committees.

- D. Check with City Staff on Correspondence Before Taking Action:** Before sending correspondence, Council Members should check with the City Manager to see if an official City response has already been sent or is in progress. This is particularly important when responding to a resident complaint where it is in the best interest of the City to provide a clear and consistent response to the resident.

Section 5.4 Access and Use of City Facilities/Equipment

The City Council acknowledges that the powers bestowed on the City Council by state law are granted to the City Council as a whole, and not to individual Council Members. As such, the powers granted to the City Council are only exercised in public meetings in compliance with the Oklahoma Open Meeting Act.

Individual Council Members, including those selected to serve as Mayor and Vice-Mayor, do not have any greater access to public facilities, work sites, or City owned property and equipment than the public at large. Members of the Council are not provided offices at City Hall or any other City facility, and should direct any request for assistance with official duties (clerical, mailing, travel arrangements, etc.) to the City Manager.

The use of any City equipment, even if authorized and provided through the proper channels, shall be in accordance with the policies of the City, and shall not be for personal use or benefit.

Section 5.5 With the Public: In Unofficial Settings

- A. Make No Promises on Behalf of the City Council:** Council Members will frequently be asked to explain a City Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and to refer the individual to City staff for further information. It is inappropriate to overtly or implicitly promise City Council action, or to promise City staff will do something specific (repair a street, solve a drainage problem, install street signs, etc.).

- B. Make No Personal Comments About Other Council Members:** It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other Council Members, their opinions, and actions.

Section 5.6 With other Public Agencies

- A. Be Clear About Representing the City or Personal Interests:** If a Council Member appears before another governmental agency or organization to give a statement on an issue, the Council Member must clearly state:
 - a. If his or her statement reflects personal opinion or is the official stance of the City;

 - b. Whether this is the majority or minority opinion of the City Council. If the Council Member is representing the City, the Council Member must support and advocate the official City position on an issue, not a personal viewpoint.

 - c. If the Council Member is representing another organization whose position is different from the City, the Council Member should withdraw from voting on the issue if it significantly impacts or is detrimental to the City's interest. Council Members should be clear about which organizations they represent and inform the City Council and City Manager of their involvement.

- B. Correspondence Also Should Be Equally Clear About Representation:** City letterhead may be used when the Council Member is representing the City and the City's official position. A copy of official correspondence should be given to the City Manager for filing as part of the permanent public record.

Section 5.7 With Boards and Commissions

The City has established boards and commissions as a means of gathering more community input. Residents who serve on boards and commissions become more involved in government and serve as advisors to the City Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

- A. If Attending a Board or Commission Meeting, Be Careful to Only Express Personal Opinions:** Council Members may attend any board or commission meeting, which are always open to any member of the public. However, they should be sensitive to the way their participation, especially if it is on behalf of an individual, business or developer could be viewed as unfairly affecting the process. Any public comments by a Council Member at a board or commission meeting should be clearly made as individual opinion and not a representation of the feelings of the entire City Council.
- B. Limit Contact with Board and Commission Members to Questions of Clarification:** It is inappropriate for a Council Member to contact a board or commission member to lobby on behalf of an individual, business, or developer. It is acceptable for Council Members to contact board or commission members in order to clarify a position taken by the board or commission.
- C. Remember That Boards and Commissions Serve the Community:** The City Council appoints individuals to serve on boards and commissions, and it is the responsibility of boards and commissions to follow policy established by the City Council. Board and commission members do not report to individual Council Members, nor should Council Members feel they have the power or right to threaten board and commission members with removal if they disagree about an issue. Appointment and reappointment to a board or commission should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A board or commission appointment should not be used as a political "reward."
- D. Be Respectful of Diverse Opinions:** A primary role of boards and commissions is to represent many points of view in the community and to provide the council with advice based on a full spectrum of concerns and perspectives. Council Members may have a closer working relationship with some individuals serving on boards and commissions, but must be fair and respectful of all individuals serving on boards and commissions.
- E. Keep Political Support Away from Public Forums:** Board and commission members may offer political support to a Council Member, but not in a public forum while conducting official duties. Conversely, Council Members may support board and commission

members who are running for office, but not in an official forum in their capacity as a Council Member.

- F. **Inappropriate Behavior Can Lead to Removal:** Inappropriate behavior by a board or commission member should be noted to the Mayor, and the Mayor should counsel the offending member. If inappropriate behavior continues, the Mayor should bring the situation to the attention of the City Council and the individual is subject to removal from the board or commission.

Section 5.8 With the Media

Council Members are frequently contacted by the media for background and quotes.

- A. **The Best Advice for Dealing with The Media is to Never Go "Off the Record":** Most members of the media represent the highest levels of journalistic integrity and ethics, and can be trusted to keep their word. But one bad experience can be catastrophic. Words that are not said cannot be quoted.
- B. **The Mayor Is the Official Spokesperson for the City's Position:** The Mayor is the designated representative of the City Council to present and speak on the official City position. If an individual Council Member is contacted by the media, the Council Member should be clear about whether their comments represent the official City position or a personal viewpoint.
- C. **Choose Words Carefully and Cautiously:** Comments taken out of context can cause problems. Be especially cautious about humor, sardonic asides, sarcasm or word play. It is never appropriate to use personal slurs or swear words when talking with the media.

Section 5.9 Sanctions

- A. **Public Disruption:**
Members of the public who do not follow proper conduct after a warning in a public hearing or meeting maybe barred from further testimony at that meeting or removed from the council chambers.
- B. **Inappropriate Staff Behavior:**
Council Members should refer to the City Manager any City staff who does not follow proper conduct in their dealings with Council Members, other City staff, or the public. These employees may be disciplined in accordance with standard city procedures for such actions.
- C. **Board Members Behavior and Conduct:**
City board members who intentionally and repeatedly do not follow proper conduct

may be reprimanded or formally censured by the City Council, lose seniority or committee assignments (both within the City and with inter-government agencies). Serious infractions of the Code of Ethics or Code of Conduct could lead to other sanctions as deemed appropriate by the City Council.

Council Members should point out to the offending Council Member infractions of the Code of Conduct. If the offenses continue, then the matter should be referred to the Mayor in private. If the Mayor is the individual whose actions are being challenged, then the matter should be referred to the Vice-Mayor.

It is the responsibility of the Mayor to initiate action if a Council Member's behavior may warrant sanction. If no action is taken by the Mayor, the alleged violation(s) can be brought up with the full City Council in an official public meeting.

If violation of the Code of Conduct is outside of the observed behaviors by the Mayor or Council Members, the alleged violation should be referred to the Mayor. The City Council should ask the appropriate staff member to investigate the allegation and report the findings to the City Council. It is the City Council's responsibility to take the next appropriate action. These actions can include, but are not limited to: discussing and counseling the individual on the violations; recommending sanction to the full City Council to consider in a public meeting; or forming a City Council ad hoc subcommittee to review the allegation; the investigation and its findings, as well as, to recommend sanction options for City Council consideration.

Section 6.0 Municipal Trusts and Authorities

Oklahoma law allows for the creation of a public trust for limited purposes. In doing so, the City gains some advantages in the ability to finance projects and some other differences in how it can conduct business. The greatest advantage is the ability to incur debt to finance construction of public utilities or other projects that can be funded by the revenue that is created. The loan or bonds can be approved and sold by a vote of the Trustees of the Trust and do not require a vote of the people, unlike general obligation bonds that are used by the City to finance projects.

Many trusts in Oklahoma have been created to allow that flexibility. The trust is for all purposes a separate, legal entity and therefore, required to have separate meetings and separate agendas for its meetings. The Trustees of the Trust are designated by the trust documents, and many times will be elected officials of the City. Although we sometimes refer to the two entities as one and the same, they really are not. Each entity has its own budget, has its own financial structure, and does business in specific areas without mingling its financial affairs with the other entity. All of the open meeting and open record restrictions that apply to the City will apply to the Trust. Although the form of government may have special limitations

on the roles of the Mayor and other elected officials, the Trust Indenture should be reviewed to determine the specific powers of the trustees of the trust that governs the operations.

Cities are allowed by law to create different types of entities to carry out municipal functions.

Section 6.1 Public Trusts

State law allows “public trusts” to be created to carry out projects that otherwise could not be conducted by the City. The primary purpose of a public trust is to create more flexibility in financial transactions that the city is able to use in operations, primarily because of constitutional limitations. The trust will qualify as a public trust only if the trust has a purpose that is public in nature and the City has agreed to be the beneficiary of the trust. Public trusts are also subject to the open meeting act and many the regulations that govern the City. The following are the Trusts for Blanchard:

- Blanchard Municipal Improvement Authority
- Blanchard Economic Trust Authority

Section 6.2 Public Trust Conflict Statute

The following statute applies to public trusts and limits the activity of trustees of those trusts:

60 Oklahoma Statute §178.8 - Conflict of Interest - Transactions Exempt

- A. Except with regard to residents of a facility for aged persons operated by a public trust, who are trustees of the public trust operating the facility and who comprise less than a majority of the trustees, a conflict of interest shall be deemed to exist in any contractual relationship in which a trustee of a public trust, or any for-profit firm or corporation in which such trustee or any member of his or her immediate family is an officer, partner, principal stockholder, shall directly or indirectly buy or sell goods or services to, or otherwise contract with such trust. Upon a showing, thereof, such trustee shall be subject to removal and such contract shall be deemed unenforceable as against such trust unless the records of such trust shall reflect that such trustee fully and publicly disclosed all such interest or interests, and unless such contractual relationship shall have been secured by competitive bidding following a public invitation to bid.

The following types of transactions are exempt from the aforementioned provisions of this section:

1. The making of any loan or advance of any funds to, or the purchase of any obligations issued by such public trust, in connection with the performance of any of its authorized purposes;

2. Any legal advertising required by law or indenture or determined necessary by the trustees of such public trust;
3. The performance by any bank, trust company or similar entity or any services as a depository; or
4. The sale of any public utility services to such public trust, in which the price of said services is regulated by law.

It shall be the duty of each public trust to compile a list of all conflicts of interest for which its trustees have made disclosure. It shall also be the duty of each trust to compile a list of all dealings between its trustees and the trust which involve the exempted transactions listed above. Such lists shall be compiled semiannually for periods ending June 30 and December 31 of each year. Such lists shall be compiled on forms prescribed by the Oklahoma Tax Commission and shall be matters of public record. Copies of such lists shall be filed with the Secretary of State by September 1 and March 1 of each year.

- B.** The provisions of this section shall be inapplicable to any public trust created and existing prior to July 1, 1988, if all bonds issued by such public trust are required to be issued under and pursuant to a single bond indenture by amendment or supplement thereto and if the instrument or will creating such public trust and the bond indenture under which such trust must issue all bonds shall have been held to be valid and binding agreements in an opinion of the Supreme Court of the State of Oklahoma; and nothing in this section shall impair or be deemed to impair the trust indenture, the bond indenture, or existing or future obligations of such public trust.

Section 6.3 Statutory Boards

State law requires or allows cities to create certain boards and commissions, those boards have specific purposes that are established by state law. As statutory boards they are generally subject to the open meeting act. Blanchard's statutory boards are:

- Planning Commission
- Board of Adjustment

Section 6.4 Non-Statutory Boards

Non-statutory boards are special boards and committees, established by the city, for a specific purpose. They are generally also subject to the open meetings act. Blanchard's such boards are:

- Tourism Board
- Parks Board (Inactive)
- Architectural Review board (Inactive)

Section 7.0 Best Practices for Elected Officials

Section 7.1 Building Stability

Our goals should be the same for elected officials and City staff—that we want the following things in our city government:

- A. **Stability:** Everyone we deal with needs our government to be stable, meaning predictable, reliable and consistent in how we do business.
- B. **Fulfilling:** Our city government experience should be fulfilling for everyone involved, from the highest ranking to the lowest ranking person associated with our government. We get there by accomplishing good goals, and by leaving it better than we found it.
- C. **Enjoyable:** We deal with difficult issues sometimes, but the experience of working to make our government better should be enjoyable for everyone involved.

The more stable our city is, the more fulfilling and enjoyable our service will be. The stability test was created as a way to measure how our city is doing; the ten categories used were chosen based on input from a number of municipal officials, with the idea that we should identify the broad areas that should be measured to determine how well our community is functioning.

- a. **Financial Stability:** Do you have enough money to operate?
 - i. Create a written policy that establishes financial goals for the city, approved by council resolution that gives clear direction to staff.
 - ii. Determine an appropriate reserve policy with realistic goals.
 - iii. Clear, simple, monthly reports to elected officials.
- b. **Governing Body Stability:** How stable is your governing body?
 - i. Hold an annual training, including training to staff and elected officials about meeting protocol.
 - ii. Plan to hold an annual retreat to set goals.
 - iii. Hold regular meetings with staff to ensure all are working on the projects that are important.
 - iv. Have a code of ethics for elected officials.
 - v. Have a best practices resolution for oversight.
 - vi. Be professional.
- c. **Meetings:** How good are your meetings?
 - i. They should be business meetings.
 - ii. Have respect for fellow elected officials.
 - iii. Have and abide by clear meeting rules.
 - iv. Include a good balance of public input limited to agenda topics.

- v. Attend meetings in other cities and learn from them.
- d. **Employees:** How good is your workforce?
- i. How do you instill pride in their work?
 - ii. Improve uniforms and appearance with employee help.
 - iii. Provide a good salary and benefits.
 - iv. Create a sense of being a part of the team that works toward a common goal.
 - v. Show appreciation to your employees.
- e. **Public Image:** What does the public think of your city?
- i. Having good, professional meetings will help.
 - ii. Emphasize what you do well.
 - iii. What do your city properties look like?
 - iv. What does your city equipment look like?
 - v. Do you show appreciation to vendors?
 - vi. Do you pay on time?
- f. **Crisis Management:** How do you handle a crisis?
- i. Understand everyone's role.
 - ii. Understand operations before an event.
 - iii. Have elected officials tour emergency management facilities and understand who is in charge.
- g. **Economic Development:** Are you involved in economic development?
- i. Have you set goals for economic development?
 - ii. Does the city own land for development?
 - iii. Do you have an economic development director or contract?
- h. **Planning & Goal Setting:** How well do you plan and set goals for city projects?
- i. Hold an annual or regular goal setting meeting with written results.
 - ii. Have short term and long term planning.
 - iii. Have clear communication, including action steps.
- i. **Administration:** How stable has your upper management been?
- i. Identify the strengths and weaknesses of a good working relationship.
 - ii. Communicate about expectations.
 - iii. Build and maintain trust between the elected officials and the
 - iv. Administration.
- j. **Communication:** How well do you communicate?
- Create a communications system that is agreed to, that may include:
 - Weekly and or annual reports
 - City newsletter

Employee newsletter
Email of important events
If possible, have council committees
Informal time with elected officials for management

If we can find stability in these areas, our city will operate more efficiently and achieve greater success throughout the years.

Section 7.2 Municipal Elected Official Advice

The following comments are the result of a survey that has been submitted to numerous local government officials of Oklahoma. The following responses should serve as a guideline for elected officials, both new and established.

1. The best elected officials possess the following traits:

- A genuine desire to benefit the public being served, not just a constituency that may have elected them.
- A willingness to seek training or other learning opportunities.
- A willingness to look at options before a decision is made.
- Honesty, knowledgeable, consensus-builder.
- Respect for coworkers, both peers and subordinates.
- A desire to share their insights and experience with similar entities, and not just the unit of government that they currently serve.
- High moral and ethical standards that supersede legal standards.
- A willingness to work together as a team towards common goals.
- A mindset that is open to compromise.
- A willingness to take the time to research all sides of an issue before making a final decision
- An appreciation that there will be times when everyone will not agree.
- A willingness and ability to communicate.
- Understands that we are all human and sometimes make mistakes.
- Thoughtful, consistent, supportive, responsible, practical, and intelligent.

2. Conduct by an elected official that is most damaging to a municipality is the following:

- Any attempt through private meetings to make a decision that should be made in accord with the open meeting act, followed closely by any attempts to subvert the ordinary chain of command by giving orders to staff members that their supervisors are not made aware of.
- Making "busy" work for staff.

- Using the position for financial gain for themselves or individuals, and using the position to only further the agenda of certain individuals, or certain groups of individuals.
- Self-serving decision making.
- Vindictive decision making.
- Making very important decisions without fully researching all the issues.
- Believing and buying in to people who only tell you part of a story – the part that best suits them and their motives.
- Having a “plant” at City Council meetings to perform the dirty work for a Councilmember.
- Being involved with day-to-day operations instead of performing their roles as policy maker.
- Believing “everything” that they hear on the street or read in the local newspaper.
- The “gotcha” member. They wait until the meeting to ask questions often only to make themselves look good at the cost of making others look bad. They often distrust staff, their fellow members, and revel in failures more than successes.

3. Conduct by an elected official that is most beneficial to a municipality is the following:

- An intelligent search for ways to make the city and the lives of its residents better, safer, and more productive.
- Working with other elected officials and staff to make decisions that will benefit all residents.
- The newly elected official should keep his/her mouth closed and ears open for the first several months while they learn the parameters of what they can or more especially cannot do in their elected capacity.
- They should research the history of the issues of the day by asking questions of all sides and make sure they listen more than they speak.
- They must be fully informed to maintain credibility.
- Maintaining an open mind.
- Compliment staff in public and criticize staff in private, if criticism is warranted.
- Being positive and calm.

Confidentiality Agreement for Executive Session

This Confidentiality Agreement between the parties signing below establishes that all information discussed, heard or read in the City Council Executive Session on _____, will not be released, copied, discussed or shared in any manner with any individual other than sitting City Council members, members of City staff present during the Executive Session, other persons authorized by the City Council to be present in the Executive Session, and legal counsel for the City. Breach of this Confidentiality Agreement may result in personal liability and potential violation of the Oklahoma Open Meeting Act.

I have read the above statement regarding confidentiality and agree to abide by it to the best of my ability.

Signed on this _____ day of _____.

Mayor: _____

City Manager: _____

Vice Mayor: _____

City Attorney: _____

Council Member: _____

Other: _____

Council Member: _____

Other: _____

Council Member: _____

Other: _____

City Council Disclosure of Interest Form

The undersigned, in accordance with City Ordinance and State Law, hereby discloses the following Conflict of Interest:

- A. I have an interest in following issue that is pending:

- B. My conflict exists because of the following:

- C. Does the transaction involve any of the following:
 - a. Selling, buying, or leasing property, real or personal, to or from the municipality;
 - b. Contracting with the municipality; or
 - c. Buying or bartering for or otherwise engaging in any manner in the acquisition of any bonds, warrants, or other evidence of indebtedness of the municipality.

If yes, AND you or an immediate family member are engaging in that activity, the action is illegal. If your interest is in a company doing business with the City and your interests consists of a "proprietary interest" or ownership of more than twenty-five percent (25%) of the business or of the stock therein or any percentage which constitutes a controlling interest, the transaction is illegal. Does this section apply to your transaction? **YES / NO**

- D. Competitive Bidding. Is the contract for a construction project involving more than \$50,000? If yes, you are forbidden to be interested directly or indirectly through stock ownership, partnership interest or otherwise in any such contract. Does this section apply to your transaction? **YES / NO**

- E. I have an interest in an issue that will appear on a City Council agenda, as follows:
 - a. I understand that because my interest is a personal or family interest in which I have a financial risk in the outcome of the vote, I am precluded from voting on this issue. I understand I can present factual information to the board as a member of the public could, and understand that even though I am not legally required to leave the room during the council's discussion of this matter, that I have been advised I should do so. Does this section apply to your transaction? **YES/NO**
 - b. I or a family member has an interest in an issue appearing before council. I do not have any direct or indirect financial interest in the outcome of the vote, and am making this disclosure to avoid any allegation that I had an

inappropriate conflict of interest. Does this section apply to your transaction?
YES / NO

Dated this _____ day of _____, 20__

Signature

City Clerk

City Attorney



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CITY OF BLANCHARD
STREET SALES AND USE TAX MONTHLY TREASURY REPORT
For the Month June 1, 2023 to June 30, 2023

These are unaudited numbers

CODE	DESCRIPTION	BEGINNING BANK BALANCE	DEPOSITS	WITHDRAWALS	INTEREST/ DIVIDENDS PAID	SERVICE FEES	ENDING BANK BALANCE	Outstanding Checks	Deposits In Transit	Balance per General Ledger			Number of Checks Issued
30	STREETS SALES USE TAX-FNB (TRANSFER ACCT) 125-01-1110	\$ 448,694.98	122,732.35	169,470.14	147.13	-	402,104.32			402,104.32		\$ 402,104.32	1
	STREETS CONSTRUCTION-BOK (LOAN PROCEEDS) 115-01-1110	\$ 10,908,477.32	41,529.41	142,400.00			10,807,606.73			10,807,606.73		\$ 10,807,606.73	



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CONSENT AGENDA





1





MINUTES

A regular meeting was 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 CITY COUNCIL
REGULAR MEETING
TUESDAY, 27 June 2023
6:00 P.M.

IMMEDIATELY FOLLOWING THE BMIA MEETING

This Agenda was posted in prominent public view on the City's website at www.cityofblanchard.us and the City Hall Bulletin Board on or before 5:00 p.m., Monday, the 26th day of June, 2023, in accordance with the Oklahoma Open Meeting Act.

Diana Daniels

City Clerk

A. MEETING CONVENED

1. CALL TO ORDER *by Mayor Michael Scalf @ 6:12 p.m.*
2. ROLL CALL: *Councilman Ben Whitt ~ Present*
 Councilwoman Christina Short ~ Present
 Councilman Albert Ryans ~ Present
 Vice Mayor Chuck Kemper ~ Present
 Mayor Michael Scalf ~ Present
3. DETERMINATION OF QUORUM: *5 ~ Present 0 ~ Absent*

STAFF: *City Manager, Robert L. Floyd*
 City Clerk, Diana Daniels
 City Attorney, David Perryman
 City Attorney, Nate Ellis
 City Planner, Hayden Wilkes
 Fire Marshall, Colten St. John
 Public Works Director, David Standridge

Media: Tony Strickland, The Blanchard News

B. BUSINESS AGENDA

AMENDED TO READ:

1. ORDINANCE [[Attachment B-1](#)].
Consider and take action with respect to adopting an Ordinance of the City of Blanchard, Oklahoma, increasing the corporate limits of the City by annexation of certain real property as described in the Ordinance dealing with the public hearing thereon which property is adjacent or contiguous to the corporate limits of the City as described in this Ordinance in accordance with the provisions of 11 O.S. Section 21-103 and other applicable laws; declaring Repealer; providing for Severability; and declaring an Emergency, voted upon separately; Zoning Map (attached) and Ordinance provided at the meeting.

MOTION BY Councilman Ryans and SECOND BY Vice Mayor Kemper ... to adopt Ordinance No. 786.

MOTION CARRIED:

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

0 ~ ABSENT: None

2. EMERGENCY CLAUSE [Attachment B-2].
Take appropriation action re: adopting an Emergency Clause for Ordinance No. 786.

MOTION BY Vice Mayor Kemper and SECOND BY Councilman Ryans ... to adopt Emergency Clause for Ordinance No. 786.

MOTION CARRIED:

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

3. ORDINANCE [Attachment B-3].
Discuss and vote on a motion to adopt Ordinance of the City of Blanchard, Oklahoma (the “City”) approving utilization of apportioned tax revenues authorized by statewide vote adopting Article 10, Section 6c of the Oklahoma Constitution and implemented by the Local Development Act, 62 O.S. §850, et seq.; approving and adopting the Highway 62 Economic Development Project Plan and expressing intent to carry out the Project Plan; ratifying and confirming the actions, recommendations and findings of the Review Committee and the Planning Commission; creating and establishing Increment District No. 2, City of Blanchard; designating and adopting the Increment District boundaries and the Project Area boundaries; adopting certain findings; reserving to the City the authority to make minor amendments to the Project Plan; authorizing the City Council of the City to carry out and administer the Project Plan; establishing a Tax Apportionment Fund; authorizing directions for prospective apportionment of tax increments; establishing an allocation of use for tax increments; declaring apportionment funds to be funds of the City and limiting the pledge of apportioned increments to increments actually apportioned by the City; authorizing the City Council of the City, or a public trust designated thereby, to implement the Project Plan utilizing apportioned tax increments to pay or reimburse project costs directly and/or to issue bonds or notes, if feasible and desirable, to pay project costs and to retire said bonds or notes from apportioned tax increments; providing for severability; declaring an emergency; and containing other provisions related thereto.

MOTION BY Councilwoman Short and SECOND BY Vice Mayor Kemper ... to adopt Ordinance No. 787.

MOTION CARRIED:

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

4. EMERGENCY CLAUSE [Attachment B-4].
Take appropriation action re: adopting an Emergency Clause for Ordinance No. 787.

MOTION BY Vice Mayor Kemper and SECOND BY Councilman Ryans ... to adopt Emergency Clause for Ordinance No. 787.

MOTION CARRIED:

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

5. PUBLIC HEARING.
Open, conduct, and close Public Hearing to receive public comments on a Zoning Application submitted by:

Applicant: TPR Investments, LLC
Current Zoning: A-1 Agricultural District
Proposed Zoning: R-2 Combined Residential District
Location: 306 NE 25th St.

PUBLIC HEARING opened @ 7:10 p.m.

FOR: None

AGAINST: None

PUBLIC HEARING closed @ 7:11 p.m.

6. ORDINANCE [Attachment B-6].
Discuss and vote on a motion to adopt Ordinance accepting the Planning Commission's recommendation to approve reclassifying property, by amending the Zoning Ordinance, as amended, to include additional territory within the R-2, Combined Residential District; to delete such property from the A-1, Agricultural District; providing for entering such

amendments upon the Official Zoning Map; providing for Severability; declaring Repealer; and declaring an Emergency (voted on separately).

MOTION BY Councilwoman Short and SECOND BY Councilman Ryans ... to adopt Ordinance No. 788.

MOTION CARRIED:

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

7. EMERGENCY CLAUSE [Attachment B-7].
Discuss and vote on a motion adopting Emergency Clause for Ordinance No. 788.

MOTION BY Vice Mayor Kemper and SECOND BY Councilman Ryans ... to adopt an Emergency Clause for Ordinance No. 788.

MOTION CARRIED:

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

8. RESOLUTION [Attachment B-8].
Discuss and vote on a motion to adopt Resolution approving an Agreement with Public Finance Law Finance regarding legal counsel for the proposed TIF No. 3.

MOTION BY Councilman Ryans and SECOND BY Councilwoman Short ... to adopt Resolution No. 2023-41.

MOTION CARRIED:

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

9. RESOLUTION [Attachment B-9]. #2023-42
Discuss and vote on a motion to adopt Resolution approving the renewal of an Interlocal Agreement with the Town of Dibble for dispatching services in the annual amount of \$16,500.

MOTION BY Councilman Ryans and SECOND BY Vice Mayor Kemper ... to approve Resolution No. 2023-42.

MOTION CARRIED:

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

10. RESOLUTION [Attachment B-10].

A motion adopting a Resolution approving the annual Agreement with HSPG and Associates, P.C. to perform audit services for the year ending June 30, 2023 in the amount of \$19,900.00.

MOTION BY Councilwoman Short and SECOND BY Vice Mayor Kemper ... to approve Resolution No. 2023-43.

MOTION CARRIED:

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

11. RESOLUTION [Attachment B-11].

Discuss and vote on a motion to adopt Resolution approving Amendment No. 2 with Glenn Sullivan & Associates for additional inspection services on Section Line Roads.

MOTION BY Councilman Ryans and SECOND BY Councilwoman Short ... to approve Resolution No. 2023-44.

MOTION CARRIED:

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

AMENDED TO READ:

12. RESOLUTION [Attachment B-12].

Discuss and vote on a motion to adopt Resolution approving the nomination by the Mayor and confirm the appointment of Jimmy D. Franklin, 400 Meadow Lark Lane, Blanchard, to serve on the Planning Commission for a new 3-year term ending June 30, 2026.

MOTION BY Councilman Ryans and SECOND BY Vice Mayor Kemper ... to approve Resolution No. 2023-45.

MOTION CARRIED:

5 ~ AYES: *Short, Whitt, Ryans, Kemper, Scalf*

0 ~ NAYS: None
0 ~ ABSENT: None

13. **RESOLUTION** [Attachment B-13].
Discuss and vote on a motion to adopt Resolution approving the nomination by the Mayor and confirm the appointment of Jeff Clay to serve on the Planning Commission for a new 3-year term ending June 30, 2026.

MOTION BY Councilman Ryans and SECOND BY Vice Mayor Kemper ... to approve Resolution No. 2023-46.

MOTION CARRIED:

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

ATTACHMENT ADDED:

14. **RESOLUTION** [Attachment B-14]. #2023-47
Discuss and vote on a motion to adopt Resolution approving the nomination by the Mayor and confirm the appointment of Connie Armstrong to serve on the Planning Commission for a new 3-year term ending June 30, 2026.

MOTION BY Councilman Whitt and SECOND BY Councilman Ryans ... to approve Resolution No. 2023-47.

MOTION CARRIED:

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

15. **RESOLUTION** [Attachment B-15].
Discuss and vote on a motion to adopt Resolution approving the nomination by the Mayor and confirm the re-appointment of Yvonne Lackey to serve on the Board of Adjustment for a new 3-year term ending July 7th, 2026.

MOTION BY Councilman Whitt and SECOND BY Vice Mayor Kemper ... to approve Resolution No. 2023-48.

MOTION CARRIED:

5 ~ AYES: Short, Whitt, Ryans, Kemper, Scalf

0 ~ NAYS: None
0 ~ ABSENT: None

16. RESOLUTION [Attachment B-16].

Discuss and vote on a motion to adopt Resolution approving the Final Plat for Section 5 of Oasis Ranch Addition to the City of Blanchard; and accepting certain improvements as public.

MOTION BY Councilman Ryans and SECOND BY Vice Mayor Kemper ... to approve Resolution No. 2023-49.

MOTION CARRIED:

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

ADDENDUM: MAP AND QUOTE OF STREET SIGNS:

17. RESOLUTION [Attachment B-17].

Discuss and vote on a motion to adopt Resolution approving street signage for Final Plat 5 of Oasis Ranch.

MOTION BY Vice Mayor Kemper and SECOND BY Councilwoman Short ... to approve Resolution No. 2023-50.

MOTION CARRIED:

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

18. RESOLUTION [Attachment B-18]. #2023-51

Discuss and vote on a motion to adopt Resolution renewing the OMAG Workers' Comp Plan.

MOTION BY Councilwoman Short and SECOND BY Councilman Ryans ... to approve Resolution No. 2023-51.

MOTION CARRIED:

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

19. JOB REQUISITION [Attachment B-19].
Discuss and vote on a motion to approve the creation of a new position for a Capital Projects Manager for the City of Blanchard.

MOTION BY Vice Mayor Kemper and SECOND BY Councilman Ryans ... to approve the job requisition for the new position of Capital Projects Manager.

MOTION CARRIED:

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

20. CONSENT ORDER [Attachment B-20].
Discuss and Take Appropriate Action regarding the ODEQ proposed Consent Order. Possible Action includes, Approval in whole or in Part; Rejection in whole or in part; and/or Amendment and Approval of Amended Consent Order.

Tabled until after Executive Session.

MOTION BY Councilman Ryans and SECOND BY Councilwoman Short ... to approve Consent Order as revised.

MOTION CARRIED:

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

AMENDED TO READ:

21. VEHICLE PURCHASE [Attachment B-21].
Memorialization of the action of the City Manager to seek new interest rate quotes from local banks re: the lease-purchase of a 2022 Ford PI Utility AWD for the Blanchard Fire Department previously approved by the City Council.

MOTION BY Councilwoman Short and SECOND BY Councilman Ryans ... to memorialize the action of the City Manager approving First National Bank with an interest rate of 4.6%.

MOTION CARRIED:

5 ~ AYES: Short, Whitt, Ryans, Kemper, Scalf

0 ~ NAYS: None
0 ~ ABSENT: None

22. ROAD IMPROVEMENTS [Attachment B-22].
Further discussion, consideration and take appropriate action re: the status of Phase I, Section Line Road Improvements.

DISCUSSION ONLY.

23. FIRE STATION COMPLETION [Attachment B-23].
Further discussion, consideration and take appropriate action re: the status of completion of the Fire Station No. 2 construction; and calling of bonds.

DISCUSSION ONLY.

ADDENDUM:

24. PARKING STUDY RESULTS AND RECOMMENDATIONS [Attachment B-24].
Consider and take action with respect to Parking Study Results of Downtown and the recommendations by the consultant.

MOTION BY Vice Mayor Kemper and SECOND BY Councilman Ryans ... to approve Option #1 to restripe 1 block east and west of the flagpole, restripe 1 block north and south of the flagpole and offer extra parking to the quilt shop at 2nd and Main.

MOTION CARRIED:

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

C. CONSENT AGENDA

The following item(s) are hereby designated for approval, acceptance or acknowledgment by one motion, SUBJECT to any conditions included therein. If any item(s) do not meet with the approval of all members, that item(s) will be heard in regular order:

1. APPROVAL of regular meeting minutes of 5/23/23 [Attachment C-1].
2. APPROVAL of special joint meeting minutes of 6/13/23 [Attachment C-2].
3. ACKNOWLEDGE of payment of FYE2023 Claims and Expenditures in the total amount of \$443,423.89 [Attachment C-3].

4. ACKNOWLEDGE of payment of 2022-2023 Payrolls in the total amount of \$171,712.39 [**Attachment C-4**].
 5. ACKNOWLEDGE the transfer of the June 2023 Sales Tax as per Budget [**Attachment C-5**].
 6. ACCEPTANCE of the May 2023 Financial Report [**Attachment C-6**].
 7. APPROVAL of May donations for animal welfare [**Attachment C-7**].
 8. ACCEPTANCE of 33.5' Permanent Road & Utility Easement granted by:
 - a. Brad D. Darling, 1162 North County Line Road, Blanchard [**Attachment C-8a**].
 9. APPROVAL of open Purchase Orders over \$10,000 [**Attachment C-9**].
- AMENDED TO READ:
10. APPROVAL of FYE2023-24 Budget Supplement for a Fire Donation in the total amount of \$2,500.00 [**Attachment C-10**].

Mayor Scalf requested to approve Items No. C3 - C10 and remove Consent Items C1 & C2.

MOTION BY Vice Mayor Kemper and SECOND BY Councilman Ryans ... to approve Consent Agenda C3 - C10.

MOTION CARRIED:

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

D. CONSENT ITEM REMOVAL

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

MOTION BY Mayor Scalf and SECOND BY Vice Mayor Kemper ... to approve Consent Agenda Item #1 with the knowledge of it being in print added to Council member's packet.

MOTION CARRIED:

4 ~ AYES: Ryans, Whitt, Kemper, Scalf
0 ~ NAYS: None
0 ~ ABSENT: None
1 ~ ABSTAIN: Short

MOTION BY Mayor Scalf and SECOND BY Vice Mayor Kemper ... to approve Consent Agenda Item #2 with the corrections discussed with the City Manager on the Special Joint Minutes.

MOTION CARRIED:

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

E. PUBLIC COMMENTS

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

None.

F. COUNCIL/STAFF COMMENTS

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

1. *Vice Mayor Kemper wanted to look at the possibility of putting a pre-council meeting question session to get clarification on all agenda items.*
2. *Vice Mayor Kemper wanted the other council members to make a list of questions that are frequently asked for a future article he is going to write for the paper.*

G. EXECUTIVE SESSION

This item is listed to provide an opportunity for the city council to discuss the following items in Executive Session. Any action taken by the City Council on the below matter(s) will be in Open Session at the conclusion of the Executive Session with a public vote thereon.

1. **MOTION** to go into Executive Session to discuss the following item(s):
 - a. Discuss negotiations concerning employees and representatives of employee groups [pursuant to Title 25 O.S. §307(B)(2)].

MOTION BY Councilman Ryans and SECOND BY Vice Mayor Kemper ... for City Council and BMIA go into joint executive session @ 9:24 p.m.

MOTION CARRIED:

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

2. RECONVENE into Open Session to consider and take appropriate action:

- a. regarding negotiations concerning employees and representatives of employee groups.

Reconvene into Open Session @ 10:02 p.m.

The only things discussed are what was on the agenda. No action was taken.

H. FURTHER INFORMATION

1. REPORTS ~ Sales/Use Tax.
2. REPORTS ~ 2022/2023 Attendance.
3. REPORTS ~ Departmental Activities.

I. ADJOURNMENT

Called @ 10:04 p.m.

Mayor

ATTEST: (Seal)

City Clerk



2



NARRATIVE

AGENDA: 7/25/2023
ITEM: Consent C (2)

CITY OF BLANCHARD

CLAIMS LIST

GENERAL OPERATIONS FUND

FUND	AMOUNT
General Operation Fund	\$222,935.15
Emergency Management Fund	\$ -0-
Street Sales & Use Tax	\$ -0-
Municipal Court Fund	\$ 1,711.72
Capital Improvement Fund	\$ 642.84
Veterans Memorial Fund	\$ 3,673.02
TIF Fund	\$ -0-
Insurance Fund	\$ -0-
TOTAL	\$228,962.73

RECOMMENDATION:

Acknowledge approval of the FYE2024 Claims as presented.

CLAIMS REPORT
 Check Range: 6/22/2023- 7/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
ABS	GOLF CART RENTALS FOR EVENTS		1,483.00	318539	7/07/23
ACE HARDWARE	MISC SUPPLIES (OPEN PO)	227.73	318540	7/07/23	
ACE HARDWARE	MISC SUPPLIES (OPEN PO)	361.07	318541	7/07/23	
ACE HARDWARE	MISC SUPPLIES (OPEN PO)	8.97	318542	7/07/23	
ACE HARDWARE	MISC SUPPLIES (OPEN PO)	14.88	612.65	318543	7/07/23
ACOG	TRANSPORTATION ASSESSMENT		745.00	318544	7/07/23
AMERICAN FIDELITY ASSURANCE	FLEX SPENDING		1,049.14	318518	6/30/23
AMERICAN FIDELITY ASSURANCE	AFA LIFE INSUR		1,051.44	318520	6/30/23
AFLAC	AFLAC HEALTH		39.00	318514	6/30/23
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	73.02	10098381	7/10/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	17.98	10098382	7/10/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	285.42	10098383	7/10/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	29.95	10098384	7/10/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES	108.60	514.97	10098385	7/10/23
AMERICAN ELECTRIC POWER	ELECTRICAL SERVICES (OPEN PO)		4,253.11	318494	6/27/23
ARC PYROTECHNICS	FIREWORKS FOR INDEP. CELEB.		13,000.00	318545	7/07/23
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	53.50	318546	7/07/23	
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	89.80	318547	7/07/23	
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	24.70	168.00	318548	7/07/23
BOB USRY & SONS, INC	EMERGENCY- PLUMBING BACKUP		382.00	318495	6/27/23
CLARK EQUIPMENT COMPANY	ZERO TURN MOWER REPAIR		759.63	318549	7/07/23
BOX TALENT, INC.	BAND FOR INDEPENDENCE CELEB.		750.00	318550	7/07/23
BUZZ CONSULTING COMPANY	TECH SUPPORT (OPEN PO)	42.50	318551	7/07/23	
BUZZ CONSULTING COMPANY	BACKUP SERVICES (OPEN PO)	170.00	212.50	318552	7/07/23
CB&T CUST IRA	CB&T CUST IRA		300.00	318584	7/14/23
CINTAS	CUSTODIAL SERVICES @ CITY HALL		405.49	10098386	7/10/23
CITY OF BLANCHARD INS FUND	HEALTH INSURANC		3,578.47	318521	6/30/23
COMPLIANCE RESOURCE GROUP	JENNIFER SELF PENSION		550.00	318553	7/07/23
CONFIDENCE FORD OF NORMAN	EMERGENCY REPAIR PARTS (11-001	543.92	318496	6/27/23	
CONFIDENCE FORD OF NORMAN	ACO NEW TRUCK REPAIR	673.73	1,217.65	318554	7/07/23
CRAWFORD & ASSOCIATES	ACCOUNTING SERVICES		4,532.50	318497	6/27/23
DELTA PUBLIC TRANSIT	MONTHLY SUPPORT (OPEN PO)		1,500.00	318555	7/07/23
DESHAZO GROUP INC	PARKING ANALYSIS		6,500.00	318556	7/07/23
DIANA DANIELS	TRAVEL REIMBURSEMENT FOR CLERK		23.18	318498	6/27/23
DP GAMBLE HOMES	REFUND INSPECTION DEPOSIT		100.00	318499	6/27/23
EDGAR CRUZ, INC.	EDGAR CRUZ CONCERT		500.00	318500	6/27/23
EDWARDS ENTERPRISES	PORT-A-POTTY RENTAL-WALKING		800.00	318501	6/27/23
FIREFIGHTERS PENSION & RETIREM	FIRE PENSION	1,641.58	318517	6/30/23	
FIREFIGHTERS PENSION & RETIREM	FIRE PENSION	1,665.06	3,306.64	318580	7/14/23
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1001055598 (\$1257.47)	1,257.47	318526	7/05/23	
FIRST NATIONAL BANK & TRUST CO	CODE TRUCK 1001057352	870.72	318527	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1001060175 (\$71116)	711.16	318528	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1001063484 (\$1248.76)	1,248.76	318529	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1000002640 (\$1353.21)	1,353.21	318530	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002640 (\$2686.21)	2,686.21	318531	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1000002681 (\$746.22)	746.22	318532	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1001055595 (\$1313.87)	1,313.87	318533	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000000545 (\$1128.85)	1,128.85	318534	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1000003044 (\$679.59)	679.59	318537	7/05/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002947 (\$1075.16)	1,075.16	13,071.22	318538	7/05/23
FRATERNAL ORDER OF POLICE	POLICE DUES		400.00	318516	6/30/23
FUELMAN	FUEL PURCHASES (OPEN PO)	560.11	10098387	7/10/23	
FUELMAN	FUEL PURCHASES (OPEN PO)	2,346.85	10098388	7/10/23	

CLAIMS REPORT
 Check Range: 6/22/2023- 7/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
FUELMAN	FUEL PURCHASES (OPEN PO)	675.26	10098389	7/10/23	
FUELMAN	FUEL PURCHASES (OPEN PO)	2,639.10	10098390	7/10/23	
FUELMAN	FUEL PURCHASES (OPEN PO)	977.84	7,199.16	10098391	7/10/23
GLENN SULLIVAN & ASSOC, INC	MISC ENGINEERING FEES	5,000.00	318502	6/27/23	
GLENN SULLIVAN & ASSOC, INC	INSPECTION FEES	7,500.00	318503	6/27/23	
GLENN SULLIVAN & ASSOC, INC	PLAT REVIEW ENGINEERING FEES	1,898.53	14,398.53	318504	6/27/23
HABITAT FOR HUMANITY	REFUND INSPECTION DEPOSIT		100.00	318557	7/07/23
THE HARTFORD GROUP BENEFITS	HARTFORD LIFE		109.19	318581	7/14/23
HOBBS PEST CONTROL	PEST CONTROL SERVICES @ ADMIN		990.00	318558	7/07/23
INTERNAL REVENUE SERVICE	FED/FICA TAX	15,369.43	10098379	6/30/23	
INTERNAL REVENUE SERVICE	FED/FICA TAX	15,705.86	31,075.29	10098406	7/14/23
KNIPPELMIER CHEVROLET, INC	AIR CONDITIONING REPAIR		498.55	318505	6/27/23
LEADSONLINE LLC	ANNUAL SUBSCRIPTION		2,819.00	318559	7/07/23
LIBERTY NATIONAL BANK	1/2 LOAN PMT- BOBCAT SKIDSTEER	342.78		318535	7/05/23
LIBERTY NATIONAL BANK	POLICE INTERCEPTORS	2,539.27	2,882.05	318536	7/05/23
MCCLAIN COUNTY ELECTION BOARD	SPECIAL ELECTION HOTEL TAX		1,089.14	318506	6/27/23
MERCHANT MCINTRYE AND ASSO.	GRANT SERVICES		8,000.00	318560	7/07/23
NATIONWIDE RETIREMENT	RETIREMENT 401a	2,367.37		318515	6/30/23
NATIONWIDE RETIREMENT	RETIREMENT 401a	2,642.38	5,009.75	318579	7/14/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES		9.99	10098392	7/10/23
OCSR	CHILD SUPPORT	143.03		318522	6/30/23
OCSR	CHILD SUPPORT	143.03	286.06	318582	7/14/23
OKLAHOMA POLICE PENSION	POLICE PENSION	3,607.44		10098380	6/30/23
OKLAHOMA POLICE PENSION	POLICE PENSION	3,608.21	7,215.65	10098407	7/14/23
OKLAHOMA TAX COMMISSION	STATE TAX	2,270.96		10098378	6/30/23
OKLAHOMA TAX COMMISSION	STATE TAX	2,310.46	4,581.42	10098405	7/14/23
OMES-CENTRAL PRINTING	INSERT FOR MONTHLY BILLS	473.48		318561	7/07/23
OMES-CENTRAL PRINTING	INSERT FOR MONTHLY BILLS	1,420.44	1,893.92	318562	7/07/23
OKLAHOMA MUNICIPAL LEAGUE	ANNUAL SERVICES FEES (OPEN PO)		6,002.56	318563	7/07/23
OMUSA	EMPLOYEE DRUG TESTING		663.75	318564	7/07/23
P&K EQUIPMENT	MISC PARTS (OPEN PO)		614.39	318565	7/07/23
NATIONWIDE RETIREMENT SOLUTION	457 DEF COMP	255.46		318513	6/30/23
NATIONWIDE RETIREMENT SOLUTION	457 DEF COMP	255.45	510.91	318578	7/14/23
PEERLESS EVENTS & TENTS	TENTS AND STAGE FOR INDEP.		6,403.06	318566	7/07/23
THE PUBLIC FINANCE LAW GROUP	TIF 2 PROFESSIONAL SERVICES		23,000.00	318507	6/27/23
PIONEER SECURITY SYSTEMS	SECURTIY SERVICES (OPEN PO)		69.90	10098401	7/10/23
PIONEER TELEPHONE-COURT	TELEPHONE AND INTERNET		124.97	10098400	7/10/23
PIONEER TELEPHONE-PH/INT	INTERNET &TV (OPEN PO)		566.12	10098398	7/10/23
PIONEER TELEPHONE	SIREN ALERT SYSTEM (OPEN PO)		72.72	10098399	7/10/23
PIONEER	TELEPHONE / INTERNET (CH)		492.76	10098395	7/10/23
PIONEER	TELEPHONE/ INTERNET (COMMUN.)		99.75	10098397	7/10/23
PIONEER	TELEPHONE/ INTERNET (FIRE)		79.01	10098394	7/10/23
PIONEER	TELEPHONE / INTERNET (LIBRARY)		288.88	10098396	7/10/23
PIONEER	TELEPHONE/ INTERNET (PD)		222.38	10098393	7/10/23
PURE WATER PARTNERS	MONTHLY WATER SERVICES		45.00	10098402	7/10/23
QUADIENT LEASING USA, INC.	POSTAGE FOR METER (OPEN PO)		500.00	10098403	7/10/23
ROBERT L FLOYD	CAR ALLOWANCE (OPEN PO)		400.00	318567	7/07/23
ROCIC	MEMBERSHIP DUES (OPEN PO)		300.00	318568	7/07/23
ROCKING R RESOURCES LLC	CAR WASH	124.87		318508	6/27/23
ROCKING R RESOURCES LLC	PARKS CAR WASH (601770)	18.00		318509	6/27/23
ROCKING R RESOURCES LLC	ADMIN CAR WASH (577031)	54.90	197.77	318510	6/27/23
SALTUS TECHNOLOGIES	ANNUAL DIGITICKET FEES		23,224.32	318569	7/07/23
SAM'S CLUB DIRECT	MISC SUPPLIES (OPEN PO)	14.17		10098372	6/27/23
SAM'S CLUB DIRECT	MISC SUPPLIES (OPEN PO)	145.94		10098373	6/27/23

CLAIMS REPORT
 Check Range: 6/22/2023- 7/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SAM'S CLUB DIRECT	MISC SUPPLIES (OPEN PO)	131.84	291.95	10098374	6/27/23
STANDLEY SYSTEMS	XEROX PRINTER LEASE (OPEN PO)		857.87	318570	7/07/23
TEXAS LIFE	TEXAS LIFE		252.58	318583	7/14/23
THUNDERBIRD PRODUCTIONS LLC	LIGHTS AND SOUND FOR INDEP.		4,200.00	318571	7/07/23
TOSHIBA FINANCIAL SERVICE	DISPATCH COPIER LEASE	797.46		318572	7/07/23
TOSHIBA FINANCIAL SERVICE	POLICE COPIER LEASE	797.46		318573	7/07/23
TOSHIBA FINANCIAL SERVICE	FIRE COPIER LEASE	797.46	2,392.38	318574	7/07/23
TRANSUNION RISK & ALERNATIVE	BACKGROUND AND INVESTIAGTING		75.00	318575	7/07/23
TRUTECHNOLOGIES	ALARM SYSTEM		540.00	318576	7/07/23
VERIZON WIRELESS	CELL PHONE SERVICE (OPEN PO)		390.83	10098404	7/10/23
WALKER COMPANIES	NOTARY RENEWAL- KATIE		93.00	318511	6/27/23
	105 GENERAL TOTAL		-----		
			222,935.15		

CLAIMS REPORT
Check Range: 6/22/2023- 7/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MUNICIPAL COURT					
CLEET	JUNE 2023 CLEET FEES	575.36	2427	7/07/23	
OKLAHOMA BUREAU OF NARCOTICS	DRUG EDUCATION FEES	10.00	2428	7/07/23	
OSBI-AFIS FEES	JUNE 2023 AFIS FEES	575.36	2429	7/07/23	
OSBI-FORENSIC FEES	JUNE 2023 FORENSIC FEES	551.00	2430	7/07/23	

	305 MUNICIPAL COURT TOTAL	1,711.72			

CLAIMS REPORT
Check Range: 6/22/2023- 7/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CAPITAL IMPROVEMENT					
VERIZON WIRELESS	MOBILE BROADBAND (POLICE CARS)	642.84	21116031		7/10/23

	705 CAPITAL IMPROVEMENT TOTAL	642.84			

CLAIMS REPORT
Check Range: 6/22/2023- 7/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
VETERANS MEMORIAL					
ANTONIO JESUS ALAMO	STONE WORK ON WALL AND	3,000.00	1065		7/07/23
BLANCHARD BUILDING CENTER	MISC SUPPLIES FOR VETERAN MEM	184.86	1063		6/27/23
DOLESE BROS. CO.	MISC CONCRETE SUPPLIES FOR MEM	363.16	1066		7/07/23
EDWARDS ENTERPRISES	PORT-A-RENTAL-VETERANS	125.00	1064		6/27/23

	715 VETERANS MEMORIAL TOTAL	3,673.02			
		=====			
	Accounts Payable Total	548,946.37			



3



City Salary and Fringe Benefits

Monthly Payroll - JUNE/JULY 2023

of Payrolls: 2

	Payroll 1 6/30/2023	Payroll 2 7/14/2023	Total (month)
General Admin(5)	22,084.48	23,757.24	45,841.72
Emergency Mgmt (10)	8,732.23	8,749.76	17,481.99
Police(12)	17,992.65	18,813.57	36,806.22
Street and Alley(13)	9,584.28	9,688.31	19,272.59
Fire(14)	10,205.78	10,350.62	20,556.40
Nutrition (17)	1,865.00	1,892.00	3,757.00
Parks(18)	4,879.66	4,787.43	9,667.09
Total City Salary	75,344.08	78,038.93	153,383.01
General Admin(5)	2,690.35	3,173.31	5,863.66
Emergency Mgmt (10)	930.83	1,033.03	1,963.86
Police(12)	3,580.46	3,614.83	7,195.29
Street and Alley(13)	1,036.18	1,019.73	2,055.91
Fire(14)	1,487.81	1,505.68	2,993.49
Nutrition (17)	188.44	216.65	405.09
Parks(18)	537.81	585.40	1,123.21
Total City Fringe Benefits	10,451.88	11,148.63	21,600.51
TOTAL SALARY AND FB	85,795.96	89,187.56	174,983.52



4



CITY OF BLANCHARD

Monthly Sales Tax Transfers	BUDGET FYE 24	REC'D FYE 24	+/- FYE 24	BUDGET PERCENT
01. July 2023	266,045.20	283,635.59	17,590.39	106.61%
02. August 2023	0.00	0.00	0.00	0.00%
03. September 2023	0.00	0.00	0.00	0.00%
04. October 2023	0.00	0.00	0.00	0.00%
05. November 2023	0.00	0.00	0.00	0.00%
06. December 2023	0.00	0.00	0.00	0.00%
07. January 2024	0.00	0.00	0.00	0.00%
08. February 2024	0.00	0.00	0.00	0.00%
09. March 2024	0.00	0.00	0.00	0.00%
10. April 2024	0.00	0.00	0.00	0.00%
11. May 2024	0.00	0.00	0.00	0.00%
12. June 2024	0.00	0.00	0.00	0.00%
FISCAL YEAR TOTAL	266,045.20	283,635.59	17,590.39	106.61%
MONTHLY AVERAGE TOTAL	266,045.20	283,635.59	17,590.39	106.61%
	1.00	1.00	1.00	1.00

Summarization

CITY OF BLANCHARD

Dedicated Sales Tax Fund	BUDGET	REC'D	BALANCE	BUDGET
Sales Tax (100% of 1c*)	FYE 24	FYE 24	FYE 24	PERCENT
01. July 2023	87,555.20	92,931.78	5,376.58	106.14%
02. August 2023	0.00	0.00	0.00	0.00%
03. September 2023	0.00	0.00	0.00	0.00%
04. October 2023	0.00	0.00	0.00	0.00%
05. November 2023	0.00	0.00	0.00	0.00%
06. December 2023	0.00	0.00	0.00	0.00%
07. January 2024	0.00	0.00	0.00	0.00%
08. February 2024	0.00	0.00	0.00	0.00%
09. March 2024	0.00	0.00	0.00	0.00%
10. April 2024	0.00	0.00	0.00	0.00%
11. May 2024	0.00	0.00	0.00	0.00%
12. June 2024	0.00	0.00	0.00	0.00%
FISCAL YEAR TOTAL	87,555.20	92,931.78	5,376.58	106.14%
MONTHLY AVERAGE TOTAL	67,670.75	92,931.78	5,376.58	106.14%
	1.00	1.00	1.00	1.00

Table 1

CITY OF BLANCHARD

Street n Alley Fund Sales Tax (75% of 1c)	BUDGET FYE 24	REC'D FYE 24	BALANCE FYE 24	BUDGET PERCENT
01. July 2023	65,666.40	69,698.83	4,032.43	106.14%
02. August 2023	0.00	0.00	0.00	0.00%
03. September 2023	0.00	0.00	0.00	0.00%
04. October 2023	0.00	0.00	0.00	0.00%
05. November 2023	0.00	0.00	0.00	0.00%
06. December 2023	0.00	0.00	0.00	0.00%
07. January 2024	0.00	0.00	0.00	0.00%
08. February 2024	0.00	0.00	0.00	0.00%
09. March 2024	0.00	0.00	0.00	0.00%
10. April 2024	0.00	0.00	0.00	0.00%
11. May 2024	0.00	0.00	0.00	0.00%
12. June 2024	0.00	0.00	0.00	0.00%
FISCAL YEAR TOTAL	65,666.40	69,698.83	4,032.43	106.14%
MONTHLY AVERAGE TOTAL	50,753.08	69,698.83	4,032.43	106.14%
	1.00	1.00	1.00	1.00

Table 2

CITY OF BLANCHARD

Road Improvements Sales/Use Tax (1c)	BUDGET FYE 24	REC'D FYE 24	BALANCE FYE 24	BUDGET PERCENT
01. July 2023	112,823.60	121,004.98	8,181.38	107.25%
02. August 2023	0.00	0.00	0.00	0.00%
03. September 2023	0.00	0.00	0.00	100.00%
04. October 2023	0.00	0.00	0.00	100.00%
05. November 2023	0.00	0.00	0.00	100.00%
06. December 2023	0.00	0.00	0.00	100.00%
07. January 2024	0.00	0.00	0.00	100.00%
08. February 2024	0.00	0.00	0.00	100.00%
09. March 2024	0.00	0.00	0.00	100.00%
10. April 2024	0.00	0.00	0.00	100.00%
11. May 2024	0.00	0.00	0.00	100.00%
12. June 2024	0.00	0.00	0.00	100.00%
FISCAL YEAR TOTAL	112,823.60	121,004.98	8,181.38	107.25%
MONTHLY AVERAGE TOTAL	112,823.60	121,004.98	8,181.38	107.25%
	1.00	1.00	1.00	1.00

Table 3



5



For the Month June 1, 2023 to June 30, 2023

These are unaudited numbers

CODE	DESCRIPTION	BEGINNING BANK BALANCE	DEPOSITS	WITHDRAWALS	INTEREST PAID	SERVICE FEES	ENDING BANK BALANCE	Outstanding Checks	Deposits In Transit	Balance per General Ledger	Liability Oil/Gas	Total After Liability	Number of Checks Issued
1	GENERAL FUND 105-01-1110/1109	\$ 2,122,081.02	673,112.19	878,737.26	1,229.88	48.00	1,917,637.83	(81,769.67)	578.50	1,836,446.66	0	\$ 1,836,446.66	181
	Street Alley 105-01-1103	\$ 1,243,883.70	98,979.87	56,482.25	-	-	1,286,381.32			1,286,381.32	404,503.04	\$ 1,690,884.36	
	Street Alley Reserve 105-01-1102	\$ 42,312.70	-	-	-	-	42,312.70			42,312.70		\$ 42,312.70	
	Use Tax Reserve 105-01-1101	\$ 154,143.54	-	-	-	-	154,143.54			154,143.54		\$ 154,143.54	
	Nutrition 105-01-1107	\$ 40,408.52	1,214.25	10,988.85	-	-	30,633.92			30,633.92		\$ 30,633.92	
	Emergency Management Reserve 115-01-1110	\$ 649,190.20	-	-	213.43	-	649,403.63			649,403.63		\$ 649,403.63	
11	COURT BONDS DEPOSIT / GF MUNICIPAL COURT BOND	\$ 11,487.02	13,504.81	22,491.83	5.38	-	2,505.38		3,105.00	5,610.38		\$ 5,610.38	4
5	GENERAL FUND (RESERVE) (FNB- NEW) 105-01-1144	\$ 912,521.67	-	-	750.02	-	913,271.69			913,271.69		\$ 913,271.69	
7	GENERAL FUND (RESERVE) (FNB- OLD) 105-01-1145	\$ 50,473.59	-	-	41.49	-	50,515.08			50,515.08		\$ 50,515.08	
8	GENERAL FUND (RESERVE) (Liberty) 105-01-1142	\$ 95,426.43	-	-	39.22	-	95,465.65			95,465.65		\$ 95,465.65	
17	TECHNOLOGY FUND 705-01-1118	\$ 16,864.87	1,945.00	3,825.00	8.87	-	14,993.74		-	14,993.74		\$ 14,993.74	1
17	Impoundment Fees Fund 705-01-1112	\$ 12,074.24	3,000.00	642.34	-	-	14,431.90			14,431.90		\$ 14,431.90	
14	Siren Fund 705-01-1115	\$ 30,269.80	225.00	3,624.00	13.09	-	26,883.89	-		26,883.89		\$ 26,883.89	1
14	Park Dedication Fee 705-01-1119	\$ 10,132.72	-	-	-	-	10,132.72			10,132.72		\$ 10,132.72	
25	BLANCHARD INSURANCE FUND 905-01-1110	\$ 560,321.67	55,367.96	45,882.53	184.38	-	569,991.48		-	569,991.48		\$ 569,991.48	1
26	Blanchard TIF Fund 805-01-1110	\$ 318,201.70	187,883.82	-	108.73	-	506,194.25	-		506,194.25		\$ 506,194.25	
	CITY Subtotal:	\$ 6,269,793.39	\$ 1,035,232.90	\$ 1,022,674.06	\$ 2,594.49	\$ 48.00	\$ 6,284,898.72			\$ 6,206,812.55		\$ 6,611,315.59	



6



JUNE DONATIONS

320 lbs dry dog food

16 Frisbee's

Sheets/blankets

80 cans wet cat food



CONSENT REMOVAL





PUBLIC COMMENTS





**COUNCIL - STAFF
COMMENTS**





EXECUTIVE SESSION





FURTHER INFO





1





SALES TAX



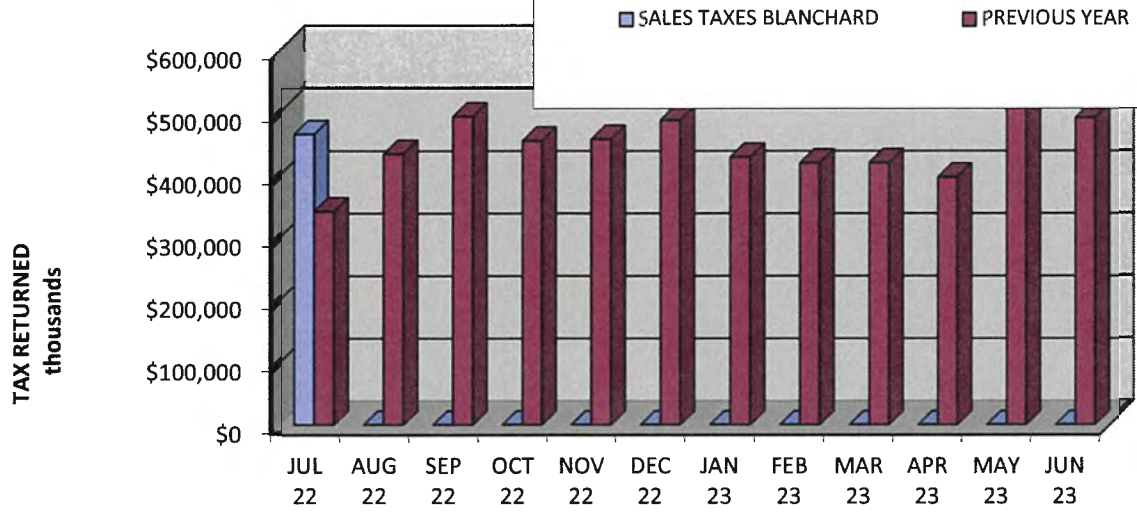
BLANCHARD

RECORD OF SALES TAXES RETURNED TO ENTITY Raw data from Oklahoma Tax Commission reports

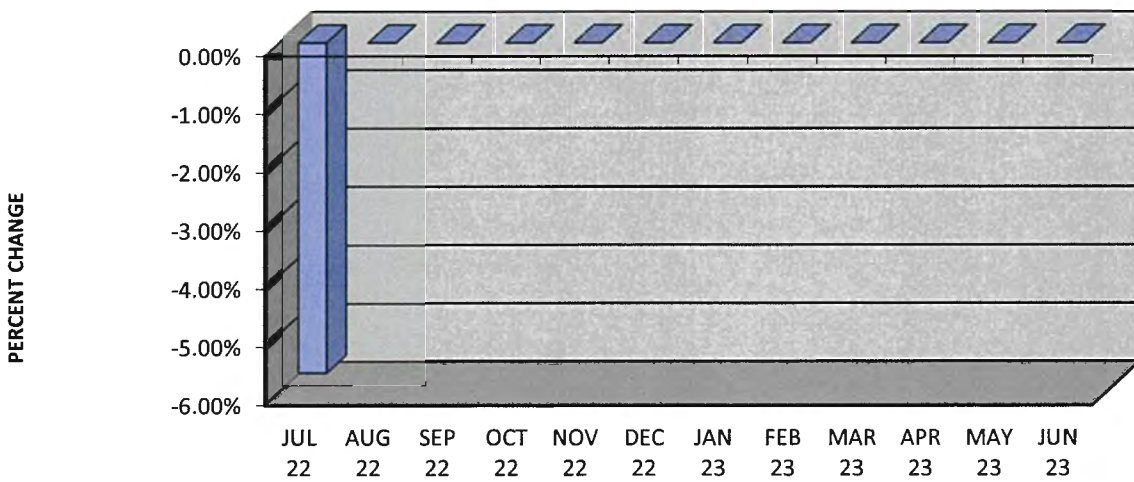
MONTH	AMOUNT	% CHANGE FROM		SAME MO. CHANGE FROM	
		RATE	PREV. MO.	PREV. YR.	PREV. YR.
JUL 22	\$464,658.68	5.0000	-5.65%	\$341,433.27	36.09%
AUG 22	\$0.00	5.0000		\$433,295.74	
SEP 22	\$0.00	5.0000		\$493,098.78	
OCT 22	\$0.00	5.0000		\$454,007.33	
NOV 22	\$0.00	5.0000		\$457,106.95	
DEC 22	\$0.00	5.0000		\$487,024.24	
JAN 23	\$0.00	5.0000		\$428,008.18	
FEB 23	\$0.00	5.0000		\$418,590.93	
MAR 23	\$0.00	5.0000		\$419,223.15	
APR 23	\$0.00	5.0000		\$396,177.21	
MAY 23	\$0.00	5.0000		\$556,977.55	
JUN 23	\$0.00	5.0000		\$490,919.01	
YTD TOT.	\$464,658.68			\$5,375,862.34	-91.36%

YEAR	AMOUNT	MO. @ CHANGE FROM	
		RATE	PREV. YR.
FYE 23	5,375,872.34	11-5	41.94%
FYE 22	3,787,362	12-4	10.35%
FYE 21	3,432,206	12-4	16.50%
FYE 20	2,946,191	12-4	-8.22%
FYE 19	3,210,203	12-4	17.58%
FYE 18	2,730,209	12-4	12.47%
FYE 17	2,427,525	12-4	13.25%
FYE 16	2,143,534	12-4	-0.91%
FYE 15	2,163,145	12-4	3.21%
FYE 14	2,095,965	12-4	10.85%
FYE 13	1,890,858	12-4	-5.58%
FYE 12	2,002,629	12-4	-21.34%
FYE 11	2,545,885	12-4	6.89%
FYE 10	2,381,831	12-4	-0.85%
FYE 09	2,402,284	12-4	3.91%
FYE 08	2,311,797	12-4	5.54%
FYE 07	2,190,525	11-4	10.49%
FYE 06	1,982,473	5-3	-4.48%
FYE 05	2,075,502	12-4	7.02%
FYE 04	1,939,271	12-4	17.79%
FYE 03	1,646,323	12-4	0.26%
FYE 02	1,642,131	12-4	6.17%
FYE 01	1,546,679	12-4	-16.64%
FYE 00	1,855,347	11-5	23.11%
FYE 99	1,507,021	5-5	12.03%
FYE 98	1,345,224	12-4	2.56%
FYE 97	1,311,588	12-4	3.35%
FYE 96	1,269,019	12-4	31.32%
FYE 95	966,365	1-4	4.98%
FYE 94	920,506	12-3	6.40%
FYE 93	865,175	12-3	4.18%
FYE 92	830,461	12-3	2.23%
FYE 91	812,383	12-3	

SALES TAX RETURNED



PERCENT CHANGE IN SALES TAX REVENUE





USE TAX



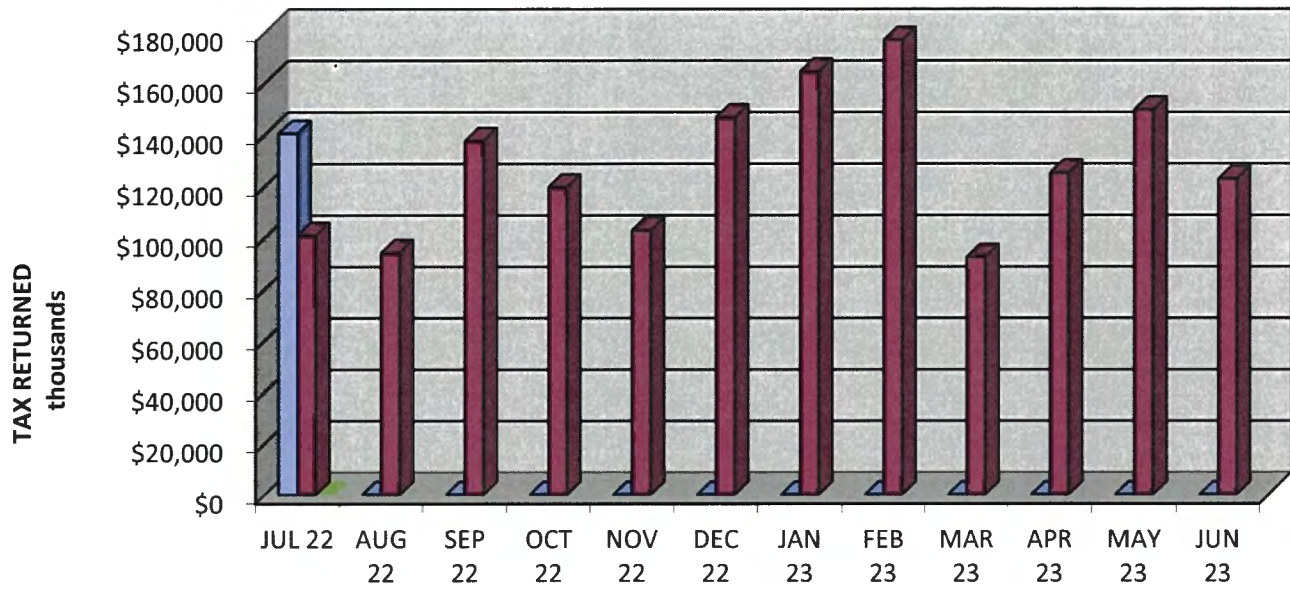
BLANCHARD

RECORD OF USE TAXES RETURNED TO ENTITY Raw data from Oklahoma Tax Commission reports

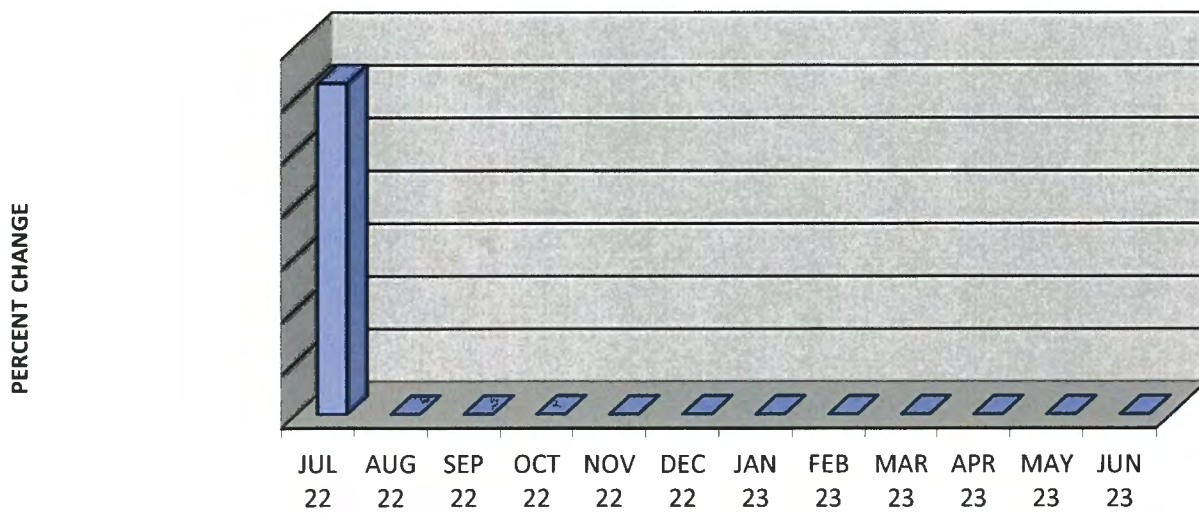
MONTH	AMOUNT	% CHANGE FROM		SAME MO. CHANGE FROM	
		RATE	PREV. MO.	PREV. YR.	PREV. YR.
JUL 22	\$140,366.02	4.0000	12.56%	\$100,869.95	39.16%
AUG 22	\$0.00	5.0000		\$94,050.49	
SEP 22	\$0.00	5.0000		\$137,513.39	
OCT 22	\$0.00	5.0000		\$119,613.15	
NOV 22	\$0.00	5.0000		\$102,787.23	
DEC 22	\$0.00	5.0000		\$146,676.03	
JAN 23	\$0.00	5.0000		\$164,384.56	
FEB 23	\$0.00	5.0000		\$176,627.17	
MAR 23	\$0.00	5.0000		\$92,405.76	
APR 23	\$0.00	5.0000		\$125,133.07	
MAY 23	\$0.00	5.0000		\$149,609.41	
JUN 23	\$0.00	5.0000		\$122,742.72	
YTD TOT.	\$140,366.02			\$100,869.95	39.16%

YEAR	AMOUNT	MO. @ % CHNGE FROM	
		RATE	PREV. YR.
FYE 23	1532412.93	10.5	32.93%
FYE 22	1,152,785	12-4	1.95%
FYE 21	1,130,756	12-4	-8.92%
FYE 20	1,241,530	12-4	26.33%
FYE 19	982,748	12-4	150.26%
FYE 18	392,687	12-4	50.97%
FYE 17	260,111	12-4	10.13%
FYE 16	236,187	12-4	32.86%
FYE 15	177,771	12-4	18.59%
FYE 14	149,908	12-4	16.10%
FYE 13	129,116	12-4	16.92%
FYE 12	110,426	12-4	
FYE 11	0	12-4	
FYE 10	0	12-4	

USE TAX RETURNED



PERCENT CHANGE IN USE TAX REVENUE





2



BETA

2023

Members	Jan	2/6	Mar	4/3	4/20	May	6/5	July	8/7	Sep	10/2	Nov	12/4	4-mos	Overall
Erhardt, T	o	P	o	o	P	o	P	o		o		o		100%	100%
Heefner, J	o	P	o	o	A	o	P	o		o		o		50%	67%
Lister, J	o	P	o	o	P	o	P	o		o		o		100%	100%
Scalf, M	o	P	o	o	P	o	P	o		o		o		100%	100%
Odle, E	o	P	o	o	P									100%	100%
Kemper, C						o	P	o						100%	100%
Green, K	o	P	o	o	A	o	P	o		o		o		50%	67%
McKane, M	o	P	o	o	A	o	P	o		o		o		50%	67%

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

BMIA

2023

Members	1/24	2/28	3/28	4/20	4/25	5/23	6/27	7/25	8/22	9/26	10/24	11/14	12/12	4-mos	Overall
DAVIS, J	P	P	P	P										100%	100%
WHITT, B					P	P	P							100%	100%
SCALF, M	P	P	P	P	P	P	P							100%	100%
RYANS, A	P	P	P	P	P	P	P							100%	100%
KEMPER, C	P	P	A	P	P	P	P							80%	86%
SHORT, C							P							100%	100%
ODLE, E	P	P	P	P	P									100%	100%

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

BOA

2023

Members	1/17	2/21	3/7	4/18	5/16	6/20	7/18	8/15	9/19	10/17	11/7	12/5	4-mos	Overall
Elden, M	o	P	o	P	P	o	P						100%	100%
Stokes, D	o	P	o	P	P	o	P						100%	100%
Whitt, B	o	P	o	P									100%	100%
Vacant						o	o						0%	0%
Allee, B	o	P	o	P	P	o	P						100%	100%
Lackey, Y	o	P	o	P	A	o	P						67%	75%

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

CITY COUNCIL

2023 * * *

Members	1/10	1/24	2/28	3/14	3/28	4/20	4/25	5/23	6/13	6/27	7/25	8/22	9/26	10/24	11/14	12/12	4-mos	Overall
Davis, J	P	P	P	P	P												100%	100%
Whitt, B							P	P	P	P							100%	100%
Scaf, M	P	P	P	P	P	P	P	P	P	P							100%	100%
Ryans, A	P	P	P	P	P	P	P	P	P	P							100%	100%
Kemper, C	P	P	P	P	A	P	P	P	P	P							86%	86%
Short, C									P	P							100%	100%
Odle, E	P	P	P	P	P	P	P										100%	100%

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

PLANNING COMMISSION

2023

Members	1/12	2/9	3/9	4/13	5/11	6/8	7/13	8/10	9/14	10/12	11/9	12/14	4-mos	Overall
Roberts, D	P	P	P	A	P	P	@						75%	86%
Franklin, L	P	P	P	A	P	P	@						75%	71%
Smith, D	A	P	A										33%	33%
Franklin, J							P						100%	100%
Armstrong, C							P						100%	100%
Clay, J							@						0%	0%
Kelly, J				P	P	P							100%	100%
Short, C	P	P	P	P	P	P							100%	100%
Ward, A	P	P	P	P	P	P							100%	100%

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

TOURISM

2023

Members	1/10	2/20	3/20	4/17	5/15	6/19	7/17	8/21	9/18	10/16	11/20	12/18	4-mos	Overall
Crawford, J	P	P	P	P	o	A	P						67%	83%
Shutler, T	P												0%	100%
Garrett, A			P	P	o	P	P						100%	100%
Barnes, C	P	P	P	P	o	P	A						100%	83%
Wilson, T	P	P	P	A	o	P	P						67%	83%
Soward, J						P	A						50%	50%
Irwin, P														
Rivera, A	A	P											50%	50%

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



3





ANIMAL CONTROL



1-Jun

TOTAL ANIMALS IN	15 15D
ANIMALS IN CUSTODY	19 10D-9C
SURRENDERED	1
ADOPTED	6 4D-2C
TRANSFER TO RESCUE	3 3D
EUTHANIZED	0
RETURNED TO OWNER	1
CITATIONS ISSUED	0
VERBAL WARNINGS	2
WRITTEN WARNINGS	0
TRAINING HOURS	0
DECEASED WILDLIFE DISPOSED	2
DECEASED DOMESTIC DISPOSED	1
LIVESTOCK PUT BACK IN FENCE	0
WELFARE CHECK	2
WORK ORDERS RECEIVED	23
WORK ORDERS COMPLETED	20
AFTER HOUR CALLS	5
OUT OF JURISDICTION CALLS	7
BITE CASES	0



BUILDING INSPECTIONS





Blanchard Code Enforcement Compliance and Inspections Report

June 2023

Inspections by Type:

- **Footing** 10
- **Framing** 9
- **Roofing** 5
- **Electrical**
 - Temp Pole 4
 - Rough In 14
 - Temp Final 5
 - Final 9
- **Plumbing**
 - Ground 6
 - Top Out 9
 - Final 4
 - Gas 7
- **Heat and Air**
 - Ground 0
 - Top Out 9
 - Final 4

Total Inspections: 95

Code Compliance Calls:

- | | | |
|---|--|---|
| <input type="checkbox"/> High Grass/Weeds | <input type="checkbox"/> Trash/Rubbish/Debris | <input type="checkbox"/> Derelict Vehicle |
| <input type="checkbox"/> Animal Problem | <input type="checkbox"/> Dilapidated Building | <input type="checkbox"/> Home Business |
| <input type="checkbox"/> Septic Tank Problems | <input type="checkbox"/> Junk Accumulation | <input type="checkbox"/> Zoning Violation |
| <input type="checkbox"/> Attractive Nuisance | <input type="checkbox"/> RVs, Boats, Campers | <input type="checkbox"/> Trees/Shrubs |
| <input type="checkbox"/> Stormwater Issues | <input type="checkbox"/> Drainage | <input type="checkbox"/> Illegal Signage |
| <input type="checkbox"/> Illegal Parking | <input type="checkbox"/> Construction Without Permit | |

Other: _____

Total Work Orders _____

Reporting Information

Jurisdiction Blanchard, City of

Report Year 2023

Report Month June

Report Comments

Date Entered in System: 07/18/2023

*Note: Monthly reports are required even if no fees were collected.**Note: You must submit reports in chronological order. The month/year shown above is the next reporting period that needs to be submitted.**Note: Please include all permits waived in your permit reporting information. Enter the total number of permits waived at the bottom of the page and those permits will be subtracted from your total amount due.*

Permit Type	Number of Permits	Fee per Permit	Total Permit Fee
Residential Building Permits	5	\$4.00	\$20.00
Residential Plumbing Permits	4	\$4.00	\$16.00
Residential Mechanical Permits	7	\$4.00	\$28.00
Residential Electrical Permits	8	\$4.00	\$32.00
Commercial Building Permits	0	\$4.00	\$0.00
Commercial Plumbing Permits	0	\$4.00	\$0.00
Commercial Mechanical Permits	0	\$4.00	\$0.00
Commercial Electrical Permits	0	\$4.00	\$0.00
Fire Protection Permits	0	\$4.00	\$0.00
Swimming Pool Permits	0	\$4.00	\$0.00
Storm Shelter Permits (Residential & Commercial)	3	\$4.00	\$12.00
Other Building Related Permits (Enter Other Permit Information.) If 1 or more 'Other Permits' please add a description.	0	\$4.00	\$0.00
Sub Totals	27		\$108.00
Permits Waived By Jurisdiction	0		\$0.00
**Late Fee			\$0.00
Total Payment Required	27		\$108.00

**** Pursuant to 59 O.S. § Section 1000.25, the Oklahoma Uniform Building Code Commission is required to assess and collect a late fee of one percent (1%) per month for past-due payments until paid. Beginning at 12:00 a.m. the morning of August 22, 2014, an amendment to 59 O.S. § Section 1000.25 becomes effective that eliminates the payment of any future late fees from that day forward. However, any late fees incurred for past-due payments up to and including 11:59 p.m. the night of August 21, 2014, that have not been paid remain due and payable to the State of Oklahoma until paid.**

Receipt - Mail-In

Blanchard, City of

Please print two (2) copies of this receipt. One copy is for your records. The other copy should be sent in to OUBCC with your payment. Please send full payment amount and a copy of this receipt to:

Oklahoma Uniform Building Code Commission
P.O. Box 268946
Oklahoma City, OK 73126-3946

June 2023

Date Entered in System: 07/18/2023

Total permits issued:	27
Total Fees:	\$108.00
Late Fee:	\$0.00
Payment Due:	\$108.00
Payment Amount Received:	\$0.00
Balance Due:	\$0.00

Your total amount due for the June 2023 reporting period is \$108.00. Your report status will remain 'pending' until the total payment, including any late fees due, has been paid.

Note: If you have another report to submit, click "Main Menu" and then "Submit Report". You can print a copy of this report under "Historical Reports" on the Main Menu.

GENERAL LEDGER HISTORY REPORT
 FROM 6/2023 TO 6/2023

ACCOUNT NUMBER	JOB/PO	ACCOUNT TITLE	(FISCAL 12/2023 TO 12/2023)			DEBITS	CREDITS	NET CHANGE
JOURNAL DATE PERIOD ACCT NO NAME	INVOICE NO	CHECK NO	REFERENCE				ENDING BAL	
105-02-2195		STATE PERMIT (NEW CONST) - GEN					96.00	
RM2479 6/07/23 12/23	R-2023-041	R-2023-041	3	HABITAT FOR HUM			16.00	
RM2483 6/08/23 12/23	R-2023-042	R-2023-042	3	OWEN PICKARD			16.00	
AP8183 6/16/23 12/23	89559 OK UNIFORM BLD MAY 2023		2	STATE FEES- NEW	96.00			
	300832							
AP8183 6/16/23 12/23	LIQUIDATION			96.00-				
	89559 OK UNIFORM BLD MAY 2023		2	318428 STATE FEES- NEW				
	300832							
PO7723 6/20/23 12/23	ENCUMBRANCE			1,348.00-				
	89559 OK UNIFORM BLD			PERMIT FEES- GE				
	300832							
RM2557 6/26/23 12/23	R-2023-043	R-2023-043	3	IDEAL HOMES			16.00	
				BUDGET			.00	
				ENCUMBERED			.00	
				AVAILABLE	48.00-	96.00	48.00	48.00
REPORT TOTALS								
TOTAL DEBITS / CREDITS						96.00	48.00	

GENERAL LEDGER HISTORY REPORT
FROM 6/2023 TO 6/2023

ACCOUNT NUMBER	JOB/PO	ACCOUNT TITLE	(FISCAL 12/2023 TO 12/2023)						NET CHANGE
JOURNAL DATE PERIOD ACCT NO NAME			INVOICE NO CHECK NO REFERENCE			DEBITS	CREDITS		ENDING BAL
105-02-2157		STATE PERMIT (GENERAL CONST) -					100.00		
RM2452 6/01/23 12/23		GC-2023-124 GC-2023-124							
			1	AIRCO SERVICES			4.00		
RM2459 6/02/23 12/23		GC-2023-123 GC-2023-123							
			1	OZ SAFEROOMS			4.00		
RM2468 6/05/23 12/23		GC-2023-125 GC-2023-125							
			1	HILL&COMPANY			4.00		
RM2483 6/08/23 12/23		GC-2023-128 GC-2023-128							
			1	OWNER AS GEN CO			4.00		
RM2489 6/09/23 12/23		GC-2023-126 GC-2023-126							
			1	MCKASSON CONSTR			8.00		
RM2489 6/09/23 12/23		GC-2023-129 GC-2023-129							
			1	OWNER AS GEN CO			8.00		
RM2495 6/12/23 12/23		GC-2023-113 GC-2023-113							
			2	STORM SAFE SHEL			4.00		
RM2502 6/13/23 12/23		GC-2023-130 GC-2023-130							
			1	AIR COMFORT SOL			4.00		
AP8183 6/16/23 12/23	89559	OK UNIFORM BLD MAY 2023	1	318428 PERMIT FEES- GE	100.00				
	300832								
AP8183 6/16/23 12/23		LIQUIDATION			100.00-				
	89559	OK UNIFORM BLD MAY 2023	1	318428 PERMIT FEES- GE					
	300832								
PO7723 6/20/23 12/23		ENCUMBRANCE			344.00-				
	89559	OK UNIFORM BLD			PERMIT FEES- GE				
	300832								
RM2557 6/26/23 12/23		GC-2023-132 GC-2023-132							
			1	BJ'S OILFIELD			4.00		
RM2557 6/26/23 12/23		GC-2023-133 GC-2023-133							
			1	LIBERTY PLUMBIN			4.00		
RM2557 6/26/23 12/23		GC-2023-134 GC-2023-134							
			1	LARRISON ELECTR			4.00		
RM2557 6/26/23 12/23		GC-2023-136 GC-2023-136							
			1	LASHAR			4.00		
RM2560 6/27/23 12/23		GC-2023-135 GC-2023-135							
			1	OWNER AS GEN CO			4.00		
				BUDGET	.00				
				ENCUMBERED	.00				
				AVAILABLE	60.00-	100.00	60.00		60.00

REPORT TOTALS

TOTAL DEBITS / CREDITS

100.00 60.00

R-2023-041	6/1/2023	6/7/2023	MCCLAIN	HABITAT FOR HUM	HABITAT FOR HUMANIT	405-520-1254	672 SW 12TH ST	RES	1643	135,000	4701
R-2023-042	6/8/2023	6/8/2023	MCCLAIN	R OWEN PICKARD	GP HOMES LLC	405-535-5882	3215 RED RIDGE DR	RES	5171	423,000	5667.8
R-2023-043	6/26/2023	6/26/2023	MCCLAIN	IDEAL HOMES	IDEAL HOMES	405-625-4462	2406 HEATHER RD	RES	2287	165,000	4893.6

GC-2023-124	6/1/2023	6/1/2023	BRITTANY MINSHALL	AIRCO SERVICE	916 N MAIN ST	HVAC	MCCLAIN
GC-2023-123	5/30/2023	6/2/2023	BO WOODARD	OZ SAFEROOMS	551 HIDDEN CT	STORM SHELTER	MCCLAIN
GC-2023-125	6/1/2023	6/5/2023	RUSSELL SCOFIELD	HILL AND COMPANY	1161 MILL RIDGE DR	HVAC	MCCLAIN
GC-2023-128	6/8/2023	6/8/2023	ROBERT DEW	PARAGON HOMES	2120 OAK LANE	TEMP POLE	MCCLAIN
GC-2023-126	6/8/2023	6/9/2023	JAMES LACKEY	JUSTIN MCKASSON	435 CHELTENHAM	REMODEL	MCCLAIN
GC-2023-129	6/9/2023	6/9/2023	DAVID HILL	LARRISON ELECTRIC	1285 BRADFORD PLC	GENERATOR	MCCLAIN
GC-2023-113	5/8/2023	6/12/2023	ADAM LEE	STORM SAFE SHELTERS	12674 BRIDLEWOOD LN	STORM SHELTER	MCCLAIN
GC-2023-130	6/13/2023	6/13/2023	DICK SALSBERY	AIR COMFORT SOLUTIONS	3284 GREYSTONE DR	HVAC	MCCLAIN
GC-2023-132	6/26/2023	6/26/2023	BECKY STRINGER	BJ'S	1110 CHOCTAW TRLS	STORM SHELTER	MCCLAIN
GC-2023-133	6/26/2023	6/26/2023	GERALD CONVEY	LIBERTY PLUMBING	100 SHEPARD WAY	GENERATOR PLUM	MCCLAIN
GC-2023-134	6/26/2023	6/26/2023	CYNTHIA HACKER	OKLAHOMA GENERATOR	100 SHEPARD WAY	GENERATOR ELEC	MCCLAIN
GC-2023-136	6/26/2023	6/26/2023	CONNIE ARMSTRONG	LASHAR HOME	1811 HUNT CLUB	MECH	MCCLAIN
GC-2023-135	6/26/2023	6/27/2023	BRYCE COFFMAN	EDMOND LANDSCAPES	823 RAINBOW LANE	PERGOLA	MCCLAIN



CODE ENFORCEMENT



Monthly Code Enforcement Summary

June 2023

Tall Weeds, Grass & Trash (BMC)

Violations 8 Notices 8 Closed 8

Citations Compliance Agreement Appeals/Hearings

Trailers ,Boats, RV,COMMERCIAL VEHICLES (BMC)

Violations 1 Notices 1 Closed 1

Citations Compliance Agreement Appeals/Hearings

JUNKED,WRECKED MOTOR VEHICLES (BMC)

VIOLATIONS 0 NOTICES 0 CLOSED 0

CITATIONS COMPLIANCE AGREEMENT APPEALS/HEARINGS

DILAPIDATED & UNSECURED BUILDINGS, GRAFFITI (BMC)

VIOLATIONS 0 NOTICES 0 CLOSED 0

CITATIONS COMPLIANCE AGREEMENT APPEALS/HEARING

HOME BUSINESS

VIOLATIONS 0 NOTICES 0 CLOSED

CITATIONS COMPLIANCE AGREEMENT APPEALS/ HEARING

MIKE HENNING,

CODE ENFORCEMENT

DATE 06 / 30/2023



FIRE



Blanchard Fire Department

Blanchard, OK

This report was generated on 7/5/2023 2:22:44 PM



Incident Type Count per Station for Date Range

Start Date: 06/01/2023 | End Date: 06/30/2023

INCIDENT TYPE	# INCIDENTS
Station: 01 - BLANCHARD FIRE STATION	
111 - Building fire	1
113 - Cooking fire, confined to container	1
143 - Grass fire	2
162 - Outside equipment fire	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	72
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	3
331 - Lock-in (if lock out , use 511)	1
341 - Search for person on land	2
412 - Gas leak (natural gas or LPG)	1
444 - Power line down	1
510 - Person in distress, other	1
511 - Lock-out	1
561 - Unauthorized burning	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
631 - Authorized controlled burning	1
651 - Smoke scare, odor of smoke	1
735 - Alarm system sounded due to malfunction	4
736 - CO detector activation due to malfunction	1
# Incidents for 01 - Blanchard Fire Station:	101

Only REVIEWED incidents included.





POLICE



ODIS Summary Report From 06/01/2023 - 06/30/2023

Booking Summary Report

Booking Record

Inmate Booked	9	Inmate Released	9
Male	7	Male	7
Female	2	Female	2
Unknown	0	Unknown	0

Federal Inmate Booked 0

Federal Inmate Released 0

Booking Officer

Arresting Officer

Releasing Officer

Total Officer Name

Total Officer Name

Total Officer Name

1 BEILOUNY, JOSEPH

3 CASTO, JOHN

2 CASTO, JOHN

1 CASTO, JOHN

2 MCARTHUR, CARLOS

1 MCARTHUR, CARLOS

2 CERVANTES, SELENA

2 MCCABE, ETHAN

1 REDDICK, CAITLYNN

1 MCCABE, ETHAN

1 TYGART, HUNTER

1 RHODES, STEPHEN

1 REDDICK, CAITLYNN

8 GRAND TOTAL

1 SELENA, CERVANTES

1 THRASH, TABATHA

1 TYGART, HUNTER

1 WALLIS, FAITH

2 WALLIS, FAITH

8 GRAND TOTAL

9 GRAND TOTAL

Incident Summary Report

Incident Record

Incident Report Filed	50
Sensitive Report	0
Classified Report	0
Report Approved	18

Offense Summary

Total Offense (IBR)

4 Assault - Simple

1 Burglary/Larceny/Theft - From Motor Vehicle

4 Civil - Other

2 Disorderly Conduct

2 Driving Under the Influence

3 Drug/Narcotics - Equipment Violations

4 Drug/Narcotics - Violations

2 Drug/Narcotics - Violations - Marijuana

2 Drug/Narcotics - Violations - Synthetic Narcotics - Manufactured Narcotics Which Can Cause True Drug Addiction (Demerol, Methadones)

1 Drunkenness

3 Family - Domestic Affair

1 Family - Other

1 Family Offenses, Non-violent

1 Fraud - False Pretenses/Swindle/Confidence Game

- 1 Fraud - Identity Theft
- 2 Larceny/Theft - All Other
- 1 Larceny/Theft - From Building
- 3 Larceny/Theft - Of Motor Vehicle Parts or Accessories
- 3 Other Offenses
- 1 Public Peace - Animal Bites
- 2 Public Peace - Mental Case
- 1 Public Peace - Unattended Death
- 1 Sex - Forcible Fondling
- 1 Stolen Vehicle/Motor Vehicle Theft
- 2 Threats/Intimidation
- 4 Traffic - Other
- 3 Vandalism/Destruction/Damage of Property
- 5 Warrants - For other Agency
- 7 Warrants - Local
- 68 GRAND TOTAL

Originating Officer Report

Total Originating Officer

- 2 BEILOUNY, JOSEPH
- 5 CASTO, JOHN
- 13 MCARTHUR, CARLOS
- 8 MCCABE, ETHAN
- 7 REEVES, MICHAEL
- 3 RHODES, STEPHEN
- 5 SCHUR, BLAKE
- 7 TYGART, HUNTER
- 50 GRAND TOTAL

Total Report Filed 47

Total Reports Assigned to Detective 5

Total Reports Un-Assigned 42

Report Assigned To	Total	Open	Closed	Case Closed Detail
RHODES, STEPHEN	5	5	0	
GRAND TOTAL	5	5	0	

Total Report Filed 47

Total Open Cases 19

Total Closed Cases 28

Cleared By	Total
Cleared - By Arrest	10
Cleared - By Exceptional	3
Cleared - Unfounded	1
Deactivated by Supervisor Upon Review	13
Unsolved	1
GRAND TOTAL	28

Citation Summary Report

Citation Record

- Citation Filed (Exclude Warning) 0
- Citation Warning Filed 0

Officer Violation Report (Include Warning Citation)

No records found.

Citation Payment Method Summary

Total Cash	\$0.00
Total Checks	\$0.00
Total Credit Cards	\$0.00
Total Money Orders	\$0.00
Total Other	\$0.00
Grand Total	\$0.00

Warrant Summary Report**Warrant Record**

Warrant Issued	13
Warrant Served	5
Warrant Recalled	0

Warrant Issued

Total	Warrant Type	Bond Amount
13	Traffic - Filed By Citation	\$4,690.00
13	GRAND TOTAL	\$4,690.00

Warrant Served

Total	Warrant Type	Bond Amount	Served By
5	Traffic - Filed By Citation	\$2,345.00	COURT CLERK
5	GRAND TOTAL	\$2,345.00	

Warrant Recalled

No records found.

Warrant Payment Method Summary

Total Cash	\$0.00
Total Checks	\$0.00
Total Credit Cards	\$0.00
Total Money Orders	\$0.00
Total Other	\$0.00
Grand Total	\$0.00

Protective Order Summary Report**Protective Order Record**

Protective Order Issued - Non Emergency	0
Protective Order Issued - Emergency	0

Civil Process Summary Report**Civil Process Record**

Civil Process Issued	0
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Group By Process Type

No records found.

Group By Court Type

No records found.

Field Interview Summary Report

Field Interview Record

Field Interview Issued 0

Group By Interviewed Officer

No records found.

Accident / Collision Summary Report

Accident Record

Accident / Collision Record 5

Accident / Collision with DUI 0

Accident / Collision with Hit & Run 0

Accident / Collision with Fatality 0

Radio Log Summary Report

Radio Log Record

Radio Log Record 2,355

Group By Call Type

Total	Initial Call Type
55	28/29
14	911 - Fire Dept
55	911 - First Responders
49	911 - Police Dept
11	911 Hang-Up
7	Abandoned Vehicle
3	Accident - No Injury
4	Accident - Unknown Injury
40	Agency Assist
19	Alarm - Business
2	Alarm - Panic/Holdup
13	Alarm - Residential
17	Animal Call - At Large
2	Animal Call - Bite/Viscious
4	Animal Call - Other
2	Animal Call - Welfare Check
1	Assault / Battery
2	BOLO - Vehicle
1	Burglary - After the Fact
1	Burglary - In Progress
1	Business Check
105	Busy
4	Citizen Assist
6	Citizen Complaint

Group By Final Type

Total	Final Call Type
2,310	
1	911 - Fire Dept
2	911 - Police Dept
2	Accident - Hit and Run
3	Accident - No Injury
3	Agency Assist
1	Alarm - Fire
1	Animal Call - At Large
1	Animal Call - Welfare Check
1	Citizen Assist
1	Citizen Complaint
1	Controlled Burn
2	Disturbance
1	Domestic - After the Fact
5	Domestic - In Progress
1	Drug Related
1	Drunk Driver
1	Fire - Structure
1	Fueling Vehicle
1	Information
1	Medical Emergency
1	On Shift
1	Out of Jurisdiction
2	Pursuit

1	Civil Matter	1	Reckless Driver
111	Controlled Burn	1	Repo
2	Court - Municipal	2	Suspicious Person(s)
10	Debris in Roadway	2	Traffic Stop
3	Disturbance	1	Trespassing
5	Domestic - In Progress	1	Unwanted Person
1	Drunk Driver	2	Welfare Check - Citizen
1	Enroute to Grady County		
3	Enroute to McClain County		
9	Escort - Funeral		
77	Extra Patrol		
1	Fight - No Weapons		
4	Fire Call		
2	Fire Grass		
1	Fire Vehicle		
36	Follow-Up Investigation		
2	Footpatrol		
28	Fueling Vehicle		
2	Harassing Phone Calls		
36	Information		
1	Intoxicated Person		
2	Larceny		
44	Meal Break		
6	Medical Call - Assist		
11	Medical Emergency		
1	Mental Person(s)		
1	Miscellaneous/Officer Generated Activities (MA)		
1	Missing Person - Adult		
1	Missing Person - Juvenile		
27	Motorist Assist		
12	Noise Disturbance		
224	Off Shift		
235	On Shift		
1	Open Door - Business		
1	Open Door - Residence		
14	Other		
4	Phone Message		
1	Prisoner Transport		
2	Property Damange		
1	Pursuit		
1	Rape		
21	Reckless Driver		
3	Repo		
3	Reports		
295	Residential Patrol		
4	Runaway Juvenile		
1	School		
6	Stolen Property		
1	Stolen Vehicle		
4	Suicide - Attempted		
16	Suspicious Person(s)		
14	Suspicious Vehicle(s)		
5	Traffic Complaint		
		2,355	GRAND TOTAL

3	Traffic Control
553	Traffic Stop
6	Training
7	Transporting
6	Trespassing
1	Unknown Problem
2	Unwanted Person
3	Vehicle Maintenance
26	Walk In
4	Warrant Service - Arrest
1	Water / Sewer
26	Welfare Check - Citizen
2,355	GRAND TOTAL



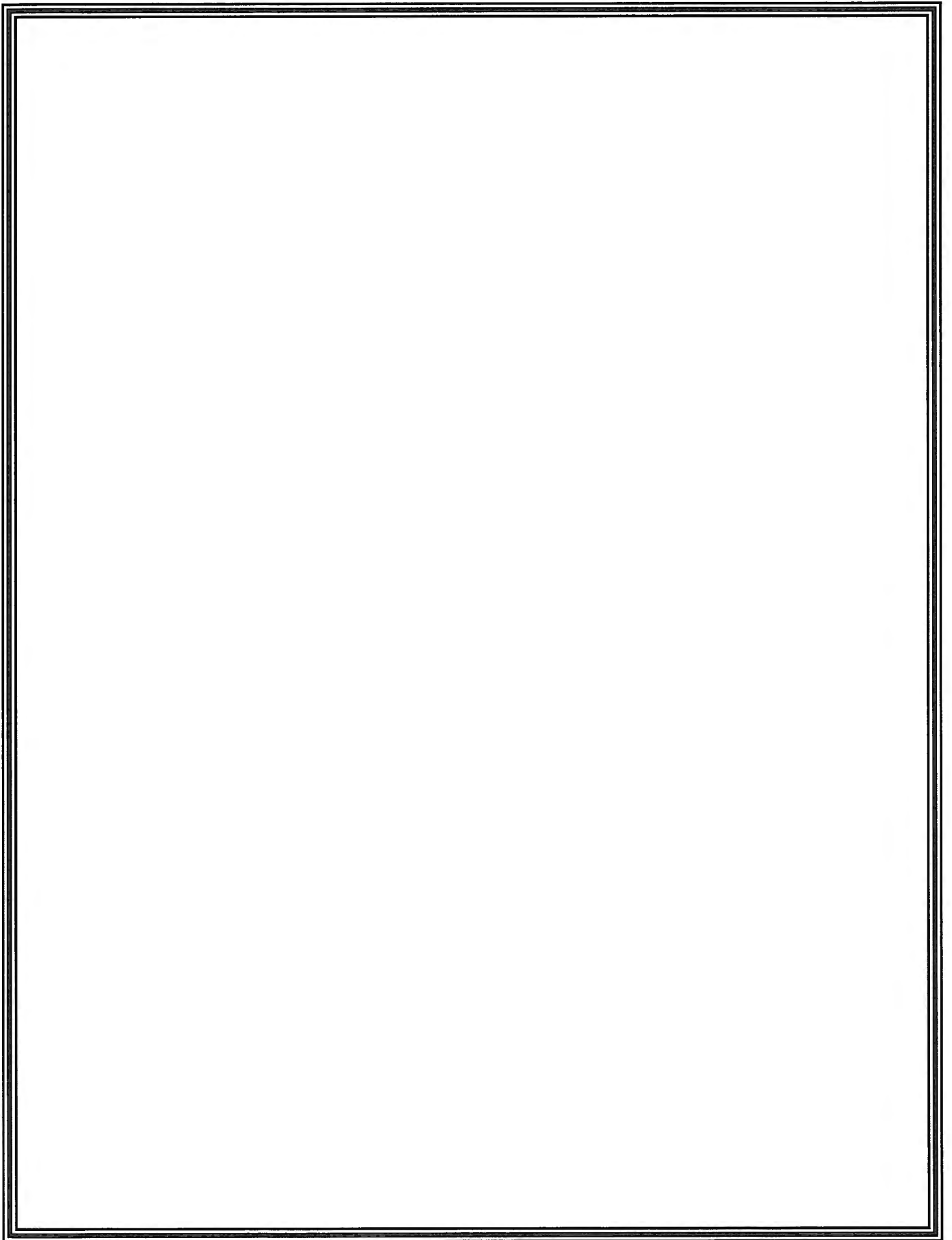
PUBLIC WORKS



June 2023

Water Dept

- 1. 426 locates were done**
- 2. 82 work orders were completed**
- 3. 1 water tap was made**
- 4. 3 water leaks were fixed**
- 5. Sprayed weeds around SW 7th bridge and MH's**
- 6. Sprayed lagoons for weed control**
- 7. Fixed 2 leaks in phase 1 of irrigation sprinklers**
- 8. Mowed around sprinklers, lagoons and ranch house**
- 9. Potholed for water lines for the Sullivans**
- 10. Cleared saplings from around lagoons**
- 11. Put new check valve in for phase 1 irrigation pump**
- 12. Painted MH's white**
- 13. Put in outside faucet for ACO building**



CLEAN DRAINAGE GZ/TYLER

REMOVE AND REPLACE 24" x 30' STORM DRAIN NORTH COUNTY LINE
3 YD SLURRY - 3.5 TON A/C

REPAIR A/C AT SENIOR CENTER 2.5 TON TEMP PARCH

REPAIR POT HOLE ON 10TH ST

REPAIR POT HOLES MORGAN + GZ

REPAIR DRAINAGE + GRAVEL NW 9TH ST

REPAIR STOP SIGN NW 16TH



ADJOURNMENT

