

JOINT PRE-MEETING

**BMIA Board of Trustees
and
City Council of the City of Blanchard
26 September 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. Trust/City Manager's briefing and clarification of BMIA/City Council agenda items.
3. **ADJOURNMENT.**

This Agenda was posted in prominent public view at Blanchard City Hall on or prior to 5:00pm, Monday, September 25, 2023 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.

9/26/2023

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
Hayden Wilkes ~ City Planner
Daniel Ofsthun ~ Finance Director
David Standridge ~ PWD
Charlie Largent ~ Fire Chief
Steve Rhodes ~ Police Chief
Dustin Downey ~ Capital Projects Manager



AGENDA

9.26.23

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, 26 SEPTEMBER 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 25th day of September, 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. PROCLAMATIONS:
 - a. Fire Prevention Week Oct 8 - 14; and
 - b. National Colonial Heritage Month.

B. BUSINESS AGENDA

The following item(s) are hereby designated for discussion, consideration and take INDIVIDUAL action, including, but not limited to, approval, denial, amendment, revision or conditional approval, in whole or in part of:

1. PUBLIC HEARING.
Open, conduct, and close Public Hearing to receive public comments on a Zoning Application for a PUD overlay submitted by:
Applicant: Richard Hamilton
Current Zoning: A-1 Agricultural District
Proposed Zoning: R-E Residential Estates District
Location: A part of the E/2 NE/4 NW/4 in Sec 33 T9N-R4W
PC Resolution No: 2023-23
2. ORDINANCE.
Discussion and vote on a motion adopting an Ordinance accepting the recommendation of the Planning Commission and approve the above Zoning Reclassification from the A-1, Agricultural District to the R-E, Rural Estates District, as recommended by the Planning Commission, declaring repealer and providing for severability.
3. EMERGENCY CLAUSE.
Take appropriation action re: adopting an Emergency Clause for Ordinance No. ____.
4. ORDINANCE.
Discussion and vote on a motion adopting an Ordinance amending the Code of Ordinances; amending Sections 1-318 and 1-319 of Article 3 of Chapter 1; re-titling Chapter 15; repealing Articles 1 - 3 of Chapter 15; amending Articles 1 and 8 of Chapter 21; and adding

a new section 22-332 of Article 3 of Chapter 22 of the Code of Ordinances, as amended, concerning the powers, roles, and responsibilities of the City Council, Planning Commission, and Board of Adjustment generally concerning the municipality's zoning power, and specifically concerning citizen planner training requirements; declaring repealer and providing for severability.

5. EMERGENCY CLAUSE.

Take appropriation action re: adopting an Emergency Clause for Ordinance No. ____.

6. ORDINANCE.

Discussion and vote on a motion adopting Ordinance approving a replacement of the Official Zoning Map combined with the Municipal Boundaries in accordance with the BMC 20-201(3); declaring repealer and providing for severability.

7. EMERGENCY CLAUSE.

Take appropriation action re: adopting an Emergency Clause for Ordinance No. ____.

8. RESOLUTION.

Discuss and vote on a motion adopting a Resolution approving the Bridge Inspection responsibility by Local Government for compliance with the National Bridge Inspection Standards for Bridge Inspection Contracts for April 1, 2024 to March 31, 2026.

9. RESOLUTION.

Discuss and vote on a motion adopting a Resolution approving a 4-way stop at Main and Broadway, as requested by Mayor Scalf.

10. ENGINEERING SERVICES.

Discussion, consideration, possible action, and/or amendments concerning entering into a Master Services Agreement with Freese and Nichols for Engineering Services for Tax Increment Financing District No. 2, and Task Authorization No. 1 concerning survey, scoping, and preliminary engineering for the project, PROVIDED HOWEVER, in the event the city council declines to enter into a Master Services Agreement with Freese and Nichols, the city council may also discuss, consider and take possible action to direct city staff to initiate immediate negotiations with the engineering firm

that scored second highest in the evaluation process undertaken by city staff so that the city council may consider a Master Services Agreement with the second highest scoring firm at the earliest possible time.

11. LION'S PARK RESTROOM UPDATES.

Discuss and vote on a motion to accept the quote in the amount of \$10,600 submitted by Jeff's Plumbing for repairs to the restrooms at Lion's Park as requested by Councilman Whitt.

12. ROAD IMPROVEMENTS.

Further discussion, consideration and take appropriate action re: the status of Phase I and Phase II of Section Line Road Improvements.

13. FIRE STATION COMPLETION.

Further discussion, consideration and take appropriate action re: the status of subcontractor payments; and bonds.

14. REQUEST.

Discussion, consideration and take appropriate action re: a request for use of old City Hall for an EPIC Charter school site.

C. CONSENT AGENDA

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

1. APPROVAL of regular meeting minutes of 8/22/23.
2. APPROVAL of Joint Pre-meeting minutes of 8/22/23.
3. APPROVAL of special meeting minutes of 8/29/23.
4. ACKNOWLEDGE of payment of FYE2024 Claims and Expenditures in the total amount of \$450,197.13.
5. ACKNOWLEDGE of payment of FYE2024 Payrolls in the total amount of \$188,120.50.
6. ACKNOWLEDGE the transfer of the September 2023 Sales Tax as per Budget in the total amount of \$289,862.16.
7. ACCEPTANCE of the August 2023 Financial Report.
8. APPROVAL of Budget Modifications, as presented.
9. ACCEPTANCE of Permanent Easements granted by:
 - a. Blanchard High School, 211 N. Tyler Avenue.

10. APPROVAL of Veterans Memorial bids.
11. APPROVAL of Change Order No. 3 in the amount of Zero Dollars with QuickSilver Utility Contracting, LLC.
12. ACCEPTANCE of August Animal Control Supplies.

D. CONSENT ITEM REMOVAL

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

E. PUBLIC COMMENTS

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

F. COUNCIL/STAFF COMMENTS

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

G. EXECUTIVE SESSION

1. MOTION to go into Executive Session to discuss the following item(s):
 - a. Discussing negotiations concerning employees and representatives of employee groups [pursuant to Title 25 O.S. §307(B)(2)].
 - b. Discussing the purchase or appraisal of real property [pursuant to Title 25 O.S. §307(B)(3)].
 - c. 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)(11)].

2. RECONVENE into Open Session to consider and take appropriate action re:
 - a. negotiations concerning employees and representatives of employee groups.
 - b. the purchase or appraisal of real property.
 - c. 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



- **CALL TO ORDER**
- **ROLL CALL**
- **DETERMINATION OF QUORUM**
- **PROCLAMATIONS/CITATIONS/PRESENTATIONS**



Whereas the City of Blanchard is committed to ensuring the safety and security of all of our citizens; and

Whereas fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

Whereas home fires killed more than 2,800 people in the United States in 2021, according to the National Fire Protection Association (NFPA), and fire departments in the U.S. responded to 338,000 home fires; and

Whereas cooking is the leading cause of home fires in the U.S. and fire departments responded to more than 166,400 annually between 2016 and 2020; and

Whereas two of every five home fires start in the kitchen with 31% of these fires resulting from unattended cooking; and

Whereas more than half of reported non-fatal home cooking fire injuries occurred when the victims tried to fight the fire themselves; and

Whereas children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire; and

Whereas Blanchard residents should turn pot handles toward the back of the stove; always keep a lid nearby when cooking; keep a three-foot kid-free zone around the stove, oven, and other things that could get hot; watch what they heat; and set a timer to remind them that they are cooking; and

Whereas residents who have planned and practices a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

Whereas working smoke alarms cut the risk of dying in reported home fires almost in half; and

Whereas Blanchard's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

Whereas Blanchard's residents are responsive to public education measures and are able to take personal steps to increase through prevention and protection education; and

Whereas the 2023 Fire Prevention Week theme, "Cooking safety starts with YOU. Pay attention to fire prevention," effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

Now Therefore, Be it Proclaimed by the City Council of the City of Blanchard do hereby designate the week of October 8th - 14th, 2023, as

Fire Prevention Week

in Blanchard, and we urge all the people of Blanchard to check their kitchens for fire hazards and use safe cooking practices during Fire Prevention Week 2023, and to support the many public safety activities and efforts of Blanchard's Fire and Emergency Services.

Given Under My Hand and the Seal of the City of Blanchard this 26th day of September 2023.

City Clerk

Mayor





Blanchard

Proclamation

Whereas the Red Bud Chapter of the National Society Colonial Dames XVII Century of Blanchard is locally sponsoring National Colonial Heritage Month during the month of October 2023; and

Whereas National Colonial Heritage Month brings to mind the first courageous settlers who arrived in America and who determined the direction for the formation of our country; and

Whereas the members of this Society, by virtue of their lineal descent from those early arrivals, feel an obligation to work for the preservation of the priceless legacy that these early arrivals left to all American citizens; and

Whereas they continue to convey the true meaning of the inheritance by reminding us that our privilege to live in a free county has stemmed from “loving our county, obeying its laws, respecting its flag and defending it against all enemies.”

Now Therefore, Be it Proclaimed by the City Council of the City of Blanchard do hereby proclaim the month of October 2023, as

National Colonial Heritage Month

in the City of Blanchard and encourage all citizens to observe this month as a means of reinforcing the priceless legacy that we inherit with our citizenship in order to help preserve our rich culture and heritage with deep respect for the principles upon which our great nation was founded.

Given Under My Hand and the Seal of the City of Blanchard this 26th day of September 2023.

City Clerk

Mayor





BUSINESS AGENDA





B ~ 1



RESOLUTION NO. 2023-23

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF BLANCHARD, OKLAHOMA, RECOMMENDING APPROVAL OF AN APPLICATION TO INCLUDE ADDITIONAL TERRITORY WITHIN THE R-E, RESIDENTIAL ESTATES DISTRICT; AND TO DELETE SUCH PROPERTY FROM THE A-1, AGRICULTURAL DISTRICT.

WHEREAS, Richard Hamilton, filed an application requesting a zoning reclassification of land from the A-1, Agricultural District to the R-E, Residential Estates District on property located on a tract of land being a part of the East Half of the Northeast Quarter of the Northwest Quarter (E/2 NE/4 NW/4) of Section Thirty-three (33), Township Nine (9) North, Range Four (4) West of the Indian Meridian, McClain County, Oklahoma, being more particularly described as follows: The South 727.00 feet of the East Half of the Northeast Quarter of the Northwest Quarter (E/2 NE/4 NW/4) of Section Thirty-Three (33); and

WHEREAS, the Commission held their Public Hearing on said Application at their regular meeting on Thursday, September 14th, 2023 to solicit general input in accordance with Section 21-1012 of the Blanchard Code of Ordinances and Title 11 O.S. Section 43-104; and

WHEREAS, at said hearing, upon considering all testimony and arguments, if any, of all interested persons owning property within a three-hundred (300) foot radius of said parcel, the Commission voted to recommend approval of said Application to R-E, Residential Estates District; and

WHEREAS, the Planning Commission did make the following findings to recommend such approval of said Zoning Application to the City Council:

1. Public Welfare
Approval of this Zoning Reclassification to R-E, Residential Estates District DOES NOT create conditions that would be materially detrimental to the public health, safety and general welfare.
2. Consistent with the Vision 2035 Plan
The Zoning Reclassification to R-E, Residential Estates District to be consistent with the goals, objectives, and policies of the City's Updated 2035 Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Blanchard, that:

SECTION 1. That the above recitations are true and constitute the Findings of the Planning Commission in this case.

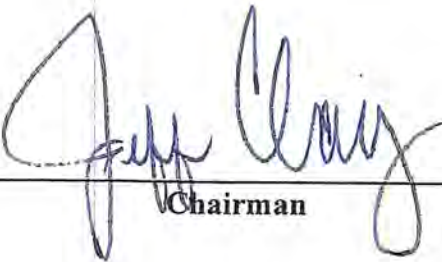
SECTION 2. That the Planning Commission does hereby recommend to the City Council the approval of the Zoning Application for the reclassification of property to R-E, Residential Estates District.

ADOPTED and **APPROVED** on this 14th day of September 2023, by the Planning Commission of the City of Blanchard, at a public meeting held in compliance with the Oklahoma Open Meeting Act, by the following vote:

AYES: *Franklin, Clay, Franklin, Armstrong*

NAYS: *None*

ABSENT: *Roberts*


Chairman

ATTEST: (Seal)


City Clerk



Zoning Report

DATE: September 14th, 2023
TO: Blanchard Planning Commission
FROM: Hayden Wilkes, City Planner
RE: Zoning Application

Application

OWNERS: Richard Hamilton
APPLICANT: Richard Hamilton
LOCATION: A part of the E/2 NE/4 NW/4 in Sec 33 T9N-R4W
ZONING: A-1 Agricultural District
PROPOSED ZONING: R-E Residential Estates District
ORIGINAL TRACT: Eleven (11.00) Acres Mol

Background

The subject property is located within a part of the E/2 NE/4 NW/4 in Sec 33 T9N-R4W. The Property is undeveloped and has a frontage of 727.02' on Harryman Road a street maintained by the city of Blanchard, and 727' on Hilltop Lane a private road not maintained by the city. The property is zoned A-1, Agricultural District, and the applicants are requesting a rezoning to R-E Residential Estates District. The property meets the lot frontage and size requirements for the R-E district. The applicant's future plans are to lot split the land or subdivide. At this point, no application for either has been submitted to the city.

Site Location & Description

A tract of land being a part of the East Half of the Northeast Quarter of the Northwest Quarter (E/2 NE/4 NW/4) of Section Thirty-three (33), Township Nine (9) North, Range Four (4) West of the Indian Meridian, McClain County, Oklahoma, being more particularly described as follows: The South 727.00 feet of the East Half of the Northeast Quarter of the Northwest Quarter (E/2 NE/4 NW/4) of Section Thirty-Three (33).

Public Notification

A public notice sign was posted on August 25th, 2023. Public notice was posted in the paper on August 24th, 2023.

Zoning Code & General Plan Conformance

The current land use of this property is vacant, zoned A-1, Agricultural District (see Page 13 of the Vision 2035 Comprehensive Plan). The Future land use of the subject property is classified as Residential.

Utilities

The subject property is currently not served with public municipal water or public sanitary sewer.

Protest of Application

No protests have been submitted.

Attachments

- A. Application.
- B. Survey.
- C. Maps.



City of Blanchard

Zoning Reclassification Application (REZONING) - Page 1

Present Zoning Classification: AN Requested Zoning Classification: RE

Street Address: _____ City, ST, ZIP: _____

Please attach the legal description of the property.

Property Owner Information

Property Owner Name(s): Richard Hamilton

If a corporation, corporate official name and seal: _____

Mailing Address: 8233 Hilltop Lane City, ST, ZIP: Newcastle, AK 73065

Phone: 405-990-1604 Fax: _____ Email: nicholas.a.hamilton@gmail.com
405-410-9949

Billing Information (for billing legal advertising and notification and notification costs, if not property owner mailing address): Name: _____

Address: SAME AS ABOVE City, ST, ZIP: _____

Additional Information

Current use of property to be rezoned: Bare land

Reason for rezoning request: Lot split

Are there any deed restrictions or restrictive covenants that would affect the use of this property? If so, please describe briefly below and attach: No animal shelters, mobile homes, Salvage yards

Has applicant applied for rezoning of this property in the past? If so, please attach a description.

AUTHORIZED REPRESENTATIVE: I hereby certify that I am authorized to represent all of the property owners of the above described tract in this application. A power of attorney is attached.

Name: _____ Address: _____

Signature: _____ City, ST, ZIP: _____ Telephone: _____



City of Blanchard

Zoning Reclassification Application (REZONING) - Page 2

REZONING PROCESS:

1. Complete this application with the required items listed on Page 3
 2. Submit application with \$250 Filing Fee and \$45 Public Notice Sign Fee
 3. After application and review by city officials, application will be placed on the next Planning Commission meeting agenda for a meeting at least 20 days in advance, but within 60 days of the date of filing. The Planning Commission will review and take action on the application, recommending approval or de-nial of the application. The Planning Commission meets the 2nd Thursday of each month at 6:30 pm at the Blanchard Municipal Courthouse, located at 300 N. Main.
 4. The application and recommendation of the Planning Commission will be submitted to the City Council, which will review and take action on the application at their next regular meeting, approving or denying the application.
 5. Upon approval, a final invoice for publication fees, additional mailing costs, and any other fees incurred during the process will be submitted to the applicant. Once paid, a certificate of Zoning will be available for the applicant.
-

Zoning Case Number: _____

Application Date: _____

Fee: \$295

WE, THE UNDERSIGNED, ASK THE PLANNING COMMISSION AND THE CITY COUNCIL OF THE CITY OF BLANCHARD, OKLAHOMA, TO APPROVE A ZONING CHANGE AS REQUESTED IN THIS APPLICATION ON THE TRACT OF LAND DESCRIBED HEREIN. WE ATTEST TO THE TRUTH AND CORRECTNESS OF ALL FACTS AND INFORMATION PRESENTED WITH THIS APPLICATION AND WILL OBSERVE AND CONFORM IN ALL ASPECTS OF THE ZONING REGULATIONS, AS AMENDED, OF THE CITY OF BLANCHARD AND HAVE RECEIVED A COPY OF THE POLICIES AND PROCEDURES REGULATING THE ZONING AMENDMENT APPLICATION. WE HEREBY AGREE TO PAY ALL ADVERTISING AND MAILING NOTIFICATION COST DIFFERENCES WHICH MAY BE GREATER THAN THE AMOUNT PAID WITH THIS APPLICATION FOR THE PUBLIC HEARINGS AS REQUIRED BY THE BLANCHARD ZONING REGULATIONS. THE CITY OF BLANCHARD IS AUTHORIZED TO PREPARE AND PUBLISH ALL REQUIRED LEGAL ADVERTISING AND MAIL NOTIFICATIONS, THE COST AND/OR COST DIFFERENCES OF WHICH IS TO BE BILLED TO THE NAME LISTED HEREIN FOR PAYMENT.

Property owner's signature: _____



City of Blanchard

Zoning Reclassification Application (REZONING) - Page 3

ITEMS TO BE SUBMITTED WITH COMPLETED APPLICATION:

1. A copy of the Warranty Deed (as evidenced by the County). If filed with County for less than five (5) years it must show proof of receiving legal lot split approval

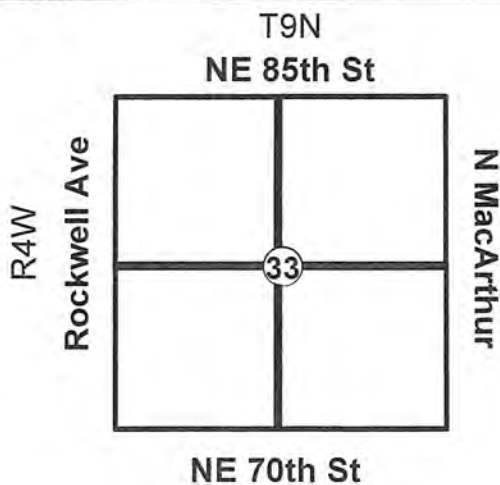
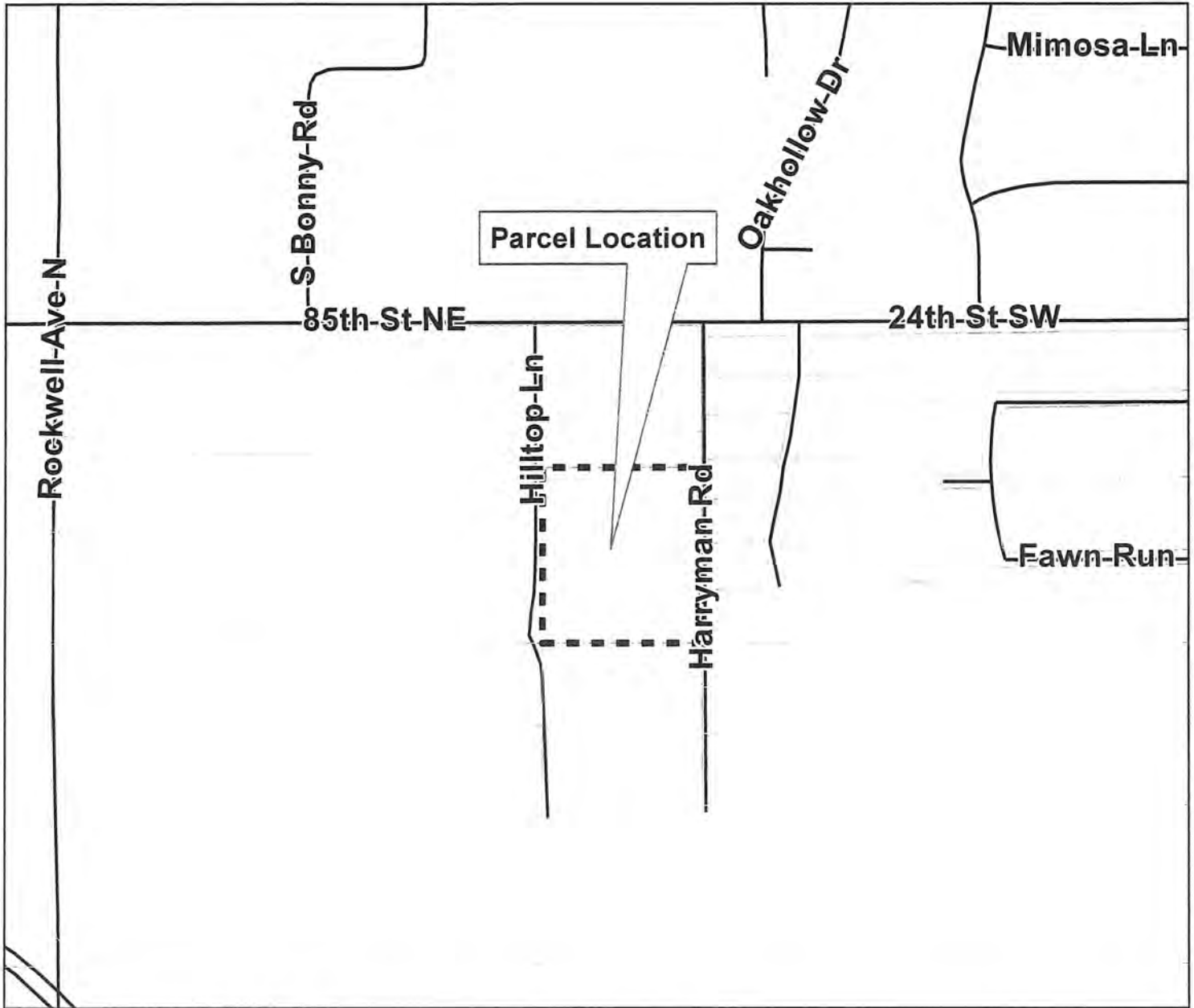
2. Provide one (1) certified survey of total site with the following information:
 - Legal description of total area and computed area to the hundredth of an acre
 - Scale, North Arrow, and Date
 - Key Map showing the location of the tract(s) referenced to existing and proposed major streets and section line roads
 - Location of existing buildings (size and type) and dedicated streets at the point where they adjoin and/or are immediately adjacent to the site
 - Length of boundaries of the tracts created and proposed location and width of streets, alleys, easements, and building setback lines where applicable
 - Location of utilities including existing or proposed, whether on or adjacent to site
 - General drainage shown by the use of directional arrows
 - Surveyor's Certificate: Original signature and seal of the registered land surveyor property notarized

3. Provide a certified abstractor's list of all property owners' names and addresses within 300' of the area to be rezoned that has been compiled and prepared by a title company authorized to issue title policies in the State of Oklahoma; or County Assessor; or Registered Surveyor; or Registered Engineer


4. If on a section line road, the property owners requesting rezoning must provide the City with a road and utility easement to effectuate a 50' right of way

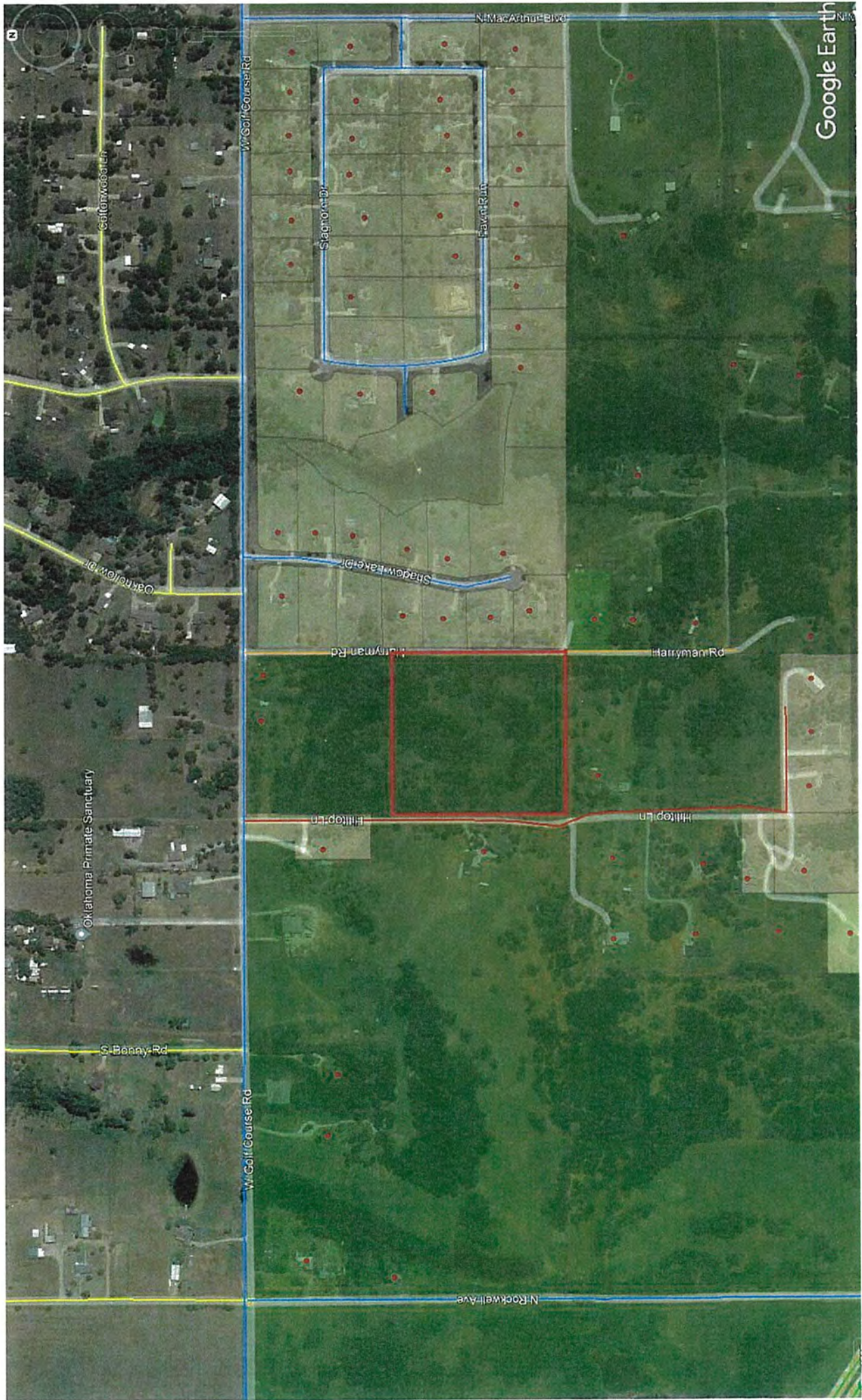
NOTE: The Planning Commission SHALL NOT forward its recommendation to the City Council when the applicant or the applicant's agent does not appear at the public hearing to provide evidence regarding the request for a change in zoning classification. Also, final action by the City Council SHALL NOT be taken until the applicant has reimbursed the City for the costs of advertising and mail notifications to adjacent property owners.

City of Blanchard Planning Commission
 Applicant: Richard Hamilton
 A part of the E/2 NE/4 NW/4 in Sec 33 T9N-R4W
 Rezoning Request from A-1 to R-E



Disclaimer: This product is for informational purposes only and it is NOT suitable for legal, engineering, or surveying purposes. The City of Blanchard does not assume any responsibility for any errors, deficiencies, defects, omissions, or inaccuracies in the data.

	City of Blanchard 122 N. Main Street Blanchard, OK 73010		
	Date: August 23, 2023	Scale: N/A	Drawn By: H Wilkes



Google Earth

N MacArthur Blvd

W Golf Course Rd

Slaghorn Dr

Harryman Rd

Shadow Lake Dr

Harryman Rd

Harryman Rd

Oklahoma Primate Sanctuary

S Benny Rd

W Golf Course Rd

N Rockwell Ave

Hilltop Ln

Hilltop Ln



B ~ 2

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF BLANCHARD, OKLAHOMA, AMENDING THE ZONING ORDINANCE OF THE CITY OF BLANCHARD, OKLAHOMA, AS AMENDED TO INCLUDE ADDITIONAL TERRITORY WITHIN THE (R-E), RESIDENTIAL ESTATES 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.

WHEREAS, Richard Hamilton, applicant, filed an application for a zoning reclassification of property as described in Section 1 below from A-1, Agricultural District to the R-E, Residential Estates District; and

WHEREAS, the Blanchard Planning Commission held a public hearing on said application at their regular meeting on Thursday, September 14th, 2023 to solicit general input in accordance with the Blanchard Code of Ordinances and Title 11 O.S. Section 43-104, where the Commission voted and adopted Resolution No. 2023-23 recommending approval; and

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

SECTION 1. That the Zoning Ordinance of the City of Blanchard, Oklahoma, as amended, is hereby amended to change the boundaries of the R-E, Residential Estates District, as shown upon the Official Zoning Map, to include therein the following described property in McClain County, State of Oklahoma, to wit;

Legal Description

A tract of land being a part of the East Half of the Northeast Quarter of the Northwest Quarter (E/2 NE/4 NW/4) of Section Thirty-three (33), Township Nine (9) North, Range Four (4) West of the Indian Meridian, McClain County, Oklahoma, being more particularly described as follows: The South 727.00 feet of the East Half of the Northeast Quarter of the Northwest Quarter (E/2 NE/4 NW/4) of Section Thirty-Three (33).

SECTION 2. That the said described property in McClain County, State of Oklahoma, shall not be designated as part of the (A-1), Agricultural District upon the Official Zoning Map of the City of Blanchard, and is Hereby Deleted therefrom.

SECTION 3. **SEVERABILITY.** If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, said portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION 4. **REPEALER.** All former ordinances and /or parts of the ordinances conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

SECTION 5. **EMERGENCY.** Whereas, it being immediately necessary for the preservation of the public health, peace, and safety of the City of Blanchard and the inhabitants thereof, an emergency is hereby declared to exist, by reason whereof, this Ordinance shall be in full force and effect from and after its passage and approval, as provided by law

PASSED and **APPROVED** and the Emergency Clause voted upon separately by the City Council of the City of Blanchard, Oklahoma on this 26th day of September, 2023.

Mayor

ATTEST:

(Seal)

City Clerk

APPROVED AS TO FORM this 26th day of September, 2023.

City Attorney



B ~ 3





B ~ 4





DATE: 9/11/2023

TO: *Robert L. Floyd*, Blanchard City Manager
David Perryman, City Attorney

FROM: Dustin A. Downey, AICP – Capital Projects Manager

RE: Ordinance Amending Planning Commission and Board of Adjustment Powers, Roles, and Responsibilities, and Citizen Planner Training Requirement

Generally, there are three substantive changes within this ordinance. First, as requested by the council, a training requirement for members of the Planning Commission (PC) and Board of Adjustment (BOA) is enacted. Second, as determined through the study of the original ordinance and finding the appropriate location for the requirement within the Code of Ordinances, this ordinance re-writes Articles I and VIII of Chapter 21 in order to remove duplication and potential ambiguity or conflict in provisions, and to place code in relevant locations and order. Finally, this ordinance removes reference to the regional planning commission, which can be re-created in the event a regional planning commission is desired by the Council and re-established. This report serves to give a guide to how this was done in order to aid in legal review.

The training requirement for members of the PC and BOA are proposed to be codified in Chapter 21, Sections 108 and 804, respectively. The only change in this text from the previous review is to remove the requirement for annual training, based on conversation with staff and elected officials.

Chapter 21, the Zoning Ordinance of the City of Blanchard, will house the provisions concerning the establishment of both boards which are affected by this ordinance, and the responsibilities of each. To accomplish this, the following actions were taken:

Sections 1 and 2: Remove the text concerning the PC and BOA from Sections 1-318 and 1-319, and refer with an editor’s note to Sections 21-101 and 21-801, respectively.

Sections 3 and 4: Remove Articles 1, 2, and 3 of Chapter 15, which are merged with Article 1 of Chapter 21, concerning Planning Commission, Zoning, and Subdivision of Land. Retitle Chapter 15 as “Flood Damage Prevention,” to refer to the remaining text of the Chapter.

Section 5: Rewrite Article 1 of Chapter 21 in its entirety. A section-by-section overview follows.

Section	Purpose, Overview	Reference (ex. Code)
21-101	Creates, defines planning commission; membership requirements and appointment; term; quorum; designates zoning administrator; designates planning commission as zoning commission and confers other powers of other state law.	1-318, 15-101, 15-203, 21-101, 21-102, 21-108
21-102	Empowers city council with zoning power and planning commission as recommending board; references comprehensive plan as basis for zoning ordinances.	15-201, 15-202, 21-109
21-103	Establishes offices of chair, vice chair, recording secretary; names city clerk or designee as recording secretary; term of chair and vice chair; scheduling of meetings and reference to Oklahoma Open Meetings Act; rules; public record.	15-103, 21-103
21-104	Authorizes the planning commission to contract for services; prohibits creation of deficiency.	15-104, 21-104
21-105	Establishes power of planning commission to prepare and recommend plans, including comprehensive plan and area or topic-specific plans; to make recommendation to the Council; to make surveys, studies, maps, and plans; to recommend subdivision regulations; to review and make recommendation on subdivisions; to make recommendations on public infrastructure; to ensure compliance of plats with subdivision regulations; and requires signatures on any plat prior to recording of the plat.	15-105, 15-106, 21-105, 21-107
21-106	Establishes purposes and preparation of the Comprehensive Plan.	21-106, 21-110

21-107	Subjects members of the planning commission to attendance requirements of 1-326.	
21-108	Establishes planning commissioner training requirement.	

Section 6: Rewrite Division 1 of Article 8 of Chapter 21 in its entirety. A section-by-section overview follows.

Section	Purpose; Overview	References
21-801	Creates, defines zoning board of adjustment; membership requirements and appointment; term; quorum; requires a concurring vote of 3 members to make a decision.	1-319, 15-205, 21-801, 21-807
21-802	Establishes offices of chair, vice chair, recording secretary; names city clerk or designee as recording secretary; term of chair and vice chair; scheduling of meetings and reference to Oklahoma Open Meetings Act; rules; public record.	21-802
21-803	Subjects members of the board of adjustment to attendance requirements of 1-326.	
21-804	Establishes board of adjustment training requirement.	
21-805	Establishes procedure for taking appeals to board of adjustment; establishes fees as set by Council, rather than written in the Code.	21-803, 21-805
21-806	Establishes requirement for public hearing for appeals to board of adjustment.	21-804
21-807	Establishes powers of board of adjustment.	21-806

Section 7: Add a new section 22-332 in Article 3 of Chapter 22 concerning the use of private roadways, so that the provisions regarding the creation of private road subdivisions resides in the Subdivision Regulations, rather than the Zoning Regulations.

Sections 8-10: Repealer, severability, and emergency.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BLANCHARD, OKLAHOMA AMENDING THE CODE OF ORDINANCES; AMENDING SECTIONS 1-318 AND 1-319 OF ARTICLE THREE (3) OF CHAPTER ONE; RE-TITLING CHAPTER FIFTEEN (15); REPEALING ARTICLES ONE (1), TWO (2), AND THREE (3) OF CHAPTER FIFTEEN (15); AMENDING ARTICLES ONE (1) AND EIGHT (8) OF CHAPTER TWENTY-ONE (21); AND ADDING A NEW SECTION 22-332 OF ARTICLE THREE (3) OF CHAPTER TWENTY-TWO (22) OF THE CODE OF ORDINANCES OF BLANCHARD, OKLAHOMA, AS AMENDED, CONCERNING THE POWERS, ROLES, AND RESPONSIBILITIES OF THE CITY COUNCIL, PLANNING COMMISSION, AND BOARD OF ADJUSTMENT GENERALLY CONCERNING THE MUNICIPALITY'S ZONING POWER, AND SPECIFICALLY CONCERNING CITIZEN PLANNER TRAINING REQUIREMENTS; DECLARING REPEALER; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BLANCHARD, OKLAHOMA:

SECTION 1. That Section 1-318, Article 3 of Chapter 1 of The Code of Ordinances of the city of Blanchard is hereby amended to read as follows:

§ 1-318 MUNICIPAL PLANNING COMMISSION.

Editor's Note: See Chapter 21, Section 21-101 of this Code of Ordinances.

SECTION 2. That Section 1-319, Article 3 of Chapter 1 of The Code of Ordinances of the city of Blanchard is hereby amended to read as follows:

§ 1-319 ZONING BOARD OF ADJUSTMENT.

Editor's Note: See Chapter 21, Section 21-801 of this Code of Ordinances.

SECTION 3. That Chapter 15 of the Code of Ordinances of the city of Blanchard is hereby re-titled "Flood Damage Prevention."

SECTION 4. That Article 1, Article 2, and Article 3 of Chapter 15 of the Code of Ordinances of the city of Blanchard are hereby repealed.

SECTION 5. That Article 1 of Chapter 21 of The Code of Ordinances of the city of Blanchard is hereby amended in its entirety to read as follows:

§ 21-101 PLANNING AND ZONING COMMISSION CREATED.

There is hereby created a municipal planning commission of the city of Blanchard, Oklahoma. Said commission shall consist of five members, all of whom shall reside within the corporate limits of the city of Blanchard, Oklahoma, and shall be appointed by the city council. The appointed members of said commission shall serve without compensation, and may be removed by the city council for inefficiency, neglect of duty, malefaction in office, or other cause stated by the council.

A. Members of the municipal planning commission shall be appointed for a three (3) year term to expire on June 30 of the year of expiration, or until their successor is appointed. All vacancies occurring other than through the expiration of a term shall be filled only for the unexpired term.

B. Three (3) members of the planning commission shall constitute a quorum for the transaction of business. No action shall be taken which is binding upon said planning commission unless concurred in by not less than a majority of the authorized membership of the commission.

C. The community development director, or in the absence of a community development director, the city manager or their designee shall be designated as the zoning administrator.

D. To avail itself of the powers of state law, the municipal planning commission is hereby designated as the zoning commission of the city of Blanchard, Oklahoma. The municipal planning commission shall also have all other powers conferred upon a city planning commission by 11 O.S. §45-103 and other state law.

§ 21-102 MUNICIPALITY'S POWER TO ZONE.

For the purposes of promoting the health, safety, and general welfare of the residents and visitors of the city of Blanchard, Oklahoma, the city council is empowered to regulate and restrict the height, number of stories, and size of structures; the percentage of lot that may be occupied; the size of yards and other open spaces; the density of population and the location and use of structures and land.

A. For any of the above purposes, the city council may divide the municipality into zoning districts of such number, size, shape, and area as may be deemed most beneficial to the community in executing the purposes of the

zoning code. Within such zoning districts, the erection, construction, remodeling, alteration, repair, and use of structures or land may be regulated. All such regulations shall be uniform throughout each district, but the regulations in one zoning district may differ from those in other zoning districts.

B. Zoning ordinances shall be made in accordance with the community's comprehensive plan, which shall be adopted by resolution of the city council. Zoning ordinances shall have the same general purpose as established in §21-106 of this Code.

C. All such ordinances, plans, and actions which establish or amend the zoning districts, regulations, or requirements of this chapter, or the comprehensive plan, shall not be considered by the city council until the planning commission first reviews such item and makes recommendation to the city council concerning the same.

§ 21-103 ORGANIZATION AND RULES.

The commission shall elect a chair and a vice chair, and may create and fill such other offices as it may deem necessary. The city clerk, or their designee, shall be the recording secretary of the planning commission. The term of the chair and vice chair shall be for one (1) year, with eligibility for reelection. A schedule for regular meetings shall be established in accordance with the Oklahoma Open Meetings Act. Staff, or the chair, may call special meetings of the commission in accordance with the Oklahoma Open Meetings Act. The planning commission shall adopt rules for the transaction of business in accordance with this article, and shall keep a record of its regulations, transactions, findings, and determinations, which record shall be a public record.

§ 21-104 EMPLOYEES AND EXPENDITURES.

The planning commission shall have the power and authority to contract for necessary professional services within the limits of appropriation, as fixed by the city council. The planning commission may incur other necessary expenses, within the limits of the city council's appropriation, to carry out its purposes and responsibilities. In no event shall the planning commission be authorized to create a deficiency.

§ 21-105 POWERS AND DUTIES.

The planning commission shall prepare and recommend to the city council from time to time plans for the betterment of the community, including a

comprehensive plan for the physical development of the city of Blanchard, Oklahoma. In addition to the comprehensive plan, the planning commission may prepare and recommend to the city council plans which cover one or more geographical divisions of the city or one or more major elements of the comprehensive plan, or any extension, amendment, or change to any portion of the comprehensive plan. The commission may consider and investigate any subject matter tending to the development and betterment of the municipality, and may make recommendations as it may deem advisable concerning the adoption thereof to the city council. The commission may make or cause to be made surveys, studies, maps, and plans in the conduct of its activities.

A. The planning commission shall prepare and recommend to the city council for adoption rules and regulations concerning the subdivision of land within the corporate limits of the city of Blanchard, Oklahoma. Any such regulations shall be approved by the municipal governing body and shall be published as provided by law for the publication of ordinances. Such regulations may include provisions as to the extent to which streets and other ways shall be graded and improved, and to which water, sewer, and other utility mains, piping, or other facilities shall be installed as a condition precedent to approval of the plat. Nothing in this section shall be construed as granting to the planning commission or the council of the city of Blanchard the power to direct any public utility to extend its services to any particular area.

B. All plans, plats, or replats of land laid out in two or more lots, plats, or parcels, streets, alleys, or other ways, intended to be dedicated to public use within the corporate limits of the city, shall first be submitted to the planning commission for its recommendation, prior to consideration by the city council.

C. Before final action is taken by the city council on the location of any public building, statue, memorial, park, boulevard, street, alley, playground, public grounds, bridge, or change in any location of any street or alley, such question shall be submitted to the planning commission for investigation and recommendation.

D. The planning commission shall, with the help of appropriate municipal officials, check the proposed dedications or subdivision of land to ensure compliance with the rules and regulations governing subdivisions of land and with other elements of the comprehensive plan for the city of Blanchard, Oklahoma.

E. No plat or replat or subdivision of land, or dedication of street or alley or other easement shall be entitled to record unless it bears the signature

of the mayor, attested by the city clerk, certifying the approval and acceptance thereof by the city council, and the signature of the chair of the planning commission, certifying the recommendation for approval of the same by the planning commission. The disapproval of any such plan, plat, or replat by the city council shall be deemed a refusal of the dedications shown thereon.

§ 21-106 PURPOSES AND PREPARATION OF COMPREHENSIVE PLAN.

In the preparation of the comprehensive plan, the planning and zoning commission shall make careful and comprehensive surveys and studies of present conditions and future growth of the city of Blanchard, Oklahoma, with due regard to its relation to neighboring territory. The plan shall be made with the general purpose of guiding and accomplishing a coordinated, adjusted, and harmonious development of the city and its environs which will, in accordance with present and future needs, best promote health, safety, morals, order, convenience, prosperity, and general welfare, as well as efficiency and economy in the process of development; including, among other things, adequate provisions for traffic, the promotion of safety from fire and other dangers, adequate provision for light and air, the promotion of healthful and convenient distribution of population, the promotion of good civic design and arrangement, the facilitation of adequate provisions of transportation, water, sewerage, schools, parks, and other public necessities, and wise and efficient expenditure of public funds.

§ 21-107 PLANNING COMMISSION MEMBER ATTENDANCE REQUIRED.

Members of the planning commission shall be subject to the attendance provisions of §1-326 of Chapter One (1) of this Code of Ordinances.

§ 21-108 PLANNING COMMISSION MEMBER TRAINING REQUIRED.

Each member of the planning commission shall be required to attend an institute for municipal officials within one (1) year after taking the oath of office. The institute shall be conducted at all times, in cooperation with the Oklahoma Municipal League, the Oklahoma Chapter of the American Planning Association, city of Blanchard planning staff in good standing with the American Institute of Certified Planners, or by an acceptable substitute which meets the curriculum guidelines and is approved for attendance by the city manager prior to the attendance of the institute, by or under the supervision of a statewide organization that is exempt from taxation under federal law and designated pursuant to the provisions of the Internal Revenue Code, 26 U.S.C., Section 170(a). The statewide organization shall demonstrate that its continuous official purpose is to promote the general welfare of cities and towns, to foster or

conduct schools, short courses, and other training sessions, to provide technical assistance and consultive services and other aids for the improvement and increased efficiency of city and town government, and to serve as the representative of cities and towns in carrying out the duties and prerogatives conferred on it by state law.

A. The institute shall consist of a minimum of eight (8) hours per year of instruction. A certificate of completion shall be awarded to those persons who attend and successfully complete the institute, and a list of those persons shall be filed with the city clerk.

B. The curriculum for the institute shall include, but not be limited to: planning and zoning history and theory, the Oklahoma Open Meetings Act, the Oklahoma Open Records Act, ethics, procedures for conducting meetings, the role and responsibilities of the planning commission, and the differences between the types of cases the planning commission adjudicates.

C. A person appointed to office who fails to satisfy the education requirements of this section shall cease to hold the office commencing at the next scheduled meeting of the planning commission following the first-year anniversary after taking the oath of office.

SECTION 6. That Division I of Article 8 of Chapter 21 of The Code of Ordinances of the city of Blanchard is hereby amended in its entirety to read as follows:

§ 21-801 ZONING BOARD OF ADJUSTMENT CREATED.

There is hereby created a zoning board of adjustment of the city of Blanchard, Oklahoma. Said commission shall consist of five members, all of whom shall reside within the corporate limits of the city of Blanchard, Oklahoma, and shall be appointed by the city council. No members of the city council or municipal planning commission may be appointed or serve as members of the zoning board of adjustment. The appointed members of said commission shall serve without compensation, and may be removed by the city council for inefficiency, neglect of duty, malefaction in office, or other cause stated by the council.

A. Members of the zoning board of adjustment shall be appointed for a three (3) year term to expire on June 30 of the year of expiration, or until their successor is appointed. All vacancies occurring other than through the expiration of a term shall be filled only for the unexpired term.

B. Three (3) members of the board shall constitute a quorum for the transaction of business. No action shall be taken which is binding upon said board unless concurred in by not less than a majority of the authorized membership of the board.

C. In exercising the powers granted to the board in this article, the board shall have the concurring vote of at least three (3) of its members in order that it may reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination, and to that end, shall have all of the powers of the administrative officer for directing the issuance of a permit and may make such order, requirement, decision, or determination as ought to be made.

§ 21-802 ORGANIZATION AND RULES.

The zoning board of adjustment shall elect a chair and a vice chair, and may create and fill such other offices as it may deem necessary. The city clerk, or their designee, shall be the recording secretary of the board. The term of the chair and vice chair shall be for one (1) year, with eligibility for reelection. A schedule for regular meetings shall be established in accordance with the Oklahoma Open Meetings Act. Staff, or the chair, may call special meetings of the board in accordance with the Oklahoma Open Meetings Act. The board of adjustment shall adopt rules for the transaction of business in accordance with the provisions of this article, and shall keep a record of its regulations, transactions, findings, and determinations, which record shall be a public record.

A. The chair, or in order, in the absence of the chair, the vice chair or the longest-tenured regular member of the board shall preside over meetings of the board, including, as necessary, the administration of oaths and compelling of witnesses.

B. All meetings of the board shall be open to the public. The board shall keep the minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the city clerk, and shall be a public record.

§ 21-803 BOARD OF ADJUSTMENT MEMBER ATTENDANCE REQUIRED.

Members of the board of adjustment shall be subject to the attendance provisions of §1-326 of Chapter One (1) of this Code of Ordinances.

§ 21-804 BOARD OF ADJUSTMENT MEMBER TRAINING REQUIRED.

Each member of the board of adjustment shall be required to attend an institute for municipal officials within one (1) year after taking the oath of office. The Institute shall be conducted at all times, in cooperation with the Oklahoma Municipal League, the Oklahoma Chapter of the American Planning Association, city of Blanchard planning staff in good standing with the American Institute of Certified Planners, or by an acceptable substitute which meets the curriculum guidelines and is approved for attendance by the city manager prior to the attendance of the institute, by or under the supervision of a statewide organization that is exempt from taxation under federal law and designated pursuant to the provisions of the Internal Revenue Code, 26 U.S.C., Section 170(a). The statewide organization shall demonstrate that its continuous official purpose is to promote the general welfare of cities and towns, to foster or conduct schools, short courses, and other training sessions, to provide technical assistance and consultive services and other aids for the improvement and increased efficiency of city and town government, and to serve as the representative of cities and towns in carrying out the duties and prerogatives conferred on it by state law.

A. The institute shall consist of a minimum of eight (8) hours of instruction. A certificate of completion shall be awarded to those persons who attend and successfully complete the institute, and a list of those persons shall be filed with the city clerk.

B. The curriculum for the institute shall include, but not be limited to: planning and zoning history and theory, the Oklahoma Open Meetings Act, the Oklahoma Open Records Act, ethics, procedures for conducting meetings, the role and responsibilities of the board of adjustment, and the differences between the types of cases the board adjudicates.

C. A person appointed to office who fails to satisfy the education requirements of this section shall cease to hold the office commencing at the next scheduled meeting of the board of adjustment following the first-year anniversary after taking the oath of office.

§ 21-805 APPEALS TO THE BOARD OF ADJUSTMENT; FEES.

Appeals to the board of adjustment may be taken by any person aggrieved of by any officer of the municipality affected by any administrative decision based on the zoning regulations of the city of Blanchard, Oklahoma. Such appeal shall be taken within thirty (30) days of such decision by filing with the city clerk,

or their designee, a notice of appeal, on a form provided by the city, specifying the grounds thereof. The city clerk shall forthwith transmit to the board all documents constituting the record of the action from which the appeal is taken.

A. Fees for appeals to the board of adjustment shall be as established by the city council. Such fees shall be sufficient to defray all costs associated with the public hearing and the required notification for the hearing; the applicant shall pay said fee upon filing the application.

§ 21-806 PUBLIC HEARING REQUIRED.

The zoning board of adjustment shall fix a reasonable time for the hearing of appeals or other matters referred to it, give public notice thereof, as well as due notice to the parties in interest, and decide the same within a reasonable time. Any party may appear and be heard in person or by agent or by attorney at said hearing.

A. Notice of public hearing before the board of adjustment shall be given by publication in a newspaper of general circulation in the city of Blanchard and by mailing written notice by the clerk of the board to all owners of property within a three hundred (300) foot radius of the exterior boundary of the subject property. Said notice shall contain:

1. Legal description and the street address or approximate location of the subject property;
2. Present zoning classification of the property and the nature of the appeal, variance, or exception requested; and
3. Date, time, and location of the hearing.

§ 21-807 POWERS.

The zoning board of adjustment shall have the following powers:

A. Administrative review. To hear and decide appeals where it is alleged there is an error in any order, requirement, decision, or determination made by the zoning administrator, building inspector, or other administrative officer in the enforcement of this chapter.

B. To authorize upon appeal in specific cases such variances from the terms of this ordinance as will not be contrary to the public interest where,

owing to special conditions, a literal enforcement of the provisions of this chapter will, in any individual case, result in unnecessary hardship, so that the spirit of this chapter shall be observed, public safety and welfare secured, and substantial justice done. Such variances may be granted in such individual case of unnecessary hardship upon a finding by the board of adjustment that:

1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape, or topography;

2. The application of this ordinance to this particular piece of property would create an unnecessary hardship, not self-imposed by the owner or developer;

3. Such conditions are peculiar only to the particular piece of property involved; and

4. Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of this chapter or the comprehensive plan; provided, however, that no variance may be granted for a use of land or building or structure that is prohibited by this chapter.

SECTION 7. That Section 21-811, Article 8 of Chapter 21 of The Code of Ordinances of the city of Blanchard is hereby amended to read as follows:

An appeal from any action, decision, ruling, judgment or order of the board of adjustment may be taken by any person or persons who were entitled, pursuant to Section 44-108 of this title, to mailed notice of the public hearing before the board of adjustment, by any person or persons whose property interests are directly affected by such action, decision, ruling, judgment or order of the board of adjustment, or by the governing body of the municipality to the district court in the county in which the situs of the municipality is located. The notice of appeal shall be filed with the city clerk within twenty (20) days following the decision of the board. The notice shall specify the grounds for the appeal. No bond or deposit for costs shall be required for such appeal. Upon filing the notice of appeal, the board of adjustment shall forthwith transmit to the court clerk the original, or certified copies, of all papers constituting the record in the case, together with the order, decision or ruling of the board. Further proceedings concerning the appeal shall be in accordance with 11 O.S. §44-110.

SECTION 8. That a new Section 22-332, Article 3 of Chapter 22 of The Code of Ordinances of the city of Blanchard is hereby added to read as follows:

The use of private roadways in either platted or unplatted areas not served by water or sewer facilities by the Blanchard Municipal Improvement Authority, and the issuance of building permits to property owners whose property abuts the private areas, without complying with standards as provided in this article for dedicated streets, shall be authorized, subject to the following conditions:

A. The private roadway easement shall be at least fifty (50) feet in width;

B. The property abutting the private roadway shall contain not less than two (2) acres;

C. The property shall be more than one thousand three hundred twenty feet (1,320 feet, or ¼ mile) from sewer and water facilities furnished by the municipality;

D. The private roadway shall not be dedicated to the public, but reserved for future dedication, and, until such future dedication, shall be the private roadway of the owners of the abutting property;

E. The private roadway shall be maintained by the owners of the property within the subdivision;

F. The municipality shall have no responsibility for the maintenance or repair of the private roadway;

G. If the property is platted, there shall be emblemized on the face of the plat a clear, conspicuous notice that the streets and drives have not been dedicated to the public and that the streets shall be maintained by the private property owners within the subdivision. Said streets shall always be open to the police, fire, and other official vehicles of all state, federal, county, and municipal agencies;

H. Every deed shall clearly acknowledge that the roadway is private and not maintained by the municipality;

I. Prior to the sale of any parcel of land in the subdivision, a conspicuous sign shall be posted at the entrance to the subdivision, stating "Private roadway, not maintained by the city of Blanchard;"

J. At any time after the city permits the use of said private roadway, a petition of the owners of at least sixty percent (60%) of the area of the land,

to improve and dedicate the street, shall bind all of the owners thereby to permanently improve the street or roadway in compliance with the requirements of the city of Blanchard in place at the time of dedication acceptance; and

K. The planning commission may require the developer of such property to reserve appropriate utility easements for water, sewer, and any other utility installations as may be required for present and future development.

SECTION 9. REPEALER.

All former ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 10. SEVERABILITY.

In the event any word or sentence in this ordinance, or provision or portion of this ordinance, or rules adopted by this ordinance is invalidated by any court of competent jurisdiction, the remaining words and/or sentences, provisions, or portions thereof shall not be affected and shall continue in full force and effect.

SECTION 11. EMERGENCY.

It being immediately necessary for the preservation of the public health, peace, and safety of the city of Blanchard and the inhabitants thereof, an emergency is hereby declared to exist by reason whereof, this ordinance shall be in full force and effect from and after its passage and approval, as provided by law.

PASSED and **APPROVED** and the Emergency Clause voted upon separately and **PASSED** and **APPROVED** this 26th day of September, 2023.

ATTEST: (City)

Mayor

City Clerk

APPROVED AS TO FORM on this ____ day of September, 2023.

City Attorney



B ~ 5





B ~ 6



ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF BLANCHARD ADOPTING A REPLACEMENT OF THE OFFICIAL ZONING MAP COMBINED WITH THE MUNICIPAL BOUNDARY MAP IN ACCORDANCE WITH THE BMC 20-201(3) FOR THE CITY OF BLANCHARD, OKLAHOMA; DECLARING REPEALING; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

WHEREAS a total of fifteen (15) Zoning Ordinances reclassifying certain properties and one (1) Annexation Ordinance have been adopted between January 1st, 2023 and August 31st, 2023 making the map outdated:

- Ordinance #768 (Approved 1/24/23 - S-1 to A-1);
- Ordinance #773 (Approved 3/28/23 - S-1 to A-1);
- Ordinance #774 (Approved 3/28/23 - S-1 to A-1);
- Ordinance #777 (Approved 4/25/23 - A-1 to R-1);
- Ordinance #778 (Approved 4/25/23 - S-1 to R-E);
- Ordinance #779 (Approved 4/25/23 - S-1 to R-E);
- Ordinance #780 (Approved 4/25/23 - S-1 to A-1);
- Ordinance #781 (Approved 4/25/23 - S-1 to A-1);
- Ordinance #783 (Approved 5/23/23 - A-1 to C-4);
- Ordinance #784 (Approved 5/23/23 - R-3 to C-5);
- Ordinance #786 (Approved 6/27/23 - Annexation);
- Ordinance #788 (Approved 6/27/23 - A-1 to R-2);
- Ordinance #789 (Approved 8/22/23 - R-2 to PUD).
- Ordinance #790 (Approved 8/22/23 - S-1 to R-E);
- Ordinance #791 (Approved 8/22/23 - S-1 to R-E); and
- Ordinance #792 (Approved 8/22/23 - A-1 to C-1);

WHEREAS the Blanchard Planning Commission by Resolution No. 2023-24 recommends to the City Council adopting a new updated Official Zoning Map and a Municipal Boundary Map which incorporates all the changes enumerated above made since the adoption of the map as of December 31st, 2022; and

WHEREAS a replacement Official Zoning Map has been prepared by the City Planner and is before this Council, which incorporates all said changes made in 2023 and attached hereto; and

WHEREAS a replacement Municipal Boundary Map has been prepared by the City Planner and is before this Council, which incorporates all said annexations made in 2023 and attached hereto; and

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

SECTION 1. ADOPTION OF REPLACEMENT MAP. The City of Blanchard hereby adopts the Official Zoning Map combined with the Official Municipal Boundary Map which is now before it, prepared by the City Planner and updated as of August 31, 2023, as recommended by the Blanchard Planning Commission, as the new Official Zoning and Municipal Boundary Map for the City of Blanchard, which the new map shall supersede the prior Official Map dated February 22nd, 2023.

SECTION 2. OFFICIAL ZONING MAP. The new Official Zoning Map shall include the date of its adoption and the Adopting Ordinance, both shall be noted thereon, which map shall be and remain on file with the City of Blanchard.

SECTION 3. OFFICIAL BOUNDARY MAP. The new Official Boundary Map shall include the date of its adoption and the Adopting Ordinance, both shall be noted thereon, which map shall be and remain on file with the City of Blanchard.

SECTION 4. SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of the Ordinance is, for any reason, held invalid or unconstitutional by any court or competent jurisdiction, said portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 4. REPEALER. All former ordinances and/or parts of ordinances conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

SECTION 5. EMERGENCY. Whereas, it being immediately necessary for the preservation of the public health, peace and safety of the City of Blanchard and the inhabitants thereof, an emergency is hereby declared to exist, by reason whereof, this Ordinance shall be in full force and effect from and after its passage and approval, as provided by law.

ADOPTED and APPROVED and the Emergency Clause voted upon separately by the City Council of the City of Blanchard, Oklahoma on this 26th day of September, 2023.

Mayor

ATTEST: (City Seal)

City Clerk

APPROVED AS TO FORM on this 26th day of September, 2023.

City Attorney

RESOLUTION NO. 2023-24

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF BLANCHARD, OKLAHOMA, RECOMMENDING THE ADOPTION OF AN UPDATED ZONING MAP THAT REFLECTS THE CITY COUNCIL'S ADOPTED ZONING CHANGES AND ANNEXTON SINCE THE LAST ADOPTED ZONING MAP ON JANUARY 24TH, 2023 BY ORDINANCE NO. 769.

WHEREAS, the Planning and Zoning Commission performs a valuable function for the City of Blanchard by making recommendations to the city council for land use decisions on applications for zoning applications; and

WHEREAS, the Planning and Zoning Commission recommends the attached updated official zoning map as reflective of all City zoning ordinance changes and annexations since ordinance No. 766 was adopted on 12/13/22 which are enumerated below with ordinance No.792 falling on 8/22/23; and

- Ordinance #768 (Approved – S-1 to A-1)
- Ordinance #773 (Approved – S-1 to A-1)
- Ordinance #774 (Approved – S-1 to A-1)
- Ordinance #777 (Approved – A-1 to R-1)
- Ordinance #778 (Approved – S-1 to R-E)
- Ordinance #779 (Approved – S-1 to R-E)
- Ordinance #780 (Approved – S-1 to A-1)
- Ordinance #781 (Approved – S-1 to A-1)
- Ordinance #783 (Approved – A-1 to C-4)
- Ordinance #784 (Approved – R-3 to C-5)
- Ordinance #786 (Approved – ANNEXATION)
- Ordinance #788 (Approved – A-1 to R-2)
- Ordinance #789 (Approved – R-2 to PUD)
- Ordinance #790 (Approved – S-1 TO R-E)
- Ordinance #791 (Approved – S-1 to R-E)
- Ordinance #792 (Approved – A-1 to C-1)

NOW, THEREFORE, BE IT RESOLVED by the Planning and Zoning Commission of the City of Blanchard, do hereby recommend adopting the new updated map as the Official Zoning Map of the City of Blanchard.

ADOPTED and **APPROVED** on this 14th day of September, 2023, by the Planning Commission of the City of Blanchard, at a public meeting held in compliance with the Oklahoma

AYES:

NAYS:

ABSENT:

Chairman

ATTEST:

(Seal)

City Clerk

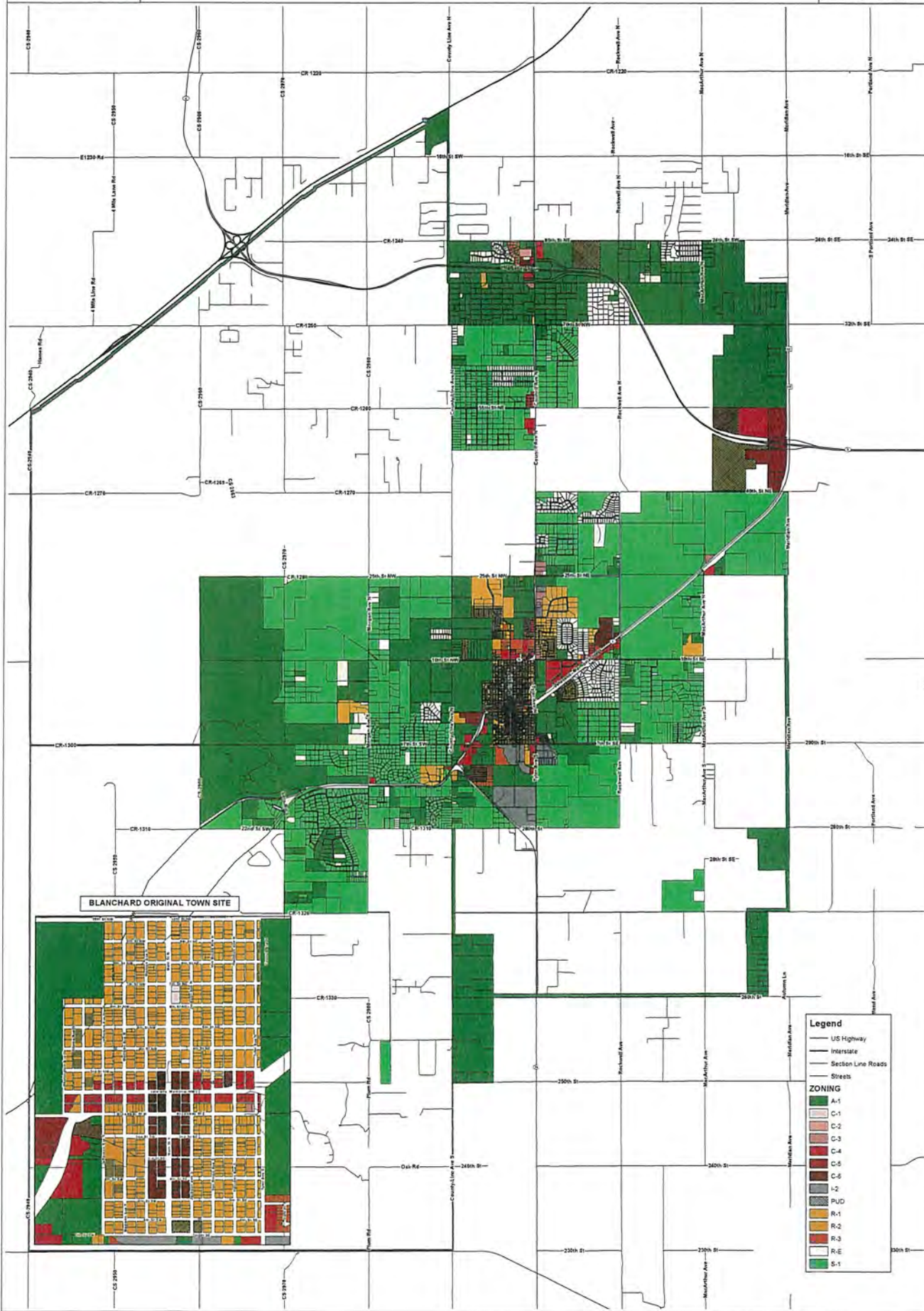


City of Blanchard Official Zoning Map September 11, 2023

0 0.5 1 2 Miles



1 inch = 1,667 feet





B ~ 7





B ~ 8



RESOLUTION NO. 2023-____

A RESOLUTION OF THE CITY OF BLANCHARD, OKLAHOMA CONCERNING BRIDGE INSPECTION RESPONSIBILITY BY LOCAL GOVERNMENT FOR COMPLIANCE WITH THE NATIONAL BRIDGE INSPECTION STANDARDS, EC-2105.

WHEREAS the FHWA bridge inspection program regulations were developed as a result of the Federal-Aid Highway Act of 1968 (Pub. L. 90-495, 82 Stat. 815) that required the Secretary of Transportation to establish NBIS to ensure the safety of the traveling public; and

WHEREAS these standards (NBIS) adopted (prescribe how, with what frequency, and by whom bridge inspections must be completed); and

WHEREAS the Federal Highway Administration (FHWA) provides guidance for the inspection, as required by the National Bridge Inspection Standards (23 CFR 650, subpart C), and maintenance of the Nation's major or unusual structures being designed and constructed under the Federal-aid highway program; and

WHEREAS the City of Blanchard, as a unit of local government, has the responsibility of bridge maintenance and safety inspections within its municipal boundaries; and

WHEREAS the City of Blanchard has the following options:

Option 1: Select one of ODOT's prequalified engineering firms.

Option 2: Elect to do bridge safety inspections with your own forces using inspection teams and an oversight engineer fully qualified as mandated by the NBIS (National Bridge Inspection Standards).

Option 3: Use the same consultant as McClain and/or Grady County.

Option 4: Let ODOT make your selection.

WHEREAS it is in the best interest of the public health, safety and welfare for the City to select Option 4 to allow ODOT to make our selection because our bridges fall within two (2) separate counties (Grady and McClain); and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blanchard, Oklahoma, that it is the governing body's desire to select Option No. 4.

BE IT FURTHER RESOLVED that a copy of this Resolution be forward to the appropriate ODOT Field Division Office.

ADOPTED and **APPROVED** by the City Council of the City of Blanchard, Blanchard, Oklahoma, dated this 26th day of September, 2023.

Mayor

ATTEST: (City SEAL)

City Clerk



Robert Floyd <citymanager@cityofblanchard.us>

FW: Local Government Bridge Inspection


Walt Peters <WPETERS@odot.org>
To: "citymanager@cityofblanchard.us" <citymanager@cityofblanchard.us>

Tue, Sep 5, 2023 at 3:21 PM

Hello

Please refer to the attached letter.

Walter (Walt) Peters, P.E.
Assistant Bridge Engineer - Maintenance
Oklahoma Department of Transportation
[200 N.E. 21st Street](#)
[Oklahoma City, OK 73105-3204](#)
Cell: (405) 834-3769
Email: wpeters@odot.org
Web: <https://oklahoma.gov/odot.html>

 [City_CI-2458_2021.pdf](#)
594K

August 25, 2023

Dear City Official:

Re: Letter of Choice for City Bridge Inspection Contracts

The Oklahoma Department of Transportation (ODOT) has prequalified six consulting firms to perform Local Government bridge safety inspections based on qualifications mandated by the National Bridge Inspection Standards (NBIS). It is anticipated the new routine Local Government bridge inspection contracts will start April 1, 2024 and extend to March 31, 2026. This will be a two-year contract. A list of the prequalified inspection firms is provided. Funding will be 100% Federal funds. To comply with the National Bridge Inspection Standards and avoid federal-aid sanctions, all the Local Governments are required to do one of the following by **November 27, 2023**:

- (1) Select one of the consulting firms on the attached "Qualified Consultant List". You will be required to evaluate the Consultant's Letter of Interest (LOI) and the Consultant's response packet to determine which firms to interview. Please refer to the following web site:

<https://www.odot.org/projmgmt/off-system-bridge-inspection-consultants-2023-2024/>

You must interview a minimum of three (3) firms and make your selection from the attached list of qualified inspection consultants. Phone interviews are acceptable, but we must have documentation from the interviews including who was on the committee, interview questions, and the ranking matrix that you had for the three (3) or more Consulting firms with their final composite scores. The interview committee must have three or more persons on it. Each member of the interview committee will need to sign a nondisclosure form (Please refer to the enclosures for a copy of this form).

- (2) You may elect to do bridge safety inspections with your own forces provided the bridge inspection teams and program manager are fully qualified as mandated by the NBIS (National Bridge Inspection Standards - please refer to attached NBIS requirements) and as approved by ODOT Bridge Division. Payment will be based on actual rates and payroll additive for benefits, etc., and vehicle mileage rates.
- (3) Use the same firm that the County selects.
- (4) Let ODOT select for you.

*You are respectfully requested to make your choice before **November 27, 2023**, by Resolution stating your choice as noted above. In order to obtain the required contract signatures, our April time line is very tight. It is critical that we receive your resolution in a timely manner. If we do not hear from you by **November 27, 2023**, we will make the selection for you. **Please note that, once you select your bridge inspection team, no changes can be made until the next contractual period.***

Please send one copy of your resolution to the appropriate field district office and one copy to the following address: *e-mail is preferred*

Contract Administrator	Field Divisions	Contact/Email
<i>Kristen Wallace</i> Project Management Division Oklahoma Dept. of Transportation 200 NE 21 st Street Oklahoma City, OK 73105-3204 Phone: (405) 204-2864 kdwallace@odot.org	Dis 1: (918) 687-5407	Kevin Arnold kwarnold@odot.org
	Dis 2: (580) 298-3371	Shane Miller SHMILLER@odot.org
	Dis 3: (580) 332-1526	Matthew Blakeslee mblakeslee@odot.org
	Dis 4: (580) 336-7340	Steven Gauthe SGauthe@odot.org
	Dis 5: (580) 323-1431	Dan Forbes DFORBES@ODOT.ORG
	Dis 6: (580) 735-2561	Bryson Ridley BRidley@odot.org
	Dis 7: (580) 255-7586	Dustin Vaughan dvaughan@odot.org
	Dis 8: (918) 838-9933	Matt Casillas MCASILLAS@ODOT.ORG

Once we receive your choice as noted above, the Department will contract with the consultant to do the bridge inspections. Please feel free to contact the Oklahoma Department of Transportation District Office in your area or Matt Mitchell MMITCHELL@ODOT.ORG in Local Government Division at (405) 780-0038 or Walt Peters wpeters@odot.org or Wes Kellogg WKellogg@odot.org in the Bridge Division at (405) 521-2606 with any questions you may have. When contacting the District, ask for the County Bridge Coordinator.

Yours sincerely,



Justin C. Hernandez, P.E.
 Bridge Engineer

JH/wp

Enclosures

- | | |
|-------------------------------------|-----------------------------|
| cc: Director | Field District Engineers |
| Chief Engineer | Project Management Division |
| Director of Operations | Local Government Division |
| Director of Engineering | FHWA |
| County Bridge Coordinators | ACCO |
| Prequalified Inspection Consultants | |

QUALIFIED Bridge Inspectors For CI-2458

Prequalified Consultants	Contact	Office Phone	Cell Phone	E-mail Contact
Burgess & Niple, Inc.	Shaun Fillmore	Please use cell phone number	(405) 434-6525	shaun.fillmore@burgessniple.com
CEC Corporation	Aaron Finley	(405) 753-4620	(405) 651-0490	aaron.finley@connectcec.com
Consor Engineers, LLC	Dylan Lewis	(405) 563-9068	(405) 315-0963	dlewis@consoreng.com
Garver	Brad Thompson	(918) 250-5922	(918) 740-6386	brthompson@garverusa.com
Guy Engineering	Aaron Peck	Please use cell phone number	(918) 808-6547	aaron@guyengr.com
Walter P. Moore	Brent Bolerjack	(405) 493-0500	(405) 394-0875	BBolerjack@walterpmoore.com

Additional information pertaining to the consultants can be found at the following address:

<https://www.odot.org/projmgmt/off-system-bridge-inspection-consultants-2023-2024/>

CI-2458, OFF-SYSTEM BRIDGE INSPECTIONS SERVICES

INTERVIEW PROCESS FORM

CITY OF _____

Date: _____

Interviewer Name: _____

Firm Name:	Firm Name:	Firm Name:
Ranking	Ranking	Ranking
Q1		
Q2		
Q3		
Q4		
Q5		
Q6		
Q7		
Q8		
Total Points		

Interview Committee Members: (print names)

(1) _____

(2) _____

(3) _____

CI-2458, OFF-SYSTEM BRIDGE INSPECTION SERVICES

Example Interview Questions

1. What experience does your firm have inspecting different types of bridges in your area.
2. What ability and resources does your firm have to perform this type of work?
3. What documents will your firm provide upon completion of the inspections?
4. What quality assurance does your firm have to provide consistent accurate results?
5. How accessible is your firm to get in touch with?
6. What is your firms current work load?
7. How will your firm react to critical findings?
8. Why should we pick your Consultant Firm above the others?

Interviewers Name: _____

National Bridge Inspection Standards (NBIS) Requirements:

Program Manager: Reference is made to 23 CFR Part 650 National Bridge Inspection Standards (NBIS): NBIS require that the program manager be a registered professional engineer, registered in Oklahoma. The program manager is responsible for oversight of the Local Government bridge safety inspection program. He or she must be qualified and approved by the ODOT Bridge Division to review inspection forms, calculate load ratings for posting and closing bridges, do scour studies and assessments, and make repair recommendations to the bridge owner. If the Local Government does not employ a qualified Professional Engineer, you may select a consulting engineer under similar terms covered in choice (2) above for the Program Manager or when there is a qualified Circuit Engineering District in your area, you may use the Program Manager from the Circuit Engineering District – choice (1) above. Program Managers must participate in the Department's QC/QA training.

Inspection Team: The NBIS, FHWA, and / or ODOT require the following: The bridge inspection team consists of a Team Leader and an assistant, with the Team Leader having successfully completed a two-week FHWA approved comprehensive bridge inspection class plus one of the following:

- (1) Be a registered Professional Engineer registered in the State of Oklahoma with a minimum of 6 months bridge inspection experience.
- (2) Have a full five-year bridge safety inspection experience.
- (3) Have a NICET level III or IV in bridge safety inspection.
- (4) Have a bachelor's degree in engineering from accredited college or university, pass the National Council of Examiners for Engineering and Surveying Fundamentals of Engineering examination, and have a minimum of two years of bridge inspection experience.
- (5) Have an associate's degree in engineering or engineering technology from an accredited college or university and four years of bridge inspection experience.

The Team Leader must participate in the Department's QC/QA training.

Assistant Team Leader: The assistant team leader must have completed two-week FHWA approved comprehensive bridge inspection class **and/or** attend QC / QA bridge inspection training provided by the Department.

Cities Qualifying for a Bridge Inspection Contract

	CITY_NAME	County	District	Number Bridges	Total Inspections	Bridges Requiring Load Ratings	Population	Snooper Required
1	Ada	Pontotoc	3	8	8	1	16,481	No
2	Altus	Jackson	5	10	10	1	18,729	No
3	Ardmore	Carter	7	20	22	2	24,725	No
4	Atoka	Atoka	2	6	7	1	3,195	No
5	Bartlesville	Osage & Washington	8	28	33	3	37,290	No
6	Bixby	Tulsa	8	7	7	1	28,609	No
7	Blanchard	McClain	3	8	8	1	8,879	No
8	Broken Arrow	Tulsa & Wagoner	1 & 8	85	86	9	113,540	No
9	Chandler	Lincoln	3	6	7	1	2,858	No
10	Chickasha	Grady	7	27	27	3	16,051	No
11	Choctaw	Oklahoma	4	23	27	2	12,182	No
12	Claremore	Rogers	8	10	10	1	19,580	No
13	Collinsville	TULSA	8	7	7	1	7,881	No
14	Coweta	Wagoner	1	7	9	1	9,654	No
15	Del City	Oklahoma	4	23	29	2	21,822	No
16	Duncan	Stephens	7	33	36	3	22,692	No
17	Durant	Bryan	2	14	15	1	18,589	No
18	Edmond	Oklahoma	4	58	63	6	94,428	No
19	El Reno	Canadian	4	31	33	3	16,989	No
20	Elk City	Beckham	5	18	18	2	11,561	No
21	Enid	Garfield	4	69	69	7	51,308	No
22	Fairview	Major	6	10	11	1	2,740	No
23	Ft. Gibson	Muskogee	1	5	5	1	3,814	No
24	Grove	Delaware	8	5	5	1	6,956	No
25	Guthrie	Logan	4	12	13	1	10,749	No
26	Harrah	Oklahoma	4	8	10	1	6,245	No
27	Henryetta	Okmulgee	1	11	12	1	5,640	No
28	Jenks	Tulsa	8	13	13	1	25,949	No
29	Lawton	Comanche	7	93	97	9	90,381	No
30	Lone Grove	Carter	7	5	5	1	4,993	No
31	McAlester	Pittsburg	2	35	35	4	18,171	No
32	Miami	Ottawa	8	7	7	1	12,969	No
33	Midwest City	Oklahoma	4	24	28	2	58,409	No
34	Moore	Cleveland	3	26	26	3	62,793	No
35	Muskogee	Muskogee	1	21	25	2	36,878	No
36	Newcastle	McClain	3	6	6	1	10,984	No
37	Norman	Cleveland	3	78	80	8	128,026	No
38	Oklahoma City	Canadian, Clev, Okla	3 & 4	587	613	59	681,054	Yes
39	Okmulgee	Okmulgee	1	9	9	1	11,322	No
40	Owasso	Tulsa & Rogers	8	24	24	2	38,240	No
41	Piedmont	Canadian	4	13	13	1	7,402	No
42	Ponca City	Kay	4	15	15	2	24,424	No
43	Poteau	LeFlore	2	12	15	1	8,807	No
44	Sand Springs	Tulsa & Osage	8	7	8	1	19,874	No
45	Sapulpa	Creek	8	13	15	1	21,929	Yes
46	Seminole	Seminole	3	5	5	1	7,146	No
47	Shawnee	Pottawatomie	3	33	36	3	31,377	No
48	Stillwater	Payne	4	31	32	3	48,394	No
49	Tahlequah	Cherokee	1	24	27	2	16,209	No
50	The Village	Oklahoma	4	6	6	1	9,538	No
51	Tulsa	Osage, Tulsa, Wagoner	1 & 8	280	281	28	413,066	Yes
52	Tuttle	Grady	7	14	15	1.4	7,413	No
53	Weatherford	Custer	5	5	5	0.5	12,076	No
54	Yukon	Canadian	4	16	17	1.6	23,630	No

Nondisclosure Statement for Evaluation Team

Instructions

This form is to be completed by all Evaluation Team Members when deemed necessary. All statements should be maintained in the ODOT contract file.

EC Number: 2458 – Off-System Bridge Inspection Services

I hereby certify that I will not disclose or release any confidential information prior to award of the contract. Confidential information includes, but is not limited to, the contents of all proposals submitted in response to the referenced Engineering Contract and any analysis or evaluation thereof. I agree to disclose to the Director of Transportation or designee all contacts I have had with the below listed consultants. I agree to disqualify myself from participation in the evaluation team should the Director of Transportation or designee find any of said contacts that may be perceived as compromising my independent judgment in the evaluation process. I further agree and understand that failure to abide by the terms of this statement may subject me to other adverse actions.

List of Consultants for Evaluation

- | | |
|--|--|
| 1. <u>Burgess & Niple, Inc.</u> | 2. <u>CEC Corporation</u> |
| 3. <u>Conzor Engineers, LLC</u> | 4. <u>Garver, LLC</u> |
| 5. <u>Guy Engineering Services, Inc.</u> | 6. <u>Walter P. Moore & Associates, Inc.</u> |

Describe all current personal, business and/or government relationships between yourself or your family members and any of the consultants listed above. Include in your comments, the name of the consultant and a brief description of the nature of the relationship.

Evaluator Signature

Date

Printed Name

Printed Title



B ~ 9



RESOLUTION NO. 2023-____

WHEREAS the City Council is empowered by the Code of Ordinances, Chapter 18, to make regulations necessary to make effective the provisions of the traffic ordinances of this City; and

WHEREAS the City Council passed and approved Resolution No. 2015-18 dated August 25, 2015, establishing the Blanchard Traffic Regulation Schedules;

WHEREAS the Mayor has requested the consideration of a 4-way stop at the intersections of Main and Broadway; and

WHEREAS both Main Street is 100' wide and Broadway Avenue is 80'; and

WHEREAS the Institute of Transportation Engineers Traffic Engineering Council recommends "in cases where the road is wide, an additional STOP sign is placed on the left side of the road; and

WHEREAS instead of an extra stop sign, a stop bar should be used in accordance with MUTCD; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Blanchard, Oklahoma, hereby amends Resolution No. 2015-18 by adding and adopting the following regulations:

SCHEDULE 1. DESIGNATED STOP SIGN LOCATIONS.

A. Stop Signs Controlling Intersections: Adding:

NO: CORNER TRAFFIC CONTROL ON: INTERSECTION WITH:

- | | | | |
|----|-----------|-------------|-----------------|
| A. | Northwest | Main Street | Broadway Avenue |
| B. | Southeast | Main Street | Broadway Avenue |

PASSED and APPROVED by the City Council of the City of Blanchard this 25th day of September, 2023.


Mayor

ATTEST: (Seal)

City Clerk

Proposed Stop Signs

Legend

 Blanchard City Hall





The Institute of Transportation Engineers
Traffic Engineering Council
presents TIPS on



Stop Sign and Bar Placement

Where should a stop sign and stop bar (line) be placed at an intersection?

In placing a STOP sign at an intersection, visibility of the sign by the motorist is of prime concern. The STOP sign should not be blocked by other signs or vegetation. It is placed on the right hand side of the traffic lane to which it applies. **In cases where the road is wide, an additional STOP sign is placed on the left side of the road.**

Where two roads intersect at an acute angle, the STOP sign is positioned at an angle, or shielded, so that the message is out of view of traffic to which it does not apply.

In order to provide adequate lateral clearance for the motorist who may leave the roadway in rural areas and strike the sign support, a STOP sign should be located at least 6 feet from the edge of the shoulder or if there is no shoulder, 12 feet, with a maximum of 14 feet from the edge of the traveled way. The height to the bottom of the STOP sign in rural areas

should not be less than 5 feet or more than 8 feet above the edge of the roadway.

In urban areas a lesser lateral clearance may be used where necessary. Although 2 feet is recommended as a working minimum, a clearance of 1 foot from the curb face is permissible where sidewalk width is limited or where existing poles are close to the curb. The height of the bottom of a STOP sign in urban areas should not be less than 7 feet or more than 8 feet above the top of the curb.

In the case of stop bars, the MUTCD indicates that a stop bar (line) is a solid white line, normally 12 to 24 inches wide, extending across all approach lanes to a STOP sign or traffic signal. A stop bar should be placed parallel to the centerline of the intersecting street. A stop bar should be used in both rural and urban areas where it is important to indicate the point, behind which vehicles are required to stop, in compliance with a STOP sign, traffic signal, officer's direction, or other legal requirement.

A stop bar, when used, should ordinarily be placed 4 feet in advance of and parallel to the nearest crosswalk line. In the absence of a marked crosswalk, the stop bar should be placed at the desired stopping point and in no case more than 30 feet or less than 4 feet from the nearest edge of the intersecting roadway.

line with the STOP sign. However, if the STOP sign cannot be located exactly where vehicles are expected to stop, the stop bar should be placed at the desired stopping point. Finally, the stop bar should be placed so that vehicles have optimum sight distance along the intersecting roadway.

When a stop bar is used in conjunction with a STOP sign, it should be placed in

B ~ 10

AGENDA COMMENTARY

Agenda Item No. __
Meeting of September 26, 2023

Item Title:	Discussion, consideration, possible action, and/or amendments concerning entering into a master services agreement with Freese and Nichols for engineering services for Tax Increment Financing District No. 2, and Task Authorization No. 1 concerning survey, scoping, and preliminary engineering for the project.
Initiators / Initiating Department:	Dustin A. Downey, AICP, Capital Projects Manager Admin Department
Background:	See Staff Report
Exhibits:	Staff Report Master Services Agreement Task Authorization No. 1
Financial Impact:	***I will update on this in the staff report, after I receive and review the document
Action:	<i>Staff recommends approval of this item, in order to expedite the timeline for service to the TIF #2 area.</i>

MASTER PROFESSIONAL SERVICES AGREEMENT

STATE OF OKLAHOMA §

COUNTY OF OKLAHOMA §

This Agreement is entered into by City of Blanchard, OK (Client) and Freese and Nichols, Inc. (FNI). In consideration of FNI providing professional services for Client and Client utilizing these services, the parties hereby agree:

- I. **EMPLOYMENT OF FNI:** In accordance with the terms of this Agreement, Client agrees to employ and compensate FNI to perform professional services in connection with **Phase I of Blanchard TIF District No. 2**. A detailed description of the various project scopes and fees will be outlined in Task Authorizations as services are requested by Client. FNI will not begin services until a Task Authorization is agreed upon between FNI and Client. A Task Authorization example is included as Attachment A.
- II. **SCOPE OF SERVICES:** Details concerning the Scope of Services and Responsibilities of the Client will be included in the Task Authorization authorized under this Agreement.
- III. **COMPENSATION:** Client agrees to pay FNI for all professional services rendered under this Agreement. FNI shall perform professional services as outlined within each Task Authorization issued under this Agreement. Fees for services will be negotiated for each Task Authorization.
- IV. **TERMS AND CONDITIONS OF AGREEMENT:** The Terms and Conditions of Agreement, as set forth in Attachment TC – Terms and Conditions of Agreement, shall govern the relationship between the Client and FNI.
- V. **GOVERNING LAW; VENUE:** This Agreement shall be administered and interpreted under the laws of the State of Oklahoma. Venue of any legal proceeding involving this Agreement shall be in Oklahoma County, Oklahoma.
- VI. **EFFECTIVE DATE:** The effective date of this Agreement is _____.

Nothing in this Agreement shall be construed to give any rights or benefits under this Agreement to anyone other than the Client and FNI. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the Client and FNI and not for the benefit of any other party. This Agreement constitutes the entire agreement between the Client and FNI and supersedes all prior written or oral understandings.

This Agreement is executed in two counterparts. IN TESTIMONY HEREOF, Agreement executed:

CITY OF BLANCHARD

FREESE AND NICHOLS, INC.

By: _____

By: Alan C. Hutson

Name: _____

Name: Alan C. Hutson

Title: _____

Title: Vice President

Date: _____

Date: September 18, 2023

Attest: _____

Attest: William C. Henderson

ATTACHMENT A – TASK AUTHORIZATION EXAMPLE



MASTER PROFESSIONAL SERVICES AGREEMENT
TASK AUTHORIZATION

(Client's Legal Name)

(Address)

(City, State, Zip)

FNI Project: (FNI Project Code)

Client Contract: (PO/Contract No.)

Date: (Select Date)

Project Name: (Name of the Project)

Description of Services: (Description of Services)

Deliverables: (Deliverables)

Schedule: (Schedule)

Compensation Type: (Select Compensation Type)

Amount Authorized: \$ (Amount)

The services described above shall proceed upon execution of this Task Authorization. All other provisions, terms, and conditions of the Master Professional Services Agreement which are not expressly amended shall remain in full force and effect.

(CLIENT'S LEGAL NAME)

FREESE AND NICHOLS, INC.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

TERMS AND CONDITIONS OF AGREEMENT

1. **DEFINITIONS:** As used herein: (1) Client refers to the party named as such in the Agreement between the Client and FNI; (2) FNI refers to Freese and Nichols, Inc., its employees and agents, and its subcontractors and their employees and agents; and (3) Services refers to the professional services performed by FNI pursuant to the Agreement.
2. **INFORMATION FURNISHED BY CLIENT:** Client will assist FNI by placing at FNI's disposal all available information pertinent to the project, including previous reports and any other data relative to design or construction of the project. FNI shall have no liability for defects or negligence in the Services attributable to FNI's reliance upon or use of data, design criteria, drawings, specifications, or other information furnished by Client. To the fullest extent permitted by law, Client agrees to indemnify and hold FNI harmless from any and all claims and judgments, and all losses, costs, and expenses arising therefrom. FNI shall disclose to Client, prior to use thereof, defects or omissions in the data, design criteria, drawings, specifications, or other information furnished by Client to FNI that FNI may reasonably discover in its review and inspection thereof.
3. **STANDARD OF CARE:** FNI will perform all professional services under this Agreement with the professional skill and care ordinarily provided by competent members of the subject profession practicing under the same or similar circumstances and professional license as expeditiously as is prudent considering the ordinary professional skill and care of a competent member of the subject profession. FNI makes no warranties, express or implied, under this Agreement or otherwise, in connection with any Services performed or furnished by FNI.
4. **INSURANCE:** FNI shall provide Client with certificates of insurance with the following minimum coverage:

Commercial General Liability

\$2,000,000 General Aggregate

Automobile Liability (Any Auto)

\$1,000,000 Combined Single Limit

Workers' Compensation

As required by Statute

Professional Liability

\$3,000,000 Annual Aggregate

5. **CHANGES:** Client, without invalidating the Agreement, may order changes within the general scope of Services required by the Agreement by altering, adding, and/or deducting from the Services to be performed. If any such change under this clause causes an increase or decrease in FNI's cost or time required for the performance of any part of the Services, an equitable adjustment will be made by mutual agreement and the Agreement will be modified in writing accordingly.

FNI will make changes to the drawings, specifications, reports, documents, or other deliverables as requested by Client. However, when such changes differ from prior comments, directions, instructions, or approvals given by Client or are due to causes not solely within the control of FNI, FNI shall be entitled to additional compensation and time required for performance of such changes to the Services authorized under this Agreement.

6. **OPINION OF PROBABLE CONSTRUCTION COSTS:** No fixed limit of project construction cost shall be established as a condition of the Agreement, unless agreed upon in writing and signed by the parties hereto. If a fixed limit is established, FNI shall be permitted to include contingencies for design, bidding, and price escalation in the construction contract documents to make reasonable adjustments in the scope of the project to adjust the project construction cost to the fixed limit. Such contingencies may include bid allowances, alternate bids, or other methods that allow FNI to

determine what materials, equipment, component systems, and types of construction are to be included in the construction contract documents. Fixed limits, if any, shall be increased by the same amount as any increase in the contract price after execution of the construction contract.

FNI will furnish an opinion of probable construction or program cost based on present day pricing, but does not guarantee the accuracy of such estimates. Opinions of probable cost, financial evaluations, feasibility studies, economic analyses of alternate solutions, and utilitarian considerations of operations and maintenance costs prepared by FNI hereunder will be made on the basis of FNI's experience and qualifications and represent FNI's judgment as an experienced and qualified design professional. It is recognized, however, that FNI does not have control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining prices. Accordingly, FNI cannot and does not warrant or represent that bids or cost proposals will not vary from the Client's project budget or from any estimate or opinion of probable construction or program cost prepared by or agreed to by FNI.

7. **PAYMENT:** Progress payments may be requested by FNI based on the amount of Services completed. Payment for Services shall be due and payable upon submission of a statement for Services to Client and in acceptance of Services as satisfactory by Client. Statements for Services shall not be submitted more frequently than monthly. Any applicable taxes imposed upon the Services, expenses, and charges by any governmental body after the execution of this Agreement will be added to FNI's compensation.

If Client fails to make any payment due FNI for Services, expenses, and charges within 30 days after receipt of FNI's statement for Services therefore, the amounts due FNI will be increased at the rate of 1 percent per month from said 30th day, and, in addition, FNI may, after giving 7 days' written notice to Client, suspend Services under this Agreement until FNI has been paid in full for all amounts due for Services, expenses, and charges.

If FNI's Services are delayed or suspended by Client or are extended for more than 60 days through no fault of FNI, FNI shall be entitled to equitable adjustment of rates and amounts of compensation to reflect reasonable costs incurred by FNI in connection with such delay or suspension and reactivation and the fact that the time for performance under this Agreement has been revised.

8. **OWNERSHIP OF DOCUMENTS:** All drawings, reports, data, and other project information developed in the execution of Services provided under this Agreement shall be the property of Client upon payment of FNI's fees for Services. FNI may retain copies for record purposes. Client agrees such documents are not intended or represented to be suitable for reuse by Client or others. Any reuse by Client or by those who obtained said documents from Client without written verification or adaptation by FNI, will be at the Client's sole risk and without liability or legal exposure to FNI, or to FNI's independent associates or consultants. To the fullest extent permitted by law, Client shall indemnify and hold harmless FNI and FNI's independent associates and consultants from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle FNI to further reasonable compensation. FNI may reuse all drawings, report data, and other project information in the execution of Services provided under this Agreement in FNI's other activities. Any reuse by FNI will be at FNI's sole risk and without liability or legal exposure to Client, and FNI shall indemnify and hold harmless Client from all claims, damages, losses, and expenses including reasonable attorneys' fees arising out of or resulting therefrom.

9. **TERMINATION:** The obligation to provide Services under this Agreement may be terminated by either party upon 10 days' written notice. In the event of termination, FNI will be paid for all Services rendered and reimbursable expenses incurred to the date of termination and, in addition, all reimbursable expenses directly attributable to termination.
10. **CONSTRUCTION REPRESENTATION:** If required by the Agreement, FNI will furnish construction representation according to the defined scope for these Services. FNI will observe the progress and the quality of work to determine in general if the work is proceeding in accordance with the construction contract documents. In performing these Services, FNI will report any observed deficiencies to Client, however, it is understood that FNI does not guarantee the contractor's performance, nor is FNI responsible for the supervision of the contractor's operation and employees. FNI shall not be responsible for the contractor's means, methods, techniques, sequences, or procedures of construction or the safety precautions and programs incident to the work of the contractor. FNI shall not be responsible for the acts or omissions of any person (except its own employees or agents) at the project site or otherwise performing any of the work of the project. If Client designates a resident project representative that is not an employee or agent of FNI, the duties, responsibilities, and limitations of authority of such resident project representative will be set forth in writing and made a part of this Agreement before the construction phase of the project begins.
11. **GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT:** Client agrees to include provisions in the general conditions of the construction contract that name FNI: (1) as an additional insured and in any waiver of subrogation rights with respect to such liability insurance purchased and maintained by the contractor for the project (except workers' compensation and professional liability policies); and (2) as an indemnified party in any indemnification provisions where Client is named as an indemnified party.
12. **POLLUTANTS AND HAZARDOUS WASTES:** It is understood and agreed that FNI has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at the project site, if any, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposures to such substances or conditions. The parties agree that in performing Services required by this Agreement, FNI does not take possession or control of the subject site, but acts as an invitee in performing Services, and is not therefore responsible for the existence of any pollutant present on or migrating from the site. Further, FNI shall have no responsibility for any pollutant during clean-up, transportation, storage or disposal activities.
13. **SUBCONTRACTS:** If, for any reason and at any time during the progress of providing Services, Client determines that any subcontractor for FNI is incompetent or undesirable, Client shall notify FNI accordingly and FNI shall take immediate steps for cancellation of such subcontract. Subletting by subcontractors shall be subject to the same regulations. Nothing contained in the Agreement shall create any contractual relation between any subcontractor and Client.
14. **PURCHASE ORDERS:** If a purchase order is used to authorize FNI's Services, only the terms, conditions, and instructions typed on the face of the purchase order shall apply to this Agreement. Should there be any conflict between the purchase order and the terms of this Agreement, then this Agreement shall prevail and be determinative of the conflict.

15. **CONSEQUENTIAL DAMAGES:** In no event shall FNI be liable in contract, tort, strict liability, warranty, or otherwise for any special, indirect, incidental, or consequential damages (such as loss of product, loss of use of equipment or systems, loss of anticipated profits or revenue, non-operation or increased expense of operation), arising out of, resulting from, or in any way related to this Agreement or the project.
16. **ARBITRATION:** No arbitration, arising out of or relating to this Agreement, involving one party to this Agreement may include the other party to this Agreement without their approval.
17. **SUCCESSORS AND ASSIGNMENTS:** Client and FNI and the partners, successors, executors, administrators, and legal representatives of each are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Neither Client nor FNI shall assign, sublet, or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent FNI from employing such independent associates and consultants as FNI may deem appropriate to assist in the performance of Services hereunder.



City of Blanchard
P.O. Box 480
Blanchard, OK 73010

MASTER PROFESSIONAL SERVICES AGREEMENT

TASK AUTHORIZATION #1

FNI Project: _____
Client Contract: _____
Date: **9/18/2023**

Project Name: Engineering Professional Services to serve Phase I of Blanchard TIF District No. 2
Description of Services: As Described in Attachment SC
Deliverables: As Described in Attachment SC
Schedule: As Described in Attachment SC
Compensation Type: Lump Sum Fee
Amount Authorized: \$997,000.00

The services described above shall proceed upon execution of this Task Authorization. All other provisions, terms, and conditions of the Master Professional Services Agreement which are not expressly amended shall remain in full force and effect.

CITY OF BLANCHARD

By: _____
Name: _____
Title: _____
Date: _____

FREESE AND NICHOLS, INC.

By: Alan C. Hutson
Name: Alan C. Hutson
Title: Vice President
Date: September 18, 2023

SCOPE OF SERVICES AND RESPONSIBILITIES OF CLIENT

PROJECT UNDERSTANDING

Preliminary Engineering for the following projects to serve the Phase I of Blanchard TIF District No. 2, Blanchard, OK (see Attachment 1).

The type of projects anticipated include, but may not be limited to, the following:

- Approximately 35,000 linear feet of sanitary sewer to serve project area;
- Lift Station(s), as necessary;
- 12-inch Water Line along one mile of 40th Street NE;
- 12-inch Water Line along one-half mile of 55th Street NE;
- 12-inch Water Line along one-half mile of 70th Street NW;
- Rehabilitation of 40th Street NE from U.S. 62 west to one-half mile;
- Design of 55th Street NE from Rockwell Avenue east to U.S. 62;
- Design of 70th Street NW from Rockwell Avenue east to U.S. 62;
- Intersection improvements of 40th Street NE and US-62;
- Intersection improvements of 55th Street NE and US-62;
- Intersection improvements of 70th Street NW and US-62;
- Signalization of 40th Street NE and US-62;
- Signalization of 55th Street NE and US-62; and
- Signalization of 70th Street NE and US-62.

The intent of this Task Authorization will be to determine the foundational project elements that will be prioritized to move to design and construction. It is anticipated that Final Design, Bidding and Construction Phase services will be provided in a future Task Authorization, once project sequencing can be further evaluated and prioritized by the City.

ARTICLE I

BASIC SERVICES: FNI shall render the following professional services in connection with the development of the Project:

- A. PRELIMINARY PHASE: FNI shall provide professional services in this phase as follows:
1. PROJECT MANAGEMENT
 - a. Conduct kickoff meeting to review scope, schedule, and budget; determine any special conditions that may affect design and/or construction; discuss administrative requirements of Client; and to develop design criteria.
 - b. Manage efforts of internal design team and sub-consultants on the Project and perform Quality Control review of all deliverables.
 - c. Prepare meeting agendas and minutes and attend the following meetings:

- i. Attend up to three (3) monthly project coordination meetings with Client, with one being in-person.
 - ii. Attend up to two (2) meetings with third parties, including other consultants providing services to Client.
 - iii. Attend up to one (1) workshop for review of milestone design submittals.
- d. Prepare monthly reporting including status report, recent activities, upcoming activities, action items log, decisions made log, budget updates, schedule updates, and scope changes. Prepare monthly invoices.
- e. Deliverables include the following:
- i. Agendas and minutes for all meetings
 - ii. Monthly reporting
 - iii. Monthly invoices

2. PRELIMINARY DESIGN PHASE

- a. Traffic
- i. Collect and review existing data related to traffic volumes on or near 40th, 55th, and 70th Street.
 - ii. Traffic Data Collection: Provide 3 - 24-hour turning movement counts (TMCs) along US-62 at 40th, 55th, and 70th Streets and 3 - 24-hour bi-directional Volume/Classification Counts at locations specified by the engineer.
 - iii. Determine projected existing base traffic volumes on the proposed roadway links using adjacent existing traffic volumes and an assumed level of existing volume redistribution. These volumes will be grown by a City provided growth rate and used as base traffic. This will be coordinated with the City for concurrence of developed base traffic.
 - iv. Perform traffic generation, distribution, and assignment calculations to determine proposed traffic loading on 55th Street and 40th Street from the proposed development.
 - v. Develop analysis year traffic volumes for use in traffic evaluations.
 - vi. Perform link level capacity analysis using ACOG Travel Demand Model calibrated known capacity values to determine the recommended roadway sizing.
 - vii. Perform signal warrant analysis at 3 intersections:
 - 40th Street NE and US-62
 - 55th Street NE and US-62
 - 70th Street NE and US-62
 - viii. Perform intersection analysis to determine the proposed intersection configurations under horizon year volumes at:
 - 40th Street NE and US-62
 - 55th Street NE and US-62
 - 70th Street NW and US-62
 - ix. Summarize traffic findings and methodology in the preliminary engineering report.
- b. Roadway
- i. Roadway elements will be evaluated and designed to the 30% level to develop preliminary construction cost estimates. Develop roadway design for:

1. Roadway extensions to include full depth reconstruction, geometry based on 4R criteria, and limits of construction for the following sections:
 - NW 70th St from N Rockwell Ave east approximately 1.0 miles to N MacArthur Ave
 - NE 55th St from N Rockwell Ave east approximately 1.0 miles
 2. Roadway widen and resurfacing sections to include geometry based on 4R criteria, limits of construction, and a desktop assessment of existing pavement structure:
 - NW 70th St from N MacArthur Ave east approximately 1.0 miles to US-62
 - NE 55th St from N MacArthur Ave east approximately 1.0 miles to US-62
 - NE 40th St from US-62 west approximately 0.8 miles
 3. Intersection layouts as determined by the Traffic study at the intersections of:
 - 40th Street NE and US-62
 - 55th Street NE and US-62
 - 70th Street NW and US-62
 4. Delineate local drainage areas adjacent to each roadway's limits along 40th, 55th, and 70th.
 5. Anticipated right of way needs due to roadway construction and utility relocations.
- ii. Roadway Design Assumptions:
1. All roadway segments are anticipated to be designed according to ODOT standards and specifications.
 2. NW 70th St, NE 55th St, and NE 40th St cross-drain structures are anticipated to be extended to meet 4R criteria
 3. It is anticipated that an open ditch design will be utilized on NW 70th St, NE 55th St, and NE 40th St.
 4. It is anticipated that the road segments NW 70th St, NE 55th St, and NE 40th St will be closed to traffic and detouring (for existing roadway segments only) will be utilized.
 5. Pavement thickness will be assumed on all roadway sections for this milestone.
- iii. Develop 30% Plan sheets to include:
1. Title Sheet
 2. Typical Sections
 3. Localized Drainage Area maps for 40th, 55th and 70th
 4. Roadway P/P for 40th, 55th and 70th
 5. Cross Sections
 6. Intersection layouts for 40th, 55th, & 70th at US-62
 7. Right of Way maps for 40th, 55th and 70th
- iv. Summarize roadway design findings and recommendations in the preliminary engineering report.
- v. Prepare cost estimate for roadway system construction
- c. Stormwater
- i. Collect and review existing data, reports, mapping, and records provided by the Client or obtained from the effective FEMA Flood Insurance Study for the streams and tributaries flowing through the project site and intersecting the proposed alignments of the roadway elements described in the section above.
 - ii. Develop existing conditions hydrologic analysis for the watershed contributing to the project area to determine peak flows for storm events as required by the City. Provide a summary of discharges at the following locations:

1. Two stream crossing locations along the alignment of 70th Street NW,
 2. Two stream crossing locations along the alignment of 55th Street NE, and
 3. Two existing stream crossing locations along 40th Street NE.
- iii. Develop existing conditions hydraulic model for the streams crossing the proposed road improvement alignments to determine Water Surface Elevations expected during the studied storm events. Prepare mapping to delineate extents and depths of flooding under current conditions.
 - iv. Identify preliminary stream crossing requirements based on terrain, proposed improvements, and computed peak flows. Study shall include determination of appropriate crossing structure geometry, sizing of stream crossing locations, conflicts with existing infrastructure, and permitting requirements for:
 1. Two stream crossing locations along the alignment of 70th Street NW,
 2. Two stream crossing locations along the alignment of 55th Street NE, and
 - v. Evaluate the two existing stream crossing locations along the alignment of 40th Street NE to determine the existing level of service they provide.
 - vi. Analyze the impact of the four proposed stream crossings on Water Surface Elevations in the project area.
 - vii. Prepare an opinion of probable construction cost for four proposed stormwater crossings.

d. Water System

- i. Collect and review existing data, reports, mapping, and records from Client. Review documents associated with the project. Provide analyses of Client's requirements for the Project, including planning, surveys, site evaluations and comparative studies of prospective sites and solutions.
- ii. Prepare a desktop route study for the water lines. Obtain GIS mapping of the route corridors, where available. Up to two (2) routes will be evaluated, either side of the roadway. Study shall include analysis of hydraulics and delivery point locations, construction costs, conflicts with existing infrastructure, land acquisition needs, and permitting requirements. Study will include site visits to points of public access.
- iii. Prepare an opinion of probable construction for needed improvements.

e. Wastewater System

- i. Collect and review existing data, reports, mapping, and records from Client. Review documents associated with the project. Provide analyses of Client's requirements for the Project, including planning, surveys, site evaluations and comparative studies of prospective sites and solutions.
- ii. Develop population and non-residential estimates and projections to allocate throughout the TIF and within the City's potential service area. FNI will utilize contours to determine the potential service area of the sewer basin.
- iii. FNI will review historical wastewater flow data and any available existing flow projection methodologies to determine criteria for projecting future wastewater flows. FNI will allocate population and non-residential estimates and flow projections across the sewer basin. Wastewater average day to peak wet weather flow factors will be provided by the City. In the absence of data from other consultants, FNI will utilize a 4.0 peaking factor.
- iv. FNI will perform a high-level desktop analysis of the wastewater collection system to determine sizing of wastewater lines to serve the TIF and surrounding sewer basin. For the preliminary design, FNI will assume minimum slope to determine the sizing of

required infrastructure. FNI will determine lift station system capacity and head requirements over the study period. Determine system operations protocols in conjunction with the Client. Determine preferred location of facilities based upon hydraulic conditions, ease of operations, site conditions, and cost.

- v. Develop Draft Capital Improvement Plan (CIP) Costs, Phasing Plan & Mapping: Develop costs for each proposed project. Costs will be in Year 2023 dollars and will include engineering and contingencies. Develop draft CIP scheduling of projects based upon wastewater system requirements and reliability needs and mapping showing project locations.
- vi. FNI will meet with the City to discuss the draft CIP. The City will provide feedback and FNI will revise the CIP based upon the City's comments and modifications and prepare a technical memorandum discussing assumptions, wastewater flow projections and recommended capital improvement plans including schedule and costs of improvements. The TM will include colored maps showing proposed system improvements as well as GIS digital copies.
- vii. Prepare a desktop route study for the sanitary sewer lines. Obtain GIS mapping of the route corridors, where available. Up to two (2) routes will be evaluated, one on either side of the creek. Study shall include analysis of hydraulics and delivery point locations, construction costs, conflicts with existing infrastructure, land acquisition needs, and permitting requirements. Study will include site visits to points of public access.

3. PRELIMINARY ENGINEERING REPORT PHASE

- a. Advise Client as to the necessity of Client's providing or obtaining data or services from others and assist Client in connection with any such services.
- b. Provide analyses of Client's requirements for the Project, including planning, surveys, site evaluations and comparative studies of prospective sites and solutions.
- c. Develop and outline future design tasks.
- d. Prepare preliminary design report (PDR) consisting of final design criteria, codes and standards, permitting requirements, evaluation of alternatives, project phasing and bid packages, updated project schedule, and opinion of probable construction cost (OPCC).
- e. Furnish three (3) printed copies and one (1) electronic copy (.pdf format) of the Draft and Final Report and present and review it in person with Client.

ARTICLE II

SPECIAL SERVICES: FNI shall render the following professional services, which are not included in the Basic Services described above, in connection with the development of the Project:

1. ENVIRONMENTAL REVIEW

- a. Compile existing information and pertinent data to the project area, such as soils maps, topographic maps, floodplain maps, National Wetland Inventory and National Hydrography Dataset information, to guide the desktop review described below.
- b. Conduct an environmental desktop review of the proposed project area to identify potential environmental constraints. This investigation will include: (1) desktop identification of

potential "waters of the U.S." as defined by U.S. Army Corps Engineers regulations, including streams, wetlands, or open water bodies; (2) desktop identification of potential habitat for any federally listed threatened or endangered species.

- c. Prepare a technical memorandum documenting the findings of the desktop review, an estimate of potential impact to waters of the U.S., and discussion as to whether or not the project would require a nationwide permit with or without the preparation and submittal of a pre-construction notification (PCN) to the USACE.

2. TOPOGRAPHIC SURVEY

- a. Set a minimum of four (4) control points for horizontal and vertical purposes for each task in which 1 control point is derived from an OPUS solution of a GPS static session.
- b. Establish ten (10) benchmarks for each task in project vicinity and run differential level loop.
- c. Provide topographic survey services to include the following existing surface features: roads, curbs, drives, sidewalks, buildings, finished floor at thresholds, signs, fences, walls, decorative trees, flowerbeds.
- d. Utilities: "OKIE811" will be contacted at least 72 hours prior to survey and the locations as marked will be obtained.
 - i. CEC will contact members listed on the OKIE ticket, request utility atlas maps, and plot atlas maps as "per atlas map" if said maps are provided to CEC by the Utility Owner.
 - ii. CEC is NOT responsible for unmarked or mismarked utilities.
 - iii. Utility information will be placed in the Civil 3d and/or AutoCAD drawing.
- e. Storm sewer manholes, sanitary sewer manholes, water valves, and inverts will be measured for depth (to the connection outside of survey limits)
- f. Cross sections at 50' density including applicable break lines
- g. Contours at 1.0' minimum density
- h. Property plotting and land ties (for properties within the survey limits)
 - i. Document Research
 - Research deeds, plats, and other documents from County Clerk's and Assessor office / websites or through an abstractor/title company
 - ii. Boundary Control Research
 - Research section lines and/or platted monuments to be able to sufficiently plot plats and any unplatted deeded properties
 - iii. Calculate Centerline of Survey along SH62 & SH9/H.E. Bailey throughout survey limits
 - iv. Plot properties, right-of-way, and easements (if applicable) throughout the survey limits
- i. Deliverables
 - i. Civil 3d file and AutoCAD file of all above items
 - ii. Survey Control and Topographic Survey Certifications
- j. Easement exhibit preparation
 - i. Prepare legal descriptions and easement exhibits for the anticipated parcels that will require it.

- Total number of exhibits to be determined by the CLIENT at a future date
- Note: All easement boundaries will be provided in Civil 3D or AutoCAD Format referenced to the topographic survey completed by CEC

k. Items EXCLUDED from the Scope of Work

- i. Survey Data Sheets
- ii. ALTA/NSPS Survey
- iii. Property/Boundary Survey(s) / Lot splits / Subdivision platting / Plat of Survey
- iv. FEMA Flood Plain Determination / Flood Plain Management / Elevation Certificate(s)
- v. Construction staking
- vi. Coordination of locating private utility lines
- vii. SUE Locating Services (can be included as an additional service)
- viii. Utility Potholing or 4-way sweep locating (can be included as an additional service)

l. Notes

- i. Any services not included in the scope will be an additional charge utilizing the most current approved hourly rates.
- ii. This survey will be placed on the NGS Oklahoma State Plane Coordinate System, South Zone, NAD83 (2011) / NAVD88 (Geoid12B) – unless otherwise directed by the client.
- iii. The CEC Geospatial team may use LiDAR technology to supplement conventional topographic survey methods when deemed appropriate and/or necessary.
- iv. On occasion, the CEC survey schedule may be affected by inclement weather, equipment malfunction(s), and/or unforeseen events. If a submittal delay is expected, CEC Survey will contact the appropriate project manager immediately and coordinate a new submittal timeline.

3. GEOTECHNICAL SOIL INVESTIGATIONS (PRELIMINARY)

- a. Perform five (5) preliminary borings along the interceptor line and/or lift station on an as-needed basis. Additional borings will be required under Task Order 2 with locations and depths to be determined once lift station and HDD locations are finalized.
- b. Perform shoulder survey/in-place soils investigation as well as pavement & subgrade soils investigation at five (5) borings per mile at ten (10) feet deep along each roadway.

ARTICLE III

ADDITIONAL SERVICES: Any services performed by FNI that are not included in the Basic Services or Special Services described above are Additional Services. Additional Services to be performed by FNI, if authorized by Client, are described as follows:

1. Provide Geotechnical investigations, studies and reports beyond the scope listed above.
2. Providing services to investigate existing conditions or facilities, or to make measured drawings thereof, or to verify the accuracy of drawings or other information furnished by Client.
3. Providing renderings, model, and mock-ups requested by the Client.

4. Revisions to drawings, specifications or other documents when such revisions are 1) not consistent with approvals or instructions previously given by Client or 2) due to other causes not solely within the control of FNI.
5. Preparing applications and supporting documents for government grants, loans, or planning advances and providing data for detailed applications.
6. Preparing data and reports for assistance to Client in preparation for hearings before regulatory agencies, courts, arbitration panels or any mediator, giving testimony, personally or by deposition, and preparations therefore before any regulatory agency, court, arbitration panel or mediator.
7. Assisting Client in the defense or prosecution of litigation in connection with or in addition to those services contemplated by this Agreement. Such services, if any, shall be furnished by FNI on a fee basis negotiated by the respective parties outside of and in addition to this Agreement.
8. Providing environmental support services including the design and implementation of ecological baseline studies, environmental monitoring, impact assessment and analyses, permitting assistance, and other assistance required to address environmental issues.
9. Design, contract modifications, studies or analysis required to comply with local, State, Federal or other regulatory agencies that become effective after the date of this agreement.
10. Visits to the site in excess of the number of trips included in Article I for periodic site visits, coordination meetings, or contract completion activities.
11. Providing basic or additional services on an accelerated time schedule. The scope of this service includes cost for overtime wages of employees and consultants, inefficiencies in work sequence and plotting or reproduction costs directly attributable to an accelerated time schedule directed by the Client.
12. Providing services made necessary because of unforeseen, concealed, or differing site conditions or due to the presence of hazardous substances in any form.
13. Preparing statements for invoicing or other documentation for billing other than for the standard invoice for services attached to this professional services agreement.

ARTICLE IV

TIME OF COMPLETION: FNI is authorized to commence work on the Project upon execution of this Agreement and agrees to complete the services in accordance with the following schedule:

- Task A1 – Project Management: throughout duration of Task Authorization
- Task A2 – Preliminary Engineering: within 90 calendar days from NTP (anticipated on 9/25/2023)
- Task A3 – Preliminary Engineering Report: draft report within 30 calendar days of completion of Preliminary Engineering; final report within 2 weeks from receipt of comments on draft report
- Special Services 1 – Environmental Review: within 90 calendar days from NTP
- Special Services 2 – Topographic Survey: within 120 calendar days from NTP
- Special Services 3 – Geotech: within 75 calendar days from NTP

If FNI's services are delayed through no fault of FNI, FNI shall be entitled to adjust contract schedule consistent with the number of days of delay. These delays may include but are not limited to delays in Client or regulatory reviews, delays on the flow of information to be provided to FNI, governmental approvals, etc. These delays may result in an adjustment to compensation as outlined on the face of this Agreement and in Attachment CO.

ARTICLE V

RESPONSIBILITIES OF CLIENT: Client shall perform the following in a timely manner so as not to delay the services of FNI:

- A. Client recognizes and expects that change orders may be required to be issued during construction. The responsibility for the costs of change orders will be determined on the basis of applicable contractual obligations and professional liability standards. FNI will not be responsible for any change order costs due to unforeseen site conditions, changes made by or due to the Client or Contractor, or any change order costs not caused by the negligent errors or omissions of FNI. Nothing in this provision creates a presumption that, or changes the professional liability standard for determining if, FNI is liable for change order costs. It is recommended that the Client budget a minimum of 5% for new construction and a minimum of 10% for construction that includes refurbishing existing structures.
- B. Designate in writing a person to act as Client's representative with respect to the services to be rendered under this Agreement. Such person shall have contract authority to transmit instructions, receive information, interpret and define Client's policies and decisions with respect to FNI's services for the Project.
- C. Provide all criteria and full information as to Client's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards which Client will require to be included in the drawings and specifications.
- D. Assist FNI by placing at FNI's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.
- E. Arrange for access to and make all provisions for FNI to enter upon public and private property as required for FNI to perform services under this Agreement.
- F. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by FNI, obtain advice of an attorney, insurance counselor and other consultants as Client deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay, or cause rework in, the services of FNI.
- G. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
- H. Client shall make or arrange to have made all subsurface investigations, including but not limited to borings, test pits, soil resistivity surveys, and other subsurface explorations. Client shall also make or

arrange to have made the interpretations of data and reports resulting from such investigations. All costs associated with such investigations shall be paid by Client.

- I. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as Client may require or FNI may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by Contractor(s), such auditing service as Client may require to ascertain how or for what purpose any Contractor has used the moneys paid under the construction contract, and such inspection services as Client may require to ascertain that Contractor(s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.
- J. If Client designates a person to serve in the capacity of Resident Project Representative who is not FNI or FNI's agent or employee, the duties, responsibilities and limitations of authority of such Resident Project Representative(s) will be set forth in an Attachment attached to and made a part of this Agreement before the Construction Phase of the Project begins. Said attachment shall also set forth appropriate modifications of the Construction Phase General Representation services as defined in Attachment SC, Article I, D, together with such adjustment of compensation as appropriate.
- K. Attend the pre-bid conference, bid opening, preconstruction conferences, construction progress and other job-related meetings and substantial completion inspections and final payment inspections.
- L. Give prompt written notice to FNI whenever Client observes or otherwise becomes aware of any development that affects the scope or timing of FNI's services, or any defect or nonconformance of the work of any Contractor.
- M. Furnish, or direct FNI to provide, Additional Services as stipulated in Attachment SC, Article III of this Agreement or other services as required.
- N. Bear all costs incident to compliance with the requirements of this Article V.

ARTICLE VI

DESIGNATED REPRESENTATIVES: FNI and Client designate the following representatives:

Client's Designated Representative – Dustin A. Downey, PO Box 480, Blanchard, OK 73010, P: 405-485-9308, E: project@cityofblanchard.us

Client's Accounting Representative – TBD

FNI's Designated Representative – Alan Hutson, 3600 NW 138th Street, Oklahoma City, OK 73134, P: 405-252-5941, E: ach@freese.com

FNI's Accounting Representative – Stephanie Kirchstein, 12770 Merit Dr., Suite 900, Dallas, TX 75251, P: 214-217-2212, E: stephanie.kirchstein@freese.com

COMPENSATION

Compensation to FNI for Basic Services in Attachment SC shall be the lump sum of Five Hundred Ninety One Thousand Dollars (\$591,000).

Compensation to FNI for Special Services in Attachment SC shall be the lump sum of Four Hundred Six Thousand Dollars (\$406,000).

If FNI sees the Scope of Services changing so that Additional Services are needed, including but not limited to those services described as Additional Services in Attachment SC, FNI will notify OWNER for OWNER's approval before proceeding. Additional Services shall be computed based on the following Schedule of Charges.

<u>Position</u>	<u>Hourly Rate</u>	
	<u>Min</u>	<u>Max</u>
Professional 1	91	160
Professional 2	117	182
Professional 3	130	286
Professional 4	150	329
Professional 5	212	368
Professional 6	231	433
Construction Manager 1	108	147
Construction Manager 2	114	182
Construction Manager 3	137	186
Construction Manager 4	163	231
Construction Manager 5	195	273
Construction Manager 6	260	322
Construction Representative 1	75	82
Construction Representative 2	95	108
Construction Representative 3	121	173
Construction Representative 4	121	173
CAD Technician/Designer 1	82	111
CAD Technician/Designer 2	98	179
CAD Technician/Designer 3	140	228
Corporate Project Support 1	69	143
Corporate Project Support 2	78	202
Corporate Project Support 3	98	296
Intern / Coop	52	88

Rates for In-House Services and Equipment

<u>Mileage</u>	<u>Bulk Printing and Reproduction</u>		<u>Equipment</u>	
Standard IRS Rates		<u>B&W</u>	<u>Color</u>	Valve Crew Vehicle (hour) \$75
	Small Format (per copy)	\$0.10	\$0.25	Pressure Data Logger (each) \$200
<u>Technology Charge</u>	Large Format (per sq. ft.)			Water Quality Meter (per day) \$100
\$8.50 per hour	Bond	\$0.25	\$0.75	Microscope (each) \$150
	Glossy / Mylar	\$0.75	\$1.25	Pressure Recorder (per day) \$100
	Vinyl / Adhesive	\$1.50	\$2.00	Ultrasonic Thickness Guage (per day) \$275
				Coating Inspection Kit (per day) \$275
	Mounting (per sq. ft.)	\$2.00		Flushing / Cfactor (each) \$500
	Binding (per binding)	\$0.25		Backpack Electrofisher (each) \$1,000
				<u>Survey Grade</u> <u>Standard</u>
				Drone (per day) \$200 \$100
				GPS (per day) \$150 \$50

OTHER DIRECT EXPENSES:

Other direct expenses are reimbursed at actual cost times a multiplier of 1.10. They include outside printing and reproduction expense, communication expense, travel, transportation and subsistence away from the FNI office. For other miscellaneous expenses directly related to the work, including costs of laboratory analysis, test, and other work required to be done by independent persons other than staff members, these services will be billed at a cost times a multiplier of 1.10. For Resident Representative services performed by non-FNI employees and CAD services performed In-house by non-FNI employees where FNI provides workspace and equipment to perform such services, these services will be billed at cost times a multiplier of 2.0. This markup approximates the cost to FNI if an FNI employee was performing the same or similar services.

These ranges and/or rates will be adjusted annually in February. Last updated 2023.



RE: Infrastructure Improvements for TIF District No. 2 - Draft Scope

Clay Herndon <wch@freese.com>

Wed, Sep 20, 2023 at 11:24 AM

To: "project@cityofblanchard.us" <project@cityofblanchard.us>

Cc: Jennifer Wasinger <Jennifer.Wasinger@freese.com>, Brandon Huxford <bjh@freese.com>, Gregory Simmons <Gregory.Simmons@freese.com>, "Hayden CityofBlanchard (Hayden Wilkes)" <cityplanner@cityofblanchard.us>, Alan Hutson <ACH@freese.com>

Dustin,

As we discussed on the phone yesterday, we have evaluated the project schedule that was presented at the meeting on Monday in order to determine what efficiencies could be made to improve the project delivery. Attached is a narrative of the revised project plan to show substantial progress on the project and meet the needs of the TIF development. Below is a high-level summary of the plan:

- City proceeds forward with approval of the MSA and Task Authorization #1 at council next week
- FNI will immediately initiate survey, geotech, and preliminary design of all elements
- FNI will focus on two initial final design and bid packages related to Gravity Sewer and Force Main/Water Line and Lift Station
 - This will be TA #2 and TA #3 coming back to the city for approval in October and November
- Sewer designs will progress rapidly through the end of the year with a single deliverable on early January
- Package 1 (Sewer and Water) will bid in mid-January in order to get a substantial amount of construction completed by June 1
- Package 2 (Lift Station) will bid in May 2024 with the intent to be substantially complete in February 2025
- Future design and bid packages will be developed as project priorities and timelines are further developed in the preliminary engineering phase

The plan will be to have workshops with the city every two weeks to provide updates on progress, which can incorporate the developer as needed. The importance of these workshops will be to focus on the critical path elements of the project in order to track success. Project success will be connected to the collaboration of the City, developer/developer engineer, and FNI. All parties must work together to make decisions that are in the best interest of meeting project schedule while still managing the risk to the project. The developer is also a critical component to this equation as they need to progress their internal site design along the same timeline such that connection points can be coordinated in advance.

One element that you can see highlighted in the workplan is the importance of making decisions in a timely manner and acting on those decisions. One of the keys to success will be the ability to obtain easements from the landowners along the sewer line routes and lift station site. The earlier you can initiate those conversations the better, especially along the Highway where I don't think we can put the force main in ODOT R/W.

There are some items like ODOT and USACE response time that are outside of our control and we will manage those to the best of our ability using our prior experience and current relationships. Updates will be provided at these bi-weekly workshops. In the execution of this workplan, please know that FNI is here to advocate on the City's behalf in order to deliver a successful project that not only serves the needs of the development but also meets the needs of the entire city.

We look forward to talking with you more at OML and we plan to be in attendance at the council meeting next week to further discuss this workplan as needed. In the meantime, please don't hesitate to contact any one of us if you have any

questions or concerns.

Regards,

William (Clay) Herndon, P.E.*

Associate/Group Manager

Central Plains - Water

Freese and Nichols, Inc.

3600 NW 138th St., Suite 202

Oklahoma City, OK 73134

405-252-5934 direct

832-425-7302 mobile

**Licensed in TX, OK, AR*

www.freese.com

Activity	TA1	TA2	TA3	Duration
1 Contract Negotiation and Approval				
2 Data Collection and Analysis (Including Survey and Geotechnical Investigation)				16 weeks
3 Preliminary Design				12 weeks

Bid Package #1 Gravity Sewer, Force Main and Water Line

Activity	Duration	Start	End
4 Final Design	12 weeks	Week 16	Week 28
5 Easement Preparation	4 weeks	Week 16	Week 20
6 Land Acquisition	12 weeks	Week 16	Week 28
7 USACE 404 Permitting	18 weeks	Week 16	Week 34
8 ODEQ Permitting	4 weeks	Week 20	Week 24
9 Bid and Award Phase	6 weeks	Week 24	Week 30
10 Construction Phase	32 weeks	Week 30	Week 62
11 Contractor NTP		Week 30	Week 30
12 Submittal Review	6 weeks	Week 30	Week 36
13 Material Procurement	8 weeks	Week 30	Week 38
14 Construction Duration	32 weeks	Week 30	Week 62
15 Project Closeout	4 weeks	Week 58	Week 62

Bid Package #2 Lift Station

Activity	Duration	Start	End
4 Final Design	32 weeks	Week 16	Week 48
5 Easement Preparation	2 weeks	Week 16	Week 18
6 Land Acquisition	18 weeks	Week 16	Week 34
8 ODEQ Permitting	4 weeks	Week 20	Week 24
9 Bid and Award Phase	6 weeks	Week 24	Week 30
10 Construction Phase	38 weeks	Week 30	Week 68
11 Contractor NTP		Week 30	Week 30
12 Submittal Review	12 weeks	Week 30	Week 42
13 Material Procurement	16 weeks	Week 30	Week 46
14 Construction Duration	26 weeks	Week 30	Week 56
15 Project Closeout	4 weeks	Week 52	Week 56

Note:
The schedule provided is a tentative representation of how FNI perceives the project can be executed. There may be areas within the schedule that can be expedited at the request of the City.

City of Blanchard
Infrastructure Improvements for TIF 2
Workplan for Priority Sewer Segments

Task Authorization #1 – Preliminary Design - Goes to Council on September 26

Task Authorization #2 – Priority Sewer Line Final Design – Go to Council on October 24

Bid Package 1: Gravity and Force Main *and maybe Water Line*

- Segment 1 – 12,000 LF along SH62 (approximately 1000 LF of gravity sewer and 11,000 LF of force main, including an approximate 2000 LF HDD under North Walnut Creek)
- Segment 2 – 6,000 LF of gravity sewer line from LS site to near OTA ROW
- *May need to include approximately 2000 LF of 12" water line along 40th Street and 2000 LF of 12" WL along 55th Street to be located in proposed road ROW.*

Task Authorization #3 – Lift Station Final Design – Go to Council in November

Bid Package 2: Lift Station and Sewer Connections

- Lift Station located on northeast side of North Walnut Creek east oil pumper near the edge of the floodplain.

Task Authorization #4 – Roadway Final Design – TBD after Preliminary Design and Phasing is complete (could be included with TA #2 or #3).

** Definition of TA's and timing above is based on current knowledge but will be adjusted as-needed based on project development over time to include additional Task Authorizations outside of those noted herein to add scope as required.**

PRIORITY SEWER WORKPLAN

September 26 – October 12:

- PM: Finalize subcontracts with surveyor and geotechnical
- PM: Schedule meeting with ODOT for mid-October
- MP: Make Land Use Assumptions for Sewer Basin
- GIS: Set-up GIS database with aerials, contours, floodplain, appraisal district property boundaries
- GIS: Draw 2 alignments for sewer Segment 1 (along Hwy 62 to proposed LS)
- T&U: Develop typical section and pros and cons list for sewer in ROW vs. Easement
- Env: Desktop review of sewer line route and areas of concern
- Surveyor: Begin boundary research along Hwy 62 and set benchmarks
- **CITY: Acquire right-of entry from landowners along Hwy 62 (due 10/13) for survey and geotechnical activities**

- Meeting Topics for October 12:
 - Decide if segment 1 is in ODOT ROW or in easement + determine easement widths
 - Review land use, density and flow assumptions with City Staff and developer.

October 12-26:

- All: Meet with ODOT to discuss project, request use of ROW for sewer or construction workspace
- Surveyor: Boundary and topo survey for Segment 1
- Env: 10/16 or 10/17 - Walk alternate sewer alignments to determine WOTUS, wetlands, and other areas to be avoided that would trigger USACE notification
- T&U: Attend field walk with environmental team and field locate the lift station and review alternative sewer alignments
- MP: Hydraulic Analysis to determine ultimate basin flows, trunk line, FM and LS sizing
- T&U: Develop lift station siting alternatives, selection criteria (access, flood plain, depth, future phasing, trenchless needs, time, constructability, etc.) and analyze pro's and con's of the lift station site and sewer needs to avoid creeks
- GIS: Draw alternate alignments for gravity section from LS to OTA (Segment 2) and prepare strip map alignment recommendations
- CAD: Set-up sewer detail sheets
- **CITY: Initiate easement needs conversations with potentially impacted landowners**
- Meeting Topics for 10/26:
 - Decide on location of the lift station (in relation to the creeks)
 - Review Flow and Sizing recommendations
 - Review standard details for sewer construction
 - Review alignment maps and decide on alignment

October 26 – November 9

- T&U: Layout lift station site and trenchless alignments through low areas
- Surveyor: Send topo survey for sewer Segment 1
- Surveyor: Survey sewer Segment 2
- CAD: Set-up details for water line
- Meeting topics for 11/9:
 - Confirm easement boundaries for sewer Segment 1
 - Confirm sewer Segment 2 alignment
 - Review sewer profiles and set flow line elevations at the lift station

November 10-16

- Surveyor: Prepare metes and bounds for the easements along 62, deliver 11/16
- Surveyor: Deliver sewer Segment 2 topo CAD file by 11/16
- CAD: Prepare plan and profile sheets for sewer Segment 1 including Creek HDDs
- Meeting Topics for 11/16:
 - Hand over metes and bounds to City for Segment 1
 - Review Draft Segment 1 plans

- Open Bids – June 13, 2024
- Award Bids at Council – June 25, 2024
- Notice to Proceed – July 1, 2024
- Substantial Complete – February 1, 2025
- Final Completion - March 1, 2025

November 16-30

- **CITY: Acquire easements along Hwy 62**
- CAD: Prepare plan and profile sheets for Segment 2 gravity sewer
- T&U: Prepare preliminary lift station site plan and cross-section
- Surveyor: Prepare metes and bounds for the easements to OTA, deliver 11/30
- Meeting Topics for 11/30:
 - Hand over metes and bounds to City for Segment 2
 - Review Segment 2 Plans
 - Review Lift Station site plan and section

December 1 – December 14

- CAD: Finalize Bid Package 1 Plan and Profile Sheets
- T&U: Prepare Bid Package 1 Specifications
- Deliver 90% Bid Package Contract Documents on December 14

January 2 – January 18

- **CITY: Submit review comments on 90% plans by 1/4/24**
- FNI: Finalize 100% contract documents (due 1/17)
- **CITY: Advertise Bid Package 1 on 1/18**
- FNI: Submit Pre-Final Plans to ODEQ on 1/18 for construction permitting

Schedule for Bid Packages

Bid Package 1: Gravity and Force Main

- Segment 1 – 12,000 LF along SH62 (approximately 1000 LF of gravity sewer and 11,000 LF of force main, including an approximate 2000 LF HDD under North Walnut Creek)
- Segment 2 – 6,000 LF of gravity sewer line from LS site to near OTA ROW
- Advertise Bids – January 18, 2024
- Prebid Meeting – February 1, 2024
- Open Bids – February 15, 2024
- Award Bids at Council - February 27, 2024
- Notice to Proceed – March 1, 2024
- Contractor will be instructed to install gravity Waterline and Sewer Segment 2 first with June Deadline.
- Substantial Completion – Segment 2 – June 1, 2024
- Substantial Completion – Segment 1 HDD – August 1 (to be out of the way of the LS contractor)
- Substantial Completion – Segment 1 - October 1, 2024

Bid Package 2: Lift Station and Sewer Connections

- Lift Station – to be located on northeast side of North Walnut Creek, east oil pumper near the edge of the floodplain.
- Advertise Bids – May 16, 2024
- Prebid Meeting – May 30, 2024



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CONSENT AGENDA



C ~ 1



MINUTES

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, 22 AUGUST 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 18th day of August, 2023, in accordance with the Oklahoma Open Meeting Act.

Diana Daniels

City Clerk

A. MEETING CONVENED

1. CALL TO ORDER *by Mayor Michael Scalf @ 6:00 p.m.*
2. ROLL CALL: *Councilor Ben Whitt ~ Present
Councilor Christina Short ~ Present
Councilor Albert Ryans ~ Present
Vice Mayor Chuck Kemper ~ Present
Mayor Michael Scalf ~ Present*

STAFF: *Robert L. Floyd, City Manager
Diana Daniels, City Clerk
David Perryman, City Attorney
Kenny Sullivan, City Engineer
Hayden Wilkes, City Planner
Daniel Ofsthun, Finance Director
Dustin Downey, Projects Manager
David Standridge, Public Works Director*

MEDIA: *Tony Strickland, The Blanchard News*

3. DETERMINATION OF QUORUM: *5 ~ Present 0 ~ Absent*
4. PROCLAMATIONS: *Read and issued by Mayor Michael Scalf.*
 - a. *September 11th; and*
 - b. *Constitution Week September 17-23.*

B. BUSINESS AGENDA

The following item(s) are hereby designated for discussion, consideration and take INDIVIDUAL action, including, but not limited to, approval, denial, amendment, revision or conditional approval, in whole or in part of:

1. PUBLIC HEARING [[Attachment B-1](#)].
Open, conduct, and close Public Hearing to receive public comments on a Zoning Application for a PUD overlay submitted by:

Applicant: Alliance Property Group LLC.
Current Zoning: R-2 Combined Residential District
Proposed Zoning: PUD Planned Unit Development
Location: Lots 1-8 of Block One Hundred Twenty-Nine of the recorded plat
PC Resolution No: 2023-18

PUBLIC HEARING opened @ 6:34 p.m.

FOR: Kendall Dillon, 300 Point Pkwy, Yukon, Ok, spoke on behalf of the development.

AGAINST: None

PUBLIC HEARING closed @ 6:39 p.m.

2. ORDINANCE [Attachment B-2].
Discussion and vote on a motion adopting an Ordinance accepting the recommendation of the Planning Commission and approve the above Zoning Application submitted by Alliance Property Group LLC.

MOTION BY Councilor Ryans and SECOND BY Councilor Short ... to adopt Ordinance No. 789, as presented.

MOTION CARRIED:

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

3. EMERGENCY CLAUSE [Attachment B-3].
Take appropriation action re: adopting an Emergency Clause for Ordinance No. 789.

MOTION BY Vice Mayor Kemper and SECOND BY Councilor Ryans ... to adopt Emergency Clause for Ordinance No. 789

MOTION CARRIED:

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

4. PUBLIC HEARING [Attachment B-4].
Open, conduct, and close Public Hearing to receive public comments on a Zoning Application submitted by:

Applicant: Abbie & Gayla Moosavi
Current Zoning: S-1 Suburban District
Proposed Zoning: R-E Residential Estates District
Location: Lot 4 of Block 12 of the Four Lakes III-A Recorded

Plat
PC Resolution No: 2023-19

PUBLIC HEARING opened @ 6:40 p.m.

FOR: Gayla Moosavo, 10313 S. Fairview, Blanchard, Ok

AGAINST: None

PUBLIC HEARING closed @ 6:42 p.m.

5. ORDINANCE [Attachment B-5].
Discussion and vote on a motion adopting an Ordinance accepting the Planning Commission's recommendation and approve the Zoning Application submitted by Abbie & Gayla Moosavi (Lot 4).

MOTION BY Councilor Ryans and SECOND BY Councilor Short ... to adopt Ordinance No. 790, as presented.

MOTION CARRIED:

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

6. EMERGENCY CLAUSE [Attachment B-6].
Take appropriation action re: adopting an Emergency Clause for Ordinance No. 790.

MOTION BY Councilor Ryans and SECOND BY Councilor Short ... to adopt Emergency Clause for Ordinance No. 790.

MOTION CARRIED:

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

7. PUBLIC HEARING [Attachment B-7].
Open, conduct, and close Public Hearing to receive public comments on a Zoning Application submitted by:

Applicant: Abbie & Gayla Moosavi
Current Zoning: S-1 Suburban District
Proposed Zoning: R-E Residential Estates District

Location: Lot 7 of Block 12 of the Four Lakes III-A Recorded Plat
PC Resolution No: 2023-20

PUBLIC HEARING opened @ 6:44 p.m.

FOR: None

AGAINST: None

PUBLIC HEARING closed @ 6:45 p.m.

8. ORDINANCE [Attachment B-8].
Discussion and vote on a motion adopting an Ordinance accepting the Planning Commission's recommendation and approve the Zoning Application submitted by Abbie & Gayla Moosavi (Lot 7).

MOTION BY Councilor Whitt and SECOND BY Vice Mayor Kemper ... to adopt Ordinance No. 791, as presented.

MOTION CARRIED:

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

9. EMERGENCY CLAUSE [Attachment B-9].
Take appropriation action re: adopting an Emergency Clause for Ordinance No. 791.

MOTION BY Councilor Ryans and SECOND BY Councilor Short ... to adopt Emergency Clause for Ordinance No. 791.

MOTION CARRIED:

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

ADDENDUM:

10. PUBLIC HEARING [Attachment B-10].
Open, conduct, and close Public Hearing to receive public comments on a Zoning Application submitted by:

Applicant: Denise Boothe
Current Zoning: A-1 Agricultural District

Proposed Zoning: C-1 Office District
Location: 700 E. Veterans Memorial Hwy (US-62)
PC Resolution No: 2023-21

PUBLIC HEARING opened @ 6:45 p.m.

FOR: John Doyle Cedar Creek Engineering, 11912 N Penn., OKC.

AGAINST: None

PUBLIC HEARING closed @ 6:48 p.m.

11. ORDINANCE [Attachment B-11].

Discussion and vote on a motion adopting an Ordinance accepting the Planning Commission's recommendation and approve the Zoning Application submitted by Denise Boothe.

MOTION BY Vice Mayor Kemper and SECOND BY Councilor Short ... adopt Ordinance No. 792, as presented.

MOTION CARRIED:

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

12. EMERGENCY CLAUSE [Attachment B-12].

Take appropriation action re: adopting an Emergency Clause for Ordinance No. 792.

MOTION BY Councilor and SECOND BY Vice Mayor Kempe ... adopt Emergency Clause for Ordinance No. 792.

MOTION CARRIED:

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

13. RESOLUTION [Attachment B-13]. 2023-53
Discuss and vote on a motion adopting a Resolution approving the Planning Commission's recommendation to accept the Final Plat for Blackberry Pond Estates.

MOTION BY Councilor Short and SECOND BY Councilor Ryans ... to approve the Final Plat with the utility easements dedicated to the city being added to the Plat.

MOTION CARRIED:

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

ADDENDUM:

14. ENGINEERING SERVICES [Attachment B-14].
Discussion, consideration, possible action, and/or amendments to review responses to the Request for Qualifications (RFQ) for Engineering Services for Tax Increment Financing District Number Two (2), to receive recommendations from Staff regarding qualifications to perform work and scope of work; Consider and take possible action on the selection of one or more engineering firms for interviews with the City Council, Consider and take possible action to select one or more qualified firms for performance of some or all of the services requested in the RFQ, to approve a professional services agreement with one or more engineering firms or alternatively schedule a special meeting for items relating to the RFQ or for any items related to selecting and engaging an engineering firm based on the responses thereto, and/or to authorize City Manager and Capital Projects Manager to engage in negotiations with selected firm(s), and possible authorization for the Mayor and City Manager to select one or more engineering firms and to authorize the Mayor to sign a professional services agreement with one or more engineering firms as selected by the governing body or as selected by the City Manager and Mayor pursuant to prior authorization by the governing body and all documents related thereto.

MOTION BY Councilor Ryans and SECOND BY Vice Mayor Kemper... to accept the panel's recommendation to award to Freese and Nichols Engineering.

MOTION CARRIED:

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

0 ~ ABSENT: None

15. ELECTRICAL SERVICES [Attachment B-15].

Discuss and vote on a motion accepting the bids for electrical services for the new Parks building and selecting the lowest and best bid submitted:

- | | | |
|----|-----------------------------------|--------------------|
| a. | <u>Chase Electric Inc., Minco</u> | <u>\$14,982.14</u> |
| b. | Burton Controls Inc, OKC | \$21,650.00 |

MOTION BY Councilor Short and SECOND BY Vice Mayor Kemper ... to accept the bids and award to the low bid submitted by Chase Electric.

MOTION CARRIED:

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

16. PAY INCENTIVE [Attachment B-16].

Discuss and vote on a motion to provide incentive pay for CDL as follows:

- | | | |
|----|----------|----------------|
| a. | Class C: | \$45.00/month |
| b. | Class B: | \$60.00/month |
| c. | Class A: | \$75.00/month. |

MOTION BY Councilor Ryans and SECOND BY Vice Mayor Kemper ... to approve Pay Incentive as proposed.

MOTION CARRIED:

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

17. TORT CLAIM DENIAL [Attachment B-17].

Discuss and vote on a motion accepting OMAG's recommendation to deny a Tort Claim filed by:

- | | |
|---------------|--------------------|
| Claimant: | A-AAA RV Park, LLC |
| Date of Loss: | June 24, 2023 |
| Incident: | Property Damage |

MOTION BY Vice Mayor Kemper and SECOND BY Councilor Ryans ... to approve OMAG's recommendation to deny the Tort Claim.

MOTION CARRIED:

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

18. PLAN REVIEW AGREEMENT [Attachment B-18].
Discuss and vote on a motion to enter into an agreement with Okie Safety for commercial plan review and inspection services, and to authorize the City Manager to sign all documents related thereto, subject to legal review and approval of said Agreement.

MOTION BY Councilor Ryans and SECOND BY Councilor Short ... to approve the Plan Review Agreement, as presented.

MOTION CARRIED:

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

19. LETTERS OF CREDIT RELEASE [Attachment B-19].
Discuss and vote on a motion to release Irrevocable Letters of Credit dated August 31, 2022 for IH Development, LLC as follows:

a.	#20605397	\$763,500.98
b.	#20605353	\$870,815.00

MOTION BY Mayor Scalf and SECOND BY Councilor Ryans...approve release of letters of credit.

MOTION CARRIED:

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

20. ROAD IMPROVEMENTS [Attachment B-20].
Further discussion, consideration and take appropriate action re: the status of Phase I and Phase II of Section Line Road Improvements.

Discussion only.

21. FIRE STATION COMPLETION [Attachment B-21].
Further discussion, consideration and take appropriate action re: the status of subcontractor payments; and bonds.

Discussion only.

ADDENDUM:

22. RESOLUTION [Attachment B-22]. 2023-54
Further discussion, consideration and take appropriate action re: the adoption of a Resolution approving a proposed City Councilman Handbook.

MOTION BY Vice Mayor Kemper and SECOND BY Councilor Ryans ... to approve Resolution No. 2023.54.

MOTION CARRIED:

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

C. CONSENT AGENDA

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

1. APPROVAL of regular meeting minutes of 7/25/23 [Attachment C-1].
2. ACKNOWLEDGE of payment of FYE2024 Claims and Expenditures in the total amount of \$696,604.44 [Attachment C-2].
3. ACKNOWLEDGE of payment of FYE2024 Payrolls in the total amount of \$195,778.25 [Attachment C-3].
4. ACKNOWLEDGE the transfer of the August 2023 Sales Tax as per Budget in the total amount of \$ [Attachment C-4].
5. ACCEPTANCE of the July 2023 Financial Report [Attachment C-5].
6. APPROVAL of July donations for animal welfare [Attachment C-6].
7. ACCEPTANCE of Permanent Easements granted by:
 - a. Amanda & Kody Romash, 1070 N. County Line Road [Attachment C-7(1)].
 - b. Brad D. Darling, 162 N. County Line Road [Attachment C-7(2)].
 - c. Chris R. & Lisa E. Freeman, 1206 N. County Line Road [Attachment C-7(3)].
 - d. Jack L. & Pamela K. Shannon, 1272 N. County Line Road [Attachment C-7(4)].
 - e. David E. and Tennille R. Orr, 1348 N. County Line Road [Attachment C-7(5)].
8. APPROVAL of Budget Modification for Parks [Attachment C-8].

ADDENDUM:

9. APPROVAL of Administrative Coordinator position (part-time) for Police Department.

MOTION BY Councilor Ryans and SECOND BY Councilor Short ... to pull items 8 & 9 and approve items 1-7.

MOTION CARRIED:

5 ~ AYES: Ryans, Short, Whitt, 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 Councilor Ryans and SECOND BY Councilor Short ... to approve items 8 & 9 with the notation of addressing the bathroom repair at Lions Park on the agenda next month.

MOTION CARRIED:

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

E. PUBLIC COMMENTS

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

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.

None.

G. EXECUTIVE SESSION

1. MOTION to go into Executive Session to discuss the following item(s):

MOTION BY Councilor Ryans and SECOND BY Councilor Short to go into Executive Session at 8:28 p.m. to discuss the item as listed below.

MOTION CARRIED:

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

- 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)].

Reconvened to Open Session @ 8:57 p.m.

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.

The only things discussed in the executive sessions were the items on the agenda and no action was taken.

H. FURTHER INFORMATION

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

I. ADJOURNMENT

Called @ 8:28 p.m.

Mayor

ATTEST: (*City Seal*)

City Clerk

C ~ 2

MINUTES

JOINT PRE-MEETING

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

1. CALL TO ORDER @ 5:30 p.m.
2. AGENDA: The following items are hereby designated for discussion only:
 - A. Trust/City Manager's briefing and clarification of BMIA/City Council agenda items.

Trust/City Manager addressed agenda items for both BMIA and City within the time allotted and answered questions.

3. ADJOURNMENT.

Called at 6p.m.

Chairman/Mayor

ATTEST: (Seals)

Secretary/City Clerk



C ~ 3



MINUTES

CITY COUNCIL OF BLANCHARD, OKLAHOMA AND THE BOARD OF TRUSTEES OF THE BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY

SPECIAL JOINT MEETING
5:30 P.M. Tuesday, August 29, 2023
Municipal Court House, 300 N. Main
Blanchard, Oklahoma 73010

IN COMPLIANCE WITH THE STATUTES OF THE STATE OF OKLAHOMA, THE CITY COUNCIL OF THE CITY OF BLANCHARD, WILL HOLD A SPECIAL MEETING ON TUESDAY, AUGUST 29, 2023 AT 5:30 P.M., AD CALLED BY THE MAYOR ON TUESDAY, AUGUST 22 AND A JOINT SPECIAL MEETING OF THE BOARD OF TRUSTEES OS THE CITY OF BLANCHARD WILL HOLD A JOINT SPECIAL MEETING ON TUESDAY, AUGUST 29, 2023, IMMEDIATELY FOLLOWING THE CITY COUNCIL SPECIAL MEETING BEGINNING AT 6:00 P.M. OR IMMEDIATELY FOLLOWING, AS CALLED BY THE MAYOR/CHAIRMAN OF THE CITY/BMIA, TO BE HELD IN THE MUNICIPAL COURT HOUSE LOCATED AT 300 N. MAIN, BLANCHARD, OKLAHOMA TO ADDRESS THE AGENDA ITEMS STATED IN THIS NOTICE AND AGENDA AND CONSISTING OF THE DISCUSSION, CONSIDERATION AND POSSIBLE APPROPRIATE ACTION, INCLUDING, BUT NOT LIMITED TO, THE APPROVAL, DENIAL, AMENDMENT, REVISION OR CONDITIONAL APPROVAL, ON THE FOLLOWING ITEMS:

1. CALL TO ORDER *by the Mayor of the City of Blanchard and the Chairman of the BMIA @ 5:30 P.M.*
 2. ROLL CALL: *Councilor Ryans ~ Present
Councilor Short ~ Present
Councilor Whitt ~ Present
Vice Mayor Kemper ~ Present
Mayor Scalf ~ Present*
- STAFF: City Manager, Robert L. Floyd
City Clerk, Diana Daniels
City Attorney, David Perryman
Finance Director, Daniel Ofsthun
Projects Manager, Dustin Downey
Public Works Director, David Standridge*
3. DETERMINATION OF QUORUM: *5 ~ Present; 0 ~ Absent*

4. CITY BUSINESS AGENDA:

- A. Discussion and possible action re: PowerPoint Presentation by Blanchard Public School Superintendent Brady Barnes; and the adoption of Resolution No. 2023-55 supporting a BPS Bond Issue.

MOTION BY Councilor Ryans and SECOND BY Councilor Short ... to adopt Resolution No. 2023-55 with a change to the last Whereas with the removal of the letter "s) from "projects" to "project."

MOTION CARRIED:

- 4 ~ AYES: Ryans, Short, Kemper, Scalf
1 ~ NAYS: Whitt (Abstained)
0 ~ ABSENT: None

Recessed meeting @ 6:39 P.M.

Reconvene meeting @ 6:47 P.M.

5. BMIA/CITY BUSINESS AGENDA:

- A. Discussion and possible action to increase the Utility Rates for water, sewer, and sanitation services due to increases with the cost of services from water providers (OKCWUT and City of Newcastle), sewer treatment costs and compliance with ODEQ Consent Order, and solid waste collection (Waste Connections). Action by the BMIA may include the adoption of a Resolution addressing utility fee increases and action by the City of Blanchard may include the adoption of a Resolution and/or Ordinance changing utility rates, as desired.

After a discussion about the utility rates, the City Council and Trustees requested City Staff put together a plan to adjust the City's Fee Schedules and utility rates and bring back to them for a Special Meeting on October 10th.

6. ADJOURNMENT.

Called @ 7:49 P.M.

Chairman

ATTEST: (BMIA Seal)

Secretary

Mayor

ATTEST: *(City Seal)*

Clerk



C ~ 4



CLAIMS REPORT
 Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
ABS	FOR 2023 FIREWORKS SHOW	1,750.00	318890	8/24/23	
THE MARPA GROUP INC	CLASS ENTRY FEE	150.00	318962	9/14/23	
AMERICAN FIDELITY ASSURANCE	FLEX SPENDING	1,141.68	318882	8/25/23	
AMERICAN FIDELITY ASSURANCE	AFA LT DISABILI	1,818.42	318884	8/25/23	
AFLAC	AFLAC HEALTH	39.00	318878	8/25/23	
AIRGAS USA, LLC	CYLINDER LEASE RENEWAL	83.62	318963	9/14/23	
ALLTERRA CENTRAL, INC	TRIMBLE UNIT FOR MAPPING WATER	1,699.90	318947	9/07/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	19.99	10098464	8/17/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	814.46	10098465	8/17/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	40.08	10098466	8/17/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES	228.25	10098467	8/17/23	
AMAZON CAPITAL SERVICES	IPAD FOR PARK EVENTS	375.21	10098468	8/17/23	
AMAZON CAPITAL SERVICES	ITEMS FOR PARK BUILDING	2,559.92	10098469	8/17/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	17.80	10098488	8/31/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	43.86	10098489	8/31/23	
AMAZON CAPITAL SERVICES	CANNON REBEL T7 CAMERA	549.00	10098490	8/31/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES	44.00	10098504	9/15/23	
AMAZON CAPITAL SERVICES	MISC OFFICE SUPPLIES	97.98	10098505	9/15/23	
AMAZON CAPITAL SERVICES	MISC OFFICE SUPPLIES	19.99	10098506	9/15/23	
AMAZON CAPITAL SERVICES	MISC SUPPLIES (OPEN PO)	54.55	4,865.09	10098507	9/15/23
AMERICAN ELECTRIC POWER	ELECTRIC SERVICES	6,337.71	318891	8/24/23	
AMERICAN ELECTRIC POWER	ELECTRIC SERVICES (OPEN PO)	1,665.85	318948	9/07/23	
AMERICAN ELECTRIC POWER	WALKING TRAILS ELECTRIC	49.06	318964	9/14/23	
AMERICAN ELECTRIC POWER	WALKING TRAILS ELECTRIC	67.63	318965	9/14/23	
AMERICAN ELECTRIC POWER	WALKING TRAILS ELECTRIC	90.84	8,211.09	318966	9/14/23
BLANCHARD BUILDING CENTER	MISC SUPPLIES (OPEN PO)	25.48	318899	8/31/23	
BLANCHARD BUILDING CENTER	MISC SUPPLIES- EVENTS	67.29	92.77	318900	8/31/23
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	99.70	318901	8/31/23	
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	25.75	318949	9/07/23	
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	25.90	318950	9/07/23	
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	24.40	318951	9/07/23	
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	25.90	318952	9/07/23	
BLANCHARD NEWS PUBLISHING	PUBLICATIONS & ADVERTISING	100.00	301.65	318967	9/14/23
BOBCAT OF GOLDSBY	MISC REPAIRS & MAINTENANCE	259.77	318968	9/14/23	
BOBCAT OF GOLDSBY	MISC REPAIRS & MAINTENANCE	31.85	291.62	318969	9/14/23
BRUCE WILLIAMS	REFUND FOR CERTIFICATE OF		100.00	318852	8/17/23
BUZZ CONSULTING COMPANY	UPGRADING TWO STATION AT	3,422.50	318853	8/17/23	
BUZZ CONSULTING COMPANY	BACKUP SERVICES (OPEN PO)	170.00	318902	8/31/23	
BUZZ CONSULTING COMPANY	TECH SUPPORT (OPEN PO)	148.75	3,741.25	318903	8/31/23
C.O.P.S. PRODUCTS LLC	UNIFORM PANTS (THURSTON)	47.49	318953	9/07/23	
C.O.P.S. PRODUCTS LLC	JENNIFER SELF UNIFORM	892.05	318970	9/14/23	
C.O.P.S. PRODUCTS LLC	UNIFORMS BELT (SAUNDERS-RHODES)	86.43	1,025.97	318971	9/14/23
CASCO INDUSTRIES INC	MISC SCBA PARTS & SUPPLIES	3,924.00	318972	9/14/23	
CASCO INDUSTRIES INC	MISC SCBA PARTS & SUPPLIES	1,054.00	4,978.00	318973	9/14/23
CB&T CUST IRA	CB&T CUST IRA		300.00	318943	9/08/23
CINTAS	CUSTODIAL SERVICES @ CITY HALL		549.13	10098508	9/15/23
CITY OF BLANCHARD INS FUND	HEALTH INSURANC		5,527.22	318885	8/25/23
CIVICPLUS	ANNUAL LICENSE RENEWAL	3,400.00	318954	9/07/23	
CIVICPLUS	ANNUAL LICENSE RENEWAL	1,611.79	5,011.79	318955	9/07/23
CL BOYD COMPANY	WINDOW BACKHOE		466.00	318974	9/14/23
CLARK EQUIPMENT DBA BOBCAT	NB160 NITROGEN BREAKER PRIOR		7,420.88	318854	8/17/23
COLE CONSTRUCTION	REFUND INSPECTION DEPOSIT		200.00	318904	8/31/23
CONFIDENCE FORD OF NORMAN	VEHICLE MAINTENENCE		717.96	318855	8/17/23

CLAIMS REPORT
 Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CORNER COPY & PRINTING, LLC	EVENT SUPPLIES	375.00	318956	9/07/23	
CORNER COPY & PRINTING, LLC	COUNCIL SHIRTS	344.83	318957	9/07/23	
CORNER COPY & PRINTING, LLC	UNIFORMS, T-SHIRTS FOR STAFF	65.50	785.33 318975	9/14/23	
COUNTRY EQUIPMENT, LLP	REPAIRS & MAINTENANCE		240.00 318976	9/14/23	
CRAWFORD & ASSOCIATES	ACCOUNTING SERVICES (OPEN PO)		8,613.75 318892	8/24/23	
DAKOTA'S RESTAURANT	REGIONAL LUNCHEON		415.25 318977	9/14/23	
DELTA PUBLIC TRANSIT	MONTHLY SUPPORT (OPEN PO)	1,500.00	318893	8/24/23	
DELTA PUBLIC TRANSIT	MONTHLY SUPPORT (OPEN PO)	1,500.00	3,000.00 318958	9/07/23	
PICTOMETRY INTERNATIONAL, CORP	1ST INSTALLMENT - AUG 2023		4,266.68 318978	9/14/23	
EDWARDS ENTERPRISES	PORT-A-POTTY RENTAL (OPEN PO)		800.00 318905	8/31/23	
EMBROIDERY ETC, INC.	ACO EMBROIDERY ON SHIRTS		90.00 318979	9/14/23	
EXPRESS DRYWALL LLC	REFUND INSPECTION DEPOSIT		100.00 318980	9/14/23	
EZEKIEL HILL	REFUND GC BUILDING PERMIT		192.00 318981	9/14/23	
FIREFIGHTERS PENSION & RETIREM	FIRE PENSION	1,688.24	318881	8/25/23	
FIREFIGHTERS PENSION & RETIREM	FIRE PENSION	1,688.24	3,376.48 318939	9/08/23	
FIRST CHOICE COFFEE SERVICES	COFFEE AND TEA SERVICES		165.40 318982	9/14/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1001060175 (\$71116)	711.16	318906	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1001055595 (\$1313.87)	1,313.87	318907	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000000545 (\$1128.85)	1,128.85	318908	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1000002681 (\$746.22)	746.22	318909	8/31/23	
FIRST NATIONAL BANK & TRUST CO	CODE TRUCK 1001057352	870.72	318910	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000003119 (\$232.02)	232.02	318911	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1000002640 (\$1353.21)	1,353.21	318912	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002640 (\$2686.21)	2,686.21	318913	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1000003044 (\$679.59)	679.59	318914	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1000002947 (\$1075.16)	1,075.16	318930	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT. 1001063484 (\$1248.76)	1,248.76	318931	8/31/23	
FIRST NATIONAL BANK & TRUST CO	LOAN PMT 1001055598 (\$1257.47)	1,257.47	13,303.24 318932	8/31/23	
FRATERNAL ORDER OF POLICE	POLICE DUES		425.00 318880	8/25/23	
FUELMAN	FUEL PURCHASES (OPEN PO)	2,105.59	10098509	9/15/23	
FUELMAN	FUEL PURCHASES (OPEN PO)	973.27	10098510	9/14/23	
FUELMAN	FUEL PURCHASES (OPEN PO)	830.17	10098511	9/15/23	
FUELMAN	FUEL PURCHASES (OPEN PO)	3,391.08	10098512	9/15/23	
FUELMAN	FUEL PURCHASES (OPEN PO)	2,333.48	9,633.59 10098513	9/15/23	
GENERAL MATERIALS, INC.	CONCRETE (OPEN PO)		634.92 318894	8/24/23	
GLENN SULLIVAN & ASSOC, INC	MISC ENGINEERING SERVICES	4,843.00	318915	8/31/23	
GLENN SULLIVAN & ASSOC, INC	PLAT REVIEW	1,364.50	6,207.50 318916	8/31/23	
HAMPEL OIL DISTRIBUTORS, INC	FUEL PURCHASES (OPEN PO)	489.71	318983	9/14/23	
HAMPEL OIL DISTRIBUTORS, INC	FUEL PURCHASES (OPEN PO)	1,053.19	1,542.90 318984	9/14/23	
THE HARTFORD GROUP BENEFITS	HARTFORD LIFE		78.94 318940	9/08/23	
HECK GRAPHICS LLC	PERFORMANCE AT INDEPENDENCE		100.00 318917	8/31/23	
HOBBS PEST CONTROL	PEST CONTROL SERVICES		495.00 318918	8/31/23	
HUNZICKER BROTHERS	UFO LIGHTS FOR BUILDING		479.73 318985	9/14/23	
IDEAL HOMES	REFUND INSPECTION DEPOSIT	100.00	318919	8/31/23	
IDEAL HOMES	REFUND INSPECTION DEPOSIT	100.00	318986	9/14/23	
IDEAL HOMES	REFUND INSPECTION DEPOSIT	100.00	300.00 318987	9/14/23	
INTERNAL REVENUE SERVICE	FED/FICA TAX	16,234.20	10098486	8/25/23	
INTERNAL REVENUE SERVICE	FED/FICA TAX	17,831.07	34,065.27 10098502	9/08/23	
JEMCO HOLDINGS INC	REFUND INSPECTION DEPOSIT		100.00 318920	8/31/23	
GARRETT'S CREATIVE SOLUTIONS	LABOR INSTALL TRUCK LIGHTS		400.00 318856	8/17/23	
JUSTIN'S TIRE SERVICE	TIRE REPAIRS- STATE CONTRACT		1,266.00 318988	9/14/23	
KEATON'S PRO AVL LLC	BLUEGRASS SOUND		880.00 318857	8/17/23	
LAURA GOMEZ-URIZAR	SPANISH INTERPRETER FOR COURT		153.75 318858	8/17/23	
LIBERTY NATIONAL BANK	1/2 LOAN PMT- BOBCAT SKIDSTEER	342.78	318921	8/31/23	

CLAIMS REPORT

Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
LIBERTY NATIONAL BANK	POLICE INTERCEPTORS	2,539.27	2,882.05	318922	8/31/23
LOGAN COUNTY ASPHALT	COLD PATCH		3,179.92	318989	9/14/23
MADDER MCGEEHEE CONSTRUCTION	FRAMING OF NEW PARKS BUILDING		2,660.00	318923	8/31/23
MICHAEL M CHENG	BLUEGRASS BAND		300.00	318859	8/17/23
MIDSTATE TRAFFIC CONTROL INC	MISC REPAIRS AND SERVICES		233.35	318990	9/14/23
MOLLMAN MEDIA LLC	MISC ADVERTISING (OPEN PO)		250.00	318991	9/14/23
MOSQUITO JOE OF OKC	SPRAYING AT PARK (OPEN PO)	245.00		318860	8/17/23
MOSQUITO JOE OF OKC	SPRAYING AT PARK	245.00	490.00	318992	9/14/23
MOTOROLA SOLUTIONS, INC	TDMA OPERATION		455.20	318924	8/31/23
NATIONWIDE RETIREMENT	RETIREMENT 401a	2,587.42		318879	8/25/23
NATIONWIDE RETIREMENT	RETIREMENT 401a	2,892.44	5,479.86	318938	9/08/23
NFPA	ANNUAL MEMBERSHIP FEE		175.00	318993	9/14/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	119.99	10098470		8/17/23
O'REILLY AUTO PARTS		6.49	10098471		8/17/23
O'REILLY AUTO PARTS	JIM - MISC PARTS AND SUPPLIES	10.78	10098472		8/17/23
O'REILLY AUTO PARTS	JIM - MISC PARTS AND SUPPLIES	6.02	10098473		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	371.04	10098474		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	151.96	10098475		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	70.23	10098476		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	89.94	10098477		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	361.59	10098478		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	45.93	10098479		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	56.93	10098480		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	156.02	10098481		8/17/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	35.38	10098515		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	12.50	10098516		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	5.99	10098517		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	138.98	10098518		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES (OPEN PO)	39.98	10098519		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES (OPEN PO)	163.14	10098520		9/14/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	37.85	10098521		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	26.97	10098522		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	130.81	10098523		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	19.99	10098524		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	77.98	10098525		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	61.42	10098526		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	23.17	10098527		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	63.98	10098528		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	197.50	10098529		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	89.45	10098530		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	97.94	10098531		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	29.97	10098532		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	45.64	10098533		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	8.47	10098534		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	310.75	10098535		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	31.50	10098536		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	42.33	10098537		9/15/23
O'REILLY AUTO PARTS	MISC PARTS & SUPPLIES	29.66	3,155.29	10098538	9/15/23
O'CBF	JULY 4TH CONCERT		1,000.00	318925	8/31/23
OCSR	CHILD SUPPORT	143.03		318886	8/25/23
OCSR	CHILD SUPPORT	143.03	286.06	318941	9/08/23
OKLAHOMA DEPT OF PUBLIC SAFETY	OLETS USER FEES (OPEN PO)		430.00	318861	8/17/23
OFFICE DEPOT	DESK AND BOOKCASE SET	3,019.43		318926	8/31/23
OFFICE DEPOT	PRINTER FOR FIRE MARSHAL	277.30	3,296.73	318994	9/14/23

CLAIMS REPORT
Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
OK UNIFORM BLDG CODE	PERMIT FEES- NEW CONSTRUCTION		172.00	318995	9/14/23
OKLAHOMA ELECTRIC COOPERATIVE	4TH OF JULY TEMP POLE	32.00	10098482	8/17/23	
OKLAHOMA ELECTRIC COOPERATIVE	ELECTRIC SERVICES (OPEN PO)	1,321.04	1,353.04	10098483	8/17/23
OKLAHOMA HUMANE SOCIETY	SPAY/ NEUTER		350.00	318996	9/14/23
OKLAHOMA NATURAL GAS	GAS SERVICES (OPEN PO)	662.65	10098484	8/17/23	
OKLAHOMA NATURAL GAS	GAS SERVICES (OPEN PO)	653.01	1,315.66	10098514	9/15/23
OKLAHOMA POLICE PENSION	POLICE PENSION	3,285.87	10098487	8/25/23	
OKLAHOMA POLICE PENSION	POLICE PENSION	4,254.11	7,539.98	10098503	9/08/23
OKLAHOMA TAX COMMISSION	STATE TAX	2,410.96	10098485	8/25/23	
OKLAHOMA TAX COMMISSION	STATE TAX	2,712.27	5,123.23	10098501	9/08/23
OMJA	2023 OMJA FALL CONFERENCE		225.00	318895	8/24/23
OKLAHOMA STATE UNIVERSITY	OMCCA MASTERY PROGRAM		20.00	318997	9/14/23
NATIONWIDE RETIREMENT SOLUTION	457 DEF COMP	255.45	318877	8/25/23	
NATIONWIDE RETIREMENT SOLUTION	457 DEF COMP	360.60	616.05	318937	9/08/23
PERRYMAN & PERRYMAN, LLP	LEGAL SERVICES	581.40	318896	8/24/23	
PERRYMAN & PERRYMAN, LLP	LEGAL SERVICES	5,232.60	318897	8/24/23	
PERRYMAN & PERRYMAN, LLP	LEGAL SERVICES	806.40	318998	9/14/23	
PERRYMAN & PERRYMAN, LLP	LEGAL SERVICES	7,257.60	13,878.00	318999	9/14/23
PIONEER SECURITY SYSTEMS	SECURTIY SERVICES (OPEN PO)		69.90	10098492	8/31/23
PIONEER TELEPHONE-COURT	TELEPHONE AND INTERNET		125.15	10098543	9/15/23
PIONEER TELEPHONE-PH/INT	INTERNET & TV (OPEN PO)		712.16	10098542	9/15/23
PIONEER TELEPHONE	SIREN ALERT SYSTEM (OPEN PO)		72.72	10098541	9/15/23
PIONEER	TELEPHONE / INTERNET (CH)		495.31	10098493	8/31/23
PIONEER	TELEPHONE/ INTERNET (COMMUN.)		100.26	10098494	8/31/23
PIONEER	TELEPHONE/ INTERNET (FIRE)		79.52	10098495	8/31/23
PIONEER	TELEPHONE / INTERNET (LIBRARY)		290.90	10098496	8/31/23
PIONEER	TELEPHONE/ INTERNET (PD)		223.57	10098491	8/31/23
PURE WATER PARTNERS	MONTHLY WATER SERVICES		45.00	10098539	9/15/23
QUADIENT LEASING USA, INC.	POSTAGE FOR METER (OPEN PO)		500.00	10098540	9/15/23
RENEGADE DIESEL	FORD TAURUS VIN#7919	650.00	319000	9/14/23	
RENEGADE DIESEL	2011 CROWN VIC	130.00	780.00	319001	9/14/23
REVVER, INC	4 ANNUAL RENEWAL FEES		2,396.00	318867	8/17/23
RIGID STEEL STRUCTURES INC	NEW PARKS BUILDING		3,150.00	318898	8/24/23
ROBERT L FLOYD	CAR ALLOWANCE (OPEN PO)		400.00	318959	9/07/23
ROCKING R RESOURCES LLC	POLICE CAR WASH	77.40	318862	8/17/23	
ROCKING R RESOURCES LLC	STREETS CAR WASH	35.77	318863	8/17/23	
ROCKING R RESOURCES LLC	PARKS CAR WASH	19.80	132.97	318864	8/17/23
S & S TEXTILES INC	38 SHIRTS FOR DISPATCH		892.39	318927	8/31/23
SAM'S CLUB DIRECT	MISC SUPPLIES (OPEN PO)	36.64	10098497	8/31/23	
SAM'S CLUB DIRECT	MISC SUPPLIES (OPEN PO)	49.64	10098498	8/31/23	
SAM'S CLUB DIRECT	MISC SUPPLIES (OPEN PO)	139.41	10098499	8/31/23	
SAM'S CLUB DIRECT	MISC SUPPLIES (OPEN PO)	85.92	311.61	10098500	8/31/23
SIGN IT UP	MISC SIGNS AND BANNER		140.00	319002	9/14/23
SILVERLINE TRAILERS	TRAILER 21K		9,800.00	318869	8/21/23
SKH CAPITAL LLC	REFUND INSPECTION DEPOSIT		100.00	318928	8/31/23
SOONER FIRE & SAFETY	FIRE EXT ANNUAL SERVICE		665.00	319003	9/14/23
SOONER TROPHIES & AWARDS	RHODES DESK & DOOR NAME		60.00	319004	9/14/23
STANDLEY SYSTEMS	XEROX PRINTER LEASE (OPEN PO)		690.18	319005	9/14/23
TEXAS LIFE	TEXAS LIFE		173.32	318942	9/08/23
TINHORNS R US	TIN HORN PARTS		697.50	319006	9/14/23
TOSHIBA FINANCIAL SERVICE	DISPATCH COPIER LEASE	511.22	319007	9/14/23	
TOSHIBA FINANCIAL SERVICE	FIRE COPIER LEASE	511.22	319008	9/14/23	
TOSHIBA FINANCIAL SERVICE	POLICE COPIER LEASE (OPEN PO)	511.21	1,533.65	319009	9/14/23
TRANSUNION RISK & ALERNATIVE	BACKGROUND AND INVESTIAGTING		75.00	318960	9/07/23

CLAIMS REPORT

Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
TREE MANAGEMENT OF OKLAHOMA	TREE TRIMMING	1,800.00	318929		8/31/23
TWISTED WRENCH HANDYMAN LLC	MISC REPAIRS & MAINTENANCE	139.27	318961		9/07/23
ULINE	MISC SUPPLIES (OPEN PO)	91.22	318865		8/17/23
VANCE CBG OF MIAMI	2023 CHEVY TAHOE	42,917.60	318868		8/17/23
WARREN CAT	BLUE DIAMOND 42" BRUSH CUTTER	9,760.00	318866		8/17/23

	105 GENERAL TOTAL	276,880.39			

CLAIMS REPORT
Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
STREET SALES/USE TAX BANK OF OKLAHOMA	2022 STREETS SALES TAX	87,235.07	12	9/07/23	
	125 STREET SALES/USE TAX TOTAL	----- 87,235.07			

CLAIMS REPORT
Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MUNICIPAL COURT					
CLEET	AUGUST 2023 CLEET FEES	545.60	2435	9/07/23	
OKLAHOMA BUREAU OF NARCOTICS	DRUG EDUCATION FEES	5.00	2436	9/07/23	
OSBI-AFIS FEES	AUGUST 2023 AFIS FEES	545.60	2437	9/07/23	
OSBI-FORENSIC FEES	AUGUST 2023 OSBI FEES	522.50	2438	9/07/23	

	305 MUNICIPAL COURT TOTAL	1,618.70			

CLAIMS REPORT
 Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
VETERANS MEMORIAL					
DE VINCI PRECAST	CAST STONE	16,850.00	1073		8/21/23
EDWARDS ENTERPRISES	PORT-A-POTTY RENTAL VETERANS	125.00	1077		8/31/23
METHENY CONCRETE PRODUCTS, INC	CONCRETE- VETERANS	3,919.50	1075		8/24/23
METHENY CONCRETE PRODUCTS, INC	CONCRETE- VETERANS	5,226.00	1076		8/24/23
MICHAEL SCALF	REIMBURSEMNT BLAINE COUNTY	368.87	1078		8/31/23
WHITE BUFFALO CUSTOM WOODWORK	CONCRETE WORK VETERANS	9,500.00	1074		8/23/23
	715 VETERANS MEMORIAL TOTAL	35,989.37			



C ~ 5



City Salary and Fringe Benefits

Monthly Payroll - Aug/Sept 2023

of Payrolls: 2

	Payroll 1 8/25/2023	Payroll 2 9/8/2023	Total (month)
General Admin(5)	25,026.23	24,850.88	49,877.11
Emergency Mgmt (10)	9,235.74	10,079.61	19,315.35
Police(12)	17,735.25	23,639.69	41,374.94
Street and Alley(13)	9,884.12	9,997.25	19,881.37
Fire(14)	10,494.42	10,718.15	21,212.57
Nutrition (17)	1,919.00	1,919.00	3,838.00
Parks(18)	4,963.36	4,475.28	9,438.64
Total City Salary	79,258.12	85,679.86	164,937.98
General Admin(5)	2,914.65	3,257.88	6,172.53
Emergency Mgmt (10)	1,063.68	1,202.22	2,265.90
Police(12)	3,343.11	4,394.15	7,737.26
Street and Alley(13)	1,118.77	1,198.60	2,317.37
Fire(14)	1,529.95	1,546.44	3,076.39
Nutrition (17)	220.14	220.14	440.28
Parks(18)	607.68	565.11	1,172.79
Total City Fringe Benefits	10,797.98	12,384.54	23,182.52
TOTAL SALARY AND FB	90,056.10	98,064.40	188,120.50



C ~ 6



CITY OF BLANCHARD

Monthly Sales Tax	BUDGET	REC'D	+/-	BUDGET
Transfers	FYE 24	FYE 24	FYE 24	PERCENT
01. July 2023	266,045.20	283,635.59	17,590.39	106.61%
02. August 2023	266,045.20	354,422.72	88,377.52	133.22%
03. September 2023	266,045.20	289,862.16	23,816.96	108.95%
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	798,135.60	927,920.47	129,784.87	116.26%
MONTHLY AVERAGE TOTAL	266,045.20	309,306.82	43,261.62	116.26%
	3.00	3.00	3.00	3.00

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	87,555.20	119,243.54	31,688.34	136.19%
03. September 2023	87,555.20	93,636.94	6,081.74	106.95%
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	262,665.60	305,812.26	43,146.66	116.43%
MONTHLY AVERAGE TOTAL	87,555.20	101,937.42	14,382.22	38.81%
	3.00	3.00	3.00	3.00

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	65,666.40	89,432.66	23,766.26	136.19%
03. September 2023	65,666.40	70,227.71	4,561.31	106.95%
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	196,999.20	229,359.20	32,360.00	116.43%
MONTHLY AVERAGE TOTAL	65,666.40	76,453.07	980.61	38.81%
	3.00	3.00	33.00	3.00

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	112,823.60	145,746.52	32,922.92	129.18%
03. September 2023	112,823.60	125,997.51	13,173.91	111.68%
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	 338,470.80	 392,749.02	 54,278.22	 116.04%
 MONTHLY AVERAGE TOTAL	 112,823.60	 130,916.34	 18,092.74	 38.68%
	3.00	3.00	3.00	3.00

Table 3



C ~ 7



CITY OF BLANCHARD
CITY MONTHLY TREASURY REPORT
For the Month Aug 1, 2023 to Aug 31, 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
	GENERAL FUND												
1	105-01-1110/1109	\$ 1,988,551.36	901,522.87	770,020.15	1,266.14	41.00	2,121,279.22	(87,724.63)	50.00	2,033,604.59		\$ 2,033,604.59	222
	Tourism Fund - Gen 105-01-1100	\$ -	50.00	-	-	-	50.00			50.00		\$ 50.00	
	Street Alley 105-01-1103	\$ 1,322,602.37	22,092.41	68,986.35	-	-	1,275,708.43			1,275,708.43	404,503.04	\$ 1,680,211.47	
	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	\$ 27,212.51	1,482.10	6,752.66	-	-	21,941.95			21,941.95		\$ 21,941.95	
	Emergency Management Reserve												
	115-01-1110	\$ 1,500,446.36	-	-	509.74	-	1,500,956.10			1,500,956.10		\$ 1,500,956.10	
	COURT BONDS DEPOSIT / GF												
11	MUNICIPAL COURT BOND	\$ 25,963.09	17,300.68	2,626.93	11.41	-	40,648.25		965.00	41,613.25		\$ 41,613.25	4
	GENERAL FUND (RESERVE) (FNB-NEW)												
5	705-01-1144	\$ 914,858.60	-	-	811.25	-	914,858.60			914,858.60		\$ 914,858.60	
	GENERAL FUND (RESERVE) (FNB-OLD)												
7	105-01-1145	\$ 50,557.98	-	-	44.87	-	50,602.85			50,602.85		\$ 50,602.85	
	GENERAL FUND (RESERVE) (Liberty)												
8	105-01-1142	\$ 95,506.19	-	-	40.56	-	95,546.75			95,546.75		\$ 95,546.75	
	TECHNOLOGY FUND												
17	705-01-1118	\$ 29,692.87	200.00	781.17	9.95	-	29,121.65		-	29,121.65		\$ 29,121.65	1
	Impoundment Fees Fund												
17	705-01-1112	\$ 14,689.06	200.00	781.17	-	-	14,107.89			14,107.89		\$ 14,107.89	
14	Siren Fund	\$ 26,896.47	-	-	12.58	-	26,909.05			26,909.05		\$ 26,909.05	0
	Park Dedication Fee												
14	705-01-1119	\$ 10,132.72	-	-	-	-	10,132.72			10,132.72		\$ 10,132.72	
	BLANCHARD INSURANCE FUND												
25	905-01-1110	\$ 592,357.97	6,745.16	170,836.92	151.04	-	428,417.25		-	428,417.25		\$ 428,417.25	4
26	Blanchard TIF Fund 805-01-1110	\$ 506,366.22	76,551.47	-	181.99	-	583,099.68			583,099.68		\$ 583,099.68	
	CITY Subtotal:	\$ 7,301,478.76	\$ 1,026,144.69	\$ 1,020,785.35	\$ 3,039.53	\$ 41.00	\$ 7,309,836.63			\$ 7,223,127.00		\$ 7,627,630.04	



C ~ 8



56315

HEADWAY MARKETING LLC

10945 STATE BRIDGE RD
PO BOX 401-471
ALPHARETTA, GA 30022

SYNOVUS

Synovus Bank, Member FDIC
64-60/611



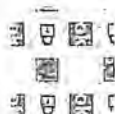
1/9/2023

PAY TO THE ORDER OF *Blanchard Police Department

\$ **2,500.00

Two Thousand Five Hundred and 00/100*****.DOLLARS

Knippelmier Chevrolet
Chevy First Responder contact
1811 E. US 62 Highway
Blanchard, OK 73010



Jeremy J. Lall

AUTHORIZED SIGNATURE

MEMO

Knippelmier Chevrolet-2022 Chevy First Responder

⑈056315⑈ ⑆061100606⑆ 1003690532⑈

Security features. Details on back.



56315

Original Amt.
2,500.00

Balance Due
2,500.00

1/9/2023
Discount
Check Amount

Payment
2,500.00
2,500.00

CITY OF BIRMINGHAM
22 N MAIN AVE
B-607 4RD
ANCHARD AL 35203-0480

Description	Amount
HEADWAY MARKETING LLC	
GEN DONATIONS	2,500.00
POLICE DONATION	

SPENDING 5016

st-2022 Chevy First Respon

2,500.00

CHECK Received	2,500.00
Change	.00

1/9/23 11:34 AM 119014

INVOICE

07/31/23

FROM: Blanchard Fire Department
PO Box 480
Blanchard, OK, 73010

TO: STATE DEPARTMENT OF AGRICULTURE, FOOD AND FORESTRY
OKLAHOMA FORESTRY SERVICES
COMMUNITY FIRE ASSISTANCE

RE: OPERATIONAL GRANTS

SSPD: ASCOG

INVOICE FOR FIRE DEPARTMENT OPERATIONAL EXPENSES

AMOUNT DUE: \$ 9,993.53

Reference: Second Regular Session of the 58th Oklahoma Legislature (2023) passed SB 1040, which increased the limit on the operational grants not to exceed \$10,055.00 per municipality.

Rural Fire Defense Operational Grants directed by Legislature. All Rural Fire Departments certified as eligible (meeting established criteria) by Rural Fire Coordinators receive \$9,993.53 appropriated for Fire Department operational expenditures.

Accordance with Title 19 Section 901.56(F):

Any amount so distributed from the Rural Fire Protection Program Fund to any eligible participant shall be expended only for the maintenance of its fire department, the purchase, construction, maintenance, repair and operation of its fire stations, fire apparatus and equipment, the purchase, rental, installation, or maintenance of fire hydrants, the payment of insurance premiums upon fire stations, fire apparatus and equipment, and insurance premiums for injuries or death of fire fighters, as no monies shall be expended from the fund for any purpose relating to the water supply systems of any participant, nor for the improvement or construction of such water systems nor for any other appurtenances relating to the distribution or use of such water supply system. Monies so distributed from the Rural Fire Protection Program Fund to any eligible participant may also be expended, in an amount not to exceed ten percent (10%) of the allocated funds or the sum of One Thousand Dollars (\$1,000.00) in the aggregate during any period of one (1) year, whichever is larger, for the expense of any fire fighters attending a certified fire school.

Vendor # 0000217382-001

Obj Code: 554120 Sub Acct: 37 Amount: \$ 9,993.53

Department: 1117437 Class Funding: 57602

Date: 7/31/23 Signature: *Jammy Carter*



Daniel Ofsthun <finance@cityofblanchard.us>

Payment Advice (052763277)

1 message

Remittance@omes.ok.gov <Remittance@omes.ok.gov>
Reply-To: Remittance@omes.ok.gov
To: finance@cityofblanchard.us

Tue, Aug 29, 2023 at 12:05 AM



OKLAHOMA

EFT Remittance Advice

Payee:
BLANCHARD FIRE DEPARTMENT (0000217382-0001)
PO BOX 480
BLANCHARD, OK 73010-0480
USA

Payment Information:
Check Number: **052763277**
Payment Date: **2023-08-28**
Payment in the amount of **9993.53 (USD)** has been sent to your bank account ending in XXXX0943

The following details the invoices that are being paid:

	Remitting Agency	Voucher	Invoice	Invoice Date	Amount	Message
DEPT OF AGRICULTURE FOOD & FORESTRY	00122318	FY24 Fire Grant	2023-07-31	9993.53	FY24 Fire Grant	
			Grand Total	9993.53		

NOTE: Any questions regarding this payment should be directed to the Remitting Agency listed above.

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2 attachments

noname.txt
2K

PYMNT_DETAIL1_27937905.csv
1K

JRNL ID/ ACCOUNT NUMBER	OTHER NUMBER/ ACCOUNT TITLE	OTHER REFERENCE/ REFERENCE	DEBIT	CREDIT	BANK #
DEPT OF AG 105-01-1110	CASH-OPERATING ACCOUNT	FY24 FIRE GRANT DEPT OF AG FOOD AND FORESTRY	9,993.53		PRE-EDIT 1
105-04-5302	GRANT FUNDS	FY24 FIRE GRANT DEPT OF AG FOOD AND FORESTRY		9,993.53	
			-----	-----	
		Journal Total :	9,993.53	9,993.53	
		Sub Total	9,993.53	9,993.53	
		** Report Total **	9,993.53	9,993.53	

FUND	NAME	DEBITS	CREDITS
105	GENERAL	9,993.53	9,993.53
	TOTALS	9,993.53	9,993.53

** Transactions affected cash may need to be entered in Bank Rec! **
 ** Review transactions that have a number in the Bank # column. **

GLJRNLD Tue Aug 29, 2023 9:06 AM
07.01.21 POSTING DATE: 8/29/2023

City of Blanchard OK
GENERAL LEDGER SUMMARY
CALENDAR 8/2023, FISCAL 2/2024

OPER: DO
JRNL:5454

PAGE 2

ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
105-01-1110	CASH-OPERATING ACCOUNT	9,993.53	.00	9,993.53
105-04-5302	GRANT FUNDS	.00	9,993.53	9,993.53-
	TRANSACTION TOTALS	9,993.53	9,993.53	.00



C ~ 9



PERMANENT EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, Blanchard Public School District I-29, 211 N. Tyler Avenue, Blanchard, OK 73010, herein after referred to as Grantors, for and in consideration of One Dollar (\$1.00) cash in hand paid, and other valuable consideration, the receipt of which is hereby acknowledged, from THE CITY OF BLANCHARD (a Municipal Corporation) – BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY, (a public trust), P O Box 480, Blanchard, Ok 73010, created and existing under and by virtue of the laws of the State of Oklahoma, hereinafter referred to as Grantees, do hereby assign, grant, and convey unto said Grantees, a perpetual utility, roadway easement and right-of-way over, through, under, and across the following described real property situated in McClain County, State of Oklahoma, to-wit:

The East 33.50 feet of the West 50.00 feet of Governmental Lot 3, said Governmental Lot 3 being the fractional part of the Northwest Quarter of the Southwest Quarter of Section 19-T8N-R4W, Indian Meridian, McClain County, Oklahoma,

with the right of ingress and egress to and from the same, for the purpose of constructing, operating, and maintaining roadway and other public utilities as may be necessary from time to time, and affording the Grantees, its successors, assigns, officers, agents, employees and any and all persons under contract with it, the right to enter upon said premises and strip of land for the purpose of surveying, constructing, operating, repairing, inspecting, and maintaining said public roadway and other public utilities and their appurtenances and systems.

A portion of said consideration given, granted and received above recited shall constitute payment in full to Grantors for all damages to the said property or any other property, both real or personal, on account of laying, maintaining, constructing or operation of the said public roadway and other public utilities and any of its appurtenances, extensions, repairs or maintenance.

TO HAVE AND HOLD SUCH easements and right-of-way above described unto **THE CITY OF BLANCHARD (a Municipal Corporation)/BLANCHARD MUNICIPAL IMPROVEMENT AUTHORITY (a public trust)**, its successors or assigns.

DATED this 7th day of August, 2023


Blanchard School District Board Clerk

(ATTEST)
(SEAL)




Blanchard School District Board President



C ~ 10



CLAIMS REPORT
Check Range: 8/17/2023- 9/19/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
VETERANS MEMORIAL					
DE VINCI PRECAST	CAST STONE	16,850.00	1073	8/21/23	
EDWARDS ENTERPRISES	PORT-A-POTTY RENTAL VETERANS	125.00	1077	8/31/23	
METHENY CONCRETE PRODUCTS, INC	CONCRETE- VETERANS	3,919.50	1075	8/24/23	
METHENY CONCRETE PRODUCTS, INC	CONCRETE- VETERANS	5,226.00	1076	8/24/23	
MICHAEL SCALF	REIMBURSEMNT BLAINE COUNTY	368.87	1078	8/31/23	
WHITE BUFFALO CUSTOM WOODWORK	CONCRETE WORK VETERANS	9,500.00	1074	8/23/23	
	715 VETERANS MEMORIAL TOTAL	35,989.37			

**PURCHASE REQUISITION FORM
CITY OF BLANCHARD**

OFFICE USE ONLY
VENDOR# <u>90843</u>
PO# <u>302349</u>

NOTE: THIS IS NOT A PURCHASE ORDER, BUT A REQUISITION. ITEMS CANNOT BE PURCHASED UNTIL AFTER THE PURCHASING AGENT ISSUES A PURCHASE ORDER.

DATE OF REQUEST: 7/5/2023 REQUESTING DEPARTMENT: OTHER

NAME OF VENDOR: DE VINICI

DEPARTMENT HEAD APPROVAL: ROBERT F.

CHOOSE TYPE OF PO: REGULAR PO: OPEN PO: DEBIT CARD:

WHEN USING DEBIT CARD: PLEASE EMAIL TO ADMIN COORDINATOR.
PICKUP THE PRINTED OUT COPY OF REQUISITION TO OBTAIN THE CITY'S DEBIT CARD.

DESCRIPTION/ITEMS	CLASS. CODE	EST. PRICE	FUNDS AVAIL.	VERIFY FUNDS
CAST STONE	715-40-6415	\$ 22,000.00		HB
ESTIMATED TOTAL COST		\$ 22,000.00		

*******FOR NEW VENDORS ONLY*******

PLEASE ATTACH A COPY OF THE W-9 OR EMAIL W-9 TO ADMIN COORDINATOR WITH REQUISITION.

VENDOR ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PLEASE PROVIDE A CONTACT NAME: _____

PLEASE PROVIDE A PHONE NUMBER: _____

NO PO WILL BE ISSUED WITHOUT A W-9 OR EQUIVALENT AND UNTIL THE VENDOR HAS BEEN VERIFIED AND SET UP.

CITY MANAGER APPROVAL IS **REQUIRED** BEFORE ISSUANCE OF A PURCHASE ORDER FOR THIS REQUISITION.

CITY MANAGER APPROVAL: DATE: 7/5/23

Progress Bill

From: DeVinci Cast Stone
 4520 S. MacArthur Blvd.
 Oklahoma City, OK 73179

Invoice: 18529
 Date: 07/14/23
 Application #: 1

To: City of Blanchard
 PO Box 480
 Blanchard, OK 73010

Invoice Due Date: 08/13/23
 Payment Terms: Net 30 Days

Contract: 23-01-031 Veterans Memorial Park (5428)

Item	Description	Contract Amount	Contract Quantity	U/M	Quantity JTD	Unit Price	Materials On-Site	Total Completed And Stored		Amount Previous	Quantity This Period	Amount This Period
								To Date	%			
01	down payment	2,200.00	0.000	LS	0.000	0.00000	0.00	2,200.00	100.00%	0.00	0.000	2,200.00
02	submittal	2,200.00	0.000	LS	0.000	0.00000	0.00	2,200.00	100.00%	0.00	0.000	2,200.00
03	set up/ molding/ shop tickets	2,200.00	0.000	LS	0.000	0.00000	0.00	0.00	0.00%	0.00	0.000	0.00
04	material	14,650.00	0.000	LS	0.000	0.00000	0.00	0.00	0.00%	0.00	0.000	0.00
05	shipping	750.00	0.000	LS	0.000	0.00000	0.00	0.00	0.00%	0.00	0.000	0.00
		22,000.00					0.00	4,400.00	20.00%	0.00		4,400.00

Total for items with No Bill Group

Good to pay

SCANNED

Total Billed To Date: 4,400.00
 Less Retainage: 0.00
 Less Previous Applications: 0.00
 Total Due This Invoice: 4,400.00

CITY OF BLANCHARD

PO BOX 480
BLANCHARD, OK 73010
PH 405-485-9392

1068

DATE
7/20/23

AMOUNT
****4,400.00

PAY FOUR THOUSAND FOUR HUNDRED AND 00/100 DOLLARS
TO THE
ORDER OF

DE VINCI PRECAST
4520 S MACARTHUR BLVD.

OKC, OK

73179

AUTHORIZED SIGNATURES

⑈00001068⑈ ⑆103100467⑆ 10069742⑈

CITY OF BLANCHARD

DE VINCI PRECAST	CHECK DATE	7/20/23	CHECK #	1068
INV DATE	INV NO.	REFERENCE		NET
7/20/2023	18529	CAST STONE		4400.00

TOTALS- ****4,400.00

DE VINCI PRECAST	CHECK DATE	7/20/23	CHECK #	1068
INV DATE	INV NO.	REFERENCE		NET
7/20/2023	18529	CAST STONE		4400.00

TOTALS- ****4,400.00

Progress Bill

From: DeVinci Cast Stone
 4520 S. MacArthur Blvd.
 Oklahoma City, OK 73179

Invoice: 18577
Date: 08/15/23
Application #: 2

To: City of Blanchard
 PO Box 480
 Blanchard, OK 73010

Invoice Due Date: 09/14/23
Payment Terms: Net 30 Days

Contract: 23-01-031 Veterans Memorial Park (5428)

Item	Description	Contract Amount	Contract Quantity	U/M	Quantity JTD	Unit Price	Materials On-Site	Total Completed And Stored To Date	%	Amount Previous	Quantity This Period	Amount This Period	
01	down payment	2,200.00	0.000	LS	0.000	0.00000	0.00	2,200.00	100.00%	2,200.00	0.000	0.00	
02	submittal	2,200.00	0.000	LS	0.000	0.00000	0.00	2,200.00	100.00%	2,200.00	0.000	0.00	
03	set up/ molding/ shop tickets	2,200.00	0.000	LS	0.000	0.00000	0.00	2,200.00	100.00%	0.00	0.000	2,200.00	
04	material	14,650.00	0.000	LS	0.000	0.00000	0.00	14,650.00	100.00%	0.00	0.000	14,650.00	
05	shipping	750.00	0.000	LS	0.000	0.00000	0.00	0.00	0.00%	0.00	0.000	0.00	
Total for items with No Bill Group											22,000.00	4,400.00	16,850.00



Total Billed To Date: 21,250.00
Less Retainage: 0.00
Less Previous Applications: 4,400.00
Total Due This Invoice: 16,850.00

CITY OF BLANCHARD

PO BOX 480
BLANCHARD, OK 73010
PH 405-485-9392

THE FIRST NTL BANK & TRUST CO
BLANCHARD, OK 73010
405-224-2200

86-46/1031

1073

DATE
8/21/23

AMOUNT
***16,850.00

PAY SIXTEEN THOUSAND EIGHT HUNDRED FIFTY AND 00/100 DOLLARS
TO THE DOLLARS
ORDER OF

DE VINCI PRECAST
4520 S MACARTHUR BLVD.

OKC, OK

73179





AUTHORIZED SIGNATURES

⑈00001073⑈ ⑆103100467⑆ 10069742⑈

CITY OF BLANCHARD

DE VINCI PRECAST
INV DATE INV NO.
8/21/2023 18577

CHECK DATE 8/21/23 CHECK # 1073
REFERENCE

CAST STONE
NET
16850.00

TOTALS- ***16,850.00

DE VINCI PRECAST
INV DATE INV NO.
8/21/2023 18577

CHECK DATE 8/21/23 CHECK # 1073
REFERENCE

CAST STONE
NET
16850.00

TOTALS- ***16,850.00

9-12-23

Quicksilver Utility Contracting, LLC
P.O. Box 363
Wellston, OK 74881
Attn: Larry Beasler



RE: West Lift Station
Blanchard, OK

PROPOSED ZERO DOLLAR CHANGE ORDER

Larry,

Due to Covid and supply chain issues my electrical supplier for this project (Consolidated Electrical Distributors, OKC) has a shipping date of 1-12-24 on the enclosures for the "Main Circuit breaker enclosure" and the 480 volt electrical panel "MDP".

If acceptable I have a "no cost" solution that I can move forward with immediately with approval.

The 75 hp pumps pull 86.6 amps each, times (2) = 174 amps plus the step down transformer load of 21 amps equals a total connected load of 195 amps. I suggest building a 400 amp service utilizing a 400 amp fused, raintite disconnect for our "Main" and two 200 amp fused, disconnects for the two 75 hp variable speed drives/submersible pumps with one 30 amp fused disconnect for the step down transformer. All of the disconnects would be in Nema 3R (raintite) enclosures equal to the original equipment specification. The original 100 ka transient voltage surge suppression device installed integral to panel "MDP" would be replaced by a 125 ka unit install adjacent the Main disconnect in a hinged Nema 3R raintite enclosure.

This equipment is in stock now in Oklahoma City and with "Approval" of this offer we can move forward immediately having our electrical completed in approximately 30 days of Approval.

Amount: \$0000

Please respond

Respectfully,

Mark A. McClain

OK State License #02835

The above "Proposal" accepted this ____ day of _____, 2023.

Sign: _____ Print: _____
Owner, operator or principal

P.O. BOX 890216 • OKLAHOMA CITY, OK 73189-0216 • (405) 912-7300 • FAX 405) 912-7400

CHANGE ORDER NO. 3

City of Blanchard/Blanchard Municipal Improvement Authority
Sanitary Sewer Improvements
West Lift Station

Quicksilver Utility Contracting, LLC, Contractor

Deduct:

Original Electrical Equipment
(See Attached)

NO COST

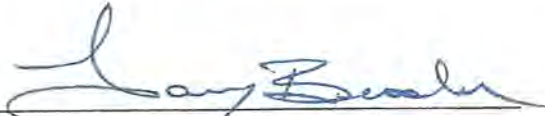
Add:

Substitute Electrical Equipment
(See Attached)

NO COST

Existing Contract Amount: \$1,015,498.00

Quicksilver Utility Contracting, LLC, Contractor

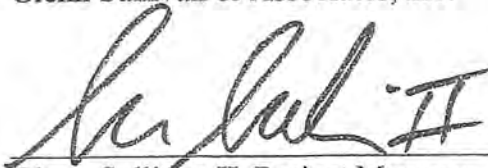

(Contractor's Signature)

LARRY BEASLER
Name (Type or Print)

Date: 9-12-2023

Prepared By:
Glenn Sullivan & Associates, Inc.

Approved By:
City of Blanchard/Blanchard MIA


Glenn Sullivan II, Project Manager

(Signature & Title)

Date: 9-12-2023

Date: _____



C ~ 12



AUGUST DONATIONS

Four bank cat condo

100 lbs cat litter

50 lbs dry cat food

30 cans wet cat food

8 XL wired dog crates

3 cat carriers



CONSENT AGENDA REMOVAL





PUBLIC COMMENTS





COUNCIL – STAFF COMMENTS





**FURTHER
INFORMATION**





H ~ 1

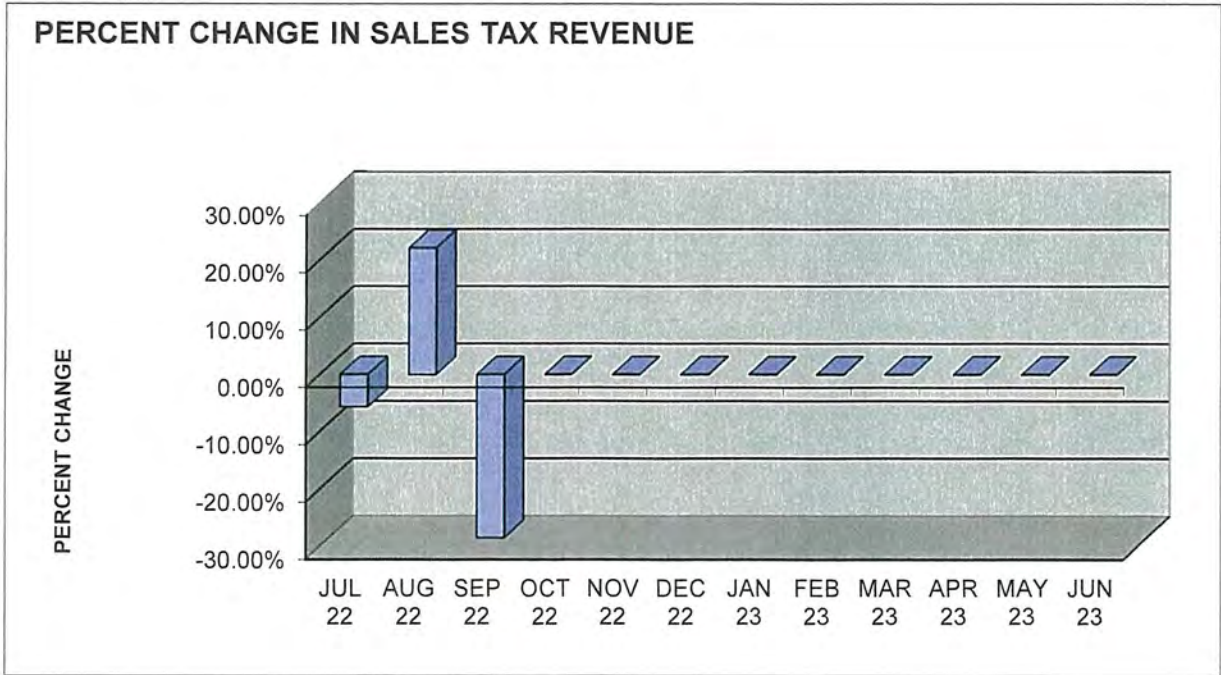
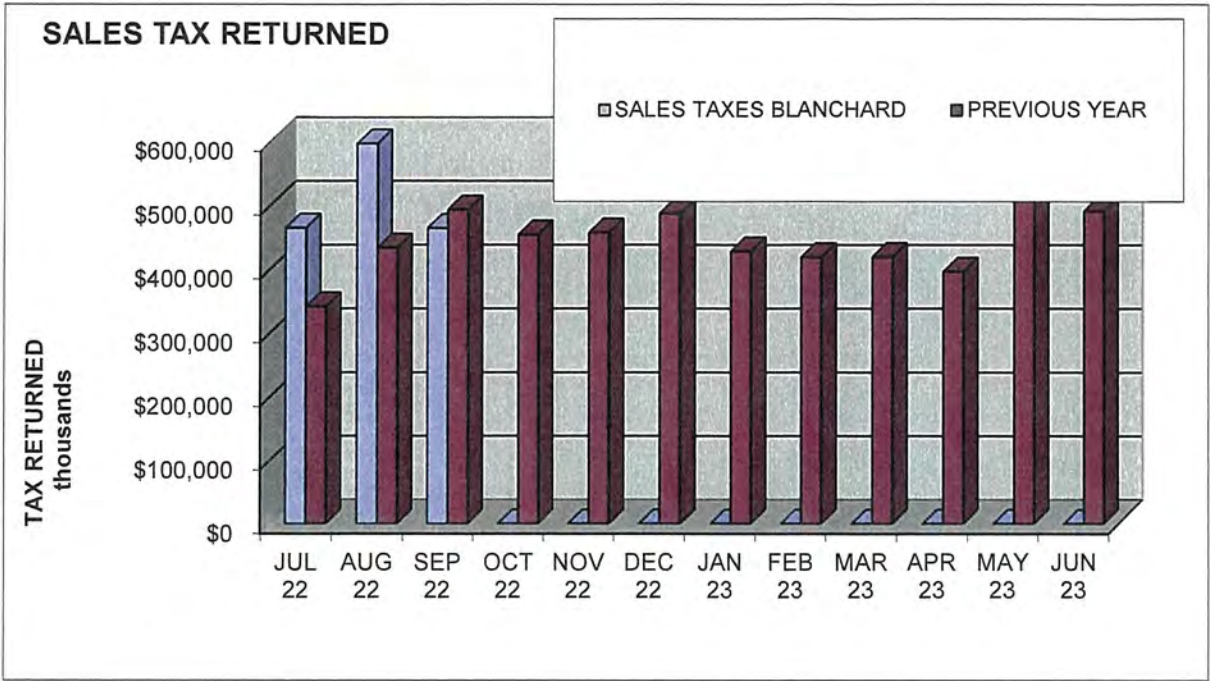


BLANCHARD

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	\$596,217.70	5.0000	22.07%	\$433,295.74	37.60%
SEP 22	\$464,184.72	5.0000	-28.44%	\$493,098.78	-5.86%
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.	\$1,525,061.10			\$1,267,827.79	20.29%

YEAR	AMOUNT	MO. @ CHANGE FROM	
		RATE	PREV. YR.
FYE 23	5,375,872	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%



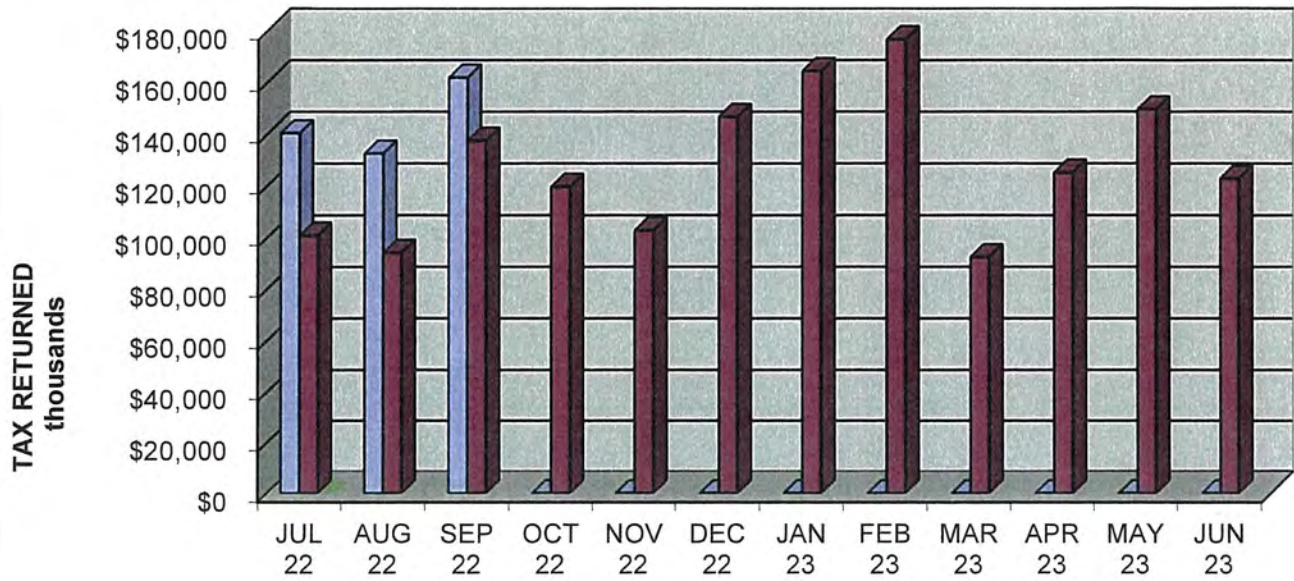
BLANCHARD

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

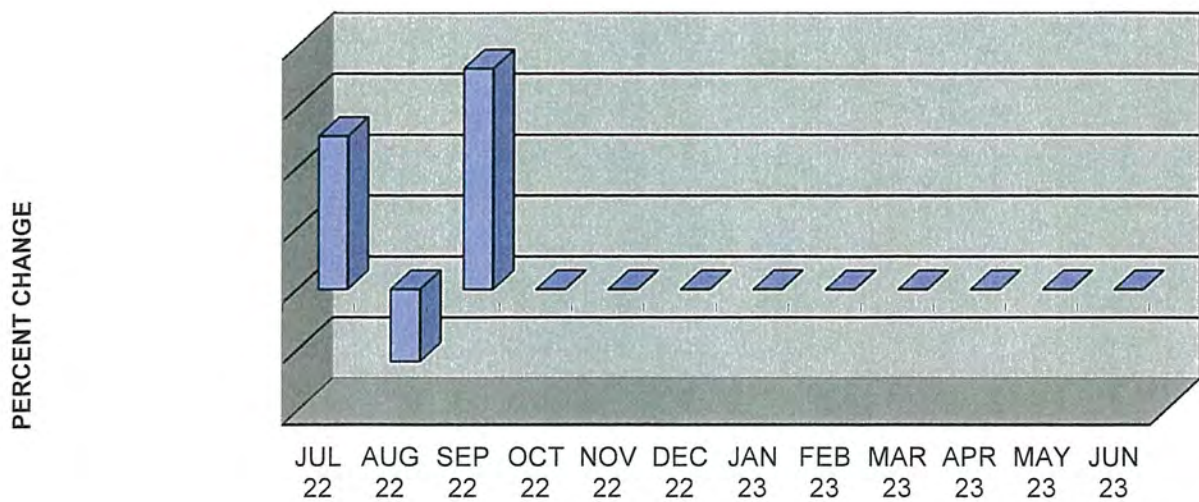
MONTH	AMOUNT	% CHANGE FROM		SAME MO. CHANGE FROM	
		RATE	PREV. MO.	PREV. YR.	PREV. YR.
JUL 22	\$140,366.02	4.0000	12.56%	\$100,869.95	39.16%
AUG 22	\$132,514.92	5.0000	-5.92%	\$94,050.49	40.90%
SEP 22	\$161,802.84	5.0000	18.10%	\$137,513.39	17.66%
OCT 22	\$0.00	5.0000		\$119,613.15	
NOV 22	\$0.00	5.0000		\$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.	\$434,683.78			\$332,433.83	30.76%

YEAR	AMOUNT	MO. @ % CHNGE FROM	
		RATE	PREV. YR.
FYE 23	1,532,413	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



H ~ 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	0	P	0	0	P	0	P	0	0	0		0		100%	100%
Heefner, J	0	P	0	0	A	0	P	0	0	0		0		100%	67%
Lister, J	0	P	0	0	P	0	P	0	0	0		0		100%	100%
Scaif, M	0	P	0	0	P	0	P	0	0	0		0		100%	100%
Odle, E	0	P	0	0	P									0%	100%
Kemper, C						0	P	0	0	0		0		100%	100%
Green, K	0	P	0	0	A	0	P	0	0	0		0		100%	67%
McKane, M	0	P	0	0	A	0	P	0	0	0		0		100%	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	8/29	9/26	10/24	11/14	12/12	4-mos	Overall
DAVIS, J	P	P	P	P											100%	100%
WHITT, B					P	P	P	P	P	P					100%	100%
SCALF, 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	A	P	P	P	P	P	P	P					100%	90%
SHORT, C							P	P	P	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	P	P				100%	100%
Stokes, D	o	P	o	P	P	o	P	P	P				100%	100%
Whitt, B	o	P	o	P									100%	100%
Miller, S						o	o	P	P				100%	100%
Allee, B	o	P	o	P	P	o	P	P	P				100%	100%
Lackey, Y	o	P	o	P	A	o	P	P	P				100%	83%

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	A	A	A				25%	56%
Franklin, L	P	P	P	A	P	P	A	P	P				75%	78%
Smith, D	A	P	A										0%	33%
Franklin, J							P	P	P				100%	100%
Armstrong, C							P	A	P				67%	67%
Clay, J							A	P	P				67%	67%
Kelly, J					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	8/14	8/21	9/18	9/25	10/16	11/20	12/18	4-mos	Overall
Crawford, J	P	P	P	P	O	A	P	0							50%	83%
Shutler, T	P														0%	100%
Garrett, A				P	O	P	P	0	0	0					100%	100%
Barnes, C	P	P	P	P	O	P	A	0	0	0					50%	83%
Wilson, T	P	P	P	P	O	P	P	0	0	0					100%	83%
Soward, J						P	A	0	0	0					50%	50%
Irwin, P																
Rivera, A	A	P													0%	50%

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



H ~ 3



Aug-23

TOTAL ANIMALS IN	15 (10D-5C)
ANIMALS IN CUSTODY	25 (13D-12C)
SURRENDERED	2 2D
ADOPTED	6 (2D-4C)
TRANSFER TO RESCUE	6 (4D-2C)
EUTHANIZED	0
RETURNED TO OWNER	2 2D
CITATIONS ISSUED	0
VERBAL WARNINGS	2
WRITTEN WARNINGS	0
TRAINING HOURS	0
DECEASED WILDLIFE DISPOSED	2
DECEASED DOMESTIC DISPOSED	2
LIVESTOCK PUT BACK IN FENCE	2
WELFARE CHECK	3
WORK ORDERS RECEIVED	56
WORK ORDERS COMPLETED	50
AFTER HOUR CALLS	6
OUT OF JURISDICTION CALLS	4
BITE CASES	0

Monthly Code Enforcement Summary

August 2023

Tall Weeds, Grass & Trash (BMC)

Violations 2 Notices 2 Closed 1
Citations 0 Compliance Agreement Appeals/Hearings

Trailers ,Boats, RV,COMMERCIAL VEHICLES (BMC)

Violations 1 Notices 1 Closed 1
Citations 0 Compliance Agreement Appeals/Hearings

JUNKED, WRECKED MOTOR VEHICLES (BMC)

VIOLATIONS 1 NOTICES 1 CLOSED 1
CITATIONS 0 COMPLIANCE AGREEMENT APPEALS/HEARINGS

DILAPIDATED & UNSECURED BUILDINGS, GRAFFITI (BMC)

VIOLATIONS 2 NOTICES 2 CLOSED 1
CITATIONS 0 COMPLIANCE AGREEMENT APPEALS/HEARING

Watering 4 Notices 4 Closed 4

HOME BUSINESS

VIOLATIONS 0 NOTICES 0 CLOSED 0
CITATIONS 0 COMPLIANCE AGREEMENT APPEALS/ HEARING

RAW SEWAGE

VIOLATIONS 0 NOTICES 0 Closed 0
Citations 0 Compliance Agreement APPEALS/HEARING

MIKE HENNING

Date 08/01/2023 08/31/2023

CODE ENFORCEMENT

Blanchard Fire Department

Blanchard, OK

This report was generated on 9/21/2023 4:37:03 PM



Incident Type Count per Station for Date Range

Start Date: 08/01/2023 | End Date: 08/31/2023

INCIDENT TYPE	# INCIDENTS
Station: 01 - BLANCHARD FIRE STATION	
111 - Building fire	10
131 - Passenger vehicle fire	1
143 - Grass fire	3
311 - Medical assist, assist EMS crew	73
322 - Motor vehicle accident with injuries	7
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	2
424 - Carbon monoxide incident	1
444 - Power line down	1
511 - Lock-out	2
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	1
631 - Authorized controlled burning	2
651 - Smoke scare, odor of smoke	8
721 - Bomb scare - no bomb	1
# Incidents for 01 - Blanchard Fire Station:	114

Only REVIEWED incidents included.



Director of Parks / Recreation

Report for Council

Month August 2023

Director of Parks & Recreation

Prepared by Chris Wittenbach

Special Projects

- Working on City website and Facebook with ongoing community info.
- Provided Community Service Hours
- Manage Parks Crew Mowing & Tree Trimming
- Continued various duties as directed by City Manager.
- Conducted 34 walk through inspections at city parks.
- Organize and controls of Park Rentals.

Special Events

Bluegrass Festival had a great turnout for both nights, with 8 Bands and good weather.

Currently working on
Mufflers on Main
Finding a safe way to charge the Train
Building a new Parks Building
And Homecoming parade

Offender Data Information System Blanchard Police Department

- Home
- Search
- Incident
- Jail
- Accident
- Report
- Citation
- Warrant
- Registration
- Radio Log
- Utilities
- Setup
- Exit

ODIS Summary Report

From Date From To

Booking Summary Report

Booking Record			
Inmate Booked	0	Inmate Released	0
Male	0	Male	0
Female	0	Female	0
Unknown	0	Unknown	0
Federal Inmate Booked	0	Federal Inmate Released	0
Booking Officer	Arresting Officer	Releasing Officer	
No records found.	No records found.	No records found.	

Incident Summary Report

Incident Record	
Incident Report Filed	33
Sensitive Report	0
Classified Report	0
Report Approved	1
Offense Summary	
Total	Offense (IBR)
1	Animal Cruelty
1	Assault - Aggravated
4	Assault - Simple
3	Burglary/Breaking and Entering
2	Civil - Other
2	Civil - Restraining Order
3	Disorderly Conduct
2	Family - Domestic Affair
2	Family Offenses, Non-violent
3	Fraud - False Pretenses/Swindle/Confidence Game
1	Health/Safety - Other
1	Larceny/Theft - From Building
3	Other Offenses
1	Public Peace - Other
1	Public Peace - Unattended Death
3	Stolen Vehicle/Motor Vehicle Theft
3	Threats/Intimidation
1	Vandalism/Destruction/Damage of Property
1	Warrants - For other Agency

2	Warrants - Other
30	GRAND TOTAL

Originating Officer Report

Total	Originating Officer
9	MCARTHUR, CARLOS
1	REEVES, MICHAEL
3	RHODES, STEPHEN
7	SAUNDERS, SARA
8	SCHUR, BLAKE
4	SELF, JENNIFER
1	TYGART, HUNTER
33	GRAND TOTAL

Total Report Filed	37
Total Reports Assigned to Detective	0
Total Reports Un-Assigned	37
No records found.	

Total Report Filed	37
Total Open Cases	20
Total Closed Cases	17

Cleared By	Total
Charges Filed	2
Cleared - By Arrest	3
Cleared - Unfounded	2
Deactivated by Supervisor Upon Review	10
GRAND TOTAL	17

Citation Summary Report

Citation Record	
Citation Filed (Exclude Warning)	0
Citation Warning Filed	0
Officer Violation Report (Include Warning Citation)	
No records found.	
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	24
Warrant Served	2
Warrant Recalled	0

Warrant Issued		
Total	Warrant Type	Bond Amount
24	Traffic - Filed By Citation	\$10,475.00
24	GRAND TOTAL	\$10,475.00

Warrant Served			
Total	Warrant Type	Bond Amount	Served By
2	Traffic - Filed By Citation	\$980.00	COURT CLERK
2	GRAND TOTAL	\$980.00	

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
Group By Process Type	Group By Court Type
No records found.	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	15
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 1,572

Group By Call Type

Group By Final Type

Total	Initial Call Type	Total	Final Call Type
8	28/29	1,553	
19	911 - Fire Dept	1	28/29
55	911 - First Responders	1	Agency Assist
36	911 - Police Dept	1	Alarm - Burglar
6	911 Hang-Up	2	Animal Call - At Large
4	Abandoned Vehicle	1	Disturbance
2	Accident - Injury	2	Domestic - In Progress
13	Accident - No Injury	1	Fight - After the Fact
5	Accident - Unknown Injury	1	Fire - Structure
54	Agency Assist	1	Fueling Vehicle
16	Alarm - Business	1	Other
11	Alarm - Residential	1	Prowler Call
19	Animal Call - At Large	2	Reckless Driver
1	Animal Call - Bite/Viscious	4	Suspicious Person(s)
5	Animal Call - Other	1,572	GRAND TOTAL
1	Animal Call - Welfare Check		
1	Assault / Battery		
1	BOLO - Vehicle		
1	Business Check		
38	Busy		
4	Citizen Assist		
4	Citizen Complaint		
56	Controlled Burn		
1	Court - Municipal		
5	Debris in Roadway		
8	Disturbance		
3	Domestic - In Progress		
4	Drunk Driver		
1	Escort		
6	Escort - Funeral		
143	Extra Patrol		
6	Fire Call		
1	Fire Grass		
11	Follow-Up Investigation		
6	Footpatrol		
1	Found Property		
16	Fueling Vehicle		
3	Harassing Phone Calls		
4	Harassment		
16	Information		
1	Intoxicated Person		
2	Larceny		
11	Meal Break		
11	Medical Call - Assist		
20	Medical Emergency		
12	Motorist Assist		
7	Noise Disturbance		
166	Off Shift		

206	On Shift
1	Open Door - Business
3	Open Door - Residence
17	Other
2	Pursuit
16	Reckless Driver
2	Repo
163	Residential Patrol
1	School
1	School Bus Route Enforcement
1	Shot(s) Heard
1	Shots Fired
4	Smoke Investigation
3	Stolen Property
2	Stolen Vehicle
1	Suicide - Attempted
22	Suspicious Person(s)
6	Suspicious Vehicle(s)
7	Traffic Complaint
1	Traffic Control
232	Traffic Stop
2	Training
1	Transporting
1	Trespassing
1	Unknown Problem
4	Vehicle Maintenance
1	VPO / EPO violation
11	Walk In
4	Warrant Service - Arrest
3	Warrant Service - Search
1	Water / Sewer
26	Welfare Check - Citizen
1,572	GRAND TOTAL



Blanchard Code Enforcement Compliance and Inspections Report

August 2023

Inspections by Type:

- Footing 7
- Framing 8
- Roofing 4
- Electrical
 - Temp Pole 4
 - Rough In 8
 - Temp Final 5
 - Final 16
- Plumbing
 - Ground 8
 - Top Out 7
 - Final 16
 - Gas 7
- Heat and Air
 - Ground 0
 - Top Out 9
 - Final 12

Total Inspections: 111

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 _____

Checked pressures @ Boy Scouts
Fueled bypass pump and got running
Put 2 meters in
Water reads
Pulled pump @ West Lift Station
Replaced broken discharge hose
Mapped Highschool water line going in
Hauled dirt to Highschool water line
Fixed 1 water leak
Pulled Sewer Pump (Main street Oasis Station)
2-8 Piece storm drain and end section (10 th St)
Install 10" Storm drain in alley 9th St
Grade Harryman, Rockwell, Oak Forest, CottonWood
Repair Guardrail Rockwell Bridge
Clean drainage 62 and 10th St
Clean drainage 62 & Tyler
Complete 25 Work Orders
8-Tons Asphalt 10th St



ADJOURNMENT

