

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

DURANT CITY COUNCIL

6:00 PM

**Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma**

May 10, 2022

AGENDA

CALL TO ORDER

INVOCATION/FLAG SALUTE

ROLL CALL

PRESENTATIONS

1. Proclamation Declaring May 15-21, 2022 as National Police Week

CITIZEN COMMENTS

Citizens wishing to address the council regarding matters which are not listed on the agenda will be required to sign up no later than 5 minutes prior to the scheduled start time of the meeting. The sign-in sheet will contain space for citizen's name, address, phone number, and topic to be discussed. In this way, city staff will be able to follow-up on any issues presented if necessary.

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of April 12, 2022
- b. Consider Approval of Special Called Meeting Minutes of April 27, 2022
- c. Consider Approval of Budget Supplements BA 22-8

- d. Consider Approval of Mayoral Recommendation for the Re-Appointment of Mike Davis and David Rhynes to the Board of Adjustments
- e. Consider Approval of Mayoral Recommendation for the Re-Appointment of Drew Jackson and Shane Knight to Durant Planning Commission

2. Consider Items Removed from Consent

3. Information Items

- a. Assistant City Managers Report - April 2022
- b. City Clerk Monthly Report - April 2022
- c. City Manager Monthly Report - April 2022
- d. Community Development Monthly Report - April 2022
- e. Economic Development Director Monthly Report - April 2022
- f. Emergency Management Monthly Report - April 2022
- g. Finance Monthly Reports - March 2022 & Sales Tax April 2022
- h. Fire Department Monthly Report - April 2022
- i. Grants Department Report - April 2022
- j. Human Resources Monthly Report- April 2022
- k. Library Monthly Report - April 2022
- l. Neighborhood Services Monthly Report - April 2022
- m. Parks and Recreation Monthly Report - April 2022
- n. Police Department Monthly Report - March 2022
- o. Ron Cross Senior Activity Center - April 2022
- p. Street Department Monthly Report - April 2022

4. Administration

- a. Presentation of the Main Street Drainage Study by Garver Engineering.
- b. Discussion, Consideration and Possible Action on Ordinance O-2022-15, an Ordinance Granting to One Gas, Inc., Acting By and Through Its Oklahoma Natural Gas Company Division, and Its Successors and Assigns, for a Period of Twenty-Five (25) Years From Approval and Acceptance of this Ordinance, a Non-Exclusive Franchise and Right to Enter the Public Ways to Install, Operate and Maintain a Distribution System Within, Along, Across, Over and Under the Public Ways of the City of Durant, Oklahoma for the Transportation, Distribution and/or Sale of Gas to Consumers and the Public Generally in the City; Defining the Words and Phrases Therein; Providing for Assignment, Sale or Lease of the Franchise; Providing that the City May Enact an Ordinance Charging Persons Gas Through Grantee's Distribution System a Fee on the Calculated Value of Such Transported Gas, Providing for Use and Repair of the Public Ways; Providing for Regulation of Service; Establishing Depth of Pipelines; Establishing Rights and Duties in the Movement and Alteration of

Pipelines; Providing for Indemnification of the City of Durant; Providing for Grantee's Rules and Regulations; Providing for Inspection of Grantee's Records; Requiring Grantee to Pay a Franchise Fee; Providing for Conditions of the Franchise; Providing for Construction of this Ordinance Upon the Invalidity of Any Part Thereof; Providing for the Submission of this Ordinance to an Election of the Qualified Voters of the City; Providing for Acceptance of this Franchise by Grantee and Both an Effective and an Operative Date Thereof; Repealing All Other Ordinances Directly in Conflict Herewith; and Providing for Severability.

(1) Ordinance O-2022-15 Sections 1 - 16

(2) Ordinance O-2022-15 Section 17 (Emergency Clause)

- c. Discussion, Consideration and Possible Action on Resolution R-2022-05 Authorizing the Mayor of the City of Durant, Oklahoma, To Issue an Election Proclamation Calling for a Special Election in the City of Durant.
- d. Discussion, Consideration and Possible Action on a Memorandum of Agreement with the Choctaw Nation of Oklahoma for the Design and Construction of Roadway Improvements to Sunnyside Road.
- e. Discussion, Consideration and Possible Action on a Memorandum of Agreement Between the City of Durant and the Choctaw Nation of Oklahoma for the Construction of a Water Tower and to Connect to the City Water System.
- f. Turn-Key Generator Equipment and Installation (C-2021-68 GEN) to Support the C-Doppler Weather Radar System Funded by the OK State of Appropriation EMPG-2021-ARPA-1. (C-2020-68 GC)
 - 1. Discussion, Consideration, and Possible Action on the SEALED Bid Proposals to be Received and Publicly Opened on Monday, May 9 at 2:00 PM for a Turn-Key Generator Equipment and Installation (C-2021-68 GEN) to Support the C-Doppler Weather Radar System EMPG-2021-ARPA-1 (C-2021-68 GC).
 - 2. Discussion, Consideration, and Possible Action to Authorize the Mayor to Sign all Documents Related to the Procurement of the Generator Equipment and Installation (C-2021-68 GEN) to Support the C-Doppler Weather Radar System EMPG-2021-ARPA-1 (C-2021-68 GC) Award Upon Completed Vendor Requirements, Legal Review and Approval.
- g. Discussion, Consideration and Possible Action on Ordinance O-2022-16 Amending Section 110.041 of the Durant Code of Ordinances Regarding the Regulation of Food Trucks.
 - (1) Ordinance O-2022-16 Section 1.
 - (2) Ordinance O-2022-16 Section 2 (Emergency Clause).
- h. Discussion, Consideration and Possible Action on Resolution R-2021-02D Amending the Comprehensive Fee Schedule.
- i. Discussion, Consideration and Possible Action on a Re-Plat Request for Property Located Near South 4th Avenue and Louisiana Street (PC2022-13)
- j. Discussion, Consideration and Possible Action on a Preliminary Plat Extension for Property Located Near Washington Avenue and Mockingbird Lane (PC2022-14)

- k. Discussion, Consideration and Possible Action on Investigation and Report on the Location and Design of a New Playground Structure for Keithley Park
- l. Discussion, Consideration and Possible Action on a Memorandum of Understanding with the Durant Tourism Economic Development Authority Regarding Maintenance of the Area in the Vicinity of Main Street and 69/75 Intersection.
- m. Discussion, Consideration and Possible Action on Small Business Grant Programs and Budgeting \$260,000 of Economic Development Sales Tax Funds for Small Business Grants.
- n. Discussion, Consideration and Possible Action on a Nutrition Site Sponsor Agreement with Social Services Foundation of Southern Oklahoma, Inc.
- o. Discussion, Consideration and Possible Action on Service Agreement with Crawford & Associates for Accounting and Consulting Services
- p. Discussion, Consideration and Possible Action on Engaging HBC CPA's and Advisors to Conduct the Annual Financial Audit for the Fiscal Year ended June 30, 2022.
- q. Discussion, Consideration, and Possible Action on Resolution R-2021-14A Revising the Wage and Salary Plan.

7. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 9th day of November, 2021 and that an agenda of said meeting was posted at the place of such meeting at 6:10 p.m. on the 5th day of May, 2022.

Cynthia J. Price

Cynthia J. Price
City of Durant



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: David Houser, Chief
Re: Proclamation Declaring May 15-21, 2022 as National Police Week

National Police Week offers honor, remembrance, and peer support, while allowing law enforcement, survivors, and citizens to gather and pay homage to those who gave their lives in the line of duty.

In 1962, President John F. Kennedy signed a proclamation which designated May 15 as Peace Officers Memorial Day and the week in which that date falls as Police Week. Currently, tens of thousands of law enforcement officers from around the world converge on Washington, DC and in their respective jurisdictions to participate in a number of planned events which honor those that have paid the ultimate sacrifice.

The Memorial Service began in 1982. Decades later, the event, more commonly known as National Police Week, has grown to a series of events which attracts thousands of survivors and law enforcement officers to our Nation's Capital each year.

Locally, there will be a Law Enforcement Memorial Ceremony in Market Square May 19, 2022 at 5:45 pm. The public is invited.

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of April 12, 2022

Council Information / Action Requested

Approval of Regular Meeting Minutes of April 12, 2022

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Durant City Council Minutes 04122022 cjp

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 9th day of November, 2021 and that an agenda of said meeting was posted at the place of such meeting at 3:00 p.m. on the 7th day of April, 2022.



Cynthia J. Price, City of Durant

**MINUTES OF THE MEETING OF DURANT CITY COUNCIL
April 12, 2022 AT 6:00 PM
Roscoe J. Hatfield Council Chambers
300 West Evergreen
Durant, Oklahoma**

CALL TO ORDER

Mayor Grube called the meeting to order at 6:03 p.m.

INVOCATION/FLAG SALUTE

Police Chief David Houser provided the invocation. Council Member Mike Morris led the flag salute.

ROLL CALL

Present:
Council Member Steve Brittingham
Council Member Humphrey Miller
Council Member Curtis Morris
Vice Mayor Danny Sherrer
Mayor Oden Grube
City Attorney Tom Marcum
City Manager John Dean
City Clerk Cynthia J. Price

Absent:
None

PRESENTATIONS

1. Presentation of Employee Service Awards - 1st Quarter 2022

The following employees received service awards.

5 YEARS

Rebecca Yeager - 911 Communications

10 YEARS

Royce (Brandon) Hendricks – Parks Dept
Philip Walston – Landfill

15 YEARS

Timothy Henson – Parks

2. Proclamation Recognizing April 2022 as Fair Housing Month

CITIZEN COMMENTS

Citizens wishing to address the council regarding matters which are not listed on the agenda will be required to sign up no later than 5 minutes prior to the scheduled start time of the meeting. The sign-in sheet will contain space for citizen's name, address, phone number, and topic to be discussed. In this way, city staff will be able to follow-up on any issues presented if necessary.

There were no citizen comments.

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of March 8, 2022
- b. Consider Approval of Special Called Meeting Minutes of March 22, 2022
- c. Consider Approval of Budget Supplements BA 22-7
- d. Consider Approval of Easement for a Fiber Optic Line near Big Lots Water Tower
- e. Consider Recommendation for 2022 Election of Two Trustees for Oklahoma Municipal Assurance Group

Motion To: Approve Consent Items as Presented

Motion By: Humphrey Miller

Seconded By: Steve Brittingham

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

2. Consider Items Removed from Consent

3. Information Items

- a. Assistant City Manager Report - March 2022
- b. City Clerk Monthly Report - March 2022
- c. City Manager Monthly Report - March 2022
- d. Community Development Monthly Report - March 2022
- e. Economic Development Director's Monthly Report - March 2022
- f. Emergency Management Monthly Report - March 2022
- g. Financial Statements-February 2022 and Sales Tax Breakdown-March 2022
- h. Fire Department Monthly Report - March 2022
- i. Grants Department Monthly Report - March 2022
- j. Human Resources Monthly Report - March 2022
- k. Library Monthly Report - March 2022
- l. Neighborhood Services Monthly Report - March 2022
- m. Parks and Recreation Department Monthly Report - March 2022
- n. Police Department Monthly Report - February 2022
- o. Ron Cross Senior Activity Center Monthly Report - March 2022
- p. Street Department Monthly Report - March 2022

4. Administration

- a. Discussion, Consideration and Possible Acceptance of FY 2020-2021 Annual Financial Statements and Independent Auditor's Reports, including Single Audit Report

Speaker - Jake Winkler of Arledge & Associates presented an overview of the Independent Auditor's Reports and Single Audit Report.

Motion To: Accept FY 2020-2021 Annual Financial Statements and Independent Auditor's Reports, Including Single Audit Report

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- b. Discussion, Consideration, and Possible Action on Ordinance O-2022-10 Amending Title III, Administration, Section 32.105 Composition, Appointment, and Terms of Members and Declaring An Emergency

Motion To: Approve Ordinance O-2022-10, Section 1

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

Motion To: Approve Ordinance O-2022-10, Section 2, Emergency Clause

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- c. Discussion, Consideration and Possible Action on Ordinance O-2022-12 Regarding an Amendment to the City of Durant Plan Adopting the Revised and Restated OkMRF Master Defined Contribution Retirement Plan, and Declaring an Emergency

Motion To: Approve Ordinance O-2022-12, Sections 1-6

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

Motion To: Approve Ordinance O-2022-12, Section 7, Emergency Clause

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- d. Discussion, Consideration and Possible Action on Ordinance O-2022-13 Regarding an Amendment to the City of Durant CMO Plan Adopting the Revised and Restated OkMRF Master Defined Contribution Retirement Plan, and Declaring an Emergency

Motion To: Approve Ordinance O-2022-13, Sections 1-6

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

Motion To: Approve Ordinance O-2022-13, Section 7, Emergency Clause

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- e. Discussion, Consideration and Possible Action on Award of Bid for 2022 Street Improvement Project - Commercial Lane

Motion To: Award Bid for 2022 Street Improvement Project - Commercial Lane to J & L Paving LLC in the Amount of \$460,247.50

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- f. Discussion, Consideration and Possible Action on Street Striping by Action Safety Supply Company, LLC for the Estimated Amount of \$215, 443.64.

Motion To: Approve Striping of Approved City Streets by Action Safety Supply Company, LLC for the Estimated Amount of \$215,443.64.

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- g. Discussion, Consideration and Possible Action on a Preliminary Plat Request for Property Located Near Cale Switch Road and Orchard Road (PC 2022-03)

Speakers - Hengrui Qu, Texoma Park Investment LLC
Brian Danker, Choctaw Nation of Oklahoma

Motion To: Approve Preliminary Plat Request for Property Located Near Cale Switch Road and Orchard Road (PC-2022-03)

Motion By: Humphrey Miller

Seconded By: Curtis Morris

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- h. Discussion, Consideration and Possible Action on a Re-Plat Request for Property Located Near North 4th Avenue and Willow Street (PC 2022-05)

Motion To: Approve Re-Plat Request for Property Located Near North 4th Avenue and Willow Street (PC-2022-05) Contingent Upon the Board of Adjustment Approving the Variance

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- i. Discussion, Consideration and Possible Action on Ordinance O-2022-11, a Rezoning Request from A-1, General Agriculture District to C-0, Professional and Business Offices District for Property Located at 3202 W. University Boulevard (PC 2022-08)

Motion To: Approve Ordinance O-2022-11, Section 1, a Rezoning Request from A-1, General Agriculture District, to C-O, Professional and Business Offices District, for Property Located at 3202 W. University Boulevard (PC 2022-08)

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

Motion To: Approve Ordinance O-2022-11, Section 2, Emergency Clause

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- j. Discussion, Consideration and Possible Action on Resolution R-2022-03, a Conditional Use Permit to Place a Billboard Sign on Property Located at 4516 West Main Street (PC2022-09)

Motion To: Approve Resolution R-2022-03, a Conditional Use Permit to Place a Billboard Sign on Property Located at 4516 West Main Street (PC 2022-09)

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

5. New Business

There was no new business.

ADJOURNMENT

Motion To: Adjourn Meeting

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Special Called Meeting Minutes of April 27, 2022

Council Information / Action Requested

Approval of Special Called Meeting Minutes of April 27, 2022

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Special Called Durant City Council Minutes 04.27.2022 cjp

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 12th day of April, 2022 and that an agenda of said meeting was posted at the place of such meeting at 9:45 a.m. on the 25th day of April, 2022.



Cynthia J. Price, City of Durant

**MINUTES OF THE SPECIAL CALLED MEETING OF DURANT CITY COUNCIL
April 27, 2022 AT 9:00 AM
Donald W. Reynolds Community Center & Library
1515 West Main Street
Durant, Oklahoma**

CALL TO ORDER

Mayor Grube called the meeting to order at 9:01 a.m.

INVOCATION/FLAG SALUTE

Assistant City Manager James Dalton provided the invocation. Council Member Mike Morris led the flag salute.

ROLL CALL

Present:
Council Member Steve Brittingham
Council Member Humphrey Miller
Council Member Curtis Morris
Mayor Oden Grube
City Attorney Tom Marcum
City Manager John Dean
City Clerk Cynthia J. Price

Absent:
Vice Mayor Danny Sherrer

Meeting recessed at 9:04 a.m.

Council Member Humphrey Miller joined the meeting at 9:09 a.m.

Meeting resumed at 9:20 a.m.

ORDER OF BUSINESS

1. Administration

- a. Discussion, Consideration, and Possible Action on Requesting a Forensic Audit by the Oklahoma State Auditor and Inspector.

Motion To: Approve Request for Forensic Audit by the Oklahoma State Auditor and Inspector

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Miller, Morris, Grube

Nays: Brittingham

Abstain: None

- b. Budget Workshop to Include Presentation and Discussion on the Preliminary FY 22-23 Budget.

Presentation Only.

No action.

ADJOURNMENT

Motion To: Adjourn Meeting

Motion By: Humphrey Miller

Seconded By: Steve Brittingham

Ayes: Brittingham, Miller, Morris, Grube

Nays: None

Abstain: None



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: An chen Lai, Finance Director/Treasurer
Re: Consider Approval of Budget Supplements BA 22-8

Consider Approval of Budget Supplements BA 22-8

#0000001 FOR ADJUST HEALTH INSURANCE, POOL OPERATION EXPENSES & LIBRARY WATER BOTTLE FILLING STATION, STREET ICE/SNOW MATERIAL, OK STATE MAYOR CONFERENCE

#0000002 FOR EMPLOYEE HEALTH INSURANCE TRANSFER OUT TO DEPARTMENTS COVER INSURANCE EXPENDITURE

#0000003 FOR IT SERVICE FUND HEALTH INSURANCE ADJUSTMENT.

#0000004 FOR OMAG CHECK STOLEN MATERIALS INSURANCE REIMB.

#0000005 FOR AIRPORT OPERATION EXPENSES

#0000006 FOR ADJ 2020 PROJECT TRANSFER TO CI COVER THE PROJECT EXPENSES

#0000007 FOR DCUA OPERATION EXPENSE-VEHICLE REPAIR, CHEMICAL EXPENSE

#0000008 FOR ADJUST DMSC HEALTH INSURANCE EXPENSES

#0000009 FOR CEMETERY STORM DAMAGE REPAIR

Council Information / Action Requested

Approve the Budget Supplements BA 22-8

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. BA 22-8



Durant, OK

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT00131 - BA 22-8 63-71

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000001	Budget 2021-2022	FOR HEALTH INSU, POOL EXP & LIBRY WATER STATION	5/10/2022

Summary Description: HEALTH INSURANCE, POOL EXPENSE & LIBRARY WATER STATION

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
001-000-361-4000	MISC. REVENUE	TOURISM GRANT FOR MAYOR CONFERENCE	-61,208.00	-10,000.00	-71,208.00
July: -833.33	October: -833.33	January: -833.33	April: -833.33		
August: -833.33	November: -833.33	February: -833.33	May: -833.33		
September: -833.33	December: -833.33	March: -833.33	June: -833.37		
001-000-361-4000	MISC. REVENUE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	-61,208.00	-764.00	-61,972.00
July: -63.67	October: -63.67	January: -63.67	April: -63.67		
August: -63.67	November: -63.67	February: -63.67	May: -63.67		
September: -63.67	December: -63.67	March: -63.67	June: -63.63		
001-000-364-1105	TRANS FROM EMP INSURANCE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	-107,500.00	-281,900.00	-389,400.00
July: -23,491.67	October: -23,491.67	January: -23,491.67	April: -23,491.67		
August: -23,491.67	November: -23,491.67	February: -23,491.67	May: -23,491.67		
September: -23,491.67	December: -23,491.67	March: -23,491.67	June: -23,491.63		
001-003-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	30,590.90	27,221.00	57,811.90
July: 2,268.42	October: 2,268.42	January: 2,268.42	April: 2,268.42		
August: 2,268.42	November: 2,268.42	February: 2,268.42	May: 2,268.42		
September: 2,268.42	December: 2,268.42	March: 2,268.42	June: 2,268.38		
001-005-550-5051	OFFICE SUPPLIES	FOR PD DRUG DOG	7,500.00	-250.00	7,250.00
July: -20.83	October: -20.83	January: -20.83	April: -20.83		
August: -20.83	November: -20.83	February: -20.83	May: -20.83		
September: -20.83	December: -20.83	March: -20.83	June: -20.87		
001-005-550-5074	(D) DRUG DOG, EQUIP., SUPPLI	PD DRUG DOG MISC	1,200.00	250.00	1,450.00
July: 20.83	October: 20.83	January: 20.83	April: 20.83		
August: 20.83	November: 20.83	February: 20.83	May: 20.83		
September: 20.83	December: 20.83	March: 20.83	June: 20.87		
001-008-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	377,287.26	145,427.00	522,714.26
July: 12,118.92	October: 12,118.92	January: 12,118.92	April: 12,118.92		
August: 12,118.92	November: 12,118.92	February: 12,118.92	May: 12,118.92		
September: 12,118.92	December: 12,118.92	March: 12,118.92	June: 12,118.88		
001-012-510-1111	SALARIES AND WAGES	POOL EXP	71,111.04	36,500.00	107,611.04
July: 3,041.67	October: 3,041.67	January: 3,041.67	April: 3,041.67		
August: 3,041.67	November: 3,041.67	February: 3,041.67	May: 3,041.67		
September: 3,041.67	December: 3,041.67	March: 3,041.67	June: 3,041.63		
001-012-510-1600	LIFE & HEALTH INSURANCE	POOL EXP	10,196.88	-10,000.00	196.88
July: -833.33	October: -833.33	January: -833.33	April: -833.33		
August: -833.33	November: -833.33	February: -833.33	May: -833.33		
September: -833.33	December: -833.33	March: -833.33	June: -833.37		
001-012-530-3033	UTILITIES	POOL EXP	3,000.00	-2,500.00	500.00
July: -208.33	October: -208.33	January: -208.33	April: -208.33		
August: -208.33	November: -208.33	February: -208.33	May: -208.33		
September: -208.33	December: -208.33	March: -208.33	June: -208.37		
001-012-550-5658	BUILDING AND MAINTENANCE	POOL EXP	8,000.00	-4,000.00	4,000.00
July: -333.33	October: -333.33	January: -333.33	April: -333.33		
August: -333.33	November: -333.33	February: -333.33	May: -333.33		
September: -333.33	December: -333.33	March: -333.33	June: -333.37		
001-012-550-5853	CHEMICALS, DRUGS, AND LAB	POOL EXP	18,000.00	-8,000.00	10,000.00
July: -666.67	September: -666.67	November: -666.67	January: -666.67		
August: -666.67	October: -666.67	December: -666.67	February: -666.67		

Budget Adjustment Register
Packet: GLPKT00131 - BA 22-8 63-71

March: -666.67	April: -666.67	May: -666.67	June: -666.63		
001-014-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	50,984.50	-1,911.00	49,073.50
July: -159.25	October: -159.25	January: -159.25	April: -159.25		
August: -159.25	November: -159.25	February: -159.25	May: -159.25		
September: -159.25	December: -159.25	March: -159.25	June: -159.25		
001-015-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	71,378.51	34,350.00	105,728.51
July: 2,862.50	October: 2,862.50	January: 2,862.50	April: 2,862.50		
August: 2,862.50	November: 2,862.50	February: 2,862.50	May: 2,862.50		
September: 2,862.50	December: 2,862.50	March: 2,862.50	June: 2,862.50		
001-015-530-3051	CONTRACT LABOR	LIBRY WATER STATION	19,017.00	-2,000.00	17,017.00
July: -166.67	October: -166.67	January: -166.67	April: -166.67		
August: -166.67	November: -166.67	February: -166.67	May: -166.67		
September: -166.67	December: -166.67	March: -166.67	June: -166.63		
001-015-550-5658	BUILDING AND MAINTENANCE	LIBRY WATER STATION	16,800.00	2,000.00	18,800.00
July: 166.67	October: 166.67	January: 166.67	April: 166.67		
August: 166.67	November: 166.67	February: 166.67	May: 166.67		
September: 166.67	December: 166.67	March: 166.67	June: 166.63		
001-016-550-5853	ICE/SNOW MATERIALS	ICE/SNOW MATERIALS	10,504.00	5,000.00	15,504.00
July: 416.67	October: 416.67	January: 416.67	April: 416.67		
August: 416.67	November: 416.67	February: 416.67	May: 416.67		
September: 416.67	December: 416.67	March: 416.67	June: 416.63		
001-016-550-5883	SIDEWALK & CURB REPAIR	IC/SNOW MATERIALS	27,500.00	-5,000.00	22,500.00
July: -416.67	October: -416.67	January: -416.67	April: -416.67		
August: -416.67	November: -416.67	February: -416.67	May: -416.67		
September: -416.67	December: -416.67	March: -416.67	June: -416.63		
001-017-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	10,196.88	5,197.00	15,393.88
July: 433.08	October: 433.08	January: 433.08	April: 433.08		
August: 433.08	November: 433.08	February: 433.08	May: 433.08		
September: 433.08	December: 433.08	March: 433.08	June: 433.12		
001-018-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	30,590.83	16,484.00	47,074.83
July: 1,373.67	October: 1,373.67	January: 1,373.67	April: 1,373.67		
August: 1,373.67	November: 1,373.67	February: 1,373.67	May: 1,373.67		
September: 1,373.67	December: 1,373.67	March: 1,373.67	June: 1,373.63		
001-019-530-3033	UTILITIES	SWIMMING POOL EXP	195,700.00	-12,000.00	183,700.00
July: -1,000.00	October: -1,000.00	January: -1,000.00	April: -1,000.00		
August: -1,000.00	November: -1,000.00	February: -1,000.00	May: -1,000.00		
September: -1,000.00	December: -1,000.00	March: -1,000.00	June: -1,000.00		
001-019-570-7010	A & G MISCELLANEOUS	FOR MAYOR CONFERENCE	43,152.00	11,000.00	54,152.00
July: 916.67	October: 916.67	January: 916.67	April: 916.67		
August: 916.67	November: 916.67	February: 916.67	May: 916.67		
September: 916.67	December: 916.67	March: 916.67	June: 916.63		
001-019-570-7012	EMPLOYEE EVENT PROGRAM	FOR OK ANNUAL MAYOR CONFERENCE	7,500.00	-1,000.00	6,500.00
July: -83.33	October: -83.33	January: -83.33	April: -83.33		
August: -83.33	November: -83.33	February: -83.33	May: -83.33		
September: -83.33	December: -83.33	March: -83.33	June: -83.37		
001-019-570-7800	FUND RESERVE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	1,876.00	764.00	2,640.00
July: 63.67	October: 63.67	January: 63.67	April: 63.67		
August: 63.67	November: 63.67	February: 63.67	May: 63.67		
September: 63.67	December: 63.67	March: 63.67	June: 63.63		
001-019-599-1010	TRSF. TO 911 TAX FUND	FOR HEALTH INSU, POOL EXP & LIBRY WATER	561,260.00	16,370.00	577,630.00
July: 1,364.17	October: 1,364.17	January: 1,364.17	April: 1,364.17		
August: 1,364.17	November: 1,364.17	February: 1,364.17	May: 1,364.17		
September: 1,364.17	December: 1,364.17	March: 1,364.17	June: 1,364.13		
001-019-599-5000	TRSF TO DMSC FUND	FOR HEALTH INSU, POOL EXP & LIBRY WATER	322,712.00	19,535.00	342,247.00
July: 1,627.92	October: 1,627.92	January: 1,627.92	April: 1,627.92		
August: 1,627.92	November: 1,627.92	February: 1,627.92	May: 1,627.92		
September: 1,627.92	December: 1,627.92	March: 1,627.92	June: 1,627.88		

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001-022-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INSU, POOL EXP & LIBRY WATER	40,787.71	19,227.00	60,014.71
July: 1,602.25	October: 1,602.25	January: 1,602.25	April: 1,602.25		
August: 1,602.25	November: 1,602.25	February: 1,602.25	May: 1,602.25		
September: 1,602.25	December: 1,602.25	March: 1,602.25	June: 1,602.25		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000002	Budget 2021-2022	TRANSFER OUT HEALTH INSURANCE TO DEPARTMENTS	5/10/2022
Summary Description: TRANSFER FOR DEPARTMENTS HEALTH INSURANCE			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
005-000-301-1000	BEGINNING UNENCUMBERED	TRANSFER OUT HEALTH INSURANCE TO DEPA	-300,000.00	-281,900.00	-581,900.00
July: -23,491.67	October: -23,491.67	January: -23,491.67	April: -23,491.67		
August: -23,491.67	November: -23,491.67	February: -23,491.67	May: -23,491.67		
September: -23,491.67	December: -23,491.67	March: -23,491.67	June: -23,491.63		
005-066-599-9911	PREMIUM REBATES TO GF	TRANSFER OUT TO GF	0.00	245,995.00	245,995.00
July: 20,499.58	October: 20,499.58	January: 20,499.58	April: 20,499.58		
August: 20,499.58	November: 20,499.58	February: 20,499.58	May: 20,499.58		
September: 20,499.58	December: 20,499.58	March: 20,499.58	June: 20,499.62		
005-066-599-9911	PREMIUM REBATES TO GF	TRANSFER OUT TO GF	0.00	16,370.00	16,370.00
July: 1,364.17	October: 1,364.17	January: 1,364.17	April: 1,364.17		
August: 1,364.17	November: 1,364.17	February: 1,364.17	May: 1,364.17		
September: 1,364.17	December: 1,364.17	March: 1,364.17	June: 1,364.13		
005-066-599-9911	PREMIUM REBATES TO GF	TRANSFER OUT HEALTH INSURANCE TO DEPA	0.00	19,535.00	19,535.00
July: 1,627.92	October: 1,627.92	January: 1,627.92	April: 1,627.92		
August: 1,627.92	November: 1,627.92	February: 1,627.92	May: 1,627.92		
September: 1,627.92	December: 1,627.92	March: 1,627.92	June: 1,627.88		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000003	Budget 2021-2022	FOR LIFE & HEALTH INSURANCE IT SER. FUND	5/10/2022
Summary Description: FOR IT SERVICE FUND HEALTH INSURANCE			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
010-000-364-1100	TRSF.	FOR LIFE & HEALTH INSURANCE IT SER. FUND	-6,000.00	-16,370.00	-22,370.00
July: -1,364.17	October: -1,364.17	January: -1,364.17	April: -1,364.17		
August: -1,364.17	November: -1,364.17	February: -1,364.17	May: -1,364.17		
September: -1,364.17	December: -1,364.17	March: -1,364.17	June: -1,364.13		
010-020-510-1600	LIFE & HEALTH INSURANCE	FOR LIFE & HEALTH INSURANCE IT SER. FUND	40,787.66	16,370.00	57,157.66
July: 1,364.17	October: 1,364.17	January: 1,364.17	April: 1,364.17		
August: 1,364.17	November: 1,364.17	February: 1,364.17	May: 1,364.17		
September: 1,364.17	December: 1,364.17	March: 1,364.17	June: 1,364.13		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000004	Budget 2021-2022	OMAG INS COVGE, 2020 PRJ. TRSF ADJ	5/10/2022
Summary Description: OMAG INSU COVERAGE, ADJ 2020 STRN PRJ. TRANSFER			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
015-000-301-1000	BEGINNING UNENCUMBERED	2020 PRJ. TRSF ADJ	-1,584,667.00	9,398.00	-1,575,269.00
July: 783.17	October: 783.17	January: 783.17	April: 783.17		
August: 783.17	November: 783.17	February: 783.17	May: 783.17		
September: 783.17	December: 783.17	March: 783.17	June: 783.13		
015-000-361-4000	MISC. REVENUE	OMAG INS COVGE, 2020 PRJ. TRSF ADJ	-249,676.00	-9,342.00	-259,018.00
July: -778.50	October: -778.50	January: -778.50	April: -778.50		
August: -778.50	November: -778.50	February: -778.50	May: -778.50		
September: -778.50	December: -778.50	March: -778.50	June: -778.50		
015-000-364-4053	TRSF FR UA 2020 STRN 210-05	2020 PRJ. TRSF ADJ	-10,270,668.00	-9,398.00	-10,280,066.00
July: -783.17	September: -783.17	November: -783.17	January: -783.17		
August: -783.17	October: -783.17	December: -783.17	February: -783.17		

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March: -783.17	April: -783.17	May: -783.17	June: -783.13
015-019-570-7800	FUND RESERVE	OMAG INS COVG STOLEN MATERIALS	441,616.00 9,342.00 450,958.00
July: 778.50	October: 778.50	January: 778.50	April: 778.50
August: 778.50	November: 778.50	February: 778.50	May: 778.50
September: 778.50	December: 778.50	March: 778.50	June: 778.50

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000005	Budget 2021-2022	ADJUST FUND FOR OPERATION EXPENSES	5/10/2022

Summary Description: ADJUST FUND FOR JANITORIAL SERV. & SAFETY SUPPLIES

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
206-065-530-3048	JANITORIAL SERVICES	ADJUST FUND FOR OPERATION EXPENSES	14,600.00	1,000.00	15,600.00
July: 83.33	October: 83.33	January: 83.33	April: 83.33		
August: 83.33	November: 83.33	February: 83.33	May: 83.33		
September: 83.33	December: 83.33	March: 83.33	June: 83.37		
206-065-550-5074	SAFETY SUPPLIES	ADJUST FUND FOR OPERATION EXPENSES	4,000.00	2,000.00	6,000.00
July: 166.67	October: 166.67	January: 166.67	April: 166.67		
August: 166.67	November: 166.67	February: 166.67	May: 166.67		
September: 166.67	December: 166.67	March: 166.67	June: 166.63		
206-065-550-5659	HANGARS BLDG. MAINTENANC	ADJUST FUND FOR OPERATION EXPENSES	25,000.00	-3,000.00	22,000.00
July: -250.00	October: -250.00	January: -250.00	April: -250.00		
August: -250.00	November: -250.00	February: -250.00	May: -250.00		
September: -250.00	December: -250.00	March: -250.00	June: -250.00		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000006	Budget 2021-2022	ADJUST THE FUND TRANSFER	5/10/2022

Summary Description: ADJUST 2020 STRN TRANSFER TO FUND 015

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
210-000-301-1000	BEGINNING UNENCUMBERED	ADJUST THE FUND TRANSFER	-10,885,202.00	355,136.00	-10,530,066.00
July: 29,594.67	October: 29,594.67	January: 29,594.67	April: 29,594.67		
August: 29,594.67	November: 29,594.67	February: 29,594.67	May: 29,594.67		
September: 29,594.67	December: 29,594.67	March: 29,594.67	June: 29,594.63		
210-052-599-0150	TRSF 2020 TO CAP IMPR FUND	ADJUST THE FUND TRANSFER	10,635,202.00	-355,136.00	10,280,066.00
July: -29,594.67	October: -29,594.67	January: -29,594.67	April: -29,594.67		
August: -29,594.67	November: -29,594.67	February: -29,594.67	May: -29,594.67		
September: -29,594.67	December: -29,594.67	March: -29,594.67	June: -29,594.63		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000007	Budget 2021-2022	ADUST FOR SOLID WASTE COLLCT. DISPOSAL EXPS	5/10/2022

Summary Description: ADJUST FUND FOR SOLID WAST COLLECTION & DISPOSAL OPERAT EXPENSES

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
405-027-550-5509	OTHER EQUIP PARTS & MAINT	ADJUST FOR WATERTREATMENT CHEMICALS	85,562.00	-20,000.00	65,562.00
July: -1,666.67	October: -1,666.67	January: -1,666.67	April: -1,666.67		
August: -1,666.67	November: -1,666.67	February: -1,666.67	May: -1,666.67		
September: -1,666.67	December: -1,666.67	March: -1,666.67	June: -1,666.63		
405-027-550-5853	CHEMICALS, DRUGS, AND LAB	ADUST FOR WATERTREATMENT CHEMICALS	325,000.00	20,000.00	345,000.00
July: 1,666.67	October: 1,666.67	January: 1,666.67	April: 1,666.67		
August: 1,666.67	November: 1,666.67	February: 1,666.67	May: 1,666.67		
September: 1,666.67	December: 1,666.67	March: 1,666.67	June: 1,666.63		
405-029-550-5663	VEHICLE MAINTENANCE	ADUST FOR SOLID WASTE COLLCT. DISPOSAL E	113,000.00	15,000.00	128,000.00
July: 1,250.00	October: 1,250.00	January: 1,250.00	April: 1,250.00		
August: 1,250.00	November: 1,250.00	February: 1,250.00	May: 1,250.00		
September: 1,250.00	December: 1,250.00	March: 1,250.00	June: 1,250.00		
405-029-570-0021	DUMPSTERS	ADUST FOR SOLID WASTE COLLCT. DISPOSAL E	50,000.00	-15,000.00	35,000.00
July: -1,250.00	August: -1,250.00	September: -1,250.00	October: -1,250.00		

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November: -1,250.00	January: -1,250.00	March: -1,250.00	May: -1,250.00
December: -1,250.00	February: -1,250.00	April: -1,250.00	June: -1,250.00
405-049-530-3051	CONTRACT LABOR	ADUST FOR SOLID WASTE COLLCT. DISPOSAL E	55,957.00 5,000.00 60,957.00
July: 416.67	October: 416.67	January: 416.67	April: 416.67
August: 416.67	November: 416.67	February: 416.67	May: 416.67
September: 416.67	December: 416.67	March: 416.67	June: 416.63
405-049-550-5074	SAFETY SUPPLIES	ADUST FOR SOLID WASTE COLLCT. DISPOSAL E	6,750.00 -4,000.00 2,750.00
July: -333.33	October: -333.33	January: -333.33	April: -333.33
August: -333.33	November: -333.33	February: -333.33	May: -333.33
September: -333.33	December: -333.33	March: -333.33	June: -333.37
405-049-550-5859	LANDFILL EQUIP. REPAIR	ADUST FOR SOLID WASTE COLLCT. DISPOSAL E	192,655.00 25,000.00 217,655.00
July: 2,083.33	October: 2,083.33	January: 2,083.33	April: 2,083.33
August: 2,083.33	November: 2,083.33	February: 2,083.33	May: 2,083.33
September: 2,083.33	December: 2,083.33	March: 2,083.33	June: 2,083.37
405-049-550-5865	OILS & LUBRICANTS	ADUST FOR SOLID WASTE COLLCT. DISPOSAL E	12,000.00 4,000.00 16,000.00
July: 333.33	October: 333.33	January: 333.33	April: 333.33
August: 333.33	November: 333.33	February: 333.33	May: 333.33
September: 333.33	December: 333.33	March: 333.33	June: 333.37
405-049-560-5666	ROLL OFF BINS	ADUST FOR SOLID WASTE COLLCT. DISPOSAL E	30,000.00 -30,000.00 0.00
July: -2,500.00	October: -2,500.00	January: -2,500.00	April: -2,500.00
August: -2,500.00	November: -2,500.00	February: -2,500.00	May: -2,500.00
September: -2,500.00	December: -2,500.00	March: -2,500.00	June: -2,500.00

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000008	Budget 2021-2022	FOR HEALTH INS	5/10/2022
Summary Description: APPROPATE FUND FOR LIFE & HEALTH INSURANCE			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
500-000-364-0010	TRSF FROM GF	APPROPRATE FUND FOR HEALTH INS	-322,712.00	-19,535.00	-342,247.00
July: -1,627.92	October: -1,627.92	January: -1,627.92	April: -1,627.92		
August: -1,627.92	November: -1,627.92	February: -1,627.92	May: -1,627.92		
September: -1,627.92	December: -1,627.92	March: -1,627.92	June: -1,627.88		
500-010-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INS	0.00	6,414.00	6,414.00
July: 534.50	October: 534.50	January: 534.50	April: 534.50		
August: 534.50	November: 534.50	February: 534.50	May: 534.50		
September: 534.50	December: 534.50	March: 534.50	June: 534.50		
500-011-510-1600	LIFE & HEALTH INSURANCE	FOR HEALTH INS	30,590.82	13,121.00	43,711.82
July: 1,093.42	October: 1,093.42	January: 1,093.42	April: 1,093.42		
August: 1,093.42	November: 1,093.42	February: 1,093.42	May: 1,093.42		
September: 1,093.42	December: 1,093.42	March: 1,093.42	June: 1,093.38		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000009	Budget 2021-2022	ADJ FOR STORM DAMAGE	5/10/2022
Summary Description: APPROPRIATE FUND FOR STORM DAMAGE			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
610-000-301-1000	BEGINNING UNENCUMBERED	ADJ FOR STORM DAMAGE	0.00	-1,500.00	-1,500.00
July: -125.00	October: -125.00	January: -125.00	April: -125.00		
August: -125.00	November: -125.00	February: -125.00	May: -125.00		
September: -125.00	December: -125.00	March: -125.00	June: -125.00		
610-050-550-5658	BUILDING AND MAINTENANCE	ADJ FOR STORM DAMAGE	1,300.00	1,500.00	2,800.00
July: 125.00	October: 125.00	January: 125.00	April: 125.00		
August: 125.00	November: 125.00	February: 125.00	May: 125.00		
September: 125.00	December: 125.00	March: 125.00	June: 125.00		

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2021-2022	Budget 2021-2022	001-000-361-4000	MISC. REVENUE	-61,208.00	-10,764.00	-71,972.00
		001-000-364-1105	TRANS FROM EMP INSURANCE 00	-107,500.00	-281,900.00	-389,400.00
		001-003-510-1600	LIFE & HEALTH INSURANCE	30,590.90	27,221.00	57,811.90
		001-005-550-5051	OFFICE SUPPLIES	7,500.00	-250.00	7,250.00
		001-005-550-5074	(D) DRUG DOG, EQUIP., SUPPLIES	1,200.00	250.00	1,450.00
		001-008-510-1600	LIFE & HEALTH INSURANCE	377,287.26	145,427.00	522,714.26
		001-012-510-1111	SALARIES AND WAGES	71,111.04	36,500.00	107,611.04
		001-012-510-1600	LIFE & HEALTH INSURANCE	10,196.88	-10,000.00	196.88
		001-012-530-3033	UTILITIES	3,000.00	-2,500.00	500.00
		001-012-550-5658	BUILDING AND MAINTENANCE	8,000.00	-4,000.00	4,000.00
		001-012-550-5853	CHEMICALS, DRUGS, AND LAB	18,000.00	-8,000.00	10,000.00
		001-014-510-1600	LIFE & HEALTH INSURANCE	50,984.50	-1,911.00	49,073.50
		001-015-510-1600	LIFE & HEALTH INSURANCE	71,378.51	34,350.00	105,728.51
		001-015-530-3051	CONTRACT LABOR	19,017.00	-2,000.00	17,017.00
		001-015-550-5658	BUILDING AND MAINTENANCE	16,800.00	2,000.00	18,800.00
		001-016-550-5853	ICE/SNOW MATERIALS	10,504.00	5,000.00	15,504.00
		001-016-550-5883	SIDEWALK & CURB REPAIR	27,500.00	-5,000.00	22,500.00
		001-017-510-1600	LIFE & HEALTH INSURANCE	10,196.88	5,197.00	15,393.88
		001-018-510-1600	LIFE & HEALTH INSURANCE	30,590.83	16,484.00	47,074.83
		001-019-530-3033	UTILITIES	195,700.00	-12,000.00	183,700.00
		001-019-570-7010	A & G MISCELLANEOUS	43,152.00	11,000.00	54,152.00
		001-019-570-7012	EMPLOYEE EVENT PROGRAM	7,500.00	-1,000.00	6,500.00
		001-019-570-7800	FUND RESERVE	1,876.00	764.00	2,640.00
		001-019-599-1010	TRSF. TO 911 TAX FUND	561,260.00	16,370.00	577,630.00
		001-019-599-5000	TRSF TO DMSC FUND	322,712.00	19,535.00	342,247.00
		001-022-510-1600	LIFE & HEALTH INSURANCE	40,787.71	19,227.00	60,014.71
		005-000-301-1000	BEGINNING UNENCUMBERED	-300,000.00	-281,900.00	-581,900.00
		005-066-599-9911	PREMIUM REBATES TO GF	0.00	281,900.00	281,900.00
		010-000-364-1100	TRSF.	-6,000.00	-16,370.00	-22,370.00
		010-020-510-1600	LIFE & HEALTH INSURANCE	40,787.66	16,370.00	57,157.66
		015-000-301-1000	BEGINNING UNENCUMBERED	-1,584,667.00	9,398.00	-1,575,269.00
		015-000-361-4000	MISC. REVENUE	-249,676.00	-9,342.00	-259,018.00
		015-000-364-4053	TRSF FR UA 2020 STRN 210-052	-10,270,668.00	-9,398.00	-10,280,066.00
		015-019-570-7800	FUND RESERVE	441,616.00	9,342.00	450,958.00
		206-065-530-3048	JANITORIAL SERVICES	14,600.00	1,000.00	15,600.00
		206-065-550-5074	SAFETY SUPPLIES	4,000.00	2,000.00	6,000.00
		206-065-550-5659	HANGARS BLDG. MAINTENANCE	25,000.00	-3,000.00	22,000.00
		210-000-301-1000	BEGINNING UNENCUMBERED	-10,885,202.00	355,136.00	-10,530,066.00
		210-052-599-0150	TRSF 2020 TO CAP IMPR FUND 15	10,635,202.00	-355,136.00	10,280,066.00
		405-027-550-5509	OTHER EQUIP PARTS & MAINT	85,562.00	-20,000.00	65,562.00
		405-027-550-5853	CHEMICALS, DRUGS, AND LAB	325,000.00	20,000.00	345,000.00
		405-029-550-5663	VEHICLE MAINTENANCE	113,000.00	15,000.00	128,000.00
		405-029-570-0021	DUMPSTERS	50,000.00	-15,000.00	35,000.00
		405-049-530-3051	CONTRACT LABOR	55,957.00	5,000.00	60,957.00
		405-049-550-5074	SAFETY SUPPLIES	6,750.00	-4,000.00	2,750.00
		405-049-550-5859	LANDFILL EQUIP. REPAIR	192,655.00	25,000.00	217,655.00
		405-049-550-5865	OILS & LUBRICANTS	12,000.00	4,000.00	16,000.00
		405-049-560-5666	ROLL OFF BINS	30,000.00	-30,000.00	0.00
		500-000-364-0010	TRSF FROM GF	-322,712.00	-19,535.00	-342,247.00
		500-010-510-1600	LIFE & HEALTH INSURANCE	0.00	6,414.00	6,414.00
		500-011-510-1600	LIFE & HEALTH INSURANCE	30,590.82	13,121.00	43,711.82
		610-000-301-1000	BEGINNING UNENCUMBERED	0.00	-1,500.00	-1,500.00
		610-050-550-5658	BUILDING AND MAINTENANCE	1,300.00	1,500.00	2,800.00
2021-2022 Total:				-9,786,767.01	0.00	-9,786,767.01
Grand Total:				-9,786,767.01	0.00	-9,786,767.01

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2021-2022 - Budget 2021-2022 Fiscal: 2021-2022			
001	1,768,137.51	0.00	1,768,137.51
005	-300,000.00	0.00	-300,000.00
010	34,787.66	0.00	34,787.66
015	-11,663,395.00	0.00	-11,663,395.00
206	43,600.00	0.00	43,600.00
210	-250,000.00	0.00	-250,000.00
405	870,924.00	0.00	870,924.00
500	-292,121.18	0.00	-292,121.18
610	1,300.00	0.00	1,300.00
Budget Code 2021-2022 Total:	-9,786,767.01	0.00	-9,786,767.01
Grand Total:	-9,786,767.01	0.00	-9,786,767.01



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Mayoral Recommendation for the Re-Appointment of Mike Davis and David Rhynes to the Board of Adjustments

Council Information / Action Requested

Approval of Mayoral Recommendation for the Re-Appointment of Mike Davis and David Rhynes to the Board of Adjustments

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Mayoral Recommendation for the Re-Appointment of Drew Jackson and Shane Knight to Durant Planning Commission

Council Information / Action Requested

Approval of Mayoral Recommendation for the Re-Appointment of Drew Jackson and Shane Knight to Durant Planning Commission

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: James Dalton, Assistant City Manager
Re: Assistant City Managers Report - April 2022

Assistant City Managers Report - April 2022

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. ACM Report - April 2022



THE CITY OF DURANT

Assistant City Manager

TO: Durant City Council
FROM: James Dalton, Assistant City Manager
DATE: May 2, 2022
SUBJECT: Monthly Report for April 2022

Airport

1. We have identified the solution to the 100LL tank water drainage and partial corrections have been made to the base. Jesse Lewis of Green Oaks Landscaping has been contracted by the tank supplier, Innovative Fuels, to complete the drainage project. John Wyatt confirmed the contract with Green Oaks, but they are behind, and the work still isn't completed on the drainage.
2. We are continuing to work with our airport consults, KSA, OAC, and the FAA on developing an Airport Layout Plan with Narrative that will identify future growth at the airport. The next meeting date is scheduled for late June.
3. On April 11, at the recommendation of Michael Mitchell of KSA, we entered into an agreement with Virtower for Airport Operations Tracking System software. The software and hardware was installed the same week. This software allows us to see all aircraft moving at the airport in real time. We can determine the type of aircraft, if it's tenant based, an SOSU aircraft, or a transit aircraft. It allows us to see real time where the aircraft goes on the airport property. This software will be invaluable in reporting accurate detailed information to the OAC and FAA for grant purposes grants and airport improvements. The cost was minimal at \$500. / month, and there was money in the budget for this purchase. The contract was reviewed by Tom Marcum.
4. We're also working with KSA to have a Strength Analysis Study done on the new runaway overlay and addition. Our application has already been submitted and we have received notification from Tim House from FAA that it will be funded in May or June, but that we can proceed with the work in May. We have scheduled the last week in May to conduct the analysis and have already had the kickoff meeting with the contractors. This effects whether or not larger aircraft can use the runway on a regular basis. The price for this initial study is \$98,730. Depending on the results of the initial study, an Environmental Analysis may also be required by FAA at a cost of \$46,470. It will be a 90 / 10 cost share with the FAA paying the 90%. The City's maximum out of pocket cost is \$14,547, and there is money in the Airport Engineering GL for these costs.

Facilities

1. Facilities worker Mark Pierce is continuing to do the building inspections for the City
2. Mark Pierce has been coordinating with Maggie Southerland to get the Certificate of Occupancy at the new Senior Center.
3. Mark is continuing to coordinate repairs on all existing City Building, especially HVAC's

Senior Center

The City with funding from the DCFA continues remodeling the new Senior Center Building located at 1401 Chuckwa. Work during April, includes the following:

1. Coordinating with Cavins Construction and Architect Shane Knight to finish the punch list on the building.
2. Commercial Kitchen equipment has been installed. Inspections are complete and the equipment is functional.
3. The Street Department poured a ramp at the back of the hallway in the kitchen area and one near the refrigeration and pantry to make those areas more accessible, and to allow us to get our Certificate of Occupancy.
4. We are in the process of cleaning the building and preparing to move furniture into the office areas.
5. Opening should be able to occur in mid-June or early July.

9-1-1

1. Currently we have 6 FTE Dispatchers, 1 FTE Dispatcher Trainee's and 1 PTE Dispatcher. Counting the 9-1-1 Manager, we have 13 full time positions, and we will continue testing and interviewing until we have a full crew. Our goal is to be completely staffed and trained by the end of 2022. We will be testing again with the next two weeks. New Dispatchers and Trainees are beginning their ride-along phase. They will ride with LE and Fire to help them better understand the challenges in the field.
2. We continue to meet on the 2nd and 4th Wednesday's of each month with BCSO, OHP, BCEMS, Durant Fire, 9-1-1, and OHP to discuss the future of the 9-1-1 center, along with the conversion to a digital radio format. We're planning on switching to a digital radio format by January 2023. We learned last week that Motorola is having issues with supply and this date may have to be adjusted if we're unable to receive all of the equipment. We have adopted a numbering system so that each radio will have it's on ID number. This will help dispatch know who the calling radio is. This will help us identify if someone's is having radio issues or help identify a first responder needing assistance, who may not be able to verbalize the need.
3. We have reached out to Oklahoma 911 Coordinator Lance Terry regarding funding for a 911 Training Simulator to help train new dispatchers, train dispatchers on specific specialized situations, and to do certification training without having to use a live 911 terminal. Oklahoma 911 funded the same system for Rodgers County 911.
4. National Public Safety Telecommunications Weeks was April 11-16. Various individuals and local agencies provided meals throughout the week for our Telecommunicator's. They also had an awards ceremony at the end of the week to honor our dedicated employees.
5. Last week HB 3278 passed the legislature and was signed by the Governor. This bill created the 911 Management Authority and transferred the administration of 911 agencies from the Oklahoma Department of Public Safety to the newly created Oklahoma 911 Authority. This bill defines **"public safety telecommunicator"** as a person who performs a public service by processing, analyzing, and dispatching calls for emergency assistance, and designated the **person as a first responder** that provides pre-arrival instructions and has specialized training to mitigate the loss of life and property. The bill also repeals Title 63 Section 2818.4 which is an old statute relating to the Statewide Emergency 911 Advisory Committee. The bill goes into effect on November 1, 2022. Many states had already adopted similar legislation. This is a professional designation that will allow first responder benefits to our communicators.

Police Department

1. Chief Houser and staff are continuing to take applications, do testing, and reviewing background for new officers. Chron Wallace was sworn in last week and is in FTO. Currently we have 7 police officer vacancies. 1 officer is on administrative leave, 1 officer left to join OHP, and 1 trainee that was dismissed due to not qualifying in a portion of the training. PD is expecting up to 4 more officers to retire by year's end.
2. We have still not been informed on the status of the License Plate Recognition Grant for cameras and software that will help identify stole vehicles, vehicles that were used in the commission of crimes, Amber Alerts, Silver Alerts, and Blue Alerts. The grant would equip 7 patrol vehicles, plus a portable trailered unit, with the cameras and software. This will be an outstanding tool and will increase officer safety dramatically, especially with the volume of traffic on US 69/75.
3. Chief Houser is in the process of acquiring two new K9's, as we have retired 2 K9's due to age. The k9's will be trained to do multiple duties, not just drug interdiction.

Emergency Management

4. The weather radar project is on track. Baron Weather received the bid for just slightly over 1 million. They have secured their bond, signed the contract, and received a notice to proceed. EM is in the process of securing a list of additional replacement parts that will be purchased as part of the grant, that was not included in the original bid. EM is also looking at placing a generator, fuel storage tank, additional lighting, and fencing at the location to make it more secure. Grants Coordinator Becca Payne is verifying with OEM what procurement documentation is needed and securing purchase orders. Also, Baron Radar representatives are coming in May for a pre-construction site visit, and to begin instruction on using the Baron Weather Radar Software. Installation should be complete and the system operational by the end of summer.
5. Work continues on the EOC and the EM Warehouse. It has been difficult getting tradesmen to finish the project due to the amount of construction in the area. The warehouse is waiting on completion of restroom renovations, and the EOC is waiting on flooring in part of the building. There is also a need for additional parking at the EOC, which a portion of has been requested in next years' budget.
6. EM has received a new ¾ ton truck to replace a 2006 truck with high mileage. That truck will be repurposed as a service truck for the landfill. The new truck is being equipped with the necessary emergency and communications equipment.

Fire Department

1. DFD has purchased some new radios for some of the older trucks for digital capabilities. They're also replacing their old handheld radios. The new radios will allow the DFD to go to digital transmissions later this year. The digital radios have improved clarity and range. The truck radios have arrived, but the handhelds are still back ordered.
2. Chief Langford and Becca Payne have completed and submitted the AFG grant for 2022. DFD is asking for new SCBA (Self Contained Breathing Apparatus) equipment. The SCBA's will have to be replaced by 2023. The awards will be announced later this year.
3. DFD has ordered a new brushtruck, but due to the microchip shortage and COVID, it has been delayed.
4. Chief Langford, Chief Houser, EM, and myself will be meeting every two weeks to enhance our response plan in the event of a weather or catastrophic event, including software to track searchers movements in the field via their cell phones.

James Dalton



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: City Clerk Monthly Report - April 2022

Council Information / Action Requested

Information only.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. CITY CLERK MONTHLY REPORT -APRIL 2022 cjp 5.4.2022

CITY CLERK MONTHLY INFORMATION REPORT

MAY 10, 2022

MUNICIPAL COURT -

I have created the attached spreadsheet which will allow you to track the various municipal court categories as the calendar year progresses.

In April 2022, the City of Durant began transitioning from Incode Version 9 to Incode Version 10. This has not caused any delay in transfer of case to Perdue Law Firm for collection. It has caused an interruption in the generation of reports which I use for my monthly report. The amount collected by Perdue Law Firm for the month of April 2022 is \$22,145.00. My report will show the entire breakdown for April and May for the June 14, 2022 council meeting.

SPECIAL EVENT PERMIT APPLICATIONS -

There were three (3) Special Event Permit Applications received in April 2022.

Events Held in City of Durant in April 2022:

Magnolia Mile Art Alley – April 30, 2022.

Events To Be Held in City of Durant in May 2022:

Magnolia Farmers Market – May 7, 14, 21, 28, 2022.

RECORD REQUESTS -

There were five (5) record requests received and processed in April 2022.

CEMETERY ADMINISTRATION/3B GRAVE SERVICE –

I have created the attached spreadsheets, which will allow you to track burials and sales (through the city and private seller) as the calendar year progresses.

Phase II of the Cemetery Circle Landscaping Project was completed on April 15, 2022 (see before and after photos attached to this report). This project is made possible through funding by the Keep Durant Beautiful Committee.

A dumpster has been placed in front of the cemetery maintenance building as a courtesy for visitors to place old flowers or deteriorated grave decorations. Visitors are respectfully requested not to place these items on the roadside within the cemetery. The city sanitation trucks do not travel up and down the roads within the cemetery. Please stop by the dumpster provided as you exit the cemetery and dispose of these items at that location. Your cooperation in this effort is greatly appreciated and contributes to the overall appearance of the cemetery grounds for the benefit of all families, friends and loved ones who enter its gates.

BIDS -

There were four bids processed in April 2022:

2022 Street Improvement Project – Commercial Lane, Deadline: April 5, 2022, Awarded

Municipal Design and Landscaping – Deadline: April 18, 2022, Not Awarded

Independent Audit Services Request for Qualifications – Deadline: April 21, 2022, On Agenda

Generator to Support Weather Radar System – Deadline: May 9, 2022

Open Ended:

Call Service Providers for Health Nuisance Abatements

BOARD SECRETARY -

I served functions of the secretary for the following council, authorities, and advisory boards in the month of April 2022:

Durant City Council (2 meetings);

Durant City Utility Authority (2 meetings);

Durant Airport Authority (2 meetings);

Durant Development Authority;

Airport Advisory Board;

Cemetery Advisory Board.

CITY OF DURANT MUNICIPAL COURT

2022	Total Violations Issued			Total Cases Heard By Judge			Warrants Issued			Warrants Cleared		
Jan	265	20	39	202	13	10	118	17	20	147	21	16
Feb	323	33	36	178	10	19	139	18	35	135	20	24
Mar	261	32	44	247	17	29	291	37	59	161	19	33
Apr	279	28	32	174	15	13	212	26	34	179	27	29
May												
Jun												
Jul												
Aug												
Sep												
Oct												
Nov												
Dec												
	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance

2022	Transfer to County			Uncollectable Fees & Fines			Fine Suspended		
Jan	0	0	0	10	5	4	5	0	1
Feb	0	0	0	4	1	0	7	0	3
Mar	0	0	0	0	0	0	6	2	8
Apr	0	0	0	0	0	0	7	9	3
May									
Jun									
Jul									
Aug									
Sep									
Oct									
Nov									
Dec									
	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance

CITY OF DURANT MUNICIPAL COURT

DISMISSED CASES												
2022	Prosecutor's Motion			Completed Deferred			Dismissed by Complainant			Presented Insurance		
Jan	2	0	0	7	0	0	0	0	0	0	0	0
Feb	0	0	0	0	0	0	0	0	0	0	0	0
Mar	1	0	0	41	1	3	0	0	0	0	0	0
Apr	2	0	0	10	1	2	0	0	0	0	0	0
May												
Jun												
Jul												
Aug												
Sep												
Oct												
Nov												
Dec												
	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance

2022	Dismissed by Judge's Order			Dismissed Compliance		
Jan	33	1	5	0	0	0
Feb	26	7	9	0	0	0
Mar	23	4	3	0	0	0
Apr	17	0	3	0	0	0
May						
Jun						
Jul						
Aug						
Sep						
Oct						
Nov						
Dec						
	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance

**2022 GRAVE OPENINGS/CLOSINGS
HIGHLAND CEMETERY**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
17												
16												
15												
14												
13												
12												
11												
10												
9												
8												
7												
6												
5												
4												
3												
2												
1												

 CASKET
 CREMAINS

2022 CEMETERY SALES
HIGHLAND CEMETERY

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
15												
14												
13												
12												
11												
10												
9												
8												
7												
6												
5												
4												
3												
2												
1												

2022 CEMETERY PRIVATE SALES
HIGHLAND CEMETERY

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
12												
11												
10												
9												
8												
7												
6												
5												
4												
3												
2												
1												



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: City Manager Monthly Report - April 2022

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. City Manager Report - April 2022



City of Durant

300 West Evergreen St
Durant, OK 74701

May 04, 2022

Mayor Grube and members of the City Council:

April, 2022 City Manager Monthly Report

- Weather Radar project:
 - Continued to move forward on schedule.
- Worked on FY 2022/23 Budget.
 - Provided Preliminary Budget to City Council.
 - Conducted budget workshop with City Council and department heads.
- Received and reviewed RFQs for audit services.
- FY 20/21 Annual Financial Statements and Independent Auditor's Reports presented to City Council.
- Continued to work toward a resolution with Choctaw Nation regarding delinquent excess wastewater charges.
- Continued to look at options for remote/virtual Air Traffic Control working with SOSU and KSA.
- Worked on Unity Statue items.
- Met with several residents on issues or concerns.
- The Senior Center project continued to progress.
- Pipeline Analysis continued work on the sewer line assessment.
- Street improvement projects approved by Council and bids solicited.
- Met with the transportation group from Choctaw Nation regarding potential street improvements to Sunnyside and SW 15th Avenue via a federal grant.
- Prepared agenda items.
- Attended Ward meeting.
- Attended the City Council meetings.
- Worked with the DTEDA Attorney in developing a Memorandum of Understanding with DTEDA for right of way maintenance near 69/75 and Main Street.
- Attended DTEDA meeting.
 - DTEDA approved a MOU for Council consideration for DTEDA to providing funding for the maintenance of 69/75 and Main Street area.
- Conducted staff meetings.
- Met with ONG regarding the future franchise election.
- Kiamichi Railroad working on a second estimate to include additional grades changes to the approaches on the rail crossing on 49th.
 - Maintained contact with ODOT and Kiamichi Railroad.
- Worked with ODOT and SOSU regarding the Rails to Trails project.
- Met with ODOT and Kiamichi RR regarding cleanup of the wooded right of way at the Main St and 69/75 intersection.

- Talked to ODOT about items on the next phase Streetscape.
 - The final property owner has verbally agreed to an easement.
- Talked to ODOT regarding repairs to Hwy 78 (1st Avenue and on Main St). ODOT will try to coordinate restriping of Hwy 78 (1st Avenue) when our striping project occurs. Anticipated to occur in July 22.
- Met with Big Five regarding services in Durant.

Respectfully Submitted,

John R Dean, Jr.

John R. Dean, Jr., City Manager



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Community Development Monthly Report - April 2022

The following and attached is a summary of the various activities worked on by the Community Development Staff during the month of April:

- Danielle was able to work from home at the beginning of April, and started coming back into the office by mid-April. Therefore, staff worked hard at trying to get caught up from being out of the office.
- A Municipal Planning Commission meeting was held in April where four cases were heard. Two cases involved platting, one case was a rezoning and another was for a Conditional Use Permit for a billboard. All four cases were recommended for approval to City Council with some contingencies. For the April Planning Commission meeting, there are four items on the agenda. One of them is the location of new playground equipment to Keithley Park, and another is updating the building regulations ordinance. A third case is a re-plat case and the last is a plat extension. Several cases are in various stages of being prepared for Planning Commission and City Council.
- The Board of Adjustment did not have any items for the April meeting, since the applicant withdrew his application. There is currently one application that will be placed on the May agenda. There are a couple of other applications that are in the works, but they are not currently scheduled for a meeting date.
- Staff met with citizens and developers to discuss various projects and/or issues they may have. Staff held several pre-development meetings for various projects.
- Staff was able to attend the April Leadership Durant Class as well as attend the Chamber Board Meeting. Staff also further assisted with the Durant Clean & Green Event that was held.
- Staff held a meeting to catch up with Crafton Tull and started next steps to keep the Title XV Land Use Ordinance revision moving forward.
- Staff attended the Durant Clean & Green meeting as well as the monthly Ward Meeting. Staff also attended the annual budget workshop.
- Staff worked on updating a couple of ordinances as well as working to further better our processes for various applications.
- Staff continues training and working on a lot of different items to help the department improve on all aspects that will help streamline some processes and make things better for both citizens and staff.
- Staff remains examining and working through some ordinance or policy issues that we are facing. Staff is also working on several other projects that could help benefit the citizens of Durant.

Council Information / Action Requested

None.

City Staff Information / Action Follow-up, if Council authorizes this action:

None.

ATTACHMENTS:

1. Community Development Monthly Report 2022 - April 2022
2. BP Valuation Report - 4468

The City of Durant

Office of Community Development

Monthly Activity Report, April 2022
Community Development Department

1. Permits Issued		3. Licenses Issued	
Accessory	3	Electrical	1
Commercial (New & Remodel)	3	Mechanical	3
Demolition	0	Plumbing	2
Excavation	9	Roofing	0
Electrical	6	Farmers Market	20
Mechanical	0	Food Truck	4
Plumbing	3	Roll Off	1
Residential (New & Remodel)	6	Total	31
Roof	5		
Sign	8	4. Letters Mailed	
Swimming Pool	0	Public Hearings	59
Total	43	Other	0
		Total	59
2. Public Hearings			
Board of Adjustment	0		
Planning Commission	4		
City Council	0		
Administrative Items (PC & Council)	4		
Total	8		

04/04/2022 8:01 AM
PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 4/01/2022 THRU 4/30/2022
ISSUED DATES: 4/01/2022 THRU 4/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

PROJECT VALUATION AND FEE REPORT

PAGE: 1

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ TYPE
032556	4/01/2022	C & J ROOFING	3609 PEARL ST	OWNER	ROOF PERMIT	ROOF
032557	4/01/2022	JACOBS, JAMES	1128 E MAIN 10	OWNER	METER RELEASE	ELEC
032558	4/01/2022	AHL BUILDERS LLC	4652 GAMCO PL	OWNER	COMM REMODEL PERMIT	COMM BLDG
032559	4/01/2022	THE SIGN DEPOT	214 N 1ST AVE	OWNER	NORTH/SOUTH LED WALL PERMIT	SIGN
032560	4/04/2022	C & J ROOFING	1021 W EVERGREEN ST	OWNER	ROOF PERMIT	ROOF
032561	4/04/2022	R&R SIGNS	401 S 9TH AVE	OWNER	NEW SIGN PERMIT	SIGN
032562	4/05/2022	GET ROOFED	1411 WENDELL DR	OWNER	ROOF PERMIT	ROOF
032563	4/07/2022	TUCKER PLUMBING CO	519 S 10TH AVE	OWNER	GAS TEST	PLUMB
032564	4/08/2022	THE SIGN DEPOT	309 W MAIN ST	OWNER	SIGN PERMIT	SIGN
032565	4/08/2022	SANCHEZ, RAYMUNDO	1212 W ALABAMA ST	OWNER	METAL GARAGE/SHOP BUILDING	ACC
032566	4/12/2022	NGUYEN, SINH	2131 W MAIN ST	OWNER	TEMP BANNER SIGN PERMIT	SIGN
032567	4/13/2022	HALL ELECTRIC	1201 BRIARWOOD C5/C6	OWNER	REPLACE METER BOX	ELEC
032568	4/13/2022	ABEL ALEMAN ROOFING COMPANY	203 PECAN ST	OWNER	ROOF PERMIT	ROOF
032569	4/14/2022	GW UTILITY CONSTRUCTION CO	802 W WALNUT ST	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032570	4/14/2022	GW UTILITY CONSTRUCTION CO	304 S 22ND AVE	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032571	4/14/2022	GW UTILITY CONSTRUCTION CO	400 GERLACH DR	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032572	4/14/2022	GW UTILITY CONSTRUCTION CO	824 W LOUISIANA	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032573	4/14/2022	GW UTILITY CONSTRUCTION CO	1715 UNIVERSITY	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032574	4/14/2022	GW UTILITY CONSTRUCTION CO	3916 W UNIVERSITY BLVD	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032575	4/14/2022	GW UTILITY CONSTRUCTION CO	1314 WACO ST	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032576	4/14/2022	GW UTILITY CONSTRUCTION CO	812 W LOCUST ST	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032577	4/14/2022	GW UTILITY CONSTRUCTION CO	950 GERLACH DR	OWNER	BORE FOR FIBER OPTIC CABLE	EXCAV
032578	4/14/2022	THE SIGN DEPOT	1201 W MAIN ST	OWNER	SIGN MODICATION PERMIT	SIGN
032579	4/14/2022	REDLINE BUILDERS LLC	3207 CASTLE CT	OWNER	GARAGE/SHOP BUILDING PERMIT	ACC

07/04/2022 8:01 AM
 PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 4/01/2022 THRU 4/30/2022
 ISSUED DATES: 4/01/2022 THRU 4/30/2022
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

PROJECT VALUATION AND FEE REPORT

PAGE: 2

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ TYPE
032580	4/14/2022	THE SIGN DEPOT	121 S 2ND AVE	OWNER	SIGN PERMIT	SIGN
032581	4/18/2022	MORTON ELECTRIC	418 S 6TH AVE	OWNER	NEW 200 AMP SERVICE	ELEC
032582	4/18/2022	BLACKBURN PLUMBING LLC	421 S 6TH AVE	OWNER	GAS TEST PERMIT	PLUMB
032583	4/20/2022	R&R SIGNS	4516 W MAIN ST	OWNER	BILLBOARD SIGN PERMIT	SIGN
032584	4/20/2022	FERNANDEZ, JAVIER	214 E TEXAS ST	OWNER	NEW HOME PERMIT	RES BLDG
032585	4/20/2022	ESPERICUETA, JOSE	618 S 12TH AVE	OWNER	NEW CARPORT PERMIT	ACC
032586	4/21/2022	FARRIS ELECTRIC & MECHANICA	1524 LARKSPUR LN	OWNER	TEMP POLE PERMIT	ELEC
032587	4/22/2022	WENG, YULIN	4410 W MAIN ST	OWNER	TEMP BANNER SIGN PERMIT	SIGN
032588	4/25/2022	ALPHA ELECTRICAL SERVICES	2702 UNIVERSITY	OWNER	SERVICE UPGRADE	ELEC
032589	4/25/2022	PARKER, RICHARD	822 W ELM ST	OWNER	RESIDENTIAL REMODEL PERMIT	RES BLDG
032590	4/25/2022	D & R BUILDERS	509 S 5TH AVE	OWNER	NEW HOME PERMIT (TRIPLEX)	RES BLDG
032591	4/25/2022	D & R BUILDERS	511 S 5TH AVE	OWNER	NEW HOME PERMIT (TRIPLEX)	RES BLDG
032592	4/25/2022	D & R BUILDERS	513 S 5TH AVE	OWNER	NEW HOME PERMIT (TRIPLEX)	RES BLDG
032593	4/27/2022	TUCKER PLUMBING CO	318 W LOCUST ST	OWNER	GAS TEST	PLUMB
032594	4/27/2022	ALL STAR INVESTMENTS	3202 W UNIVERSITY BLVD	OWNER	COMMERCIAL REMODEL PERMIT	COMM BLDG
032595	4/27/2022	MUTI-SII INC	2626 N 1ST AVE	OWNER	COMMERCIAL PERMIT	COMM BLDG
032596	4/29/2022	PEREZ, ERIKA	1302 W ALABAMA ST	OWNER	NEW ROOF PERMIT	ROOF
032597	4/29/2022	GREEN LIGHT SOLAR	901 BRIARWOOD PL	OWNER	SOLAR PANEL PERMIT	ELEC
032598	4/29/2022	ALLEN PROPERTY MAINTENANCE	519 W MISSISSIPPI ST	OWNER	NEW HOME PERMIT	RES BLDG
*** TOTALS ***		NUMBER OF PROJECTS: 43		VALUATION:	1,086,805.24 FEES:	21,129.50

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 4/01/2022 THRU 4/30/2022
ISSUED DATES: 4/01/2022 THRU 4/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
ACC - ACCESSORY PERMIT	4	77,000.00	366.00
BLDG - NEW BUILDING PERMIT	9	928,000.00	5,950.95
ELEC - NEW ELECTRIC PERMIT	16	29,961.34	2,461.85
EXCAV - EXCAVATION PERMIT	9	0.00	5,998.00
FPM - FLOOD PLAIN MANAGEMENT	3	0.00	312.00
MECH - NEW MECHANICAL PERMIT	9	0.00	1,683.85
PLUMB - NEW PLUMBING PERMIT	13	250.00	2,249.85
ROOF - ROOF PERMIT	4	32,665.00	316.00
SIGN - SIGN PERMIT	8	18,928.90	1,791.00
*** TOTALS ***	75	1,086,805.24	21,129.50

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 4/01/2022 THRU 4/30/2022
ISSUED DATES: 4/01/2022 THRU 4/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEE\$
-----	-----	-----	-----	-----
ACCS - ACCESSORY STRUCTURES	3	6	75,000.00	879.00
C - COMMERCIAL	1	3	0.00	462.00
CA - COMMERCIAL ALTERATION	2	8	475,000.00	3,756.00
CHA - CHURCH ALTERATION	1	1	800.00	54.00
EXCAV - EXCAVATION PERMIT	9	9	0.00	5,998.00
MFR - MULTI FAMILY RESIDENTIAL	3	13	213,000.00	2,882.00
ROOF - ROOFING	5	5	34,665.00	395.00
SFR - SINGLE FAMILY RESIDENTIAL	2	10	100,000.00	2,780.50
SFRA - SINGLE FAMILY RESIDENTIAL ALTERATION	9	12	169,411.34	2,132.00
SIGN - SIGN PERMIT	8	8	18,928.90	1,791.00
*** TOTALS ***	43	75	1,086,805.24	21,129.50

SELECTION CRITERIA

REPORT SELECTION

PROJECT RANGE FROM: 0 THROUGH ZZZZZZZZZZ
PROJECT STATUS: All
CONTRACTOR: All
PROJECT TYPE: All
SEGMENT: All
VALUATION RANGE FROM: 0.00 THROUGH 999,999,999.99

PROJECT DATES

APPLIED RANGE FROM: 04/01/2022 THROUGH 04/30/2022
ISSUED RANGE FROM: 04/01/2022 THROUGH 04/30/2022
USE SEGMENT DATES: NO
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999
USE SEGMENT DATES: NO

PRINT OPTIONS

TOTALS ONLY: NO
INCLUDE SEGMENTS: NO
COMMENT CODES: None

*** END OF REPORT ***



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Lisa Taylor, Director
Re: Economic Development Director Monthly Report - April 2022

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. April 2022 Report

Monthly Economic Development Report

April 2022

To: Mayor and Council Members

From: Lisa Taylor, Director

Date: April 27, 2022

DIA Property Updates

- East Industrial Park - Property sale closed on Friday, February 25. Proceeds in the amount of \$861,775.91 was deposited.
- Country Club 20 Acre Parcel - Wall engineering has started assessments of property for the development of an industrial road.
- Project Bison/ West Industrial Park - Information was provided to a prospect in December, and an ongoing discussion has since taken place. Oklahoma was one of three states being considered for the project. A formal proposal for the project was submitted through the Oklahoma Department of Commerce. Durant is still being considered for Project Bison, along with a community from Texas. A site visit will be scheduled soon.

Recruitment Activities

- Met virtually with representatives of Project Aussie. This company is interested in locating at the airport, and we are currently awaiting response from the FAA about whether the project will be allowed to locate at the airport.
- Met with representatives of a taxi cab company with plans to expand to Durant. The Durant City Council voted on an update Taxicab ordinance in January, and it has been shared with owners of the taxicab business interested in expanding to Durant. The taxicab company is still working through red tape on their end and will let me know when they are ready to proceed.
- Met with representatives of Retail Strategies. We currently have eleven national retail/ restaurant brands interested in Durant. Of note, I have been fielding calls/ discussions with seven development companies interested in developing in Durant for national brand tenants. Developers have been given local information and have been connected to representatives of Retail Strategies.

Retention Activities

- Met with the Durant Main Street Economic Vitality Committee to discuss BRE Interviews. Committee members were assigned individual businesses to interview by May 31, 2022.

Other

- Followed up on Waldron Road realignment easement information.
- Participated in the following meetings: Durant Industrial Authority, City Council, Select Oklahoma, Oklahoma Marketing Committee, Community Development Council Board, Southeast Oklahoma Regional Transportation Organization Board, Bluezones Places Committee.
- Made updates to the DIA website and social media pages.
- Continued gathering data for the TOP Grant Project.



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Ken Eppler, Director
Re: Emergency Management Monthly Report - April 2022

Monthly EM Report - April 2022

Council Information / Action Requested

Information Only - No Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

Information Only - No Action Requested

ATTACHMENTS:

1. Monthly EM Report April 2022-Council



TO: Mayor, City Council

FROM: Kenneth Eppler, Emergency Management Director

DATE: April 30, 2022

SUBJECT: Monthly Report for April 2022

Q1 EMPG payment of \$10,000 has been received and the Q2 EMPG payment of \$10,000 was sent to batch processing for payment by OEM on April 28th.

Payment for the 2021 winter storm damage is in the OEM account and we are awaiting payment from the state. The payment was originally obligated at 75% but recent guidance says that all payments for disasters, which occurred during the COVID disaster period, will be paid at 90%. This may delay the payment while this is being changed as OKEMGrants still shows the pending payment at 75%.

We performed the Monthly Outdoor Warning Siren test on April 7th. All sirens in the City functioned properly.

April 1- Worked on monthly reporting. Worked on installation of LED lighting in training room at the EOC. Worked on UHF repeater.

April 4- Attended Pre-agenda meeting at City Hall.

April 6- Monthly HF radio check-in with State OEM. Work continued on training room lighting. Prepared information on auction items for upcoming surplus auction.

April 7- Performed monthly outdoor warning siren test.

April 8- Attended HyperReach mass notification system demonstration.

April 11- Severe weather preparations. Participated in NWS special severe weather webinar regarding the possibility of upcoming severe weather.

April 12- Severe weather preparations. . Attended monthly City Council meeting at City Hall.

April 13- Attended Public Safety department head meeting at City Hall. Attended 911 communications meeting at City Hall.

April 14- Requested project validation and closeout for DR-4587 (winter storm 2021 disaster) now that the grit pumps have been installed. 100kw generator at EOC was started and load tested successfully by Clifford Power.

April 15- Good Friday holiday, Richard on call.

April 19- Worked on ArcGis project. Solicited quotes for flooring in EOC training room. Worked on UHF repeater.

April 20 – Checked-in to weekly HF radio net with State OEM. Unload and organize PPE donation from Choctaw Nation EM.

April 21- Hosted DEQ refresher course for DEQ license holders at the EM warehouse. Attended demonstration of the Genysis mass notification system. Performed the required monthly IPAWS test.

April 22- Ran generators and small engines. Held video conference with CivicReady to address concerns with the system.

April 24- Sunday – Activated EOC for approximately 2 hours for severe weather.

April 25- Worked on generator and propane tank purchase for the new radar installation.

April 26- Assisted Grants department in developing request for quotes for generator for the new radar installation. Participated in NWS special weather webinar regarding the possibility of upcoming severe weather.

April 27- Participated in 2022-2023 budget meeting with City Council at the library. Deputy Director attended 911 communications meeting.

April 28- Participated in COVID-19 Task Force meeting. Participated in NWS special weather webinar regarding possibility of severe weather over the upcoming weekend and next week. Attended staff meeting at City hall.

April 29- Participated in NWS special weather webinar regarding upcoming severe weather.

Kenneth Eppler, Director



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: An chen Lai, Finance Director/Treasurer
Re: Finance Monthly Reports - March 2022 & Sales Tax April 2022

March 2022
General Fund (001)
Capital Improvements Fund (015)
DCUA Fund (405)
AND
April 2022
Sales Tax Breakdown
10-Y 1% Sale Tax Report

Council Information / Action Requested

Information Only

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. March 2022 General Fund (001) Revenue & Expense Report
2. March 2022 CI (015) REV and Expenses
3. March 2022 DCUA Revenue & Expense Report
4. April 2022 Sales Tax
5. April 2022 Sales Tax 10-Y History

City of Durant, Oklahoma
General Fund - UNAUDITED

Monthly Revenue and Expense Report
MAR 2022 - 75.00% of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY21/22 Budget	% of Budget Y-T-D
Sales Tax (2%)	701,895	7,123,943	8,151,840	87.39%
Use Tax	173,057	1,855,012	1,728,000	107.35%
Alcoholic Beverage Tax	14,298	159,771	200,000	79.89%
Tobacco Excise Tax	12,212	127,760	180,000	70.98%
Telephone Franchise Tax	5	5,422	13,500	40.16%
Electric Service Franchise Tax	77,103	828,794	860,000	96.37%
Natural Gas Franchise Tax	12,345	51,735	60,000	86.22%
Cable TV Service Franchise Tax	-	162,013	71,000	228.19%
Vehicle Tax	11,663	112,569	131,000	85.93%
Gasoline Excise Tax	-	20,291	40,000	50.73%
Licenses - All Types	500	31,580	151,000	20.91%
Permits - All Types	17,047	213,340	277,500	76.88%
Swimming Pool Revenues	-	35,506	68,750	51.65%
Library Café Revenues	338	2,176	2,500	87.02%
Charges For Services	1,963	25,476	33,850	75.26%
Police Bonds & Fines	58,014	359,716	434,000	82.88%
Interest Earnings	1,530	13,804	18,000	76.69%
Proceeds From Sale of Assets	-	-	-	
Grant Revenues	-	52,871	146,080	36.19%
Miscellaneous Revenues	14,645	190,919	214,089	89.18%
Sub-Total Revenues	1,096,615	11,372,697	12,781,109	88.98%
Transfer from Emp Insurance	-	-	107,500	%
Transfer from Utility Authority	1,279,605	3,516,446	4,355,261	80.74%
Transfer from CDBG Fund (Reimb)	-	-	-	
Transfer from Capital Improvement	225,000	225,000.0	225,000	
Transfer From DCFA Reimbur	26,743	240,684.0	320,912	
	1,531,348	3,982,130	5,008,673	79.50%
USE OF FUND BALANCE			3,662,229	
Total Revenues & Other Financing Sources	2,627,962	15,354,827	21,452,011	71.58%
Department:	This Period	Year-To-Date	Current FY21/22 Budget	% of Budget Y-T-D
City Administration	63,282	536,515	699,428	76.71%
City Clerk	9,566	74,496	124,971	59.61%
City Treasurer	34,091	290,192	364,589	79.59%
Legal Services - Attorney	-	3,263	231,650	1.41%
Law Enforcement - Police Dept	448,061	3,808,309	5,343,730	71.27%
Neighborhood Services	27,684	285,949	408,159	70.06%
Fire Dept	307,401	2,719,459	3,675,988	73.98%
Parks, Rec & General Services	66,732	573,393	979,353	58.55%
Swimming Pool	1,267	83,242	152,812	54.47%
Municipal Court	6,689	94,683	197,872	47.85%
Community Development	20,694	212,637	370,608	57.38%
Public Library	82,866	555,820	717,496	77.47%
Street Department	85,760	680,500	1,672,933	40.68%
Economic Development	31,133	175,357	229,392	76.44%
Civil Emergency Management	38,239	244,179	329,079	74.20%
General Government	41,910	352,434	824,791	42.73%
City Garage	16,708	127,956	352,789	36.27%
Senior Citizens Center	7,205	82,987	177,916	46.64%
Sub-Total Operating Expenditures	1,289,287	10,901,371	16,853,557	64.68%
Other Financing Uses:				
P. TRSF to I.T. service Fund	-	-	6,000	
Transfer to Insurance Cash Fund	-	138,612	138,612	100.00%
Transfer to Risk MGMNT Fund	45,000.0	188,350	188,350	100.00%
Transfer to Airport Authority	15,786	126,287	190,831	66.18%
Transfer to 911 Tax Fund	56,305	423,545	561,260	75.46%
Transfer to DMSC Fund	28,543	242,484	322,712	75.14%
Transfer to Capital Impr. Fund	2,083,333	2,767,500	3,017,500	91.71%
Transfer to Cemetery Operations Fund	7,966	71,692	95,590	75.00%
Transfer to DCUA Fund	77,600	77,600	77,600	100.00%
Sub-Total Transfers Out	2,314,533	4,036,071	4,598,455	87.77%
Total Expenditures & Other Financing Sources	3,603,819	14,937,442	21,452,012	69.63%
Net Gain / (Loss) - Excluding Balance Forward	(975,857)	417,385	(0)	

City of Durant, Oklahoma

Capital Improvements Fund - UNAUDITED

Monthly Revenue and Expense Report MARCH 31, 2022

Revenue Type:	This Period	Year-To-Date	Current FY21/22 Budget
Interest Earnings	1,239	7,020	5,000
Miscellaneous	28,952	249,732	249,676
CCPF Donation	-	216,000	200,000
FAA Grant	47,255	47,255	222,340
ODOT Streetscape V Grant	-	-	399,968
Homeland Security Grant	-	-	1,600,000
OPJ-BVP Bullet Proof Vest	-	-	6,000
2021 ARPA Grant	-	1,630,669	3,261,338
OWBR Loan Proceeds	-	-	2,470,686
Grant-2019 BOR-WEEG	-	779	178,031
Grant-2018 BOR-SWEP	-	-	-
FY17 Land and Water Grant CA Park	-	-	-
OEM/911 MNGMNT AUTH GRANT	19,408	225,345	225,344
DOT REIMB. 78S UTILITY RE	-	138,416	138,416
EDA 08-01-05284 WWTP IMP 69%	-	990,529	1,406,534
County Fire Tax Fund	-	-	-
Sub-Total Revenues	96,854	3,505,746	10,363,333
TRSF From General Fund	2,083,333	2,767,500	3,017,500
TRSF From 1% S.T. Rev. Fun	129,338	1,567,491	1,416,612
Transfer from DCFA Fund-MISC	-	-	-
Transfer from Utility Authority	-	-	10,000
TRSF FR DCUASF 12-STRN 210	-	-	-
Transfer from UA 2020 STRN 210-052	-	-	10,270,668
Transfer from 2020 CWSRF 210-053	-	-	12,670,800
Equipment Financing	-	-	520,566
TRSF From DCFA Fund-Misc	-	-	-
Sub-Total Transfers In	2,212,672	4,334,991	27,906,146
Balance Forward from FY20 (Unaudited)			1,584,667
Total Revenue & Other Financing Sources	2,309,526	7,840,737	39,854,146

Expenditure Type:	This Period	Year-To-Date	Current FY21/22 Budget
Law Enforcement - Police Dept	-	392,973	519,908
Neighborhood Services	-	85,720	191,618
Communication Ctr.	-	117,019	598,240
Fire Dept	-	-	346,418
Parks, Rec, & Gen Services	-	21,365	320,385
Community Development	-	-	25,000
Street	-	272,548	2,888,439
Economic Development	-	-	-
Civil Emergency Management	354,030	405,364	1,790,028
General Government	263,616	538,750	3,368,246
Information Technology	8,026	93,955	185,635
City Garage	-	13,462	70,000
Senior Citizens Center	-	350,295	435,975
Public Works Administration	-	-	64,192
Water / Sewer Line Maintenance	13,980	325,993	4,097,473
Water Treatment Plant	-	37,588	424,877
Wastewater Treatment Plant	-	810,656	1,088,293
Collection-Solid Waste	-	-	50,000
Disposal- Solid Waste	-	507,268	538,791
Eaker Field Airport	-	130,498	278,220
Sub-Total Expenditures	639,651	4,103,453	17,281,738
Sub-total of Transfer Expenses	-	-	-
Total Expenses	639,651	4,103,453	17,281,738
2020 U.S.S.T.R.N. Exp.	139,139	976,475	9,901,608
2020 CWSRF Exp.	-	-	12,670,800
Total Fund Expenditures	778,789	5,079,928	39,854,146
Net Gain / (Loss) - Excluding Balance Forward	1,530,736	2,760,808	0

City of Durant, Oklahoma
Durant City Utilities Authority Fund 405 - Unaudited

Monthly Revenue and Expense Report
MARCH 2022 - 75.00% of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY 21/22 Budget
Licenses and Permits	440	6,903	40,000
Laboratory Test Performed	1,431	11,795	25,000
Water Service - City-Wide	195,127	2,337,833	3,280,000
Water Sales - RW Dist. #2	3,034	27,302	37,000
Water Sales - RW Dist. #5	77,434	934,363	1,135,000
Sewer Service Fees	165,690	1,855,471	2,900,000
Sewer Excessive Strength Fees	21,686	262,359	100,000
Sanitation Service Fees	292,723	2,527,081	3,200,000
Sanitation - Roll off Bins Revenue	51,616	588,396	1,008,000
Sanitation - Compactor Revenue	27,232	278,454	280,000
Landfill Gate Fees (excluding Xfer ST.)	45,495	438,406	854,000
Transfer Station Fees Revenue	97,581	446,908	350,000
Interest Earnings	1,267	10,489	13,500
Agri. Lease Revenue	-	800	3,500
Late Payment Penalties	10,161	74,694	105,000
Non Payment Fee	19,248	107,634	125,000
Bad Debt Collect Fees Revenue	576	3,942	19,980
Water Tower Lease	8,750	80,639	10,500
DCUA Service Initiation Fee	2,875	21,100	28,000
Tap Fees: Water & Sewer	4,908	62,553	120,000
Recyclable Products SW Dis.	-	2,936	18,000
Interest Earnings in 2007 USSTRN Proj. Acct.	4	145	
Miscellaneous Revenues	811	5,442	6,000
2020 Airport Tank Principal Pymt	1,776	15,972	21,303
2020 Airport Tank Interest Pymt	64	586	775
2020 LED Proj. Principal FM GF	4,304	38,701	51,617
2020 LED Proj. Interest FM GF	25	259	330
Trans from emp insurance 005	-	-	128,750
Trans from General Fund	77,600	77,600	77,600
Sub-Total Operating Revenues	1,111,855	10,218,764	13,938,855

USE OF FUND BALANCE 84,017

Total Revenues & Other Financing Sources	1,111,855	10,218,764	14,022,872
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Expense Type:	This Period	Year-To-Date	Current FY 21/22 Budget
Public Works Administration	35,822	260,774	459,421
Utility Billing	47,385	378,254	582,294
Water/Sewer Line Maintenance	103,542	687,332	1,173,574
Water Treatment Plant	95,927	803,537	1,258,689
Wastewater Treatment Plant	82,023	684,505	1,043,099
Solid Waste - Collections	105,712	805,861	1,089,458
Utility General Administration	79,967	376,204	1,764,864
Lake Durant	2,705	26,536	64,850
Solid Waste - Disposals	166,408	1,261,453	1,789,052
Sub-Total Operating Expenses	719,492	5,284,457	9,225,300

Transfer to Insurance Cash Fund		234,304	234,304
Transfer to I.T. service Fund 010	-	-	12,978
Transfer to General Fund	1,279,605	3,516,446	4,355,261
Transfer to Risk MGT. Fund	24,500	24,500	24,500
Transfer to Capital Improvement Fund	-	-	10,000
Transfer 2007 USSTRN To CI Fund 015	-	-	
Transfer to Airport Authority	13,377	120,397	160,529
Sub-Total Transfer Expenses	1,317,483	3,895,647	4,797,572

Reserve - Contingency

Reserve for Payroll

DCUA Fund Expense & Transfer Totals:	1,317,483	3,895,647	4,797,572
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Total Fund Expenses & Transfers	2,036,974	9,180,104	14,022,872
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Net Gain / (Loss) - Excluding Balance Forward	(925,119)	1,038,660	(0)
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City of Durant, Oklahoma 4.375% Sales Tax Revenue Breakdown
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Current Month Sales Tax Revenue Detail	
1/4% Economic Development (e	\$100,774.33
1/4% Multi-Sports Facilities (eff	\$100,774.33
1/4% SOSU Improvements (effe	\$100,774.33
1% Capital Improvements (effect	\$403,097.33
2% General Operations	\$806,194.67
5/8% DISD Improvements (effec	\$251,935.83
Total Sales Tax Rev. Aprl. 2022	\$1,763,550.82

City of Durant, Oklahoma Ten-Year History Report - 1% Sales Tax Revenue

	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	% Change	Single Month Period
July	\$264,561	\$280,589	\$274,992	\$285,723	\$282,117	\$313,058	\$329,525	331,058	376,455	411,465	9.30%	June / July
August	\$270,982	\$274,864	\$192,988	\$301,211	\$314,889	\$329,217	\$323,680	343,378	371,268	405,522	9.23%	July / Aug.
September	\$265,390	\$280,800	\$387,003	\$310,412	\$292,744	\$298,291	\$309,656	340,005	375,103	396,622	5.74%	Aug. / Sept.
October	\$261,089	\$264,719	\$277,693	\$292,477	\$295,814	\$313,960	\$305,445	329,146	359,331	394,840	9.88%	Sept. / Oct.
November	\$225,334	\$259,486	\$279,266	\$263,753	\$305,225	\$317,104	\$292,323	322,363	360,649	383,784	6.41%	Oct. / Nov.
December	\$251,426	\$244,334	\$273,374	\$280,961	\$282,558	\$287,917	\$302,025	336,928	342,145	389,101	13.72%	Nov. / Dec.
January	\$257,713	\$272,680	\$287,156	\$303,941	\$316,625	\$319,265	\$319,947	331,582	348,969	399,365	14.44%	Dec. / Jan.
February	\$271,834	\$285,667	\$293,872	\$282,081	\$304,006	\$314,369	\$300,025	340,113	351,684	430,326	22.36%	Jan. / Feb.
March	\$253,498	\$252,598	\$265,962	\$255,710	\$278,891	\$281,267	\$275,318	295,098	347,403	350,947	1.02%	Feb. / March
April	\$252,569	\$261,938	\$271,232	\$290,669	\$305,276	\$313,062	\$299,350	328,110	333,643	403,097	20.82%	March / April
May	\$261,496	\$273,004	\$290,750	\$286,450	\$317,742	\$325,558	\$332,701	331,431	439,672			April. / May
June	\$276,146	\$280,815	\$283,656	\$277,462	\$298,475	\$286,097	\$318,281	\$332,952	\$428,168			May / June
Total	\$3,112,039	\$3,231,494	\$3,377,943	\$3,430,849	\$3,594,364	\$3,699,166	\$3,708,275	\$3,962,165	\$4,434,490	\$3,965,069		8,868,979.72
FY Monthly Average	\$259,337	\$269,291	\$281,495	\$285,904	\$299,530	\$308,264	\$309,023	\$330,180	\$369,541	\$396,507		
% change from prior yr.	2.24%	3.84%	4.53%	1.57%	4.77%	2.92%	0.25%	6.85%	11.92%	14.23%		
\$ change from prior yr.	\$68,136	\$119,454	\$146,449	\$52,906	\$163,515	\$104,802	\$9,109	\$253,889	391,781	537,952		

Current Month Sales Tax Revenue Detail

1/4% Economic Development (effective)	\$100,774.33	
1/4% Multi-Sports Facilities (effective)	\$100,774.33	
1/4% SOSU Improvements (effective)	\$100,774.33	
1% Capital Improvements (effective)	\$403,097.33	
2% General Operations	\$806,194.67	
5/8% DISD Improvements (effective)	\$251,935.83	
Total Sales Tax Rev. April. 2022 @	\$1,763,550.82	
* Per Ordinance #1589, Durant City Sales Tax Rate Increased from 3.75% to 4-3/8% (4.375%)		

Use Tax	\$28,829.76	\$280,765.59
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1% Sales Tax - Current Annual Growth

Previous 12 - Month Period	Current 12 - Month Period	% Change
\$4,231,034	\$4,832,908	14.23%



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Jeff Langford, Fire Chief
Re: Fire Department Monthly Report - April 2022

Fire Department Monthly Report - April 2022

Council Information / Action Requested

Informational Item Only

City Staff Information / Action Follow-up, if Council authorizes this action:

N/A

ATTACHMENTS:

1. City Council Monthly Report - April 2022



Durant Fire Department

Monthly Report
April 2022

Type of Response	Month				Year to Date							
	April				2021				2022			
	City Limits	Outside City Limits	Mutual Aid	Total Calls	City Limits	Outside City Limits	Mutual Aid	Total Calls	City Limits	Outside City Limits	Mutual Aid	Total Calls
Fires & Fire Related Calls	11	6	2	19	179	24	17	220	80	19	2	101
Rescue (MVC's) & Medical Calls	93	2		95	1513	54	0	1567	467	8	5	480
Hazardous Condition (No Fire)	0	0	0	0	79	11	5	95	13	1	0	14
Service Calls	5	0	0	5	67	6	0	73	21	2	1	24
Good Intent Calls	24	1	0	25	196	17	0	213	70	12	0	82
False Alarm & False Calls	10	0	0	10	94	1	0	95	42	1	0	43
Special Incident Type	1	0	0	1	0	0	0	0	1	0	1	2
Total Responses				155	2128	113	22	2263	694	43	9	746

Type of Service Performed	Month	Year to Date	
	Apr	2022	2021
Permits	14	39	63
Inspections	47	159	164
Plans Review	4	27	95
Smoke Alarm Installed	0	1	4
Public Education	1	2	2
Fire Investigations	0	5	8
Pre-Fire Plans	0	2	4
Total Services	66	235	340

Comments:

Training April 2022

Week 1: Dylan Clymore and Thomas Moore Firefighter I, Brandon Brooks Structural Collapse, each shift worked on vehicle rescues

Week 2: Clymore and Moore Firefighter 1, each shift worked on driver and aerial training

Week 3: Webstaurant walk through of the building

Week 4: Continued vehicle rescues and removing victims



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Rebecca Payne, Grants Coordinator
Re: Grants Department Report - April 2022

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Grants Dept Report Apr 2022

YEAR	GRANT AGENCY	GRANT PROGRAM	PROJECT DESCRIPTION	STATUS	GRANT COMPLETE	ACTIVE PROJECT	PENDING AWARDS
2015	OK Dept of Transportation	Streetscape V	DT sidewalks - 4th & Evergreen	Completing ODOT info		399,968	
2016	Federal Highway / ODOT	Transp. Alternative-TAP	Rails to Trails	ODOT Plans to bid June 2022		396,630	
2018	OK Tourism / Trails	Recreational Trail	1400 LF multi-purpose trail: connecting to Rails to Trails	Award: Dec 21 2018 - Merged with Rails To Trails project		240,000	
2018	FEMA-Homeland Security -AFG	Assistance to Firefighters	95 FT 1550 GPM Aerial	Aerial purchased Fall 2019	952,380		
2018	Bureau of Reclamation	WaterSMART - SWEP	300 Automatic Meter AMR Units	Complete 5-21; Closeout	34,914.99		
2018	US Dept of Commerce	EDA - Infrastructure	Wastewater Treatment Plant	Operational. Final Reports		1,500,000	
2019	Bureau of Reclamation	WaterSMART - WEEG	City-Wide AMR Units & System	Final inspection in about 3 weeks.		1,500,000	
2019	ODOC / CDBG-ED	Econ Dev Infrastructure	Tubacex Durant, Inc.	Const Complete; job tracking		939,366	
2020	ODOC / CDBG	Small Cities	SCADA / WTP Improvements	Awarded 9-2020; Proj. begun		152,222	
2020	ODOC / CDBG	CARES Act Funding	Residential Utility Assistance	Awarded 4.1.21; Assisted 65 customers & 186 individuals thru 4.30.22		638,300	
2020	State of OK - CARES Forward	CARES Act Funding	COVID Related Expenditures & Public Safety Personnel Costs	Complete Fall 2020	1,439,319		
2021	FEMA-Homeland Security- AFG	Assistance to Firefighters	SCBAs (17 units) & RIT Pak	App Submitted to FEMA 1.21.22			163,750
2020	FAA 2020-014	CARES Act Funding	Install Windcone @ airport	Closeout Submitted to FAA	23,020		
2020	FAA 2020-015	CARES Act Funding	Personnel and Fuel expenditures	FAA Closeout Approved	69,000		
2020	OMAG	Public Safety Grant	Confined Space Safety Equip	Procurement		3,000	
2020	OK Emergency Mgmt 9-1-1	CAD Project	CAD System for Durant Communications Center	Proj Complete. Closeout		195,433	
2020	OK Emergency Mgmt 9-1-1	GIS System Project	GIS Addressing	Proj complete. Closeout		79,000	
2021	US Dept of Justice	Bulletproof Vests	15 vests	Award received 10.14.21		6,000	
2021	OK State Emgcy Mgmt	Weather Radar	Weather Radar (award 6.30.21)	FCC Licenses; Procuring Generator & Propane Tank		1,600,000	
2021	FAA 2021-016	CARES Act Funding	CRRSA - Personnel costs	Closeout Submitted to FAA		23,000	
2021	FAA 2021-017	Aviation Improvements	Airport Layout Plan (award 8.26)	KSA - Project development		194,220	
2021	FAA 2021-018	American Rescue Plan	Personnel expenditures	Closeout Submitted to FAA		59,000	
2021	Texoma Health	Ron Cross Sr Center	Nutrition - meal services	Grant awarded 1.3.22		40,000	
2021	T-Mobile Foundation	Hometown Program	Lloyd Plyler Park	Not funded			0
2021	US Dept of Justice	Rural Law Enforcement	License Plate Readers & Trailer	App submitted to OJP 10.1.21			149,920
2021	US Treasury	American Rescue Plan	WW Infrastructure	1st 50% rcvd 12.20.21		3,261,338	
2021	FEMA Hazard Mitigation	BRIC Building Resilience	Broadband Infrastructure	App Submitted-OKEM 12.31.21			1,907,824
2023	Dept of Environmental Quality	Equipment Program	Brush Chipper for Landfill	App Submitted - DEQ 1.31.22			50,000
2022	OK ARPA	State Additional ARPA	Water Distribution Lines	Prop Submitted - OML 2.18.22			16,521,720
2022	OK ARPA	State Additional ARPA	Durant Lake: expand water storage	Prop Submitted - OML 2.18.22			15,175,000
2022	OK Code Enforcement Assoc	Community Improvement	Cemetery Beautification Imprvmnts	Not funded			0
TOTALS					1,566,254	8,690,879	33,968,214



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Kari Jones, Supervisor
Re: Human Resources Monthly Report- April 2022

Staffing info for April 2022:

4 Terminations (4 Full-time)
6 New Hires (5 Full-time, 1 Part-time)

228 Total Employees as of April 31st, 2022.
(216 Full-time, 6 Part-time, 6 Temporary)

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Robbee Tonubbee, Director
Re: Library Monthly Report - April 2022

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Library Monthly report Apr2022

Donald W Reynolds Community Center & Library

April 2022

Statistical Report

Attendance monthly total -----circulation stats only----- 3,753

We were open 25 days this month.

Attendance daily average -----	150
Circulation monthly (physical units)-----	3,756
Circulation average daily -----	150
Computer usage total -----	527
Computer users average daily-----	21
Computer usage average time-----	37 min
Computer guest passes-----	175
Computer guest passes average daily-----	7
New Library card holders-----	104
Materials donated -----	2,564
	(139 put in collection)

Statistics

Revenue : \$4,416.82 for April. The room revenue was \$2375.00 with payments for: Webstaurant Hiring Event, Texoma Board of Realtors trainings & meetings, a literacy banquet, bday party, & a Financial Freedom seminar.

Prepayments were made for: Texoma Board of Realtors paid for 2022 events (15) & the Phillips bday party in May.

Revenue breakdown: \$583 in copies, \$134 in faxes, \$440 in fines, \$60 in replacement cards, \$100 in out-of-county memberships, \$12 in laminating, \$284 in lost/damaged item fees, & \$396 from the public printer/copier coin-op. The café revenue is separate and that was \$295 for the month.

There was a variety of community events this month: a Meet & Greet with Senator Lankford, a Regional Advisory Council – Region 4 meeting, a City Ward meeting, Daughters of the American Revolution meeting, Court Ordered Mediations, a DHS visitation, a Bryan Co Federation of Democratic Women meeting, the Heritage Quilters Quilt Celebration, local American Legion meetings, DHS All Staff meeting, City of Durant Budget meeting, and an Author book signing & reading.

What's Happened

- The "Very Hungry Reader" food program resumed evening meals and snacks (M-F from 4:00pm to 6:00pm, ending on Fridays at 5:00) w/a total of **445** for the month with an average of **19** meals per day. This program will continue through the end of May 2022 and then switch to the in-person meals for the summer.

- AARP Tax Prep started in February. The volunteers, 11 of them, worked on Tuesdays and Thursdays from 10:00am to 5:00pm in the library's theater. In total they had 709 e-files, 4 amended, & 5 paper returns for 2021 taxes, 21 e-files for 2020 taxes, 2 e-files for 2019 for a total of **828** people served. They ended April 14th. Volunteers from AARP and Southeastern are helping this year.

Community Engagement/FOL

- The library has received a Health Literacy grant and began health/fitness related projects in September.
April classes: Four Yoga classes with **34** attendees, three Zumba classes with **10** attendees, , two LEAD classes with **11** attendees, and a Blue Zones Healthy Kitchen Cooking class with **20** attendees..
- The library programs for non-school-aged children started back up in August along with a new “Baby Lap Sit” program.
There are two programs on Fridays, the Baby Lap Sit at 9:30am and Story Time at 10:00am.
School-aged children have Lego Club (Tuesdays at 3:30), The Lounge for Teens (Wednesdays at 3:30/4:00), and After School Program (Thursdays at 3:30) in the library’s Story Room.
Attendance is as follows: Lapsit had three sessions with no attendance & Story Time had three sessions with 16 attendees. After School four sessions with 21 kids, the Lounge four sessions with 8 teens, and Lego Club four sessions with 32 kids. After School programming (Lego Club, the Lounge, & After School) will resume in September.
- The Chess sessions are well attended with a total of 28 adults & 15 kids over five Saturdays.
- The library’s community center hosted the Heritage Quilters 2022 Quilt Celebration. There were a record number of attendees over two days. Visitors could view quilts, participate in raffles, attend demonstrations, get their scissors sharpened, and visit a local food truck. This event was a huge success! The FOL manned a table soliciting exit surveys from attendees while promoting the FOL. We hope to host this event again in 2024!

Projects

- The library applied for ARPA grant funds from the ODL in September. We were eligible for just over \$20,000 and were awarded just over \$23,000 in mid-October. Items purchased will be for extended programming, outdoor events, sound proofing meeting/study rooms, and enhancing video conferencing equipment.
- The library was approved to move on to the engineering for the Library Park and it began in August. This project is being funded by the Pendleton donation. The contract for engineering is ready to be implemented with the theorem company and Shane Knight. Library staff met with Shane in late December for updates on the planning and a look at the drawings. The engineering is at 60% at the end of February. The park will add a large outdoor space to extend library programming. Publicity for the park has garnered a lot of interest in the project with many asking how they can help. The Blue Zones Project has offered to help partner with some of the project and the library is working on other grants to help with the project. A local couple has kicked off the donation project with a sizeable gift, more details to come.
- The library will house the Covid relief grant program, Utility Billing Assistance Program, to help City of Durant utility customers with their bills. This program will help citizens needing help with their water bills for the next two years.

Library Promotion

Library Website – www.donaldwreynolds.okpls.org

Donald W Reynolds & Donald W Reynolds Friends of the Library- FACEBOOK FOR PHOTOS AND INFORMATION

<http://www.facebook.com/home.php?#!/rlwpubliclibrary>

“Check it out at the Library” - weekly column with the weekly edition of the Durant Daily Democrat. *Currently on hold.*



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Neighborhood Services Monthly Report - April 2022

Council Information / Action Requested

None.

City Staff Information / Action Follow-up, if Council authorizes this action:

None.

ATTACHMENTS:

1. Neighborhood Services Monthly Report 2022 - Apr 2022
2. Neighborhood Services Daily Bldg Insp Log 2022 (Pierce)_____ - April 2022
3. BP Valuation Report - 4470 w Segments
4. APRIL 2022 CASE REPORT
5. Animal Control Daily Count 2022 (Fulton) - Apr 2022
6. Animal Control Daily Log 2022 (Fulton) - Apr 2022
7. Code Enforcement Daily Log 2022 (Jackson) - Apr 2022
8. Code Enforcement Daily Log 2022 (Cottrell) - Apr 2022

The City of Durant

Neighborhood Services Department

Monthly Activity Report, April 2022

1. Inspections			4. Animal Control	
Building	14		Calls for Service	168
Electrical	9		Citations Issued	6
Mechanical	2		Warnings Issued	85
Plumbing	7		Dogs Picked Up	36
Drainage Issues	0		Cats Picked Up	21
Other	8		Dog Adoptions	2
Total	40		Cat Adoptions	0
2. Code Enforcements			Dog Rescue	28
Contact Made	147		Cat Rescue	19
Trees & Shrubs	59		Claimed by Owner	7
Grass & Weeds	74		Animals Euthanized	1
Junk Vehicles	16		Parvo Deaths	0
Junk Appliances	15		Bite Calls	3
Dilapidated Structures	33		Total	376
Trash & Debris	88		5. Letters Mailed	
Other	110		Code Enforcement	48
24 Hour Nuisances Posted	12		Code Hearings	27
PD 24 Hour Nuisances Posted	0		Public Hearings	0
Code Enforcement	12		Total	75
Notices Posted	27			
Citations Issued	1			
Warnings Issued	21			
Total	615			
3. New Construction				
SFR	2			
MFR	3 (triplex)			
Commercial	0			
Industrial	0			
Total	2			

Daily Building Inspections Log

April-2022

[illegible]

City of Durant						
Neighborhood Services						
Daily Building Inspections Log						
April-2022						

[illegible]

City of Durant						
Neighborhood Services						
Daily Building Inspections Log						
April-2022						

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City of Durant						
Neighborhood Services						
Daily Building Inspections Log						
April-2022						

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City of Durant						
Neighborhood Services						
Daily Building Inspections Log						
April-2022						

[illegible]

5/04/2022 8:02 AM
PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 4/01/2022 THRU 4/30/2022
ISSUED DATES: 4/01/2022 THRU 4/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

PROJECT VALUATION AND FEE REPORT

PAGE: 1

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
032556 ROOF	4/01/2022 4/01/2022	C & J ROOFING ROOF PERMIT	3609 PEARL ST ROOF - ROOFING	OWNER OWNER	ROOF PERMIT 6,000.00	ROOF 79.00
032557 ELEC	4/01/2022 4/01/2022	JACOBS, JAMES NEW ELECTRIC PERMIT	1128 E MAIN 10 SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	METER RELEASE 0.00	ELEC 54.00
032558 BLDG ELEC MECH PLUMB	4/01/2022 4/01/2022 4/01/2022 4/01/2022 4/01/2022	AHL BUILDERS LLC NEW BUILDING PERMIT NEW ELECTRIC PERMIT NEW MECHANICAL PERMIT NEW PLUMBING PERMIT	4652 GAMCO PL CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION	OWNER OWNER OWNER OWNER OWNER	COMM REMODEL PERMIT 425,000.00 0.00 0.00 <u>0.00</u>	COMM BLDG 1,290.80 316.40 266.40 <u>316.40</u>
TOTAL VALUE					425,000.00 TOTAL FEE	2,190.00
032559 SIGN	4/01/2022 4/01/2022	THE SIGN DEPOT SIGN PERMIT	214 N 1ST AVE SIGN - SIGN PERMIT	OWNER OWNER	NORTH/SOUTH LED WALL PERMIT 11,700.00	SIGN 408.00
032560 ROOF	4/04/2022 4/04/2022	C & J ROOFING ROOF PERMIT	1021 W EVERGREEN ST ROOF - ROOFING	OWNER OWNER	ROOF PERMIT 5,000.00	ROOF 79.00
032561 SIGN	4/04/2022 4/04/2022	R&R SIGNS SIGN PERMIT	401 S 9TH AVE SIGN - SIGN PERMIT	OWNER OWNER	NEW SIGN PERMIT 900.00	SIGN 204.00
032562 ROOF	4/05/2022 4/05/2022	GET ROOFED ROOF PERMIT	1411 WENDELL DR ROOF - ROOFING	OWNER OWNER	ROOF PERMIT 0.00	ROOF 79.00
032563 PLUMB	4/07/2022 4/07/2022	TUCKER PLUMBING CO NEW PLUMBING PERMIT	519 S 10TH AVE SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	GAS TEST 250.00	PLUMB 54.00
032564 SIGN	4/08/2022 4/08/2022	THE SIGN DEPOT SIGN PERMIT	309 W MAIN ST SIGN - SIGN PERMIT	OWNER OWNER	SIGN PERMIT 309.94	SIGN 204.00
032565 ACC	4/08/2022 4/08/2022	SANCHEZ, RAYMUNDO ACCESSORY PERMIT	1212 W ALABAMA ST ACCS - ACCESSORY STRUCTURES	OWNER OWNER	METAL GARAGE/SHOP BUILDING 10,000.00	ACC 79.00
032566 SIGN	4/12/2022 4/12/2022	NGUYEN, SINH SIGN PERMIT	2131 W MAIN ST SIGN - SIGN PERMIT	OWNER OWNER	TEMP BANNER SIGN PERMIT 0.00	SIGN 44.00
032567 ELEC	4/13/2022 4/13/2022	HALL ELECTRIC NEW ELECTRIC PERMIT	1201 BRIARWOOD C5/C6 SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	REPLACE METER BOX 0.00	ELEC 54.00
032568 ROOF	4/13/2022 4/13/2022	ABEL ALEMAN ROOFING COMPANY ROOF PERMIT	203 PECAN ST ROOF - ROOFING	OWNER OWNER	ROOF PERMIT 21,665.00	ROOF 79.00
032569 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	802 W WALNUT ST EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 435.00
032570 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	304 S 22ND AVE EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 393.00

5/14/2022 8:02 AM
 PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 4/01/2022 THRU 4/30/2022
 ISSUED DATES: 4/01/2022 THRU 4/30/2022
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

PROJECT VALUATION AND FEE REPORT

PAGE: 2

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
032571 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	400 GERLACH DR EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 755.00
032572 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	824 W LOUISIANA EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 920.00
032573 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	1715 UNIVERSITY EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 462.00
032574 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	3916 W UNIVERSITY BLVD EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 613.00
032575 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	1314 WACO ST EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 870.00
032576 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	812 W LOCUST ST EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 517.00
032577 EXCAV	4/14/2022 4/14/2022	GW UTILITY CONSTRUCTION CO EXCAVATION PERMIT	950 GERLACH DR EXCAV - EXCAVATION PERMIT	OWNER OWNER	BORE FOR FIBER OPTIC CABLE 0.00	EXCAV 1,033.00
032578 SIGN	4/14/2022 4/14/2022	THE SIGN DEPOT SIGN PERMIT	1201 W MAIN ST SIGN - SIGN PERMIT	OWNER OWNER	SIGN MODICATION PERMIT 5,872.39	SIGN 79.00
032579 ACC ELEC MECH PLUMB	4/14/2022 4/14/2022 4/14/2022 4/14/2022	REDLINE BUILDERS LLC ACCESSORY PERMIT NEW ELECTRIC PERMIT NEW MECHANICAL PERMIT	3207 CASTLE CT ACCS - ACCESSORY STRUCTURES ACCS - ACCESSORY STRUCTURES ACCS - ACCESSORY STRUCTURES	OWNER OWNER OWNER OWNER	GARAGE/SHOP BUILDING PERMIT 60,000.00 0.00 0.00 0.00	ACC 79.00 214.00 164.00 214.00
TOTAL VALUE					60,000.00	TOTAL FEE 671.00
032580 SIGN	4/14/2022 4/14/2022	THE SIGN DEPOT SIGN PERMIT	121 S 2ND AVE SIGN - SIGN PERMIT	OWNER OWNER	SIGN PERMIT 146.57	SIGN 204.00
032581 ELEC	4/18/2022 4/18/2022	MORTON ELECTRIC NEW ELECTRIC PERMIT	418 S 6TH AVE SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	NEW 200 AMP SERVICE 0.00	ELEC 54.00
032582 PLUMB	4/18/2022 4/18/2022	BLACKBURN PLUMBING LLC NEW PLUMBING PERMIT	421 S 6TH AVE SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	GAS TEST PERMIT 0.00	PLUMB 54.00
032583 SIGN	4/20/2022 4/20/2022	R&R SIGNS SIGN PERMIT	4516 W MAIN ST SIGN - SIGN PERMIT	OWNER OWNER	BILLBOARD SIGN PERMIT 0.00	SIGN 604.00
032584 BLDG FPM ELEC MECH	4/20/2022 4/20/2022 4/20/2022 4/20/2022	FERNANDEZ, JAVIER NEW BUILDING PERMIT FLOOD PLAIN MANAGEMENT NEW ELECTRIC PERMIT	214 E TEXAS ST SFR - SINGLE FAMILY RESIDEN SFR - SINGLE FAMILY RESIDEN SFR - SINGLE FAMILY RESIDEN	OWNER OWNER OWNER OWNER	NEW HOME PERMIT 100,000.00 0.00 0.00 0.00	RES BLDG 678.35 104.00 236.05 186.05

07/4/2022 8:02 AM
PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 4/01/2022 THRU 4/30/2022
ISSUED DATES: 4/01/2022 THRU 4/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

PROJECT VALUATION AND FEE REPORT

PAGE: 3

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
PLUMB	4/20/2022	NEW PLUMBING PERMIT	SFR - SINGLE FAMILY RESIDEN	OWNER	0.00	236.05
				TOTAL VALUE	100,000.00	1,440.50
032585 ACC	4/20/2022 4/20/2022	ESPERICUETA, JOSE ACCESSORY PERMIT	618 S 12TH AVE ACCS - ACCESSORY STRUCTURES	OWNER OWNER	NEW CARPORT PERMIT 5,000.00	ACC 129.00
032586 ELEC	4/21/2022 4/21/2022	FARRIS ELECTRIC & MECHANICA NEW ELECTRIC PERMIT	1524 LARKSPUR LN CHA - CHURCH ALTERATION	OWNER OWNER	TEMP POLE PERMIT 800.00	ELEC 54.00
032587 SIGN	4/22/2022 4/22/2022	WENG, YULIN SIGN PERMIT	4410 W MAIN ST SIGN - SIGN PERMIT	OWNER OWNER	TEMP BANNER SIGN PERMIT 0.00	SIGN 44.00
032588 ELEC	4/25/2022 4/25/2022	ALPHA ELECTRICAL SERVICES NEW ELECTRIC PERMIT	2702 UNIVERSITY SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	SERVICE UPGRADE 0.00	ELEC 54.00
032589 BLDG ELEC MECH PLUMB	4/25/2022 4/25/2022 4/25/2022 4/25/2022	PARKER, RICHARD NEW BUILDING PERMIT NEW ELECTRIC PERMIT NEW MECHANICAL PERMIT NEW PLUMBING PERMIT	822 W ELM ST SFRA - SINGLE FAMILY RESIDE SFRA - SINGLE FAMILY RESIDE SFRA - SINGLE FAMILY RESIDE SFRA - SINGLE FAMILY RESIDE	OWNER OWNER OWNER OWNER OWNER	RESIDENTIAL REMODEL PERMIT 140,000.00 0.00 0.00 0.00	RES BLDG 1,002.80 232.40 232.40 232.40
				TOTAL VALUE	140,000.00	1,700.00
032590 BLDG FPM ELEC MECH PLUMB	4/25/2022 4/25/2022 4/25/2022 4/25/2022 4/25/2022	D & R BUILDERS NEW BUILDING PERMIT FLOOD PLAIN MANAGEMENT NEW ELECTRIC PERMIT NEW MECHANICAL PERMIT NEW PLUMBING PERMIT	509 S 5TH AVE MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT	OWNER OWNER OWNER OWNER OWNER	NEW HOME PERMIT (TRIPLEX) 71,000.00 0.00 0.00 0.00 0.00	RES BLDG 391.00 104.00 195.00 145.00 195.00
				TOTAL VALUE	71,000.00	1,030.00
032591 BLDG ELEC MECH PLUMB	4/25/2022 4/25/2022 4/25/2022 4/25/2022	D & R BUILDERS NEW BUILDING PERMIT NEW ELECTRIC PERMIT NEW MECHANICAL PERMIT NEW PLUMBING PERMIT	511 S 5TH AVE MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT	OWNER OWNER OWNER OWNER OWNER	NEW HOME PERMIT (TRIPLEX) 71,000.00 0.00 0.00 0.00	RES BLDG 391.00 195.00 145.00 195.00
				TOTAL VALUE	71,000.00	926.00
032592 BLDG ELEC MECH PLUMB	4/25/2022 4/25/2022 4/25/2022 4/25/2022	D & R BUILDERS NEW BUILDING PERMIT NEW ELECTRIC PERMIT NEW MECHANICAL PERMIT NEW PLUMBING PERMIT	513 S 5TH AVE MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT MFR - MULTI FAMILY RESIDENT	OWNER OWNER OWNER OWNER OWNER	NEW HOME PERMIT (TRIPLEX) 71,000.00 0.00 0.00 0.00	RES BLDG 391.00 195.00 145.00 195.00
				TOTAL VALUE	71,000.00	926.00
032593 PLUMB	4/27/2022 4/27/2022	TUCKER PLUMBING CO NEW PLUMBING PERMIT	318 W LOCUST ST SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	GAS TEST 0.00	PLUMB 54.00
032594 BLDG	4/27/2022 4/27/2022	ALL STAR INVESTMENTS NEW BUILDING PERMIT	3202 W UNIVERSITY BLVD CA - COMMERCIAL ALTERATION	OWNER OWNER	COMMERCIAL REMODEL PERMIT 50,000.00	COMM BLDG 894.00

04/04/2022 8:02 AM
 PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 4/01/2022 THRU 4/30/2022
 ISSUED DATES: 4/01/2022 THRU 4/30/2022
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

PROJECT VALUATION AND FEE REPORT

PAGE: 4

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
ELEC	4/27/2022	NEW ELECTRIC PERMIT	CA - COMMERCIAL ALTERATION	OWNER	0.00	224.00
MECH	4/27/2022	NEW MECHANICAL PERMIT	CA - COMMERCIAL ALTERATION	OWNER	0.00	224.00
PLUMB	4/27/2022	NEW PLUMBING PERMIT	CA - COMMERCIAL ALTERATION	OWNER	0.00	224.00
TOTAL VALUE					50,000.00	TOTAL FEE 1,566.00
032595	4/27/2022	MUTI-SII INC	2626 N 1ST AVE	OWNER	COMMERCIAL PERMIT	COMM BLDG
BLDG	4/27/2022	NEW BUILDING PERMIT	C - COMMERCIAL	OWNER	0.00	304.00
ELEC	4/27/2022	NEW ELECTRIC PERMIT	C - COMMERCIAL	OWNER	0.00	104.00
PLUMB	4/27/2022	NEW PLUMBING PERMIT	C - COMMERCIAL	OWNER	0.00	54.00
TOTAL VALUE					0.00	TOTAL FEE 462.00
032596	4/29/2022	PEREZ, ERIKA	1302 W ALABAMA ST	OWNER	NEW ROOF PERMIT	ROOF
ACC	4/29/2022	ACCESSORY PERMIT	ROOF - ROOFING	OWNER	2,000.00	79.00
032597	4/29/2022	GREEN LIGHT SOLAR	901 BRIARWOOD PL	OWNER	SOLAR PANEL PERMIT	ELEC
ELEC	4/29/2022	NEW ELECTRIC PERMIT	SFRA - SINGLE FAMILY RESIDE	OWNER	29,161.34	54.00
032598	4/29/2022	ALLEN PROPERTY MAINTENANCE	519 W MISSISSIPPI ST	OWNER	NEW HOME PERMIT	RES BLDG
BLDG	4/29/2022	NEW BUILDING PERMIT	SFR - SINGLE FAMILY RESIDEN	OWNER	0.00	608.00
FPM	4/29/2022	FLOOD PLAIN MANAGEMENT	SFR - SINGLE FAMILY RESIDEN	OWNER	0.00	104.00
ELEC	4/29/2022	NEW ELECTRIC PERMIT	SFR - SINGLE FAMILY RESIDEN	OWNER	0.00	226.00
MECH	4/29/2022	NEW MECHANICAL PERMIT	SFR - SINGLE FAMILY RESIDEN	OWNER	0.00	176.00
PLUMB	4/29/2022	NEW PLUMBING PERMIT	SFR - SINGLE FAMILY RESIDEN	OWNER	0.00	226.00
TOTAL VALUE					0.00	TOTAL FEE 1,340.00
*** TOTALS ***				NUMBER OF PROJECTS:	43	
				VALUATION:	1,086,805.24	FEES: 21,129.50

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 4/01/2022 THRU 4/30/2022
ISSUED DATES: 4/01/2022 THRU 4/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
ACC - ACCESSORY PERMIT	4	77,000.00	366.00
BLDG - NEW BUILDING PERMIT	9	928,000.00	5,950.95
ELEC - NEW ELECTRIC PERMIT	16	29,961.34	2,461.85
EXCAV - EXCAVATION PERMIT	9	0.00	5,998.00
FPM - FLOOD PLAIN MANAGEMENT	3	0.00	312.00
MECH - NEW MECHANICAL PERMIT	9	0.00	1,683.85
PLUMB - NEW PLUMBING PERMIT	13	250.00	2,249.85
ROOF - ROOF PERMIT	4	32,665.00	316.00
SIGN - SIGN PERMIT	8	18,928.90	1,791.00
*** TOTALS ***	75	1,086,805.24	21,129.50

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 4/01/2022 THRU 4/30/2022
ISSUED DATES: 4/01/2022 THRU 4/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEE\$
-----	-----	-----	-----	-----
ACCS - ACCESSORY STRUCTURES	3	6	75,000.00	879.00
C - COMMERCIAL	1	3	0.00	462.00
CA - COMMERCIAL ALTERATION	2	8	475,000.00	3,756.00
CHA - CHURCH ALTERATION	1	1	800.00	54.00
EXCAV - EXCAVATION PERMIT	9	9	0.00	5,998.00
MFR - MULTI FAMILY RESIDENTIAL	3	13	213,000.00	2,882.00
ROOF - ROOFING	5	5	34,665.00	395.00
SFR - SINGLE FAMILY RESIDENTIAL	2	10	100,000.00	2,780.50
SFRA - SINGLE FAMILY RESIDENTIAL ALTERATION	9	12	169,411.34	2,132.00
SIGN - SIGN PERMIT	8	8	18,928.90	1,791.00
*** TOTALS ***	43	75	1,086,805.24	21,129.50

SELECTION CRITERIA

REPORT SELECTION

PROJECT RANGE FROM: 0 THROUGH ZZZZZZZZZZ
PROJECT STATUS: All
CONTRACTOR: All
PROJECT TYPE: All
SEGMENT: All
VALUATION RANGE FROM: 0.00 THROUGH 999,999,999.99

PROJECT DATES

APPLIED RANGE FROM: 04/01/2022 THROUGH 04/30/2022
ISSUED RANGE FROM: 04/01/2022 THROUGH 04/30/2022
USE SEGMENT DATES: NO
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999
USE SEGMENT DATES: NO

PRINT OPTIONS

TOTALS ONLY: NO
INCLUDE SEGMENTS: YES
COMMENT CODES: None

*** END OF REPORT ***

MUNICIPAL COURT REPORT - FILED CASES

DURANT MUNICIPAL COURT Page: 1
 Report For April 1, 2022 Thru April 30, 2022 FILEDST

 Violations by Filed Date...

City Ordinance	32	
Traffic	279	
State Law	28	
Total Filed Violations		339

 Completed Cases...

Paid Fine...		
City Ordinance	0	
Traffic	0	
State Law	0	
Total Paid Fines		0
Before Judge...		
City Ordinance	13	
Traffic	174	
State Law	15	
Total Before Judge		202
Total Completed		202

 Other Completed...

DISMISSED (COMPLETED DEFERRED)		
City Ordinance	2	
Traffic	10	
State Law	1	
Total		13
DISMISSED (BY JUDGE'S ORDER)_		
City Ordinance	3	
Traffic	17	
State Law	0	
Total		20
DISMISSED-PROSECUTOR'S MOTION		
City Ordinance	0	
Traffic	2	
State Law	0	
Total		2
FINE SUSPENDED		
City Ordinance	3	
Traffic	7	
State Law	9	
Total		19
Total Other Completed		54

MUNICIPAL COURT REPORT - FILED CASES

DURANT MUNICIPAL COURT Page: 2
 Report For April 1, 2022 Thru April 30, 2022 FILEDST

Grand Total Completed 256
 Net Difference Filed/Complete 83

Warrants...

Issued...
 City Ordinance 34
 Traffic 212
 State Law 26
 Total Violations 272
 Total Warrants Issued 272

Cleared...
 City Ordinance 29
 Traffic 179
 State Law 27
 Total Violations 235
 Total Warrants Cleared 235
 Change in Total Warrants 37

Other Paid Cases...

Paid Fine...
 Total Other Paid Fines 47

FINE FINE \$25,299.05
 CLEET0 CLEET STATE OF OKLAHOMA \$1,875.00
 CC COURT COST FEE \$4,753.05
 AFIS17 AFIS 2017 \$1,872.00
 FS17 FORENSIC FEE 2017 \$1,800.00
 TECH TECH FEE ORDINANCE #1763 \$4,883.20
 WAR2 WARRANT FEE 2 \$3,403.10
 COLAGY COLLECTION AGENCY \$3,825.85
 CDENF CODE ENFORCEMENT FINE \$402.00
 DF DEFERRAL FEE \$290.00
 FP2 FINGERPRINT FEE 11-01-2004 \$25.00
 FS FORENSIC SCIENCE IMPROVE FEE \$25.00
 CLEET4 CLEET STATE OF OKLAHOMA \$36.00
 DRUGS BUREAU OF NARCOTICS AND DRUGS \$10.00
 MIS MISAPPLIED PAYMENT \$125.00
 CECC CODE ENFORCEMENT COURT COST \$20.00
 Total Fees/Fines Paid \$48,644.25

City of Durant

Neighborhood Services

Daily Animal Control Log (Fulton)

April-2022

Day	Calls for Service	Citation/Warning	Parvo Deaths	Dogs Picked Up	Cats Picked Up	Dogs Adopted	Cats Adopted	Dogs to Rescue	Cats to Rescue	Dogs Claimed by Owner	Cats Claimed by Owner	Bite Calls	Dogs Euthanized	Cats Euthanized	Dart Gun Deployed
1	6	2W/0C	0	11	1	0	0	0	1	0	0	1	0	0	0
2	TP														
3	TP														
4	13	7W/0C	0	0	0	0	0	0	0	0	0	1	0	0	0
5	8	4W/0C	0	0	1	0	0	4	1	0	0	0	0	0	0
6	11	3W/2C	0	0	3	0	0	0	3	0	0	0	0	0	0
7	7	4W/0C	0	0	0	0	0	0	0	0	0	0	0	0	0
8	5	2W/0C	0	1	0	0	0	0	0	1	0	0	0	0	0
9	1	TP/City Event													
10	2	TP/ Adopt	0	0	0	1	0	0	0	0	0	0	0	0	0
11	14	11W/0C	0	3	10	0	0	0	10	2	0	0	0	0	0
12	6	4W/0C	0	0	1	0	0	0	0	0	0	0	0	1	0
13	12	6W/2C	0	3	0	1	0	2	0	0	0	0	0	0	0
14	8	0	0	2	0	0	0	0	0	2	0	0	0	0	0
15	HOL														
16	TP														
17	TP														
18	TP														
19	10	10W/0C	0	1	0	0	0	0	0	0	0	1	0	0	0
20	7	2W/0C	0	10	0	0	0	0	0	0	0	0	0	0	0
21	4	1W/0C	0	0	1	0	0	0	0	0	0	0	0	0	0
22	5	2W/0C	0	1	0	0	0	0	0	0	0	0	0	0	0
23	1	TEND POUND	0	0	0	0	0	22	0	0	0	0	0	0	0
24	TP														
25	12	4W/0C	0	1	3	0	0	0	4	0	0	0	0	0	0
26	11	10W/0C	0	1	0	0	0	0	0	1	0	0	0	0	0
27	10	7W/0C	0	0	0	0	0	0	0	0	0	0	0	0	0
28	6	5W/0C	0	1	0	0	0	0	0	1	0	0	0	0	0
29	9	1W/2C	1W/2C	1	1	0	0	0	0	0	0	0	0	0	0
30															
31															
Total	168	85W/6C	0	36	21	2	0	28	19	7	0	3	0	1	0

Comments:

City of Durant
Neighborhood Services
Daily Animal Control Log (Fulton)

April-2022

Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment
4/1/2022	1209 Radio Rd Apt 8	BITE; Child bitten by stray dog	Child seen @ ER; Rabies course started; HEAVY patrol	F/U	KF	
	Village Apts	Raccoon	P/U; Dispatched due to injury	N/A	KF	
	BCAH	Cat drop off	1 Cat -> rescue	N/A	KF	
	Shelter	Person wanting to adopt	Spoke to; Will F/U	N/A	KF	
	717 N 5th	Dog broke out of window	Dog locked inside w/ 9 others; No food, water, at least several days; CRUELTY	2 C	KF	
	518 W Locust	2nd Location for CRUELTY case	Dogs here are adults; 1 surrendered; F/U w/ PD	F/U	KF	
4/2/2022	TEND SHELTER					
4/3/2022	TEND SHELTER					
4/4/2022	614 S 5th	Cat in trap	UTL; Resident barred from using City traps	N/A	KF	
	3900 Blk University	Opossum in trap	P/U; Mama & babies relocated	N/A	KF	
	518 W Locust/717 N 5th	F/U regarding CRUELTY case/ deceased puppy disposed; *CE iss	Remaining dogs are OK for now; No proof of puppy; F/U	2W	KF	
BITE	Gene's Tire	Chained dog bit visitor	Dog was chained; Person warned; UTD on R vaxx; Ordered out of C Limits	F/U	KF	
	717 N 10th	Welfare concern regarding dogs	Only cats located; Claim unsubstantiated	N/A	KF	
	11th X 12th St @ Cedar	Opossums in Roadway	UTL; Extra patrol	N/A	KF	
	Carl's Jr	Dog @ large	UTL; Extra patrol	F/U	KF	
	S 11th X Arkansas	Dog @ large	Spoke to owner trying to catch	1W	KF	
	69 @ Choctaw	Dog on roadway	UTL; Extra patrol	F/U	KF	
	610 W Cedar	Dog @ large	Owner looking for dog; UTL; Extra patrol	1W	KF	
	5489 Roadrunner Dr	Welfare concern; Dog too thin; No water	Dog given water & food; F/U w/ owner	3W	KF	
	1519 Martin Cir	Drop off trap	Attempt to trap stray/ feral cats ongoing	F/U	KF	
	619 S 2nd	Dog @ large	UTC; ATL owner; F/U	F/U	KF	
4/5/2022	W Evergreen X S 9th	2 Dogs @ large	UTL; Extra patrol	F/U	KF	
	609 N 19th	Welfare Concern	UTL and problems; UTL resident; D/T	F/U	KF	
	1518 N 10th	Cat in trap	P/U; Returned to owner	1W	KF	
	311 S 13th	Welfare Concern; Dogs w/out water; *CE T&D	Spoke to resident, they will address issues	F/U	KF	
	Roadhouse Grill	2 Dogs @ large	UTL; Extra patrol	F/U	KF	
	Shelter	1 Dog 1 Cat Adopted	---	N/A	KF	
	903 E Evergreen	Welfare concern; *CE sharing water meter	Dogs still have not received vet care; Plumber to install new water lines	3W; F/U	KF	
	Gene's Tires	ATL	In reference to a bite; UTL	F/U	KF	
4/6/2022	5219 Martin Cir	Cat in a trap	P/U; Impounded	N/A	KF	
	210 Lee Ave	7 Abandoned Dogs	RP advised Cartwright- not Durant; Passed to BCSO	N/A	KF	
	609 W Georgia	Chairs on curb	Spoke to resident; Will have moved	1W	KF	
	Magnolia Dentistry	Dog @ large; Appears injured	UTL; Extra Patrol	F/U	KF	
	1518 N 10th	Drop off trap for feral cats	F/U	F/U	KF	
	1309 Apt A	Dog @ large	Spoke to resident; Will contain dog	1W	KF	
	1125 Grand Ave	*CE; Illegal dumping	SJ wrote 2 citations to individual	2C	KF	
	Kiamichi Tech	Dog @ large	P/U; Impounded	N/A	KF	
	University Blvd	D/O Trap	D/O	N/A	KF	
	100 Blk Fisherman's Ln	Dog @ large	Spoke to owner; Will contain	1W	KF	
	Larkspur Village	Kittens trapped in car engine	Unable to free; FD responded to save the day; 2 Kittens taken to rescue	N/A	KF	
4/7/2022	2707 Lori Ln	Deceased dog owner; Roommate req. assistance	P/U both dogs; Attempt to adopt	N/A	KF	
	5219 Martin Cir	Opossum in trap	P/U; Relocated; Returned City trap	N/A	KF	
	106 Poplar St	Dogs @ large	Spoke to owner	2W	KF	
	300 Blk Lee Ave	Dog @ large	Returned dog to owner	1W	KF	
	Shelter	Owner reclaim	---	1W	KF	
	5th X Louisiana St	Dog @ large	UTL; Extra patrol	F/U	KF	
	15th X Georgia St	2 Dogs @ large; Showing Aggression	UTL; Heavy patrol	F/U	KF	
4/8/2022	Haunted House @ E Cedar	ATL Nunez' in reference to dog bite	UTL	F/U	KF	
	614 S 5th	2 Bunnies abandoned	P/U; Taken to rescue	F/U	KF	
	906 Crooked Oak Tri	Dog @ large	Returned to owner	1W	KF	

City of Durant
Neighborhood Services
Daily Animal Control Log (Fulton)

April-2022

Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment
	Shelter	Owner Reclaim	1W	1W	KF	
	623 S 15th	Dog @ large	P/U; Impounded	F/U	KF	
4/9/2022	TEND POUND	-	-	-	-	
	Carl Albert Park	City Dog Event	-	-	-	
4/10/2022	TEND POUND					
	Shelter	1 Dog adopted				
	Shelter	1 Dog adopted				
4/11/2022	1102 W Louisiana	*CE; T&D	Spoke to resident; Will address	2W	KF	
	Greenbriar Ct	Dog in pond	Hog in middle of pond; Unable to assist	N/A	KF	
	Walmart	Animal food donation	P/U	N/A	KF	
	Avalon	Dog @ large	Spoke to owner; Will keep dog contained	1W	KF	
	2207 Mason St	Cat problem	Will attempt to trap	F/U	KF	
	District 1	2 Dogs @ large	P/U; Returned to owner	2W	KF	
	Fairgrounds	Person living in broken down motorhome	Spoke to person; Will have moved by end of the day	1W	KF	
	Houston X Grand Ave	Dog @ large	P/U; Impounded	N/A	KF	
	629 W Alabama	*CE; Furniture on curb	Spoke to resident; Will address	1W	KF	
	736 S 3rd	*CE; T&D; Animal welfare	Left notice to call; 2W	2W	KF	
	611 S 3rd	Dog @ large	Spoke to owner; Will keep dog contained	1W	KF	
	427 S 11th	*CE; T&D on curb	Spoke to resident; Will address	1W	KF	
	420 S 10th	Welfare concern	Dog is OK; Will F/U w/ owner	N/A	KF	
	High Meadows Apts	Kittens in attic	5 Kittens caught, taken to rescue; Attempt to trap mama cat	F/U	KF	
4/12/2022	5219 Martin Cir	Opossum in trap	P/U; Relocated; Returned City trap	N/A	KF	
	5218 Roadrunner Cir	*CE; Junk appliances	Left notice to remove	1W	KF	
	207 S 5th	*CE; Furniture on curb	Spoke to resident; Will address	1W	KF	
	3510 Robinhood Dr	2 Found horses	ATL owners	F/U	KF	
	Little Caesars	Injured kitten	P/U; Dispatched	N/A	KF	
	Behind Jimmy's Egg	2 Cars Blocking Alley	Left notice to remove	2W	KF	
4/13/2022	502 S 3rd	Dog @ large; Welfare concern	Spoke to owner; Will keep dog contained	1W	KF	
	2901 Thomas Cir W	Assistance w/ dog	P/U; Impounded	N/A	KF	
	824 Parkland Dr	Dog showed up on porch	P/U; Impounded	F/U	KF	
	S 3rd X Texas	Man trying to surrender dog from outside Durant	Vet's office told man to say dog was found in City Limits; Refused service	1W	KF	
	501 S 13th	BITE	2 Citations; Dog quarantined	2C	KF	
	Gates Trailer Park D43	*CE; T&D @ curb	Spoke to contractor; Will remove w/ in 24 hrs	1W	KF	
	1006 Harmony Ln	*CE; Limbs @ curb; Junk appliances	UTL resident; Left notice and contact information	3W	KF	
	Carl Albert Park	*CE; Attempt to locate encampment	UTL; Will F/U	F/U	KF	
	1212 Alma Dr	Armadillo/ Opossum complaint	UTL any sign of nuisance animals; 5 months since last seen	F/U	KF	
	401 S 5th	Stray dog taken in; Wants to surrender	P/U; Impounded; Attempt to get to rescue	N/A	KF	
	Shelter	1 Dog P/U for rescue				
	Shelter	Dog Adoption				
4/14/2022	Police Dept	Dog placed in A/C truck	No info where dog came from or who placed dog in truck	?	KF	
	Walmart	Pet food donation	Picked up	N/A	KF	
	501 S 13th	Follow-up concerning dog bite	Spoke to owner of dog; Will comply	N/A	KF	
	Westside Dr	Found cat in carrier on side of the road	Rescued cat; Will keep while ATL owner	N/A	KF	
	424 NE 2nd	Welfare concern	Dogs are okay; Dog food drop-off	N/A	KF	
	Avalon Apts	Dog chained to railing no person present	Picked up; Impounded	F/U	KF	
	625 Liberty Ln	P/U statement	P/U	N/A	KF	
	Shelter	Owner reclaim	Went to jail night before; PD pu dog	N/A	KF	
4/15/2022	HOL					
4/16/2022	TEND POUND					
4/17/2022	TEND POUND					

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Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment
4/18/2022	TEND POUND					
4/19/2022	5619 Stonecreek	BITE	Dog is in quarantine @ DAH	PD	KF	
	3106 University Blvd	Dogs @ large	UTL; Extra patrol	F/U	KF	
	910 W Georgia	Animal disturbance; *CE T&D; Junk appliances	Left detailed message to contact	4W	KF	
	907 W Georgia	*CE Junk Appliances	Left DT	1W	KF	
	710 W Georgia	*CE T&D	Left DT	1W	KF	
	407 W Tennessee	Dog @ large; *CE T&D	Spoke to owner	2W	KF	
	East side/ Gene's tires	ATL vicious dog	UTL; F/U	F/U	KF	
	111 Cornell Dr	Dog @ large	Picked up; Impounded	N/A	KF	
	310 S 2nd	Welfare concern	30-40 dogs on premises; Working to remove	F/U	KF	
	Braum's	Welfare concern	Dog leaving 2 dogs unsupervised; Uncooperative	2W	KF	
4/20/2022	East Side Valero	Requesting assistance w/ dog and puppies	Owner surrendered mama dog & puppies	N/A	KF	
	SE 5th X Arkansas	Dog @ large	UTL; Extra patrol	F/U	KF	
	N 2nd X Evergreen	Requesting assistance w/ dog	Dog resides outside City limits	N/A	KF	
	2300 Chuckwa	Deceased dog	P/U	N/A	KF	
	1609 W Main	*CE; T&D	2nd notice left	1W	KF	
	Stonebrook	*CE; T&D	Spoke to resident; Will address grass and trash	1W	KF	
	UPS Store	Deceased cat	P/U	N/A	KF	
4/21/2022	5219 Martin Cir	Cat in trap	P/U; Impounded	N/A	KF	
	Nor-Tex AC	Dog @ large	UTC; ATL	F/U	KF	
	NE 2nd	Dog @ large	Spoke to owner; Will contain dog	1W	KF	
	SICK-afternoon					
4/22/2022	1424 W Georgia	Found dog	P/U; ATL owner	N/A	KF	
	Walmart	Food donation	P/U	N/A	KF	
	1324 N 4th	Welfare concern	Dogs are OK; Warning for rabies; *CE T&D	2W	KF	
	N 1st @ Subway	Roadkill	P/U	N/A	KF	
	300 Blk N 9th	Dog @ large	UTL; Extra patrol	F/U	KF	
4/23/2022	SHELTER	22 Dogs ->Rescue				
	TEND POUND					
4/24/2022	TEND POUND					
4/25/2022	Magnolia X Lee Ave	Cow Out	Spoke to owner; Will contain	1W		
	Parkridge Apartments	Tenant went to nursing home; Help w/ cats	3 Cats P/U, impounded	N/A	KF	
	813 N 5th	Opossum in trap	P/U; Relocated; Trap returned	N/A	KF	
	405 E Florida	Dogs attacking rabbits	Person raising livestock in City limits; F/U	F/U	KF	
	1121 N 6th	Welfare concern	2 warnings	2W	KF	
	W main X Washington	Welfare concern; Man beating dog	Man located; PD called; Man fled w/ dog; ATL	F/U	KF	
	3651 N Washington	Deer in ditch	P/U	N/A	KF	
	Magnolia Cafe	2 Dogs @ large	1 dog P/U; 1 UTC; F/U	F/U	KF	
	Mississippi X S 15th	Welfare concern	Dog is ok	1W	KF	
	Mississippi X S 14th	Dog @ large	UTC; Extra patrol	F/U	KF	
	223 S 12th	Deceased cat	P/U	N/A	KF	
	Shelter	Meet cat rescue	4 Cats sent to rescue			
4/26/2022	402 N 12th	Dog @ large	P/U; impounded	F/U	KF	
	813 N 5th	Drop off trap	-	N/A	KF	
	603 NE 2nd	Welfare check	Dropped off dog food	N/A	KF	
	Shady Brook Apt 223	Dog @ large	Evidence of dog left out @ large; No water	3W	KF	
	1709 Mason St	Dog @ large	UTL	F/U	KF	
	2202 Mason St	Small dog @ large	Spoke to owner; Will contain	2W	KF	
	814 W Beech	Owner reclamation	Owner w/out vehicle, Dog dropped off	2W	KF	
	200 Blk E Florida	*CE; Person burning brush	Checked for permit	N/A	KF	

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Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment

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Daily Code Enforcement Log (Jackson)

April-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
4/1/2022			Monthly Report					O		
		713 N 5th	Full poly cart left at curb	Spoke with tenant				O/JA/MC	S.J.	
		715 N 5th	Debris left at curb	Spoke with owner				TD/MC	S.J.	He stated that he would move
	ANIMAL CONTROL	717 N 5th	Complaint/Dogs in vacant house	Surrendered dogs				ACO/MC	S.J.	ACO wrote citations
		717 N 5th	Debris on side of house	Spoke with owner				TD/MC	S.J.	He stated that he would move
	ANIMAL CONTROL	518 W Locust	Welfare check on dogs					ACO/MC	S.J.	
		518 W Locust	Possible no active water	Will follow up				D	S.J.	Possible squatters
4/4/2022	ANIMAL CONTROL	717 N 5th	Follow up on abandoned dogs	None found				ACO/MC	S.J.	
		518 W Locust	No active water account	Gave 24 hours to turn on				D/MC	S.J.	
		424 W Locust	Trash and Debris	Spoke with tenants about removing				TD/MC	S.J.	
		801 N 5th	Follow up on debris	Waiting on contractor				TD/MC	S.J.	
		814 N 6th	Dilapidated Structure	Will Letter				D/JV	S.J.	
		515 W Mulberry	Dilapidated Structure	Will Letter				D	S.J.	
		511 W Mulberry	Dilapidated Structure	Will Letter				D	S.J.	
		424 W Mulberry	Trash and Debris	Left door hanger				TD	S.J.	
		703 N 1st	Possible illegal dumping	See comments				TD/MC	S.J.	Homeless pulling poly carts to car wash and dumping under lights
		709 N 1st	Possible illegal dumping	See comments				TD/MC	S.J.	
		713 N 1st	Possible illegal dumping	See comments				TD/MC	S.J.	
4/5/2022		508 N 7th	Complaint/Sewer	Spoke with tenant				O/MC	S.J.	
	ANIMAL CONTROL	1511	Pick up cat					ACO/MC	S.J.	
		903 Parkland	Complaint on neighbor about water	Civil matter				O/MC	S.J.	
		904 E Evergreen	Sharing water with meter	Plumber is scheduled				O/MC	S.J.	
	ANIMAL CONTROL	904 E Evergreen	Welfare check on dogs					ACO/MC	S.J.	
		722 W Beech	Follow up/Sewer	No one home				D	S.J.	
	ANIMAL CONTROL	4812 University	Drop off trap					ACO	S.J.	
		611 N 19th	Follow up/Alley	In compliance				TS/MC	S.J.	
	ODOT	Roby's	Complaint/Homeless Camp	Vacant				O/TD	S.J.	PD assisted
	ODOT	Long John Silver's	Complaint/Homeless Camp	Vacant				O/TD	S.J.	PD assisted
		1411 Wendell	No roofing permit	Shut down until permit was issued				O/MC	S.J.	
		1015 Donna Sue	Limbs and debris	In compliance				TD/MC	S.J.	
		1407 Wendell	Dilapidated Structure	Will letter				D	S.J.	
		121 NE 6th	Follow up/Dilapidated	Bring up to code				D/MC	S.J.	
		123 NE 6th	Follow up/Dilapidated	Bring up to code				D/MC	S.J.	
		125 NE 6th	Follow up/Dilapidated	Bring up to code				D/MC	S.J.	
		Cemetery Road	Illegal dumping	Cleaned up				TD	S.J.	I picked up; was not worth asking solid waste to do something extra
		405 E Florida	Complaint/Living in shed	Owner stated was not				O/TD/MC	S.J.	7 days to clean trash and debris
4/6/2022		76 Six Springs	Wrote code violations	Passed along to contractor				TD/D	S.J.	
	Rugged Outfitters	915 W Main	Temp sign not permitted	They were pulled				O/MC	S.J.	
		904 Meadowlark	Met contractor	In compliance				O/MC	S.J.	
4/7/2022		1215 W Beech	Wall Inspection	Passed				O/MC	S.J.	
		519 S 10th	Gas meter Inspection	Passed				O/MC	S.J.	
		Mow animal shelter						O	S.J.	
	Petsense	2501 W Main	Complaint/Illegal dumping	Did not find any issues				TD/MC	S.J.	
4/8/2022		618 S 12th	Carport/No permit	Stopped work				O/MC	S.J.	
		NE 2nd & Poplar	Sight triangle violation	Reported and are correcting				O/MC	S.J.	
	Hoffman Sanitation	883 E Rodeo Rd	Exclusive right to collect	Spoke with owner				O/MC	S.J.	
	LTTS Trash Service	721 US-70 Kingston	Exclusive right to collect	Spoke with owner				O/MC	S.J.	
				Took pics to forward to railroad						
4/11/2022	Railroad	Malone & Cedar	Homeless burnt abandoned building					D	S.J.	
	ANIMAL CONTROL	1102 W Louisiana	Dogs tied up at vacant house	Owners were found				ACO/MC	S.J.	
	ANIMAL CONTROL	Greenbriar	Owner called, dead hog	Not able to pick up				ACO/MC	S.J.	Landfill closed, no way to dispose
4/12/2022		300 W Evergreen	Cleaned trash homeless left					TD	S.J.	PD assisted
		Behind Roby's	Clear homeless camp	PD trepassed them				O/MC	S.J.	PD assisted
		Behind Long John Silvers	Clear homeless camp	PD trepassed them				O/MC	S.J.	PD assisted

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Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		Behind Aflack	Clear homeless camp	PD trepassed them				O/MC	S.J.	PD assisted
		Roby's	Met with ODOT about clearing ROW					O/MC	S.J.	ODOT, J Dean, D Houser, myself
	ANIMAL CONTROL	146 Sooner Circle	Assisted FD	Rescued dog from inside drainage				ACO/MC	S.J.	
	ANIMAL CONTROL	Gun Range	Cat with broken legs	Dispatched				ACO	S.J.	
	El Kanelo's	729 N 1st	Washing grease buckets out in alley	They started power washing alley				O/MC	S.J.	
4/13/2022			1407 Wendell	Pics for court	L			D	S.J.	
			517 N 3rd	Pics for court	L			GW/TD	S.J.	
			814 N 6th	Pics for court	L			TS/GW/D/JV	S.J.	
			511 W Mulberry	Pics for court	L			JV/D/TD	S.J.	
			515 W Mulberry	Pics for court	L			D	S.J.	
		Carl Albert	Report of homeless camp	Nothing found	L			O	S.J.	
		SOSU	Report of homeless camp	Was not clear on address				O	S.J.	
		1401 N Washington	Tree blocking street sign	Spoke with owner to trim				TS/MC	S.J.	
4/14/2022		308 Venus	No trash & sewer account	Lettered	L			O	S.J.	
		416 Venus	No trash & sewer account	Lettered	L			O	S.J.	
		440 Venus	No trash & sewer account	Lettered	L			O	S.J.	
		441 Venus	No trash & sewer account	Lettered	L			O	S.J.	
		508 Venus	No trash & sewer account	Lettered	L			O	S.J.	
		Gun Range	Sight in dart gun					O	S.J.	
		736 S 3rd	Follow up on trash & debris	In progress				TD/MC	S.J.	
4/18/2022		Pick up Signs						O	S.J.	
		3010 Quail Ridge	Complaint neighbors fence	Too tall				O/MC	S.J.	
		3025 Prestonwood	Complaint/Fence too tall	In compliance				O	S.J.	
4/19/2022	ANIMAL CONTROL	Mow Shelter						ACO	S.J.	
		1929 Parkway Circle	Complaint/Junk vehicles	Mailed courtesy letters	LX2			JV	S.J.	
		S 14th & Georgia	Junk Vehicles	Did not make contact				JV	S.J.	Paul spoke with owner
		1110 N 7th	Complaint/Trash and Debris	On extra haul				TD/MC	S.J.	
		1407 Wendell	Met owner about court letter	Explained code violations				D/MC	S.J.	
	ANIMAL CONTROL	310 S 2nd	Complaint/Too many dogs	ACO reaching out for adoption				ACO/MC	S.J.	35 plus dogs
		310 S 2nd	Addressed code violations	Commitment to show progress				TD/MC	S.J.	
4/21/2022		Durant Iron and Metal	Homeless issue	Assisted PD, was not able to locate				O	S.J.	
4/22/2022		1102 Timberline Drive	Complaint about neighbor's trash	Neighbor not in city limits				TD/MC	S.J.	
		875 Country Club	Discuss setbacks	Owner agreed to move carport				O/MC	S.J.	
		303 W Arkansas	Pickup invoice for ACO truck					O/MC	S.J.	
	ANIMAL CONTROL	1119 Martin Circle	Pick up trap with racoon in it	Set Free				ACO/MC	S.J.	
		Pick up signs						O	S.J.	
4/25/2022	ANIMAL CONTROL	Roby's	Call, guy on bicycle beating dog	Gentleman refused to cooperate				ACO/MC	S.J.	PD was called, gentleman fled.
	ANIMAL CONTROL	3651 N Washington	Dead deer	Pick up and disposed of				ACO	S.J.	
		Airport	Complaint about mold	Did not see any signs and no way to test				O/MC	S.J.	
	ANIMAL CONTROL	82 Lee St	Complaint/Cows out	Owner put up				ACO/MC	S.J.	Grass was greener on the other side
		1002 N 5th	Complaint/overgrown grass	Wrong address				TD/MC	S.J.	
		918 N 5th	Complaint/overgrown grass					TD/MC	S.J.	
		912 N 5th	Complaint/overgrown grass	Will contact owner/Possibly letter				TD/MC	S.J.	
		323 W Poplar	overhanging trees	Will contact owner				TS/MC	S.J.	
		323 W Poplar	Limbs	Owner will Move				TD/MC	S.J.	
		323 W Poplar	Met owner, explained ordinance	Work in progress				TS/MC	S.J.	
4/26/2022		Animal Shelter	Feed & Water					ACO	S.J.	
		1014 W Evergreen	Trees overhanging street	Left hanger and will letter	L			TS	S.J.	

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Neighborhood Services

Daily Code Enforcement Log (Cottrell)

April-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
4/1/2022		127 S Foote		Posted for CE				D/TD/GW	P.C.	
		1305 N 5th		Posted for CE				JA/TD	P.C.	
		512 W Willow		Posted for CE				JV/TD	P.C.	
		517 W Georgia		Posted for CE				D	P.C.	
		719 N 12th		Posted for CE				JV/TD	P.C.	
		1216 Alma	Political sign	Removed				O	P.C.	
		1221 Houston	Yard sale	Owner had permit				O/MC	P.C.	
4/2/2022		801 W Evergreen	Mattress at curb	Removed				TD	P.C.	
		518 N 15th	Trees growing into house, roof caving in, tall grass	Letter	L			D/GW	P.C.	
		516 N 15th	Tree growing into roof, tall grass	Letter	L			D/TD/GW	P.C.	
		1412 Lavola	Yard sale	Had Permit				O/MC	P.C.	
		1606 W Cedar	Yard sale	Had Permit				O/MC	P.C.	
		1317 N 6th	Yard sale	Had Permit				O/MC	P.C.	
		906 Washington	Yard sale	No permit, will pay monday				O/MC	P.C.	
4/4/2022		501 NE 4th	Dumpster overflowing debris around it	Owner is removing dumpster				TD	P.C.	
		Signs		Removed				O	P.C.	
		1322 W Locust	Tall grass	Hanger				GW	P.C.	
		1323 W Locust	Limbs and leaves at curb	Warning				TD	P.C.	
		602 N 13th	Fence down, Unsecured building, tall grass, limbs over alley	Letter	L			D/TS/GW	P.C.	
		1331 W Louisiana	Dilapidated building, Tall grass	Letter	L			D/GW	P.C.	
		1421 W Mississippi	2 Junk cars in drive	Owner is getting tarps to cover				JV/MC	P.C.	
		629 S 10th	Tall grass and weeds	Owner is going to cut it				GW/MC	P.C.	
		620 N 4th	Furniture at curb	24hr				TD	P.C.	
		Sunnyside road	Illegal dumping	Will notify streets department				TD	P.C.	
	Animal Control	1901 W Mississippi	Resident found box of puppies	Found a shelter to take them				ACO/MC	P.C.	
		Old Durant Country Club	Illegal dumping	Will notify streets department				TD	P.C.	
		610 Cemetery Road	Trash and debris on property	Letter	CL			TD	P.C.	
		324 W Mulberry	Ice box at curb	24hr				JA	P.C.	
		1400 Wendell Dr	Polycart at curb	Owner removed				O/MC	P.C.	
		1401 Wendell Dr	Polycart at curb	Hanger				O	P.C.	
		1402 Wendell Dr	Polycart at curb	Hanger				O	P.C.	
		1403 Wendell Dr	Polycart at curb	Hanger				O	P.C.	
		1404 Wendell Dr	Polycart at curb	Hanger				O	P.C.	
		1406 Wendell Dr	Polycart at curb	Owner removed				O/MC	P.C.	
		1408 Wendell Dr	Polycart at curb	Owner removed				O/MC	P.C.	
		1409 Wendell Dr	Polycart at curb	Hanger				O	P.C.	
		1413 Wendell Dr	Polycart at curb	Hanger				O	P.C.	
		1405 Wendell Dr	Polycart at curb	Owner removed				O/MC	P.C.	
4/5/2022		1402 Corinne	Polycart at curb	Hanger				O	P.C.	
		1407 Corinne	Polycart at curb	Hanger				O	P.C.	
		1408 Corinne	Polycart at curb	Owner removed				O/MC	P.C.	
		1409 Corinne	Polycart at curb	Hanger				O	P.C.	
		1411 Corinne	Polycart at curb	Hanger				O	P.C.	
		1415 Corinne	Polycart at curb	Hanger				O	P.C.	
		1412 Corinne	Polycart at curb	Hanger				O	P.C.	
		1723 W Olive	Polycart at curb, Recliner	Warning				TD/O	P.C.	
		609 N 19th	Limbs and brush @ curb	Warning				TD	P.C.	
		2122 W Locust	Couch @ curb	Owners have 2 days to remove				TD	P.C.	
		1024 W Louisiana	2 recliners @ curb	Called property owner				TD/MC	P.C.	
		1009 W Louisiana	Ice box by house, couch @ curb	Warning				TD/JA	P.C.	
		405 E Florida						TD/MC	P.C.	
		427 S 11th	Couch @ curb	Owner is removing				TD/MC	P.C.	
		Signs						O	P.C.	

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

April-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
4/6/2022		1818 W Olive	Roof damage, tree growing through porch, tall grass, debris in back	Letter	L			D/TD/GW	P.C.	
		703 N 18th	Window busted, tall grass	Courtesy letter sent	CL			D/GW	P.C.	
		1705 W Evergreen	Mattress @ curb	Warning				TD	P.C.	
		123 N 16th	Pile of debris, trash and couch	Owner has 2 weeks to get cleaned up				TD/MC	P.C.	
		203 N 16th	Camper	Owner is removing tomorrow				JV/MC	P.C.	
		1724 W Cedar	Tall grass	Hanger				GW	P.C.	
		1316 N 9th	Multiple piles of limbs and brush	Attempted to contact owner, will F/U tomorrow				TD/MC	P.C.	
		307 N 13th	Improperly stored JV, High grass, trash	Warning				JV/TD/GW	P.C.	
		South 4th & Alabama	Possible water leak	Notified Public Works				O/MC	P.C.	
	Animal Control	1511 Larkspur Ln	Cats stuck in car frame	Fire & Rescue removed				ACO/MC	P.C.	
4/7/2022		Sunnyside Rd	Illegal dumping	Removed and hauled off				TD	P.C.	
		1903 N 1st	Homeless camp	Looks vacant but will F/U				O	P.C.	
		510 S 5th	Furniture and trash piled @ curb	Owner was told to remove				TD/MC	P.C.	
		422 NE 2nd	Trash, debris @ curb, washer beside house	Told owner to haul it off or get on extra haul list. Will F/U Monday				TD/MC	P.C.	
		1107 Wilson	Couch thrown under carport	Owner is removing				TD/MC	P.C.	
		1108 Wilson	Report of trash	No violation found				TD/MC	P.C.	
		3501 John Junction	Polycart blown into road	Pulled up to house				O	P.C.	
		415 Northridge	Trash and debris all over, Tall grass	Spoke to owner, sending court letter	L			TD/GW	P.C.	
		400 W Main	Flag sign	Owner removed				O/MC	P.C.	
4/8/2022	Animal Control	2707 Lori Ln	Roommate passed away had 2 dogs	Assisted animal control picking up the dogs				ACO/MC	P.C.	
		2712 Little John	Couch by curb	Gave until Monday to remove				TD	P.C.	
	Animal Control	614 S 5th	Dropped of traps for ACO					ACO	P.C.	
		1802 W Maple	Yard sale	Permit				O/MC	P.C.	
		723 N 18th	Yard sale	Permit				O/MC	P.C.	
		1024 W Elm	Yard sale	Permit				O/MC	P.C.	
4/9/2022		1412 W Cedar	Yard sale	Permit				O/MC	P.C.	
		1512 W Cedar	Junk Vehicle in drive, bags piled behind house	Attempted contact, house is possibly vacant will attempt to contact owner				TD/JV	P.C.	
		104 W Main	Now open flags on building and pole	Warned if not removed they will get a fine				O	P.C.	
		1231 W Main	Flag sign, dilapidated sign on awning of building	Warned if not removed they will get a fine				O	P.C.	
		902 W Cedar	Recliner, stand, dresser @ curb	Warning				TD	P.C.	
			Temp signs in sight triangles	Removed				O	P.C.	
		1200 Alma	Yard sale	Was unaware of permit, gave until Monday or will be fined				O/MC	P.C.	
		44 W Locust	Dumping at dumpster	Will reach out to property owner				TD	P.C.	
4/11/2022		2901 Thomas Cr Way	Complaint of Tall weeds	Spoke with property manager they will address each issue				GW	P.C.	
		91 Matthew Dr	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		87 Matthew Dr	Items set out @ curb	Spoke with property manager they will address each issue				TD	P.C.	
		82 Matthew Dr	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		78 Matthew Dr	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		75 Matthew Dr	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		2710 Thomas Way	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		Thomas Cir	Trash and debris piled behind dumpsters	Spoke with property manager they will address each issue				TD/MC	P.C.	

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

April-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		75 Joe Bullard	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		2824 Allison	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		84 Madeline	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		80 Madeline	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		81 Madeline	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		86 Madeline	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		95 Madeline	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		97 Madeline	Tallgrass & weeds	Spoke with property manager they will address each issue				GW	P.C.	
		702 W Beech	Tall grass, Couch @ curb, bags of trash in drive	Warning				TD/GW	P.C.	
		629 W Alabama	Couches @ curb	Spoke with owner gave 2 days to remove				TD/MC	P.C.	
		1603 W Olive	Trash beside & around house, tall grass	Spoke with owners son, will F/U with owner & property manager				TD/JA/GW	P.C.	
4/12/2022		127 S Foote	Checked for CE			OA		D/TD	P.C.	
		517 W Georgia	Checked for CE			CTA		D	P.C.	
		512 W Willow	Checked for CE			CTA		TD/JV	P.C.	
		1305 N 5th	Checked for CE			CTA		TD/JA	P.C.	
		719 N 12th	Checked for CE			OA		TD/JV	P.C.	
		624 W Mulberry	Report of driving over water meter & parking in yard	Met with resident went over city ordinance and what actions to take to comply				O/MC	P.C.	
		315 W Willow	Couch under carport, Trailer full of brush and trash, trash bags next to trailer	Warning				TD	P.C.	
		1323 W Locust	Huge pile of brush and trash at curb	24hr				TD	P.C.	
		1502 N 8th	Unsecured Building possibly being used as homeless camp	Sent courtesy letter	CL			D	P.C.	
		1643 N 9th	Huge pile of furniture and items at curb	House looks vacant, will attempt to contact owner if not will send courtesy letter				TD	P.C.	
4/13/2022		441 Venus	Report of no water and trailer of trash	Found multiple properties with no trash or septic service letters were sent				D/TD	P.C.	
		1032 Stonebrook	Trash and lots of items throughout yard	Contacted property manager				TD	P.C.	
		816 Stonebrook	Polycart at curb & Tall grass	Contacted property manager				O/GW	P.C.	
		812 Stonebrook	Polycart at curb & Tall grass	Contacted property manager				O/GW	P.C.	
		716 Stonebrook	Polycart at curb & Tall grass	Contacted property manager				O/GW	P.C.	
		698 Blanchard	Washer in drive	Contacted property manager				JA	P.C.	
		705 Stonebrook	Washer & mini fridge next to house	Contacted property manager				JA	P.C.	
		704 Stonebrook	Polycart overloaded	Contacted property manager				O	P.C.	
		1018 Stonebrook	Polycart overloaded	Contacted property manager				O	P.C.	
		1136 Stonebrook	Polycart overloaded	Contacted property manager				O	P.C.	
		1643 N 9th	Owner of property needing clean	Posted courtesy letter				TD	P.C.	
4/14/2022	Mellow Submarine	103 W Elm	Camper parked out back	Spoke to manager, camper was removed				D/MC	P.C.	
		904 Brookside	Trash and debris in yard	Owner is cleaning and in process of moving				TD/MC	P.C.	
		1312 Carol Drive	Complaint of parking on unsealed surface	Spoke to owner				O/MC	P.C.	
		702 N 4th	Complaint of Polycart left at curb	Spoke to owner they removed				O/MC	P.C.	
	Twisted Cuisine	103 W Elm	Food truck	Had permit				O/MC	P.C.	

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

April-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		818 N 5th	Roof damage, multiple junk cars, ac unit on porch, large pile of debris in back	Letter	L			D/JA/JV/TD	P.C.	
	Animal Control	1620 Blanchard	Owner called about his dog	Released dog to owner				ACO/MC	P.C.	
		907 Brookside	Very tall grass and weeds	Hanger				GW	P.C.	
		517 N 3rd		Posted for CE				GW/TD	P.C.	
		814 N 6th		Posted for CE				D/TD/JV	P.C.	
		511 W Mulberry		Posted for CE				D	P.C.	
		515 W Mulberry		Posted for CE				D/JV	P.C.	
		1407 Wendell		Posted for CE				D	P.C.	
		518 N 15th		Posted for CE				D/TD	P.C.	
		1422 W Elm		Posted for CE				D/TD/JV/JA	P.C.	
		602 N 12th		Posted for CE				D/TS	P.C.	
		1818 W Olive		Posted for CE				D/TD/GW	P.C.	
		415 Northridge		Posted for CE				TD/GW	P.C.	
		1331 N Louisiana		Posted for CE				D/GW	P.C.	
4/18/2022		Sunnyside Rd	Multiple dumps	Took pictures, notified streets				TD/JA	P.C.	
		Sunnyside Rd	Debris scattered all down road	Cleared and removed				TD	P.C.	
		Signs						O	P.C.	
		1110 N 7th	Large pile of debris and trash	Spoke with owner they got on extra haul list				TD/MC	P.C.	
		708 N 19th	Overgrown grass	Hanger				GW	P.C.	
		1805 W Elm	Recliner, Printer and dishwasher at curb	Spoke with owner they are having it removed				TD/JA/MC	P.C.	
		1615 W Elm	Very tall grass	Owner has it set to be mowed				GW/MC	P.C.	
		323 N 8th	Tall grass	Hanger				GW	P.C.	
		302 S 22nd	Tall grass, Unsecured building	Letter	L			GW/D	P.C.	
		1901 Rodeo Rd	Empty Lot with trash	In prog of cleaning				TD	P.C.	
		Cemetery Rd	Bed frame and trash dump	Cleared and removed				TD	P.C.	
4/19/2022		1400 Wendel Dr	Tall grass	Owner had it mowed				GW	P.C.	
		631 S 12th	Empty lot high grass	Courtesy letter	CL			GW	P.C.	
		1224 W Mississippi	Empty lot high grass	Courtesy letter	CL			GW	P.C.	
		1019 W Mississippi	Tall grass	Hanger				GW	P.C.	
		1023 W Mississippi	Tall grass, Dilapidated building	Letter	L			D/GW	P.C.	
		622 S 14th	Multiple Junk vehicles and boat	Owner is removing				JV/MC	P.C.	
	Animal Control	1004 W Georgia	Puppies in pin	Welfare check good, notified ACO				ACO	P.C.	
	Animal Control	N Malone St	Assisted ACO in looking for a dog	Dog was not located				ACO	P.C.	
		427 S 11th	F/U on furniture & Trash at curb	Owner had it removed				TD/MC	P.C.	
		434 S 11th	Very overgrown backyard, dilapidated shed	Looks possibly empty, posted hanger will also send letter	CL			GW/D	P.C.	
4/20/2022		4410 W Main/ US 70	Temp flags no permit	Wasn't open yet will go back				O	P.C.	
		1609 W Main	Couches At curb, trash along fence and house	24hr/ tenant and owner called, will remove				TD/MC	P.C.	
		1524 W Cedar	F/U on junk vehicle	Owner removed				JV	P.C.	
		817 N 19th	Roof damage/ water damage	Letter				D	P.C.	
		702 W Pine	No water, think occupants left, trash on porch and carport	Letter				TD	P.C.	
		Signs						O	P.C.	
		102 Meadowlark	Complaint of caution tape up for to long	Spoke to home owner they will remove the tape				TD/MC	P.C.	
		2009 W Live Oak	AC unit at curb	Warning				JA	P.C.	
		611 N 19th	Brush and limbs at curb	Warning				TD	P.C.	
4/21/2022		2221 Shirley	Yard sale	Had permit				O/MC	P.C.	
		3005 W University	Food Truck	Had license but not for that location, they are gone				O	P.C.	
		4410 W main	Now open flags	Spoke to owner, they will get permit				O/MC	P.C.	
		717 N 49th	Yard sale	Had permit				O/MC	P.C.	
		1503 W Arkansas	Yard sale	Had permit				O/MC	P.C.	
		1818 W Olive	Tree grown through porch, tall grass	Met with owner to go over violations and what to do to comply				GW/D/MC	P.C.	

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

April-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		1013 Wilson	Brush, TV, Speakers	Owner is hauling off				JA/TD/MC	P.C.	
		1107 Wilson	F/U on furniture in yard	24hr/ Owner contacted me and is removing				TD/MC	P.C.	
		301 S 13th	Report of tall grass	Owner has it set to be mowed saturday				GW/MC	P.C.	
4/22/2022		607 N 2nd	Very high grass	Hanger				GW	P.C.	
		801 E Florida	Yard sale	Permit was for yesterday, told to remove signs				O/MC	P.C.	
		2221 Shirley	Yard sale sign in sight tri. over sign limit	Removed excess signs, moved sign in sight tri.				O/MC	P.C.	
		Signs		Removed				O	P.C.	
		321 N 2nd	Couch at or near curb	Warning				TD	P.C.	
		821 N 4th	Bags of leaves at curb	Spoke to owner about list and rules				TD/MC	P.C.	
4/23/2022		301 S 15th	Tall grass	Letter	L			GW	P.C.	
		1309 W Texas	Tall grass	Letter	L			GW	P.C.	
		Signs						O	P.C.	
		212 E Locust	Tall grass	Owner is mowing		OA		GW/MC	P.C.	
		1505 W Arkansas	Yard sale	Permit				O/MC	P.C.	
		1205 S 2nd	Yard sale	Permit				O/MC	P.C.	
		528 NE 4th	Tall grass, Trees over roadway	Letter	L			TS/GW	P.C.	
4/25/2022		736 S 3rd	Trees over road, Junk vehicle loaded with trash	Reached out to property owner				TD/TS/JV	P.C.	
		233 W Tennessee	Trees over road	Courtesy letter	CL			TS	P.C.	
	ANIMAL CONTROL	Main St	Report of animal abuse	Contacted man he was hostile and let the scene				ACO/MC	P.C.	
	ANIMAL CONTROL	Washington	Dead animal	Removed and disposed				ACO	P.C.	
		518 W Locust	High grass and weeds	Contacted owner he is having it mowed				GW/MC	P.C.	
		1004 W Mulberry	Washer and dryer at curb	24hr				JA	P.C.	
		1002 W mulberry	Boxes and trash piled next to house	24hr				TD	P.C.	
		Alabama & S1st	High grass and weeds	CL	CL			GW	P.C.	
4/26/2022		5034 Kimber	Trees over road	Owner is contacting OG&E				TS/MC	P.C.	
		5030 Kimber	Trees over road	Owner is cutting				TS/MC	P.C.	
		5312 Roadrunner	Complaint of tin horns and high grass and weeds	Could not see any tin horns, sent letter over grass	CL			GW	P.C.	
		5218 Roadrunner	High grass in back, damaged garage door	Attempted contact, they are in the process of cleaning, sent a courtesy letter	CL			GW/D	P.C.	
		517 N 3rd		Checked for CE					P.C.	
		814 N 6th		Checked for CE					P.C.	
		511 W Mulberry		Checked for CE					P.C.	
		515 W Mulberry		Checked for CE					P.C.	
		1407 Wendell		Checked for CE					P.C.	
		518 N 15th		Checked for CE					P.C.	
		1422 W Elm		Checked for CE					P.C.	
		602 N 13th		Checked for CE					P.C.	
		1331 W Louisiana		Checked for CE					P.C.	
		1818 W Olive		Checked for CE					P.C.	
4/28/2022		403 E Cedar	Trees over road, tall grass	Letter	L			TS/GW	P.C.	
		429 E Cedar	Camper	Letter	L			D	P.C.	
		402 NE 4th	Tall grass	Letter	L			GW	P.C.	
		420 NE 4th	Tall grass	Letter	L			GW	P.C.	
		320 NE 5th	Tall grass	Letter	L			GW	P.C.	
		504 NE 4th	Tall grass	Letter	L			GW	P.C.	
		414 NE 4th	Tall grass	Contact property manager				GW	P.C.	
		418 NE 4th	Tall grass	Contact property manager				GW	P.C.	
		603 NE 4th	Trees over road, tall grass	Contact property manager				TS/GW	P.C.	
		609 NE 4th	Trees over road, tall grass	Contact property manager				TS/GW	P.C.	
		602 NE 4th	Tall grass	Contact property manager				GW	P.C.	

Daily Code Enforcement Log (Cottrell)

April-2022

[illegible]



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Ryan Brewer, Parks and Recreation Manager
Re: Parks and Recreation Monthly Report - April 2022

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. April 2022 Parks Dept monthly report



THE CITY OF DURANT

Parks and Recreation Department

TO: Durant City Council
FROM: Ryan Brewer, Director of Parks and Recreation
DATE: May 2, 2022
SUBJECT: Monthly Report for April 2022

Parks Department

The following work in May was completed

1. Received Playground structure to replace one of the current structures in the city.
2. Received the Turf Tank robot and paint to start painting soccer fields
3. Fixed minor issues at the Ross Cross Senior Center including removing awning, patching holes, finishing the molding, and painting.
4. Started work on getting the pool back up and running for the new pool season.
5. Removed fallen tree at Carl Albert
6. Received quotes to get electrical pole removed where Unity Statue is going to be placed.
7. Mowing park grounds and other city grounds
8. Planned the training for the parks and rec website through Civic Rec.

Durant Multi Sports Complex

The following work has been completed or started in March at the Sports complex

1. Finished adding dirt to ball field.
2. Painted field lines for soccer
3. Bryan County Baseball is starting up playing every Monday, Tuesday and Thursday nights
4. Soccer plays every Saturday
5. Tournaments are being scheduled for almost every weekend over the summer.
6. Planned the training for the parks and rec website through Civic Rec.

Swimming Pool

1. Hired new pool manager start date May 2, 2022
2. Finishing up painting lines on the bottom of the pool and around drains.
3. Cleaning out the pool and restrooms
4. Planned the training for the parks and rec website through Civic Rec.

Lake Durant

1. Held 2 disc golf tournaments
2. Started mowing
3. Planned the training for the parks and rec website through Civic Rec.



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: David Houser, Chief
Re: Police Department Monthly Report - March 2022

See/Review Attached Report

Council Information / Action Requested

Information Only

City Staff Information / Action Follow-up, if Council authorizes this action:

None

ATTACHMENTS:

1. NIBRS MAR 2022

Durant Police Department



3104 Carl Albert Drive
Durant, Ok 74701-5015
Phone 580-924-3737 Fax 580-924-8928
David Houser, Chief of Police

MONTHLY DEPARTMENTAL REPORT Mar-22

In accordance with the mandatory monthly report to the Oklahoma Bureau of Investigation and the National Incident Based Reporting system, the following offenses were reported

OFFENSES	Mar-22	Mar-21	YTD 2022
<i>NIBRS-GROUP "A" OFFENSES</i>			
ARSON	0	0	0
ASSAULT	8	7	24
BRIBERY	0	*	0
BURGLARY/BREAKING & ENTERING	8	10	27
COUNTERFEITING/FORGERY	5	*	8
DESTRUCTION/DAMAGE/VANDALISM	7	*	17
DRUG/NARCOTIC OFFENSES	39	*	93
EMBEZZLEMENT	0	*	2
EXTORTION/BLACKMAIL	0	*	0
FRAUD	5	*	18
GAMBLING	0	*	0
HOMICIDE	0	0	0
KIDNAPPING/ABDUCTION	0	*	0
LARCENY/THEFT	54	23	130
MOTOR VEHICLE THEFT	13	6	25
PORNOGRAPHY/OBSCENE MATERIAL	0	*	0
PROSTITUTION	0	*	0
ROBBERY	0	0	0
SEX OFFENSES/FORCIBLE	1	0	4
SEX OFFENSES/NONFORCIBLE	0	0	0
STOLEN PROPERTY	4	*	10
WEAPON LAW	2	*	8
TOTAL	146	46	366

* Stats were not individually reported using UCR system



Durant Police Department

3104 Carl Albert Drive

Durant, Ok 74701-5015

Phone 580-924-3737 Fax 580-924-8928

David Houser, Chief of Police

MONTHLY DEPARTMENTAL REPORT

Mar-22

OFFENSES	Mar-22	Mar-21	YTD 2022
NIBRS-GROUP "B" OFFENSES			
BAD CHECKS	0	*	0
CURFEW/LOITERING/VAGRANCY	1	*	1
DISORDERLY CONDUCT	5	*	29
DRIVING UNDER THE INFLUENCE	18	13	38
DRUNKENNESS	14	*	37
FAMILY OFFENSES/NONVIOLENT	1	*	5
LIQUOR LAW	1	*	2
PEEPING TOM	0	*	0
RUNAWAY	3	*	10
TESPASS OF REAL PROPERTY	0	*	5
ALL OTHER OFFENSES	52	*	142
TOTAL	95	13	269

* Stats were not individually reported using UCR system

CALLS FOR SERVICE	Mar-22	Mar-21	YTD 2022
Durant Police Department	2,000	2,359	5,379
Bryan County*	1,822	2,762	4,742
TOTAL CALLS FOR SERVICE	3,822	5,121	10,121

*Bryan County *Calls for Service* include all calls received for any jurisdictions participating in the CAD System and contracting with the City of Durant for communication services: Achilles PD; Bryan County Sheriff's Office; Bennington PD; Bokchito PD; Bryan County District Attorney's Office; Caddo PD; Calera PD; Choctaw Nation Tribal; Colbert PD; OHP; and SOSU PD



Durant Police Department

3104 Carl Albert Drive
 Durant, Ok 74701-5015
 Phone 580-924-3737 Fax 580-924-8928
 David Houser, Chief of Police

MONTHLY DEPARTMENTAL REPORT Mar-22

ARRESTS	Mar-22	Mar-21	YTD 2022
ADULT	131	192	400
JUVENILE	1	1	7
TOTAL	132	193	407

CITATIONS	Mar-22	Mar-21	YTD 2022
Traffic/Non-Traffic Citations	378	577	1176
Warnings	198	116	513

MOTOR VEHICLE COLLISIONS	Mar-22	Mar-21	YTD 2022
Injury Accidents	7	9	17
Property Damage Accidents	37	48	96
Private Property Accidents	16	16	35
Fatality Accidents	0	0	0
TOTAL ACCIDENTS	60	73	148

DOMESTIC VIOLENCE	Included in "A" Offnses-Assaults	5	4	13
EOD Actions		11	32	31

Emergency Order of Detentions include the preparation of reports and affidavit to commit persons for an emergency mental health evaluation, having the officer stand by while the evaluation is conducted by a mental health professional, and then the transport to an approved state mental health institution for treatment. (Norman, McAlester, Ada or Sulphur)

RESERVE HOURS	71	90	273
CHAPLAIN HOURS	26.25	7.5	84.25

GROUP "A" OFFENSES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YR TOTAL
ARSON	0	0	0										0
ASSAULT	4	12	8										24
BRIBERY	0	0	0										0
BURGLARY/B&E	8	11	8										27
COUNTFT/FORGERY	2	1	5										8
DESTRN/DAMG/VAND	2	8	7										17
DRUG/NARCOTIC	37	17	39										93
EMBEZZLEMENT	1	1	0										2
EXTORTION/BLKMAIL	0	0	0										0
FRAUD	10	3	5										18
GAMBLING	0	0	0										0
HOMICIDE	0	0	0										0
KIDNAP/ABDUCT	0	0	0										0
LARCENY/THEFT	39	37	54										130
MTR VEH THEFT	8	4	13										25
PORN/OBSC MATERIAL	0	0	0										0
PROSTITUTION	0	0	0										0
ROBBERY	0	0	0										0
SEX OFF/FORCIBLE	3	0	1										4
SEX OFF/NON-FORCE	0	0	0										0
STOLEN PROPERTY	3	3	4										10
WEAPONS	1	5	2										8
Group "A" TOTAL	118	102	146	0	0	0	0	0	0	0	0	0	366
GROUP "B" OFFENSES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YR TOTAL
BAD CHECKS	0	0	0										0
CURFEW/LOITER/VAGRANT	0	0	1										1
DISORDERLY CONDUCT	11	13	5										29
DUI	11	9	18										38
DRUNKENNESS	10	13	14										37
FAMILY OFFENSES/NON-V	0	4	1										5
LIQUOR	1	0	1										2
PEEPING TOM	0	0	0										0
RUNAWAY	3	4	3										10
TRESPASS OF REAL PROP	2	3	0										5
ALL OTHER OFFENSES	45	45	52										142
Group "B" TOTAL	83	91	95	0	0	0	0	0	0	0	0	0	269
DURANT PD CFS	1731	1648	2000										5379
BRYAN COUNTY LE CFS	1496	1424	1822										4742
Calls For Service TOTAL	3227	3072	3822	0	0	0	0	0	0	0	0	0	10121
ARRESTS-ADULT	134	135	131										400
ARRESTS-JUVENILE	3	3	1										7
Arrests TOTAL	137	138	132	0	0	0	0	0	0	0	0	0	407
CITATIONS	388	410	378										1176
WARNINGS	119	196	198										513
MVC INJURY	8	2	7										17
MVC PROP DAMAGE	26	33	37										96
MVC PRIVATE PROP	4	15	16										35
MVC FATALITY	0	0	0										0
MVC TOTAL	38	50	60	0	0	0	0	0	0	0	0	0	148
DOMESTIC VIOLENCE (ASLT)	4	4	5										13
EOD	10	10	11										31
RESERVE HOURS	132	70	71										273
CHAPLAIN HOURS	30	28	26.25										84.25



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Margret Southerland, Senior Citizen Center Director
Re: Ron Cross Senior Activity Center - April 2022

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Sr Citizen Center Highlight - April 2022



THE CITY OF DURANT

Ron Cross Senior Activity Center

05.02.2022

City Manager:

Highlights for 04.01-04.08:

Created and sent in remaining punch list for RCSAC to obtain CO. Sent in March RCSAC report to City Manager. Shortened all rental agreements/Current lease agreement from SONP to send to City Manager. Blue Zones Food Policy Committee Board Recruitment with Robbee Tonubbee, scheduled meeting next Monday. Meals on Wheels, Rotary Club Meeting. Overseeing P&R to come and finish work on the Garden Bed project. Created Scope of Work and Project Program for the Greenhouse Project. Built out additional programs for RCSAC. ABC Safety installed Fire Extinguishers. Met with Mike Claborn to go over AED/Safety Systems. Met with Mark Pierce on Updated Punch list. Invoice Reconciliation. RCSAC Weekly Update Report. Confirmed with Ferris that their portion of the remodel was complete. Followed up with Cavin's to get updates on remaining items.

Highlights for 4.11-4.15:

Coordinated soil for Greenhouse Project, coordinated meetings with necessary city employees, Cavins and sub-contractors for Fire Ansel System, Fire Testing, Make-Up Air. Arbor ordering and PO requests for minor repair. Coordinating with Jake from Cavins on updates and progress on wiring the make-up air system to the fire control box, Ansel testing, and coordinating with Parks on their portion of work. Working with BlueZones on advertising on the first Annual Earth Day Planting Event at RCSAC, as they are our partner. Low-Voltage Sub-Contractor to be out on 4.14. Created Master Layout for RCSAC site, Phase 1. Daily Updates on RCSAC project progress.

Highlights for 4.18-4.21:

Testing all complete 4.18, RCSAC Temp CO, Overseeing RCSAC project progress, first Annual Earth Day Event on 4.20, Pre-Planning Meeting for Earth Day on 4.19, Rotary Club Meeting, Blue Zones Food Policy Committee Board Recruitment. Scheduled "Annual Tai Chi Athon" with OHAI at RCSAC. Coordinating with Cavins on RCSAC projects; Met with Mark Pierce on Updated Punch list. Reminder for Event. Met with Master Gardeners, Cleaning Company, Mays Home Health, Featherstone Assisted Living, and Boys and Girls Club for RCSAC. Scheduled janitorial walk-through on supply ordering for May 2nd. Greenhouse Project is half-complete; most all vegetation is planted. Payroll. RCSAC Weekly Update Report. Invoice Reconciliation.

Highlights for 4.25-4.29:

Breaker installed for alarm system in RCSAC, Rotary Club Cook-Out, and Coordinating with Shane Knight, OK Health Dept. on Commercial Kitchen and SONP spec needs. Follow-up with Cavins on progress on stainless steel insert progress and install date. Follow-up on Blue Zones Food Policy Committee Board Recruitment. Met with Mark and Mike on Alternative Lighting for Hall. Preliminary Budget Review. Blackburn finished the touch-free soap dispensers and Farris completed additional work. Luncheon for Public Works, Parks and Recs, and Streets. RCSAC Weekly Update Report.

Warmest Regards,

Maggie Southerland, Sr. Center Coordinator



THE CITY OF DURANT

Ron Cross Senior Activity Center

05.02.2022

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Warmest Regards,

Maggie Southerland, Sr. Center Coordinator



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Carl Meade, Street Department
Re: Street Department Monthly Report - April 2022

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. April 2022



THE CITY OF DURANT

Office of the Street Department

Monthly Report
April 1, 2021 – April 30, 2022

Tasks Completed:

1. Asphalt was added to the streets that were reported through the Public Works Admin office and were completed in order by severity.
2. Street Sweeping has been done daily and on an “as-needed basis”. Street sweeping is done starting on Monday beginning with the north side of town and the driver works his way to the south side by week's end. Also being sure to address any streets that have been called in or reported online as needing attention.
3. Traffic signal maintenance was completed on W Main and University where the red and green bulbs were found to be burned out. 9th Ave traffic light was also in need of repair and the yellow and green bulbs were replaced.
4. During the month of April an estimated 100 potholes were filled with asphalt to ensure there would be no further damage to the roads and to make sure our roads were safe and in compliance with our city standards.
5. 25 street cuts were repaired with asphalt after M&O completed fixing water leaks throughout the city.
6. The street department pitched in and helped out the Senior Center where we poured concrete for a new wheel chair ramp and sidewalk and also installed concrete steps for emergency exit.
7. I have ordered signs to replace street signs on Magnolia with the new Business 70 signs.

Planned Tasks:

1. Continue our goal to provide better and safer streets by addressing any issues as they arise or are reported.
2. We will be putting 300 ft. tinhorn behind the basketball court at Carl Albert which will greatly improve the drainage.
3. Address any and all signage issues throughout the city that need to be replaced or repaired.
4. Continue to repair street cuts as M&O repair water leaks.
5. We will begin replacing all of the street signs on Magnolia and plan to have the project completed before month end.

Respectfully Submitted,

Carl Meade



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: Presentation of the Main Street Drainage Study by Garver Engineering.

Garver will present the findings from the drainage study on Main Street. Presentation will be provided once available.

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: Discussion, Consideration and Possible Action on Ordinance O-2022- 15, AN ORDINANCE GRANTING TO ONE GAS, INC., ACTING BY AND THROUGH ITS OKLAHOMA NATURAL GAS COMPANY DIVISION, AND ITS SUCCESSORS AND ASSIGNS, FOR A PERIOD OF TWENTY-FIVE (25) YEARS FROM APPROVAL AND ACCEPTANCE OF THIS ORDINANCE, A NON-EXCLUSIVE FRANCHISE AND RIGHT TO ENTER THE PUBLIC WAYS TO INSTALL, OPERATE AND MAINTAIN A DISTRIBUTION SYSTEM WITHIN, ALONG, ACROSS, OVER AND UNDER THE PUBLIC WAYS OF THE CITY OF DURANT, OKLAHOMA FOR THE TRANSPORTATION, DISTRIBUTION AND/OR SALE OF GAS TO CONSUMERS AND THE PUBLIC GENERALLY IN THE CITY; DEFINING THE WORDS AND PHRASES THEREIN; PROVIDING FOR ASSIGNMENT, SALE OR LEASE OF THE FRANCHISE; PROVIDING THAT THE CITY MAY ENACT AN ORDINANCE CHARGING PERSONS TRANSPORTING GAS THROUGH GRANTEE'S DISTRIBUTION SYSTEM A FEE ON THE CALCULATED VALUE OF SUCH TRANSPORTED GAS; PROVIDING FOR USE AND REPAIR OF THE PUBLIC WAYS; PROVIDING FOR REGULATION OF SERVICE; ESTABLISHING DEPTH OF PIPELINES; ESTABLISHING RIGHTS AND DUTIES IN THE MOVEMENT AND ALTERATION OF PIPELINES; PROVIDING FOR INDEMNIFICATION OF THE CITY OF DURANT; PROVIDING FOR GRANTEE'S RULES AND REGULATIONS; PROVIDING FOR INSPECTION OF GRANTEE'S RECORDS; REQUIRING GRANTEE TO PAY A FRANCHISE FEE; PROVIDING FOR CONDITIONS OF THE FRANCHISE; PROVIDING FOR CONSTRUCTION OF THIS ORDINANCE UPON THE INVALIDITY OF ANY PART THEREOF; PROVIDING FOR THE SUBMISSION OF THIS ORDINANCE TO AN ELECTION OF THE QUALIFIED VOTERS OF THE CITY; PROVIDING FOR ACCEPTANCE OF THIS FRANCHISE BY GRANTEE AND BOTH AN EFFECTIVE AND AN OPERATIVE DATE THEREOF; REPEALING ALL OTHER ORDINANCES DIRECTLY IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.
 (1) Ordinance O-2022-15 Sections 1 - 16
 (2) Ordinance O2022-15 Section 17 (Emergency Clause)

This Ordinance, if approved and adopted by the voters of the City of Durant, would continue the current Franchise with ONG. The term would be extended for 25 years. The current 2% rate will not be changed. ONG will cover the cost of the election.

Council Information / Action Requested

Staff recommends approval of Ordinance O-2022-15.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Ordinance O-2022-15 ONG Durant Franchise Election 2022

ORDINANCE NO. O-2022-15

AN ORDINANCE GRANTING TO ONE GAS, INC., ACTING BY AND THROUGH ITS OKLAHOMA NATURAL GAS COMPANY DIVISION, AND ITS SUCCESSORS AND ASSIGNS, FOR A PERIOD OF TWENTY-FIVE (25) YEARS FROM APPROVAL AND ACCEPTANCE OF THIS ORDINANCE, A NON-EXCLUSIVE FRANCHISE AND RIGHT TO ENTER THE PUBLIC WAYS TO INSTALL, OPERATE AND MAINTAIN A DISTRIBUTION SYSTEM WITHIN, ALONG, ACROSS, OVER AND UNDER THE PUBLIC WAYS OF THE CITY OF DURANT, OKLAHOMA FOR THE TRANSPORTATION, DISTRIBUTION AND/OR SALE OF GAS TO CONSUMERS AND THE PUBLIC GENERALLY IN THE CITY; DEFINING THE WORDS AND PHRASES THEREIN; PROVIDING FOR ASSIGNMENT, SALE OR LEASE OF THE FRANCHISE; PROVIDING THAT THE CITY MAY ENACT AN ORDINANCE CHARGING PERSONS TRANSPORTING GAS THROUGH GRANTEE'S DISTRIBUTION SYSTEM A FEE ON THE CALCULATED VALUE OF SUCH TRANSPORTED GAS; PROVIDING FOR USE AND REPAIR OF THE PUBLIC WAYS; PROVIDING FOR REGULATION OF SERVICE; ESTABLISHING DEPTH OF PIPELINES; ESTABLISHING RIGHTS AND DUTIES IN THE MOVEMENT AND ALTERATION OF PIPELINES; PROVIDING FOR INDEMNIFICATION OF THE CITY OF DURANT; PROVIDING FOR GRANTEE'S RULES AND REGULATIONS; PROVIDING FOR INSPECTION OF GRANTEE'S RECORDS; REQUIRING GRANTEE TO PAY A FRANCHISE FEE; PROVIDING FOR CONDITIONS OF THE FRANCHISE; PROVIDING FOR CONSTRUCTION OF THIS ORDINANCE UPON THE INVALIDITY OF ANY PART THEREOF; PROVIDING FOR THE SUBMISSION OF THIS ORDINANCE TO AN ELECTION OF THE QUALIFIED VOTERS OF THE CITY; PROVIDING FOR ACCEPTANCE OF THIS FRANCHISE BY GRANTEE AND BOTH AN EFFECTIVE AND AN OPERATIVE DATE THEREOF; REPEALING ALL OTHER ORDINANCES DIRECTLY IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

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

SECTION 1. DEFINITIONS

As used in this Ordinance, the following words and phrases shall have the following meanings:

- A. "Calculated Value" shall mean the total Transport Gas measured in Dekatherms (Dth), delivered to a Transport Gas Consumer for a billing period, multiplied by the Settlement Price to arrive at the value of the Transport Gas transported by Grantee for that Transport Gas Consumer.
- B. "Consumer" shall mean any individual person, corporation, company, partnership, firm, unincorporated association, trust, municipality, or public or private entity located within the municipal corporate limits of the City and serviced by the Grantee through any use of the Public Ways.

- C. “Dekatherm” or “Dth” shall mean a measurement of natural gas equal to 1,000,000 British Thermal Units (“Btu”), or 1 MMBtu, on a dry basis. Btu shall be computed on a temperature base of 60 degrees Fahrenheit and a pressure base of 14.73 PSIA.
- D. “Distributed” or “Distribution” shall mean all sales, distribution, or transportation of natural gas to any Consumer or user located within the municipal corporate limits of the City by the Grantee or by others through Grantee’s Distribution System.
- E. “Distribution System” shall mean a system of works, pipes, pipelines, apparatus, machinery, structures, appliances and appurtenances as are reasonably necessary for the transportation, distribution or sale of gas to Consumers.
- F. “Franchise” shall mean the rights and privileges granted by Grantor to Grantee under Subsection A of Section 2 of this Ordinance.
- G. “Franchise Fee” or “Franchise Fees” shall mean the sum of fees to be paid to the City by Grantee under Section 11 of this Ordinance, at Paragraph A(1), as consideration for the use of the Public Ways and shall be inclusive or in lieu of any permit fees, lane closure fees and similar fees or charges for construction, installation, maintenance or restoration work on the Distribution System within the Public Ways.
- H. “Grantee” shall mean ONE Gas, Inc., a corporation acting by and through its Oklahoma Natural Gas Company division, and its successors and assigns.
- I. “Grantor” shall mean the City of Durant, Oklahoma, a municipal corporation, hereinafter also referred to as the “City”.
- J. “Gross Receipts” shall mean any and all compensation derived by Grantee directly from the Distribution of natural gas to a Consumer for any use, including residential, industrial and commercial purposes, and shall include without limitation revenues from any operation or use of any or all of the Distribution System by Grantee or others. Gross Receipts shall not include revenues received by Grantee from Consumers as franchise fee reimbursement nor Volumetric Rate Fees collected by Grantee and remitted to Grantor in accordance with Paragraph 11.A(2) pursuant to an ordinance enacted by Grantor according to Paragraph 3.B(1) hereof, nor shall Gross Receipts include revenues from incidental charges or miscellaneous fees not directly generated by the Distribution of natural gas to Consumers, such as, by way of example, connection and disconnection fees, reconnection fees, customer project contributions, returned check charges, delayed or late payment charges, temporary service charges, and other such charges.
- K. “Install, operate and maintain” shall mean to acquire, erect, construct, install, extend, repair, remove, relocate, replace, or otherwise operate and maintain.
- L. “Public Ways” shall mean any street, alley, avenue, boulevard, lane, park, parkway, sidewalk, driveway, public right of way, and any other public ways, places, areas,

or grounds within the municipal corporate limits of the City as now constituted or as may be added or extended hereafter.

- M. “Settlement Price” shall mean the settlement prices for natural gas futures contracts traded on the New York Mercantile Exchange (NYMEX), or any successor exchange or index, on the 15th day of each month as published daily in *The Wall Street Journal* (WSJ) on the following business day (or the next day in which a Settlement Price is published) for each month of the twelve-month period immediately following.
- N. “Transportation Tariff Arrangement” shall mean any arrangement between Grantee and a Consumer pursuant to which natural gas owned by any party other than the Grantee shall be transported, distributed or sold through any portion of Grantee’s Distribution System and under one of Grantee’s tariffs or special contract for delivery to the Consumer.
- O. “Transport Gas” shall mean all natural gas transported by Grantee pursuant to a Transportation Tariff Arrangement or by other agreement, but not sold by Grantee through Grantee’s Distribution System to any Consumer or user located within the municipal corporate limits of the City.
- P. “Transport Gas Consumer” shall mean a Consumer which uses Transport Gas.
- Q. “Volumetric Rate” shall mean Two Percent (2%) of the Calculated Value of Transport Gas as determined by Grantee in accordance with the provisions of this definition. The Volumetric Rate Calculation Form incorporated herein as Exhibit “A” shall be used for the calculation of the Volumetric Rate; provided, that the Grantor enacts an ordinance as described in Paragraph 3.B(1) below, the two percent (2%) multiplier labeled “2% Bundled Franchise Fee Rate” set forth on “Exhibit A” shall be completed by Grantee and filed with the City Clerk of the City upon Grantee’s acceptance of this franchise and annually by each July following acceptance. The calculation filed upon Grantee’s acceptance of this franchise shall be effective from the date of such filing through and including December 31 of the next succeeding calendar year. The calculation filed by Grantee on July 31 in years following the year of acceptance of this franchise shall be effective on January 1 of the next succeeding calendar year through and including December 31 of such calendar year. The calculation shall be subject to review by the City for mathematical correctness and the City shall notify Grantee in writing within forty-five (45) calendar days after submission if the City deems such calculation to be incorrect. The volumetric rate calculation shall be based on the average of the average Settlement Prices for the twelve-month period beginning in July of the immediately preceding year and ending in June immediately preceding the July 31 calculation. The average Settlement Prices for each month during said twelve-month period shall be calculated by adding the Settlement Prices for such month and the previous eleven (11) months as published and dividing by twelve. The average Settlement Prices for each of the twelve months shall then be summed and divided by twelve to determine the average of the average Settlement Prices and

then multiplied by two percent (2%) to obtain the Volumetric Rate; provided, in the event the then-current average of the average Settlement Prices as calculated above and entered on the Volumetric Rate Calculation Form, attached as Exhibit “A” (see line designated on Exhibit “A” as “settlement price average”), exceeds the Index price for ONEOK Gas Transportation, L.L.C., that is listed in the issue of Platt’s “Inside FERC’s Gas Market Report” published on the first business day of the respective month (“Platt’s Index price”), then the Platt’s Index price shall be used to calculate the Volumetric Rate for that delivery month in lieu of the average of the average Settlement Prices entered on the Volumetric Rate Calculation Form (Exhibit “A”) (*i.e.*, for that respective delivery month, the Volumetric Rate shall be determined by taking the Platt’s Index price and multiplying that price by 2% or the then applicable increased percentage determined in the same manner set out in Paragraph 11.A(2) of this franchise).

- R. “Volumetric Rate Fee” or “Volumetric Rate Fees” shall mean the fee or fees based on the Volumetric Rate to be collected and remitted to the City by Grantee as required by Paragraph 11.A(2) of this franchise upon the enactment of an ordinance as described in Paragraph 3.B(1).

SECTION 2. GRANT OF FRANCHISE

- A. The Grantor hereby grants to Grantee for the term of twenty-five (25) years from the passage and voter approval of this Ordinance and the filing of a written acceptance by the Grantee, the right to enter upon the Public Ways to install, operate and maintain a Distribution System along, across, over and under the Public Ways for the privilege of transporting, distributing and/or selling gas to consumers and the public generally within the municipal corporate limits of the City.
- B. The Ordinance shall have the effect of and shall be a contract between Grantor and Grantee and shall be the measure of the rights and liabilities of Grantor as well as Grantee.
- C. The franchise granted by this Ordinance is not exclusive and nothing herein shall be construed to divest the Grantor of its control and regulation of the Public Ways.

SECTION 3. FRANCHISE ASSIGNMENT, SALE OR LEASE

- A. Grantee shall not have the right to assign, sell, lease, or otherwise transfer in any manner whatsoever to any third party not affiliated with Grantee the rights and privileges granted under this Ordinance except as hereinafter provided. Any assignment, sale, lease, or other transfer by the Grantee of the franchise granted herein to any third party not affiliated with Grantee shall be ineffective and void unless:
 - (1) The proposed assignment, sale, lease or transfer shall be in writing;
 - (2) The prospective assignee, buyer, lessee or other transferee shall agree in writing to accept and become responsible for full performance of all

conditions, covenants, obligations, and liabilities contained in this Ordinance; and

- (3) Such writing shall be submitted to the City Clerk of the City.

This Subsection shall not apply to any arrangement which is in compliance with the provisions of Subsection B of this Section. This Section shall not apply to the use of any portion of Grantee's distribution system for the transportation, distribution or sale to any Consumer purchasing, receiving and using natural gas outside the municipal corporate limits of the City.

- B. After the operative date of this Ordinance, Grantee shall have the right to enter into or continue to operate pursuant to any "Transportation Tariff Arrangement" or to enter into or continue any arrangement by which natural gas owned by any party other than Grantee shall be transported, distributed or sold through any portion of Grantee's Distribution System for delivery to any Consumer located within the municipal corporate limits of the City, subject to the following:

- (1) Should Grantor, by separate ordinance, require persons transporting gas pursuant to a Transportation Tariff Arrangement to pay compensation to Grantor for use of the Public Ways in connection with the sale of Transport Gas, said compensation shall be calculated as a Volumetric Rate Fee and collected and remitted by Grantee as provided in Paragraph 11.A(2) of this Ordinance;
- (2) The Transport Gas Consumer shall have obtained a license from the Grantor, if the Grantor shall have a licensing ordinance in effect, for the use of the Public Ways in connection with such transport of natural gas, and the Grantor shall have notified the Grantee in writing of such license.

SECTION 4. USE AND REPAIR OF THE PUBLIC WAYS

- A. Grantee's Distribution System shall be erected, placed, and laid or otherwise installed, operated and maintained in such a manner as will, consistent with reasonable necessity, least interfere with other public uses of the Public Ways.
- B. Before Grantee shall excavate or disturb the surface of any Public Way, except in the case of emergency, at least forty-eight (48) hours notice shall be given to the City's Engineer, Public Works Director or other proper authority designated in writing by the Grantor. After such excavation or disturbance, the Grantee shall, with due diligence and dispatch, place the Public Way in a condition in compliance with the Grantor's reasonable standards and specifications.
- C. Upon Grantee's failure to commence or complete any construction, maintenance or restoration work required by this Ordinance with due diligence and dispatch, the Grantor may cause such work to be done after written notice to Grantee, given so as to afford Grantee an opportunity to commence and complete such work within a reasonable time. The cost of such construction, maintenance or restoration incurred

by Grantor upon Grantee's failure shall then be charged and collected from the Grantee.

- D. Grantor reserves the right to make and enforce reasonable regulations concerning the construction of Grantee's Distribution System located within, along, across, over, or under the Public Ways and to reasonably designate where the Distribution System's works and pipelines shall be placed, so long as such regulations are not in conflict with the laws of the State of Oklahoma and the United States or the orders, rules or regulations of the Oklahoma Corporation Commission or other regulatory authority having jurisdiction over Grantee.

SECTION 5. REGULATION OF SERVICE

- A. The Distribution System of the Grantee shall at all times be installed, operated and maintained in accordance with accepted good practice and in such condition as will enable the Grantee to furnish adequate and continuous service as required by the orders, rules and regulations of the Oklahoma Corporation Commission or other regulatory authority having jurisdiction. The requirements set forth in this Section shall not relieve Grantee of any other obligations set forth herein.
- B. In the event that the Oklahoma Corporation Commission or other state regulatory authority shall be deprived of the authority to regulate Grantee, then Grantor shall have the authority to set rates, terms and conditions of service for transportation, distribution or sale of natural gas by Grantee within the municipal corporate limits of the City.

SECTION 6. DEPTH OF PIPELINES

After the operative date of this franchise, Grantee's main or lateral lines installed or replaced in Public Ways shall be installed or replaced at depths which comply with all applicable state and federal rules and regulations establishing minimum safety standards for the design, construction, maintenance and operation of pipelines. Depth shall be measured from the lower of existing grade or proposed future grade as set forth on plans or other specifications existing at the time such lines are installed or replaced.

SECTION 7. DUTY TO MOVE OR ALTER LINES

- A. Grantor reserves the right to lay or permit to be laid cables, electric conduits, water, sewer, gas or other pipelines and to do or permit to be done any underground work deemed necessary and proper by the Grantor, along, across, over or under the Public Ways. In permitting such work to be done, the Grantor shall not be liable to the Grantee for any damage to Grantee's pipeline unless Grantor or its agents or contractors are negligent in causing said damage.
- B. Whenever by reason of establishing a grade or changes in the grade of any street or in the location or manner of construction of any public way, cables, electric conduits, water, sewer, gas or other underground structures, it shall be deemed necessary by the Grantor to alter, change, adapt or conform any portion of Grantee's

Distribution System located in the Public Ways, such alterations or changes shall be made within a reasonable time by the Grantee, as ordered in writing by the Grantor, without claim for reimbursement or compensation for damages against Grantor; provided, however, that this Section is not intended to require Grantee to alter, change, adapt or conform any portion of its Distribution System without reimbursement or compensation where the right to locate the same, whether by private right-of-way grant, utility easement or otherwise, was acquired prior to its location in the public way.

- C. If Grantor shall require the Grantee to adapt or conform its Distribution System or in any way to alter, relocate or change its property to enable any other person, firm, corporation or entity (whether public or private), other than the Grantor, to use the Public Ways, the Grantee shall be reimbursed by the person, firm corporation or entity desiring or occasioning such change for any and all loss, cost or expense occasioned thereby.
- D. “Person,” “firm,” “corporation,” and “entity” as used in Subsection C of this Section shall not include regular departments of the Grantor, or any trust or authority formed by or for the benefit of Grantor for public utility purposes, but shall include any other agency or authority of the City, whether acting in a governmental or non-governmental capacity, including, but not limited to, any urban renewal authority, or any other agency or authority, which as a part of its program clears whole tracts of land within the municipal corporate limits and relocates citizens for the purpose of urban development or similar aims.

SECTION 8. INDEMNIFICATION OF GRANTOR

The Grantee shall indemnify, become responsible for and forever save harmless the Grantor from any and all damages, judgments, reasonable costs and expenses, including attorney fees, which the Grantor may suffer or incur, or which may be legally obtained against the Grantor, for or by reason of the negligent use, repair or occupation of any public way within the municipal corporate limits of the City by the Grantee pursuant to the terms of this Ordinance or resulting from the negligent exercise by the Grantee of any of its privileges or by reason of its carrying on its business in the City (except where such damages, judgments, reasonable costs and expenses, including attorney fees, result from the negligence of Grantor or its agents or contractors); provided, however, that in the event of such claim or claims being prosecuted against the Grantor, the Grantee shall have the right to defend against the same, and to settle or discharge same in such manner as it may see fit, and the Grantor shall give prompt written notice to the Grantee of the presentation or prosecution of such claims.

SECTION 9. GRANTEE’S RULES AND REGULATIONS

The Grantee shall have the right to make and enforce such reasonable rules and regulations as it may deem necessary for the extension of its facilities, the sale of its gas and the prudent conduct of its business, provided that such rules and regulations shall neither be in conflict with the laws of the State of Oklahoma, with the orders, rules or regulations of the Oklahoma Corporation Commission or other regulatory authority having jurisdiction, nor with the ordinances

and regulations of the Grantor insofar as they are consistent with the jurisdiction of the Oklahoma Corporation Commission or such other regulatory authority.

SECTION 10. INSPECTION OF RECORDS

Grantee shall permit Grantor or its agents to inspect, during regular business hours, the books, papers and records kept by Grantee in the ordinary course of business and pertaining to the natural gas business carried on by it in the City, such as plats, maps and atlases identifying Grantee's pipelines in the City, and the books and records necessary to verify the franchise fee payment provided for in Section 11 hereof. Notwithstanding the obligation herein, Grantee shall have the right to request the reasonable protection of proprietary information and to provide redacted documents or require Grantor or its agents to enter into such agreements pertaining to confidentiality as may reasonably protect the proprietary information of Grantee, but which do not unreasonably frustrate the purposes of this Section. Grantor shall promptly notify Grantee in writing of areas newly annexed into or de-annexed from the corporate limits of Grantor, and Grantee shall update its records for the purpose of payment of franchise fees as soon as reasonably practicable after receiving such notice.

SECTION 11. CONSIDERATION FOR FRANCHISE: FRANCHISE FEE

- A. In consideration for the rights and privileges enjoyed under this franchise, Grantee agrees to pay Grantor as follows:
 - (1) Grantee shall pay Grantor a franchise fee the sum of which is equal to Two Percent (2%) of the Gross Receipts received by Grantee, per billing period, from the transportation, distribution, and sale of natural gas for domestic, commercial or industrial consumption within the municipal corporate limits of the City. All sums due from Grantee shall be in lieu of all other franchise, license, or occupational taxes or fees, which may be levied or attempted to be levied on Grantee by the City.
 - (2) In the event that Grantor, pursuant to Paragraph 3.B(1) of this Ordinance, requires persons transporting gas pursuant to a Transportation Tariff Arrangement to pay compensation to Grantor for use of the Public Ways in connection the sale of Transport Gas, said compensation shall be calculated as a Volumetric Rate fee for such Transport Gas, which shall be the sum equal to the then current Volumetric Rate multiplied by the number of Dth of Transport Gas reported or distributed through Grantee's facilities within the municipal corporate limits of the City by Grantee or by any third-party to transport customers for consumption within the City. Grantee will in that event collect such Volumetric Rate Fees from persons transporting gas pursuant to a Transportation Tariff Arrangement and remit the same to Grantor.
- B. In the event a customer of Grantee does not pay a monthly bill from Grantee in full, Grantee shall prorate its payments of remissions to the City for sums due on that particular bill so that the amount actually paid by the customer to Grantee on the

bill is distributed to Grantee for the natural gas commodity and transportation or distribution service and to the City for sums due on the bill in proportion to the percentage of the total bill actually paid by the customer. In the event Grantee actually collects any outstanding amounts due on a past due, unpaid or partially paid monthly bill to a customer, then Grantee shall pay Grantor its proportionate share of sums due to the City on such bill.

- C. Grantee's franchise fee based upon a percentage of gross cash receipts or a volumetric rate shall be payable monthly on or before the 25th day of each month, on its gross cash receipts for the preceding calendar month.
- D. All sums due from Grantee under this Section shall be in lieu of all other franchise, license, or occupation taxes or fees, which may be levied or attempted to be levied on Grantee by the City including, but not limited to, any permit fees, lane closure fees and similar fees or charges for construction, installation, maintenance or restoration work on the Distribution System within the Public Ways.
- E. The City's chief administrative officer or his designee may waive the Volumetric Rate Fee or any part thereof due from a Transport Gas Consumer, but such waiver shall only be granted if:
 - (1) The Transport Gas Consumer could otherwise obtain its energy needs from another source that would not be subject to the fees imposed in Subparagraph 2 of Subsection 11.A above and sufficient evidence is produced by the Transport Gas Consumer so as to substantiate such alternative source; and
 - (2) Such alternative source, including all other fees, would be less than the cost of utilizing Grantee to furnish and transport the gas or transport alone, as the case may be.
- F. Grantee shall update its records for the purpose of franchise fee payments as soon as reasonably practicable after receiving such notice.
- G. In the event the accounting rendered to Grantor by Grantee is found to be incorrect, then payment shall be made on the corrected amount, it being agreed that Grantor may accept amount offered by Grantee, but the acceptance thereof by Grantor shall not be deemed a settlement of such item if the amount is in dispute or later found to be incorrect. Grantee shall have no obligation, however, to make payment upon Transport Gas for which Grantee has not been paid. Grantee shall provide notice to Grantor of such delinquent accounts within ninety (90) days and Grantor shall hold Grantee harmless from the cost or liability for the collection of franchise fees on such delinquent accounts.
- H. Grantor agrees that the franchise fee percentage rate set forth in Subsection 11.A, at Paragraphs (1) and (2), of this Ordinance shall in no event exceed the percentage rate hereafter approved to calculate any fee paid to Grantor by any other person or entity for use of the Public Ways if such fee or volumetric rate is based in any way

on the amount of revenues or gross receipts from the transportation, distribution, or sale of natural gas or electric energy, excluding any municipally-owned electric utility, by such other person or entity to ultimate Consumers within the City. If at any time after the effective date of this Ordinance the fee or rate required to be paid by another is less than the percentage rate set forth in Paragraphs A(1) or (2) of Section 11, then the percentage rate set forth in Paragraphs A(1) or (2) of Section 11 of this Ordinance shall be reduced to equal such lesser percentage rate on the date such lesser percentage rate becomes effective and without any further action by the City or the qualified electors residing therein.

SECTION 12. CONDITIONS OF FRANCHISE

This contract, franchise, grant and privilege is granted and accepted under and subject to all applicable laws and under and subject to all of the orders, rules, and regulations now or hereafter adopted by governmental bodies now or hereafter having jurisdiction.

SECTION 13. INVALIDITY OF ORDINANCE

If any clause, sentence, or section of this Ordinance shall be held to be invalid, it shall not affect the remaining portions of this Ordinance, which shall remain valid and effective as if such invalid provision did not exist, although the parties shall be entitled to a judicial interpretation or construction of this Ordinance to address the validation of such provision by minimal amendment thereof. Further, should any governmental body now or hereafter having jurisdiction determine that Grantee shall not be permitted to collect in whole or in part the compensation due Grantor by others for Transport Gas as set forth in Paragraph (2) of Subsection B of Section 3 and Paragraph (2) of Subsection A of Section 11 of this Ordinance, Grantee shall thereafter have no obligation to make such payment to Grantor and Paragraph (2) of Subsection B of Section 3 and Paragraph (2) of Subsection A of Section 11 shall be of no force and effect.

SECTION 14. ELECTION REQUIRED

This Ordinance shall not become operative until it shall be approved by a majority of the qualified electors voting thereon residing within the municipal corporate limits of the City at an election called for that purpose, and a special election is hereby called for the purpose of submitting to the qualified electors residing in said City, the question of approval or disapproval of this Ordinance, which election shall be held on the 23rd day of August, 2022, between the hours prescribed by law. The Mayor of the City is hereby authorized and directed to issue a proper and lawful call and proclamation of such special election to be held on such date as aforesaid for said purpose, and the City Council of the City are hereby directed to give due and lawful notice of such election and submission of said question to the electors of said City as prescribed by law and the ordinances of the City.

SECTION 15. REPEALER

Each and every other ordinance or part thereof which is directly in conflict with any provision herein as to the grant of a franchise for natural gas services and the regulation thereof is hereby repealed.

SECTION 16. SEVERABILITY

The provisions of this Ordinance are severable, and if any part or provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts or provisions hereof.

SECTION 17. ACCEPTANCE, OPERATIVE AND EFFECTIVE DATE; EMERGENCY

In the event this Ordinance is approved by a majority vote of said electors voting thereon at said election, the Grantee shall file with the City Clerk, within thirty days after the official canvass of the votes and declaration by the City Council of the results thereof, a written acceptance. This Ordinance shall become *operative* on the date of filing of such acceptance.

An emergency is hereby declared to exist by reason of the fact that no other person, firm or corporation has a franchise to furnish natural gas to residents and inhabitants of the City, and for the preservation of the public peace, health and safety, and by reason whereof this Ordinance shall be *effective* immediately from and after its passage, approval and publication.

PASSED and the emergency clause ruled upon separately and passed and approved by the City Council of the City of Durant, Oklahoma, this 10th day of May, 2022.

Oden Grube, Mayor

ATTEST:

Cynthia Price, City Clerk

APPROVED:

Thomas Marcum, City Attorney

Exhibit "A"

The City of Durant, Oklahoma Volumetric Rate Calculation Form For the Transportation of Natural Gas in Pipelines Located in the City of Durant, Oklahoma

Based on the NYMEX settlement prices for each month of the twelve forward months as occurred on the 15th of each month, published the following business day.

Source: *Wall Street Journal*

Deadline: Form must be filed each year with the City Clerk by July 31 and notice sent to the Natural Gas Companies.

Month	Last Year Jul 15	Last Year Aug 15	Last Year Sep 15	Last Year Oct 15	Last Year Nov 15	Last Year Dec 15	This Year Jan 15	This Year Feb 15	This Year Mar 15	This Year Apr 15	This Year May 15	This Year Jun 15
Aug Last Year												
Sep Last Year												
Oct Last Year												
Nov Last Year												
Dec Last Year												
Jan Current Year												
Feb Current Year												
Mar Current Year												
Apr Current Year												
May Current Year												
Jun Current Year												
Jul Current Year												
Aug Current Year												
Sep Current Year												
Oct Current Year												
Nov Current Year												
Dec Current Year												
Jan Next Year												
Feb Next Year												
Mar Next Year												
Apr Next Year												
May Next Year												
Jun Next Year												
Avg Settlement Price												

July ____ through June ____ settlement price average	
X. Bundled Franchise Fee Rate	%
= Volumetric Rate/MCF	

Note: If the 15th of the month falls on a week-end or holiday,
then use the next business day settlement price.



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: Discussion, Consideration and Possible Action on Resolution R-2022-05 Authorizing the Mayor of the City of Durant, Oklahoma, To Issue an Election Proclamation Calling for a Special Election in the City of Durant.

This Resolution authorizes the Mayor to issue a Proclamation calling for a special election.

Council Information / Action Requested

Staff recommends approval of Resolution R-2022-05.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. R-2022-05 Resolution and Proclamation for Special Election ONG cjp

RESOLUTION NO. R-2022-05

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF DURANT, OKLAHOMA, TO ISSUE AN ELECTION PROCLAMATION CALLING FOR A SPECIAL ELECTION IN THE CITY OF DURANT.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DURANT, OKLAHOMA:

That the City Council of the City of Durant, Oklahoma, a municipal corporation, in open session at its regularly scheduled meeting on the 10th day of May, 2022, having established the presence of a quorum and upon motion duly made and seconded, hereby authorizes the Mayor of the City of Durant, to issue and sign a Proclamation calling for a Special Election on August 23rd, 2022, for the consideration of the following question:

SHALL ORDINANCE NO. O-2022-15 FOR THE GRANT OF A FRANCHISE TO ONE GAS, INC., ACTING BY AND THROUGH ITS OKLAHOMA NATURAL GAS COMPANY DIVISION, AND ITS SUCCESSORS AND ASSIGNS, FOR A PERIOD OF TWENTY-FIVE YEARS FOR A NATURAL GAS DISTRIBUTION SYSTEM WITHIN THE CITY OF DURANT, OKLAHOMA, ALL AS PROVIDED IN ORDINANCE NO. O-2022-15, BE APPROVED, PASSED, APPROVED AND ADOPTED THIS 10TH DAY OF MAY, 2022.

Oden Grube, Mayor

ATTEST:

Cynthia Price, City Clerk

APPROVED AS TO FORM AND
LEGALITY THIS 10TH DAY OF MAY,
2022

Thomas Marcum, City Attorney

ELECTION PROCLAMATION

Under and by virtue of the authority vested in me by the Constitution and Laws of the State of Oklahoma, and by the ordinances and regulations of the City of Durant, Oklahoma, I, the undersigned duly elected and acting Mayor of the City of Durant, Oklahoma, do hereby declare, proclaim, and call an election to be held in the City of Durant, Oklahoma on August 23rd, 2022, as herein set forth.

SPECIAL ELECTION: The sole issue on the ballot shall be:

SHALL ORDINANCE NO. O-2022-15 FOR THE GRANT OF A FRANCHISE TO ONE GAS, INC., ACTING BY AND THROUGH ITS OKLAHOMA NATURAL GAS COMPANY DIVISION, AND ITS SUCCESSORS AND ASSIGNS, FOR A PERIOD OF TWENTY-FIVE YEARS FOR A NATURAL GAS DISTRIBUTION SYSTEM WITHIN THE CITY OF DURANT, ALL AS PROVIDED IN ORDINANCE NO. O-2022-15, BE APPROVED

with a vote of “yes” being in favor of the approval of the franchise ordinance and a vote of “no” being against the approval of the franchise ordinance.

REGISTERED QUALIFIED VOTERS: Only voters residing in the City of Durant who have the qualifications prescribed for voters by the Constitution and Laws of the State of Oklahoma, and who are registered to vote as required by law, may vote in the Election.

POLLING PLACES AND HOURS: Said Election shall be held at the usual polling place(s) and conducted by the regular election officials as designated by the County Election Board of Bryan County, Oklahoma. Polls will be open at the hour of 7:00 o’clock A.M. and close at the hour of 7:00 o’clock P.M.

WITNESS MY HAND and the official seal of the City of Durant, Oklahoma, this 10th day of May, 2022.

Oden Grube, Mayor

(SEAL)

ATTEST:

Cynthia Price, City Clerk

APPROVED AS TO FORM AND LEGALITY
THIS 10TH DAY OF MAY, 2022

Thomas Marcum, City Attorney



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: Discussion, Consideration and Possible Action on a Memorandum of Agreement with the Choctaw Nation of Oklahoma for the Design and Construction of Roadway Improvements to Sunnyside Road.

Jim Sallee with the Choctaw Nation of Oklahoma has requested a Memorandum of Agreement to make improvements to Sunnyside Road. This project would be fully funded by the Choctaw Nation of Oklahoma through a Federal grant.

Council Information / Action Requested

Staff recommends approval of the Memorandum of Agreement with the Choctaw Nation of Oklahoma to make improvements to Sunnyside Road.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. CNO MOA for Sunnyside Road

MEMORANDUM OF AGREEMENT
BETWEEN
THE CHOCTAW NATION OF OKLAHOMA
AND
CITY OF DURANT, OKLAHOMA

This AGREEMENT is made by and between the CHOCTAW NATION OF OKLAHOMA, hereinafter referred to as the "NATION" and CITY OF DURANT, OKLAHOMA hereinafter referred to as the "CITY".

1. CONTRACT PERIOD

THIS AGREEMENT becomes effective this _____ day of _____ and shall automatically terminate upon final completion of the Project unless terminated or modified as hereinafter provided.

2. SCOPE AND LOCATION OF PROJECT

The NATION and CITY agree that the scope of the project includes the design and construction of roadway and safety improvements along Sunnyside Road in the town of Durant, Oklahoma. The Sunnyside Road project is more specifically described as approximately 2 miles in length starting at 33° 58' 58.7994" N 96° 25' 29.994" W and ending at 33° 59' 16.7994" N 96° 23' 41.9994" W. Legally, the project is described as beginning point approximately at the corner of the SW ¼ of SW ¼ of Section 36, T 6 S, R 8 E and ending at a point approximately 1690 feet N and 1280 feet E of the SE ¼ of SE ¼ of Section 31, T 7 S, R 8 E in Bryan County, Oklahoma. The project consists of surface widening, patching, leveling, surfacing (asphalt/concrete), drainage structure replacement, and safety features as described by the final plans for this portion of the Sunnyside Road project.

3. PRE-CONSTRUCTION RESPONSIBILITIES

- a. The NATION and CITY agree to collaboratively identify and select an Engineering Technical Representative to perform all necessary preconstruction activities for preparation of the Plans, Specifications, and Engineer's Estimate (PS&E) package. The PS&E package shall be prepared in accordance with the following design guidelines.
 - I. **American Association of State Highway and Transportation Officials** (AASHTO) *Policy on Geometric Design of Highways and Streets*,
 - II. **Oklahoma Department of Transportation** (ODOT) *Roadway Design Manual*, or
 - III. **State of Oklahoma**, *2013 County Highway System Design Guidelines Manual*,
 - IV. In addition to these design guidelines, the PS&E package shall adhere to the requirements found in the **Oklahoma Department of Transportation** (ODOT) *Standard Specifications for Highway Construction*.
- b. The NATION and the CITY shall identify and select an Engineering Technical Representative to perform any / all Pre-Construction professional services. Examples of

the Pre-Construction Professional Services that could be requested are – Professional Land Surveying, Geotechnical Sampling and Testing and NEPA – Section 7 Endangered Species studies. The NATION will assist the CITY in selecting a qualified Professional Service Consultant to perform the required Pre-Construction efforts.

- c. The NATION and the CITY shall identify and select an Engineering Technical Representative to prepare the appropriate documents to meet the requirements of the National Environmental Policy Act (NEPA) and to obtain archeological clearance in advance of the NATION providing project funding.
- d. The CITY shall furnish all rights-of-way for the Sunnyside Road project through privately owned property. Where the Sunnyside Road project passes through Government owned or controlled land, the CITY agrees to make application and acquire such rights-of-way for a public highway in accordance with the appropriate regulatory requirements, including 25 CFR 169 for rights-of-way over Indian Lands.
- e. The CITY shall furnish all necessary Temporary Construction, Utility and Drainage Easements required for the construction of the Sunnyside Road project.
- f. The CITY shall be responsible for relocating all utilities which conflict with the construction of the Sunnyside Road Project. This responsibility includes acquiring all permits necessary to relocate said utilities.
- g. The CITY shall be responsible for verifying that all Utilities are relocated to the proper corridors along the Sunnyside Road rights-of-way.
- h. The NATION and the CITY shall identify and select an Engineering Technical Representative to provide Pre-Construction Technical Assistance such as Right-of-Way Document review and Utility Relocation review, as needed, for the Sunnyside Road project.

4. CONSTRUCTION RESPONSIBILITIES

- a. The NATION shall advertise for construction bids, issue bid proposals, receive and tabulate the bids, and award a contract for construction of the Sunnyside Road project in accordance with existing NATION procurement procedures and applicable laws.
- b. The NATION will notify the CITY, in writing, of the Sunnyside Road project bid opening date, as well as all pre-award, pre-construction, and final inspection dates.
- c. The NATION shall identify and select an Engineering Technical Representative to provide the CITY Pre-Construction Technical Assistance in the form of Developing Bid Packages, Aiding with Advertisement, Reviewing Bid Documents, Reviewing Bond Documents, providing recommendation to accept / reject bids and / or bonds and Drafting Pre-Construction Letters to Contractors, as needed, for the Sunnyside Road project.
- d. The NATION shall identify and select an Engineering Technical Representative to provide the CITY Engineering Technical Assistance in the form of Monitoring, Inspecting and Documenting all construction work performed by the contractor on the

Sunnyside Road project. The NATION shall identify and select an Engineering Technical Representative to provide such engineering, inspection, and testing services as may be required to ensure that the construction of the Sunnyside Road project meets the requirements set forth in the Contract Documents and ODOT 2009 Specifications for Highway Construction.

- e. The NATION shall identify and select an Engineering Technical Representative to perform and document all Davis-Bacon Act wage rate interviews on the Sunnyside Road project. The Wage Rate Interviews shall be documented in accordance with the appropriate Federal Regulations.

5. FUNDING RESPONSIBILITIES

- a. The NATION agrees to provide the CITY funding for all reasonable and agreed upon costs associated with the Pre-Construction costs and the PS&E package development for the Sunnyside Road project.
- b. The NATION agrees to provide the CITY funding for all reasonable and agreed upon costs associated with the required Rights-of-Way acquisitions and Utility Relocations for the Sunnyside Road project that are statutorily the responsibility of the CITY.
- c. The NATION agrees to provide funding for all the construction of the Sunnyside Road project up to the amount of the Engineer's Estimate of Probable Cost. The NATION agrees to adjust the funding amount to the Contractor's Low Bid Amount, should that amount be higher than the Engineer's Estimate and accepted by the NATION.
- d. The CITY and the Engineering Technical Representative shall review each Sunnyside Road Project Contractor payment request for accuracy prior to submittal to the NATION. The NATION agrees to provide funding for all CITY and Engineering Technical Representative reviewed Sunnyside Road project payment requests.

6. MAINTENANCE RESPONSIBILITIES

The CITY acknowledges full responsibility for maintenance, upkeep, and repair of the Sunnyside Road project to the extent required by law and further covenants to keep the Sunnyside Road project roadway open to the public, so long as necessary or that public necessity and convenience requires.

7. OWNERSHIP OF DOCUMENTS

To the extent permitted by law, all data prepared under this AGREEMENT shall be made available to the NATION without restriction or limitation on further use, with the exception of any documents or information which would be considered attorney/client privileged by the CITY.

8. TERMINATION

- a. This agreement may be terminated by any of the following conditions:
 - (1) By mutual written agreement and consent of both parties.

- (2) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (3) By the unavailability of funds for construction of the project.
- b. The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the CITY and the NATION under this AGREEMENT. If the potential termination of this AGREEMENT is due to the failure of either the CITY or the NATION to fulfill an obligation as set forth herein, the parties agree to first make a good faith effort to remedy the issue within a period mutually agreed upon.

10. FINANCE INFORMATION

The NATION agrees to provide funds for the construction of the Sunnyside Road contract.

APPROVED BY:

CHOCTAW NATION OF OKLAHOMA
TRANSPORTATION ROADS DEPARTMENT
3651 BIG LOTS PARKWAY
P.O. BOX 1210
DURANT, OKLAHOMA 74701

APPROVED BY:

DURANT CITY HALL
300 W EVERGREEN STREET
DURANT, OKLAHOMA 74701

TRANSPORTATION DIRECTOR Date
CHOCTAW NATION OF OKLAHOMA

~~CHAIRMAN~~ Mayor Date
CITY OF DURANT

~~MEMBER~~ Date

~~MEMBER~~ Date

Sworn & subscribed to before me this

_____ day of _____, 20_____

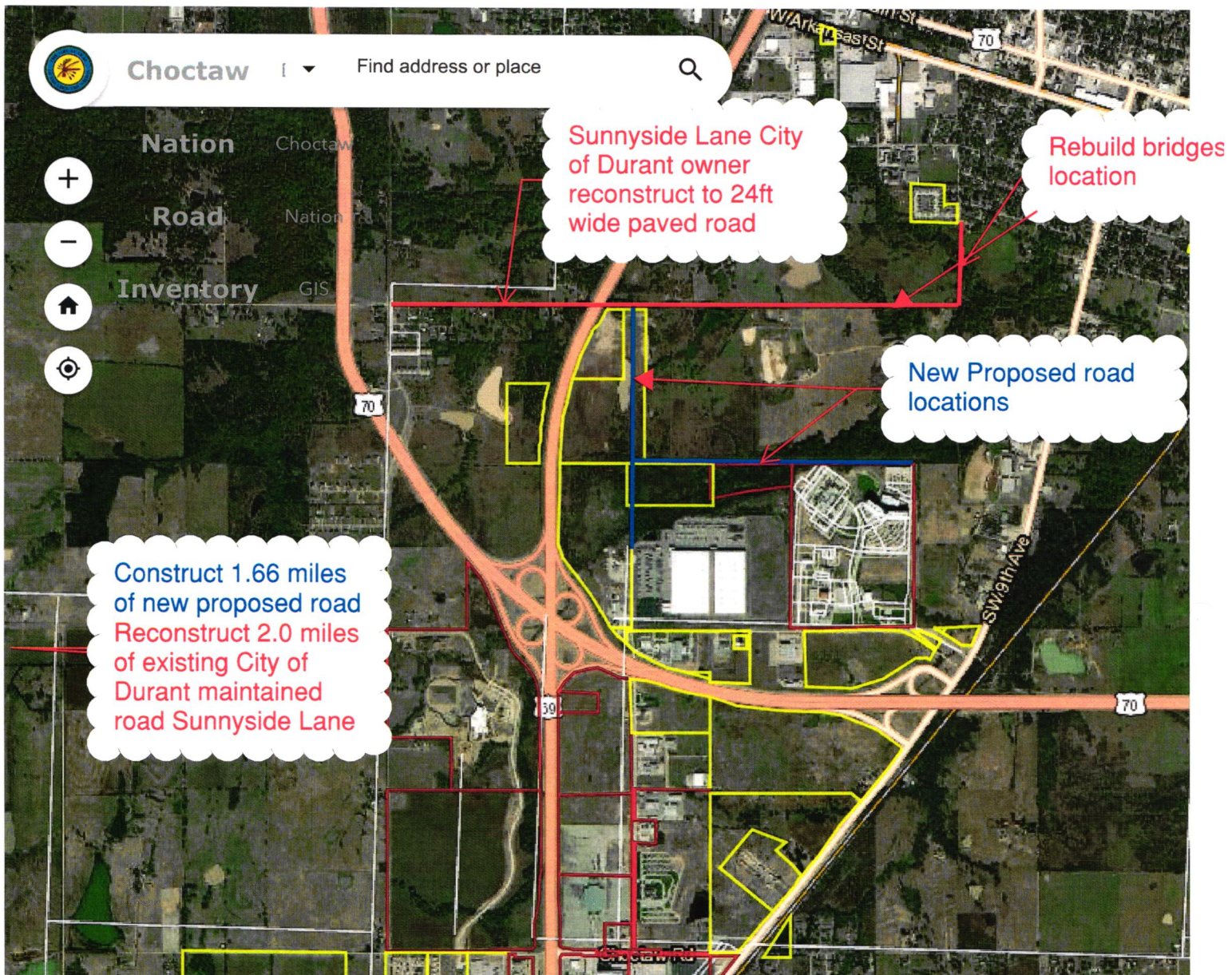
Sworn & subscribed to before me this

_____ day of _____, 20_____

NOTARY PUBLIC

My Commission is due to expire:

NOTARY PUBLIC





The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: James Dalton, Assistant City Manager
Re: Discussion, Consideration and Possible Action on a Memorandum of Agreement Between the City of Durant and the Choctaw Nation of Oklahoma for the Construction of a Water Tower and to Connect to the City Water System.

This Memorandum of Agreement between the City of Durant and the Choctaw Nation of Oklahoma is for the construction of a new 2.5 million gallon water tower and allowing the Choctaw Nation, at their cost, to connect to the City water system via a master meter.

Council Information / Action Requested

Approval of Memorandum of Agreement Between the City of Durant and Choctaw Nation of Oklahoma

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. C-2022-19 MOA Water Line City and Choctaw Nation

**MEMORANDUM OF AGREEMENT
CITY OF DURANT AND CHOCTAW NATION OF OKLAHOMA**

For and in consideration of the mutual promises and benefits to each party this Memorandum of Agreement (the “Agreement”) is entered into by and between the Choctaw Nation of Oklahoma (hereinafter referred to as the “Nation”), with headquarters being at 1802 Chukka Hina Drive, Durant, Oklahoma, 74701 and the City of Durant (hereinafter referred to as the “City”), 300 West Evergreen Street, Durant, Oklahoma, 74701.

WHEREAS, the Nation plans to construct a water tower near Wes Watkins Drive in Durant, and

WHEREAS, a water line extending approximately 1,300 feet is necessary to connect to the water main owned by the City, and

WHEREAS, the construction of the water tower and the water line will benefit the citizens of both the City and the Nation, the parties agree to the following terms and understandings:

1. The Nation is hereby granted permission to encroach upon City right-of-way necessary to construct the waterline connecting the planned water tower to the water network owned by the City.
2. The Nation agrees to pay for the costs of all construction and maintenance of the water line connecting the tower to the main line owned by the City, including the costs associated with the line tap, any master meters, water measuring devices, or electronic monitoring equipment. All equipment must be compatible with the City of Durant monitoring systems.
3. The Nation agrees that the construction upon right-of-way/roadway shall not prevent the continuous flow of vehicle traffic, and, if necessary, the Nation shall provide personnel to direct and control traffic.
4. The Nation agrees to provide all construction cost and hold the City harmless therefrom.
5. That if it becomes necessary to relocate any public utilities lying within the right-of-way, the Nation agrees that the relocation shall be accomplished at its expense by replacing the same in accordance with City rules, regulations, and ordinances.

6. Each party shall fully defend, indemnify, and hold harmless the other party from any and all claims, lawsuits, demands, causes of action, liability, loss, damage and/or injury of any kind whatsoever (including without limitation all claims for monetary loss, property damage, equitable relief, personal injury and wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any federal, state, or local government body or agency, that are related to the Improvements and arising out of, in any way whatsoever, any acts, omissions, negligence, or willful misconduct on the part of the indemnifying party, its officers, owners, personnel, employees, grants, contractors, invitees, or volunteers. This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorneys' fees, and related costs or expense.

WHEREFORE, we have set our hand and seal the day and year indicated with our signatures:

Approved this date by the Nation

CHOCTAW NATION OF OKLAHOMA

_____, 2022

By: _____
GARY BATTON, Chief of Nation

Approved this date by the City

CITY OF DURANT, OKLAHOMA

_____, 2022

By: _____
ODEN GRUBE, City Mayor

Attested:

CYNTHIA J. PRICE, City Clerk



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Rebecca Payne, Grants Coordinator
Re: Turn-Key Generator Equipment and Installation (C-2021-68 GEN) to Support the C-Doppler Weather Radar System Funded by the OK State of Appropriation EMPG-2021-ARPA-1. (C-2020-68 GC)

1. Discussion, Consideration, and Possible Action on the SEALED Bid Proposals to be Received and Publicly Opened on Monday, May 9 at 2:00 PM for a Turn-Key Generator Equipment and Installation (C-2021-68 GEN) to Support the C-Doppler Weather Radar System EMPG-2021-ARPA-1 (C-2021-68 GC).
2. Discussion, Consideration, and Possible Action to Authorize the Mayor to Sign all Documents Related to the Procurement of the Generator Equipment and Installation (C-2021-68 GEN) to Support the C-Doppler Weather Radar System EMPG-2021-ARPA-1 (C-2021-68 GC) Award Upon Completed Vendor Requirements, Legal Review and Approval.

Due to a time extension for the bid process, SEALED bids will be received and publicly opened on Monday, May 9. At the time of this agenda item, the City staff are unable to provide a recommended vendor. The recommendation with a bid tab will be provided at the Council Meeting.

All items to be presented for approval will be paid by the Oklahoma State Appropriation EMPG-2021-ARPA-1 (C-2021-68 GC).

Council Information / Action Requested

To Award Bid Proposal to _____ (To Be Determined Vendor) for a Turn-Key Generator Equipment and Installation (C-2021-68 GEN) to Support the C-Doppler Weather Radar System EMPG-2021-ARPA-1 (C-2021-68 GC).

To Authorize the Mayor to Sign all Documents Related to the Procurement of the Generator Equipment and Installation (C-2021-68 GEN) to Support the C-Doppler Weather Radar System EMPG-2021-ARPA-1 (C-2021-68 GC) Award Upon Completed Vendor Requirements, Legal Review and Approval.

City Staff Information / Action Follow-up, if Council authorizes this action:

Staff will coordinate the Procurement Procedures with the selected Vendor to proceed with project.

ATTACHMENTS:



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Discussion, Consideration and Possible Action on Ordinance O-2022-16 Amending Section 110.041 of the Durant Code of Ordinances Regarding the Regulation of Food Trucks.
(1) Ordinance O-2022-16 Section 1.
(2) Ordinance O-2022-16 Section 2 (Emergency Clause).

Request: Discussion, Consideration and Possible Action on Ordinance O-2022-16 Amending Section 110.041 of the Durant Code of Ordinances Regarding the Regulation of Food Trucks.

Analysis: Staff worked on updates to the food truck ordinance pertaining to the permitting regulations. The updates come as several food trucks reached out expressing concern over the permitting process. Some of the updates include updating documents that are required for submittal with a permit application, the requirement for trash receptacles for customers, as well as cleaning up after business activities. The written permission will need to be accessible to show to any City official and will need to include the date, time and property owners' contact information. The period of time to be located at a single location or address is changed to a period no longer than permitted by the county health department regulations.

Recommendation: Staff recommends approval of this item.

Required Action: Hear the item and approve or deny Ordinance O-2022-16 Amending Section 110.041 of the Durant Code of Ordinances.

Council Information / Action Requested

Staff recommends approval of this ordinance.

City Staff Information / Action Follow-up, if Council authorizes this action:

City Clerk
Community Development

ATTACHMENTS:

1. Ord 2022-16 Food Truck Update.

ORDINANCE NO. O-2022-16

AN ORDINANCE AMENDING SECTION 110.041 OF THE DURANT CODE OF ORDINANCES AND DECLARING AN EMERGENCY.

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

SECTION 1. That Section 110.041 Mobile Food Units "Food Trucks" of the Durant City Code shall be amended to read as follows:

§ 110.041 PERMITS.

(A) Permits, license, and inspections required. It shall be unlawful and an offense for any person, firm or organization to operate a food truck without a license to do so issued by the city.

(1) *Application for Permit.* An application form may be obtained and remitted to the City Clerk **or his or her designee**. The application shall include the following information and such other information as the Clerk shall deem pertinent;

- a. Name of applicant;
- b. Address, both personal and business;
- c. Nature of business, what food will be sold;
- d. Description and license number or other identification of any vehicle to be used;
- e. Copy of Commercial General Liability Insurance and Vehicle Insurance policies; ~~and~~
- f. **A document from the County Health Department, certifying that the mobile food truck business has complied with all applicable state and local health department regulations** ~~Food manager's certification from a source approved by the County Health Department; and~~
- g. **Copy of Oklahoma Sales Tax permit.**

(2) *Other Permits.* Food truck operators and property owners shall be responsible for identifying and obtaining all applicable permits and shall be responsible for conforming to all applicable city, county, state, and federal regulations.

(3) *Food Truck Vendor Information.* All food trucks shall be required to register and obtain all applicable permits from the local health department prior to operation. All food truck operators shall comply with all **state and** county health regulations and other recognized health practices.

(4) *Food Truck Site Information.* The owner or the authorized owner's representative of a property containing a site where a food truck will be located, or the food truck operator must supply information prior to allowing a food truck to operate on their property. The form shall include information that details where the food truck will be located on the property along with the location of any refuse receptacle(s), restroom(s), vehicle parking, dining area(s), and any other pertinent information regarding the operation of the food truck on the property. Authorization letters that limit the allowance of food trucks to a specific type or style of food will not be accepted. Any additional information as may be deemed necessary by the city to thoroughly review the request shall also be submitted as part of the permit application.

(5) *Public Property Site.* To operate on public property ~~would also require approval of an~~ **operator must obtain** a Special Event Permit, and ~~having name~~ the City ~~named~~ as 'Additionally Insured' on the Commercial General Liability policy.

(6) *Garbage.* **Garbage receptacles shall be provided for customer use. At the conclusion of business activities at a given location, the vendor shall clean up all the public way surrounding his or her vehicle of all debris, trash and litter generated by the vendor's business activities.**

(7) *Inspections.* Food trucks and their operation sites shall be inspected from time to time by appropriate city personnel. Food trucks and operation sites shall immediately be made available for inspection upon request of such city personnel.

(8) *Permit Fee.* A fee to operate in the city limits shall be paid at the time the permit is issued. This fee will be in accordance with the official fee schedule as passed by resolution.

(9) *Sales Tax.* Verification of applicable Sales Tax remittance history may be reviewed for compliance prior to issuing or renewing permits.

(10) *Current Information.* This information must be kept current throughout the duration of the license. If any of the information included on the application for the license changes the applicant must provide that information to the City Clerk. Failure to do so shall be a violation of this section and shall constitute grounds for revocation of the permit.

(B) *Property owner authorization.* Owners of a property on which a food truck will operate shall provide written assurance to the building inspections department that:

1. Written permission must consist of the address where the food truck will be parked, the date, time and the owner's name and phone number.

2. Restrooms located within a permanent building shall be provided for the use of the food truck's customers, operators and employees. Such restroom(s) must remain open and available for use at all times during which the food truck is situated on the operation site. No portable or temporary restrooms shall be allowed.
3. *Hours.* Food trucks shall only operate during the hours of 6:00 am to 11:00 pm.
4. **Written permission forms must be accessible to show any City official if asked.**

(C) Acceptable locations for food trucks ('operations sites')

1. After all permits are issued, food trucks may operate within any nonresidential zoning district assuming all other location criteria contained herein are also satisfied.
2. Food trucks and their customers shall be prohibited from utilizing the public rights-of-ways for food sales and/or consumption.
3. Food trucks shall be permitted to sell food on private property or public property as approved by Special Event Permit. Said property must feature an area of sufficient size that is finished with concrete or asphalt surface on which the food truck may temporarily park, and sufficient open spaces for parking of customers.
4. Food trucks must be parked, situated and operated in a manner that does not restrict orderly and/or safe vehicular and/or pedestrian movements.
5. Signage for Food Truck Vendors shall be limited to one sign less than 32 square foot total located in the immediate vicinity of the food truck and not within a public right of way and not blocking traffic visibility.
6. Portable or truck mounted lighting shall only illuminate the immediate sales and dining areas of the vehicle and shall not interfere in any way with traffic safety.
7. Mobile food service establishment shall not be located at a single location or address ~~for more than 180 consecutive days per~~ **for a period longer than permitted by** county health department regulations.

SECTION 2. DECLARATION OF EMERGENCY. For the immediate preservation of the peace, health, and safety of the City of Durant, Oklahoma and the inhabitants thereof, it is necessary that this Ordinance shall become operative and go into effect immediately upon its passage, approval and publication.

Passed and approved this 10th day of May, 2022, in regular session of the Durant City Council.

CITY OF DURANT

Oden Grube, Mayor

ATTEST:

Cynthia J. Price, City Clerk



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: John Dean, City Manager
Danielle Barker, Director
Re: Discussion, Consideration and Possible Action on Resolution R-2021-02D Amending the Comprehensive Fee Schedule.

The only changes to the Fee Schedule are regarding Food Trucks.

Food Truck Food Truck Permit (1 Day) \$10.00
Food Truck Permit (90 Days) \$50.00
Food Truck Permit (180 Days) \$100.00

Council Information / Action Requested

Staff recommends the approval of Resolution R-2021-02D amending the Comprehensive Fee Schedule.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. R-2021-02D 4th Amended Resolution Updating Fee Schedule

RESOLUTION NO. R-2021-02D

A RESOLUTION ESTABLISHING FEES AND COSTS CHARGED BY THE CITY OF DURANT, DURANT CITY UTILITY AUTHORITY, AND DURANT AIRPORT AUTHORITY FOR DURANT SERVICES.

WHEREAS, the City Council of the City of Durant and the Trustees for the Durant City Utility Authority, and the Trustees for the Durant Airport Authority have reviewed various fees charged for inspections, utility services, zoning, and other services provided by Durant as set forth on the Exhibit A attached hereto; and,

WHEREAS, the costs charged for various fees are in need of adjustment to ensure the City of Durant, Durant City Utility Authority, and Durant Airport Authority will recover its expenses involved in providing certain services.

NOW, THEREFORE, be it resolved by the City Council of the City of Durant, Oklahoma, and the Trustees for the Durant City Utility Authority, and the Trustees for the Durant Airport Authority that the attached Exhibit A, with various services and fees set forth therein, are hereby established as fees to be charged by the City of Durant, Durant City Utility Authority, and Durant Airport Authority for the specific services enumerated.

BE IT FURTHER resolved that the City Manager is authorized to set additional temporary fees, as needed, to ensure Durant will recover its expenses for services.

PASSED AND APPROVED by the Durant City Council, the Durant City Utility Authority, and Durant Airport Authority on this 10th day of May, 2022, all rates will become effective the 10th day of May, 2022.

Mayor

DCUA Chairman

DAA Chairman

ATTEST:

Cynthia Price, City Clerk

EXHIBIT A

FEES AND OTHER CHARGES

FEE SCHEDULE

Section	Fee Description	Amount (in dollars)
Administration		
Public Records Requests	Photocopy Costs, per page up to 8.5 x 14	\$0.25
	Photocopy Costs, per page larger than 8.5 x 14	\$0.50
	Certified Photocopy Costs, per page	\$1.00
	Items on CD-ROM or DVD-ROM (additional charge of time to copy to media will apply if employee time exceeds 60 minutes)	\$5.00
	Items on citizen supplied media (charge of time to copy to media will apply if employee time exceeds 60 minutes)	TBD
	Returned Check Fee	\$45.00
	Fingerprint Fee	\$25.00
	Deferment Fee	\$40.00 plus the amount of ticket
	Property Abatement Fee	Actual Costs
	Property Condemnation Fee	Actual Costs
	Asbestos Inspection Fee (per structure)	Actual cost of materials and shipping plus \$25.00
Equipment Costs	See Current FEMA Schedule of Equipment Rates https://www.fema.gov/assistance/public/schedule-equipment-rates	
	Actual Cost of Labor	
Airport		
Hangar Rental Rates		
Building #	Hangar Type & Number	Rate
4	Box Hangar (1-2)	\$400.00
4	Box Hangar (3-12)	\$310.00
8	Box Hangar (1-4)	\$440.00
8	Box Hangar (5-12)	\$350.00
10	T-Hangar (1-9)	\$230.00
10	T-Hangar (10)	\$340.00
12	T-Hangar (1)	\$230.00
12	T-Hangar (2)	\$340.00
12	T-Hangar (3-8)	\$230.00
12	T-Hangar (9)	\$260.00
12	T-Hangar (10)	\$310.00
24	Corp Hangar (A-D)	\$730.00
After Hours Call Out Fees	After Hours Call Out Fee	\$100.00 initial; plus \$50.00 per person
Overnight Parking Fees	Single/Twin Engine Overnight Parking	\$5.00 - \$10.00/night – 3 nights Waived with 100-gallon fuel purchase
	Turbine/Jet Overnight Parking	\$5.00 - \$10.00/night – 3 nights Waived with 200-gallon fuel purchase
Ramp Fees	General Aviation Aircraft Ramp Fee	\$25.00 per night
All ramp fees can be waived with a 200-gallon fuel purchase and at the discretion of the Airport Director	Small Turbo Props/Large Piston Ramp Fee	\$50.00 per night
	Large/Twin Turbo Props Ramp Fee	\$75.00 per night
	Jet Ramp Fee	\$100.00 per night
	Relocation of Aircraft	\$25.00 - \$100.00 based on size and type
	Airport Facility Fee/Conference Room Fee	\$100.00 per day

Animal Control		
Impound Fees and Costs	Impound Fee	\$10.00
	Redemption Fee	\$10.00
	Boarding Fee	\$7.00 per day
	Publication of Notice and Animal Care (including veterinary)	Actual Cost
	Pet Adoption Fees	No Charge
	Sterilization Deposit	\$35.00
License Fees	Dangerous Animals – additional license surcharge	\$10.00
	Kennels, Catteries, and Pet Shops – Annual	\$100.00
	Exotic Animal Owner Permit	\$2,400.00
Buildings and Building Regulations (All permits are subject to an additional \$4.00 State Fee)		
Residential Permit Fees	New Construction (Does not include Floodplain permit or MEP's; pulled separate)	\$0.35 per square foot (\$250.00 minimum)
	Remodel Construction (Does not include Floodplain permit or MEP's; pulled separate)	\$0.35 per square foot (\$100.00 minimum)
Commercial Permit Fees	New Commercial, Industrial, Warehouse Construction (Does not include Floodplain permit or MEP's; pulled separate)	\$0.35 per square foot (\$250.00 minimum)
	Remodel Commercial, Industrial, Warehouse Construction (Does not include Floodplain permit or MEP's; pulled separate)	\$0.35 per square foot (\$100.00 minimum)
Other Charges and Fees	Certificate of Occupancy	\$150.00
	Fencing	\$50.00
	Accessory Buildings	\$75.00
	Swimming Pools	\$150.00
	Roofing Residential	\$75.00
	Roofing Commercial	\$150.00
	Demolition	\$100.00
	Building/Structure Relocation Fee	\$50.00
	Electrical Permit	\$0.05 per square foot
	Plumbing Permit	\$0.05 per square foot
	Mechanical Permit	\$0.05 per square foot
	Fire, Health/Safety Code Compliance Certification Fee	\$50.00
	Zoning Code Compliance Certification Fee	\$50.00
	Antenna & Antenna Support Permit Fee	\$500.00
	Roll Off Permit Fee (Annual)	\$100.00 annually
	Non-Permanent Structure	N/A
	Permanent Structure	\$300.00
	Residential Building Inspection Fee	\$50.00/trade per inspection
	Commercial Inspection Fee	\$50.00/trade per inspection
	Electrical Inspection Fee	\$50.00/trade per inspection
	Plumbing or Mechanical Inspection Fee	\$50.00/trade per inspection
	Red Tag Fee	\$100.00 per visit
	Onsite Consultations	\$50.00 per labor hour (2 hour minimum)
	Night, Weekend, Holiday Inspections	\$75.00 per hour (2 hour minimum)
	Contractor License—Electrical, Mechanical, Plumbing, Roofing	\$100.00 annually (expires June 30 each year)
Signs	New Sign Construction Permit	\$200.00
	Sign Modification Permit	\$75.00
	New Sign/Modification Permit	\$25.00
	Temporary Sign Permit	\$40.00
	Billboard Sign Permit	\$500.00
Floodplain Development		
	Floodplain Development Review	\$300.00
	Flood Hazard Development Review	\$100.00
	Floodplain Development Inspection	\$100.00
	The floodplain fee schedule shall not exceed a cumulative amount of \$500.00, in accordance with the Title 82, Section 1604, Item 4.	
Engineering Review		
	In-House Engineering Review	\$500.00
	Consultant Engineering Review	\$50.00 plus invoiced cost
Plan Review Fee		
		25% of permit fee

Cemetery		
	Burial Plot	\$425.00
	Maintenance Fee (one time only, due at time of each burial)	\$75.00
	Highland Cemetery Chapel Rental Fee	\$200.00
	Pavilion Rental (if deceased will not be buried at Highland Cemetery)	\$100.00
	Deed Transfer Fee	\$25.00
Emergency Response Rate Schedule		
Structure Fire (Including Mobile Homes and Outbuilding)	*Minimum charge for first hour, first assignment (three apparatus typical with staff vehicle)	\$750.00*
	For each additional apparatus for the first hour	\$250.00
	For each apparatus for each additional hour or portion thereof	\$250.00
Hazardous Material Response	*Minimum charge for first hour, first alarm assignment (three apparatus typical with staff vehicle)	
	Hourly rate as listed plus actual replacement cost of materials to include, but not limited to: disposable supplies, personal protective equipment, monitoring equipment, and other contaminated unusable equipment. Additional charges may be incurred for specialized equipment and contractors	\$750.00*
	For each additional apparatus for the first hour	\$250.00
	For each apparatus for each additional hour or portion thereof	\$250.00
Vehicle Fire	*minimum charger for the first hour, first alarm assignment (one apparatus typical)	\$250.00*
Wildland Fire	*minimum charge for first hour, first alarm assignment (two apparatus typical)	\$300.00*
Trash Fire	*minimum charge for first hour, first assignment (one apparatus typical)	\$200.00*
Motor Vehicle Collision	*minimum charge for first hour, first alarm assignment (two apparatus typical with staff vehicle)	\$650.00*
	For each additional apparatus for the first hour	\$250.00*
	For each apparatus for each additional hour or portion thereof	\$250.00*
Other Charges and Fees	Firefighter Stand-by	\$50.00 per hour
	Brush Truck Stand-by	\$150.00 per hour
	Engine Stand-by	\$250.00 per hour
Fire Department Permits and Plan Review		
Residential Burn Permit	2 Day Permit	\$10.00
	30 Day Permit	\$25.00
	1 Year Permit	\$100.00
Commercial Burn Permit	1 Year Permit	\$100.00
	Fire Suppression Plan Review	\$50.00/min per .03 sqft
	Fire Alarm Plan Review	\$50.00/min per .03 sqft
	Fire Sprinkler Plan Review	\$50.00/min per .03 sqft
Legal Publications in newspaper or periodicals		
		Invoiced cost of publication
Library		
Late Fees	Books & Audiobooks	\$0.10 per day
	DVDs	\$0.25 per day
	Video Games & Launch Pads	\$1.00 per day
Room Rentals	Children's Story Room	\$50.00
(room set up free)	Conference Room	\$50.00
	Black Box Theater	\$250.00
	CC Meeting Room	\$125.00
	Computer Lab	\$50.00
Private Rentals	Deposit	\$200.00
Library Services	Copies	B&W \$0.10 Color \$0.50
	Fax Sending	\$1.00 per page; additional \$0.25 after 1 page
	Fax Receiving	\$0.10 per page
	Library Card Replacement	\$3.00
	Out of County Membership	\$25.00 for 3 years

	Interlibrary Loan (first loan free per month)	\$1.50
	Proctor	\$15.00 per hour
	Laminating	\$1.00 per business card \$2.00 per 8.5 x 11 sheet \$1.50 per foot
Licenses		
Business	Business License – Annual (January 1 st -December 31 st)	No Charge
	Family Amusement Center License – Base Fee (Annual)	\$75.00
	Additional for each pool or billiard table	\$15.00
	Additional for each card table	\$5.00
	Additional for each coin-operated amusement device	\$15.00
Caterer	Caterer License – Initial	\$1,000.00
	Caterer License – Renewal	\$900.00
Winemaker	Winemaker License	\$625.00
	Small Farm Winery License (Oklahoma Grown)	\$25.00
Brewer	Brewer License	\$1,250.00
	Small Brewer License	\$50.00
Distiller	Distiller License	\$3,125.00
Retail Alcohol	On Premise Beer License – Initial	\$500.00
	On Premise Beer License – Renewal	\$450.00
	Retail Beer	\$500.00
	Retail Wine	\$1,000.00
	Retail Alcohol	\$1,500.00
Retail Spirits Store	Retail Spirits Store	\$900.00
Mixed Beverage Establishment (Bars)	Mixed Beverage Establishment – Initial	\$1,000.00
	Mixed Beverage Establishment – Renewal	\$900.00
Wholesaler	Wholesaler License	\$2,500.00
	Class B Wholesaler License	\$625.00
Itinerant Merchant	Itinerant Merchant License (1-3 Days)	\$250.00
	Itinerant Merchant License (4-7 Days)	\$500.00
	Itinerant Merchant License (Annual)	\$1,000.00
	Locally Grown Produce Vendor License (Annual)	\$100.00
Mobile Home Park	Mobile Home Park License	\$500.00
Pawn Shop	Pawn Shop License	\$25.00
Taxicab	Taxicab Business License	\$125.00
Manufactured Housing and Mobile Homes		
	Manufactured Housing Development License – Initial	\$1,500.00
	Manufactured Housing Development License – Renewal	\$500.00
	Manufactured Housing Development License Transfer	\$500.00
	Manufactured Housing Development Review	\$500.00
	Manufactured Housing Placement Inspection	\$50.00 per home
	Manufactured Housing Development Annual Inspection Fee	\$500.00
	Mobile Home Alteration or Accessory Building Permit Fee	\$75.00
	Mobile Home Permit Fee	\$100.00
Maps and Digital Data		
	8 ½ x 11 Prints	\$5.00
	11 x 17 Prints	\$6.00
	8 ½ x 11 Prints with Aerial Background	\$20.00
	11 x 17 Prints with Aerial Background	\$24.00
	Plots	\$25.00 plus 3.00/linear foot
	Plots with Aerial Background	\$50.00 plus 3.00/linear foot
	Digital Aerial Photos	\$75.00 per section
	Customer Map & Data Research and Preparation	\$50.00 per hour (2 hour minimum)
	Mapping & Electronic Fees	\$25.00
	911 Information and Shape Files	\$1,000.00 per shape file
Oil/Gas and Associated Facilities		
	Oil/Gas Drilling Permit	\$1,000.00/Well
	Oil/Gas Well Drilling Inspection	\$100.00/Site
	Oil/Gas Construction (Tank Batteries, Booster Pumps, Compressor, Pipeline)	\$1,000.00/Site
	Oil/Gas Injection Well and Secondary Recovery Program Permit	\$1,000.00/Site

	Oil/Gas License – Initial	\$7,500.00 applicable structure
	Oil/Gas License – Annual Renewal	\$1,000.00 applicable structure
	Oil/Gas Well Operation Inspection Fee	\$250.00/Site
Parks		
Baseball and Softball Fields	Field Rental	\$50.00 per field/per day
Lake		
Durant City Residents	Lake Durant RV Camping Fees – Daily (28 day max.)	\$15.00 per day plus applicable taxes
	Lake Durant RV Camping Fees – Weekly (4 week max.)	\$87.50 per week plus applicable taxes
	Lake Durant RV Camping Cancellation Fee	\$10.00
	Lake Durant RV Domestic Sewage Disposal Fee	\$15.00
	Lake Durant Pavilion Reservation Fee	\$5.00 per hour (\$25.00 minimum)
Non-Durant City Residents	Lake Durant RV Camping Fees – Daily (28 day max.)	\$30.00 per day plus applicable taxes
	Lake Durant RV Camping Fees – Weekly (4 week max.)	\$175.00 per week plus applicable taxes
	Lake Durant RV Camping Cancellation Fee	\$10.00
	Lake Durant RV Domestic Sewage Disposal Fee	\$15.00
	Lake Durant Pavilion Reservation Fee	\$5.00 per hour (\$25.00 minimum)
Multi-Sports Complex		
Baseball and Softball Fields	Field Deposit (Refundable upon satisfactory inspection)	\$25.00 per field
	Tournament Use Fee	\$150.00 per field
	Durant Youth Complex Tournament Deposit	\$100.00 per day
	Durant Youth Complex – Youth League Use fee (Regular Season only)	\$10.00 per kid
Pool		
Daily Admission	Children (0 – 5 years)	\$1.00
On any day, if arrival fees after 5:00 pm, the fee is dropped to \$2.50 for ages 6-54 years.	Students (6 – 18 years)	\$3.50
	Adults (19 – 54 years)	\$4.00
	Seniors (55+ years)	\$1.00
Season Pass	Individual Pass	\$40.00
	Family (up to 3 members)	\$120.00
	Family (3+ members)	\$120.00 plus \$25.00 or each additional person after 3
Swim Lessons	Group Lessons (4 lessons Monday-Thursday)	\$65.00 per individual
	Private Lessons (4 lessons Monday-Thursday)	\$120.00
Pool Party	2 hour pool party (up to 60 guests)	\$220.00; \$100.00 deposit (non-refundable)
Petitions to the Board of Adjustments (does not include legal publication and engineering review fees)		
	Variances	\$300.00
	Appeals	\$300.00
	Expedited Hearing Fee	\$500.00
Petitions to the Planning Commission (does not include legal publication and engineering review fees)		
	Zoning Amendments	\$300.00
	Conditional Use Permits	\$300.00
	Planned Unit Developments	\$300.00
	Expedited Hearing Fee	\$500.00
Platting/Development (does not include legal publication and engineering review fees)		
	Platting/Subdivision Fee	\$300.00
	Airport Zone Permit	\$300.00
	Zoning Verification Letter	\$50.00
	Zoning Clearance	\$50.00
	Street Improvement Inspection Fee	\$500.00 plus actual cost of inspection
	Water Line Improvement Inspection Fee	\$500.00 plus actual cost of inspection

	Sanitary Sewer Improvement Inspection Fee	\$500.00 plus actual cost of inspection
	Storm Drainage Improvement Inspection Fee	\$500.00 plus actual cost of inspection
Permits		
Special Event Permit	Special Event Permit	\$25.00
Beverage Garden Permit	Beverage Garden Permit	\$50.00
Food Truck	Food Truck Permit (1 Day)	\$10.00
	Food Truck Permit (90 Days)	\$50.00
	Food Truck Permit (180 Days)	\$100.00
Firework Stand	Firework Stand Permit	\$25.00
Farmer's Market	Farmer's Market Permit	\$25.00
Mobile Boutique	Mobile Boutique Permit (3 Day)	\$25.00
	Mobile Boutique Permit (1 Month)	\$70.00
	Mobile Boutique Permit (Annual)	\$250.00
Produce	Produce Permit	\$25.00
Street Cut/Excavation Permit		
Street Cut/Excavation Permit	Minimum Application Deposit	\$200.00
	Inspection Fee	\$70.00
Type of Surface	Asphalt	\$2.00 per square foot
	Concrete	\$2.00 per square foot
	Earth	\$0.25 per square foot
	Directional Boring	\$1.00 per linear foot
	Work conducted without a permit additional 50% of cost of the permit	50% upcharge
Sanitation		
Residential Poly Cart (once per week)	Inside City Limits	\$20.35
	Additional Cart	\$11.45 each
	Outside City Limits	\$29.30
	Additional Cart	\$13.70 each
Commercial Poly Cart (once per week)	Inside City Limits	\$24.85
	Additional Cart	\$11.45 each
	Outside City Limits	\$29.90
	Additional Cart	\$13.70 each
	Poly Cart Replacement (if missing)	\$90.00
	Extra Dump Poly Cart	\$25.80
City Waste Collection Rates	Tires	\$6.00 each, 16" and below \$13.00 each, 17" and up
	One Ton Flat-Bed Load	\$49.90 per trip
	Furniture requiring 1-2 workers to collect	\$27.70 per piece
	Appliances requiring 1-2 workers to collect	\$27.70 per unit
	Freon laden appliances (refrigerators, freezers, AC units, etc.)	\$30.40 per unit
Landfill – Durant City Residents	Residential Customer C&D Landfill (min charge)	\$15.00
	Residential Customer C&D Landfill Charge per Ton (including DEQ fee)	\$30.00
Landfill – Commercial and Non-Durant City Residents	Commercial and Out of City Customer C&D Landfill (min charge)	\$25.00
	Commercial and Out of City Customer C&D Landfill Charge per Ton (including DEQ fee)	\$45.00
Landfill – Other Charges and Fees	Transfer Station MSW	\$19.30 minimum charge
	Transfer Station MSW	\$75.00 per ton
	Concrete Disposal	\$16.00 per ton
	Appliance w/ Freon	\$31.45
	Appliance w/o Freon	\$15.75
	Tires 16" and below	\$4.90
	Tires 17" and above	\$9.80
	Clean Dirt	\$10.80
	Unsecured Loads additional 50% of the cost of the load	50% upcharge

Roll Off Charge	Roll Off (container)	\$30.00 per container dumped
Roll Off \$25 one time delivery fee per container	20 yd. per dump on demand (you call)	\$307.05
	Sitting fee if no dump within the billing period (ON DEMAND ONLY)	\$208.40
	20 yd. 1x per week scheduled	\$631.85
	20 yd. 2x per week scheduled	\$1,263.75
	20 yd. 3x per week scheduled	\$1,895.60
	20 yd. 4x per week scheduled	\$2,527.45
	20 yd. 5x per week scheduled	\$3,159.35
Roll Off \$25 one time delivery fee per container	30 yd. per dump on demand (you call)	\$460.00
	Sitting fee if no dump within the billing period (ON DEMAND ONLY)	\$312.40
	30 yd. 1x per week scheduled	\$947.80
	30 yd. 2x per week scheduled	\$1,895.60
	30 yd. 3x per week scheduled	\$2,843.40
	30 yd. 4x per week scheduled	\$3,791.20
	30 yd. 5x per week scheduled	\$4,739.00
Roll Off \$25 one time delivery fee per container	40 yd. per dump on demand (you call)	\$615.25
	Sitting fee if no dump within the billing period (ON DEMAND ONLY)	\$372.85
	40 yd. 1x per week scheduled	\$1,263.75
	40 yd. 2x per week scheduled	\$2,527.45
	40 yd. 3x per week scheduled	\$3,791.20
	40 yd. 4x per week scheduled	\$5,054.95
	40 yd. 5x per week scheduled	\$6,318.65
	Relocating Roll Off Container fee	\$69.00
Commercial Rate Compactor per collection – City Owned	20 yd. self-contained	\$456.50
	30 yd. self-contained	\$684.65
	40 yd. self-contained	\$912.90
Commercial Rate Compactor per collection – Privately Owned	20 yd. compactor	\$345.60
	30 yd. compactor	\$518.40
	40 yd. compactor	\$691.05
Scheduled Collection Monthly Dumpster Rates	2 yd. dumpster (1 Collection per week)	\$69.10
	2 yd. dumpster (2 Collection per week)	\$138.25
	2 yd. dumpster (3 Collection per week)	\$207.35
	2 yd. dumpster (4 Collection per week)	\$276.50
	2 yd. dumpster (5 Collection per week)	\$345.60
	Additional pick up of 2 yd. dumpster	\$84.60
	3 yd. dumpster (1 Collection per week)	\$103.65
	3 yd. dumpster (2 Collection per week)	\$207.30
	3 yd. dumpster (3 Collection per week)	\$310.95
	3 yd. dumpster (4 Collection per week)	\$414.60
	3 yd. dumpster (5 Collection per week)	\$518.25
	Additional pick up of 3 yd. dumpster	\$126.90
Utilities		
Residential Water Inside City Limits	First 2000 gallons	\$12.00
	Next 1000 gallons	\$3.50
	Next 1000 gallons	\$3.60
	Next 1000 gallons	\$3.70
	Over 5000 gallons, rate per 1000 gallons	\$3.80
Residential Sewer Inside City Limits	First 2000 gallons	\$9.00
	Next 1000 gallons	\$2.63
	Next 1000 gallons	\$2.70
	Next 1000 gallons	\$2.78
	Over 5000 gallons, rate per 1000 gallons	\$2.85

Commercial Water and Sewer Inside City Limits	First 2000 gallons	\$17.95
	Next 1000 gallons	\$4.25
	Next 1000 gallons	\$4.50
	Next 1000 gallons	\$4.70
	Over 5000 gallons, rate per 1000 gallons	\$4.50
Residential and Commercial Water and Sewer Outside City Limits	First 2000 gallons	\$17.95
	Next 1000 gallons	\$4.25
	Next 1000 gallons	\$4.50
	Next 1000 gallons	\$4.70
	Over 5000 gallons, rate per 1000 gallons	\$4.50
Summer Residential Sewer Rates	Residential sewer customers whose sewer bill is based on water consumption, sewer charges shall be based on a maximum water usage of 10,000 gallons for the months of May, June, July, & August	
Sanitary Sewer Rates for customers not connected to City water service	Customers shall be charged based on RWD reported water usage	
Surcharges for Industrial Wastewater	Surcharge for BOD (Biochemical Oxygen Demand)	\$0.50 per lb.
	Surcharge for TSS (Total Suspended Solids)	\$0.40 per lb.
	Surcharge for FOG (Fats, Oil, Grease)	\$0.65 per lb.
	Surcharge for Nitrogen, Ammonia	N/A
	Table II & III Metals plus Molly	Monitored
Water and Sewer Distribution System Rates	Water Tap ¾-inch Fee	\$875.00
	Water Tap 1-inch Fee	\$1,012.50
	Water Tap 1 ½-inch Fee	\$1,712.50
	Water Tap 2-inch Fee	\$1,912.50
	ALL WATER TAP FEES ARE IN ADDITION TO THE CURRENT COST OF THE METER. LESS \$75.00 CHARGE FOR ANY NEW WATERLINE WITH AN OPEN DITCH NEW SUBDIVISION WITH PRIOR APPROVAL ONLY). STREET CUT FOR ROAD BORE FEES SHALL BE IN ADDITION TO WATER AND TAP FEES AND EQUAL TO \$6.00 PER INCH/FOOT FOR 2" THROUGH 10" DIAMETER PLUS CURRENT COST OF ENCASEMENT. FEES FOR WATER TAPS OVER 2" AND METER COSTS WILL BE SET BY THE M&O SUPERINTENDENT.	
	Sewer Tap 4-inch Fee	\$931.25
	Sewer Tap 6-inch Fee	\$1,393.75
	Sewer Tap 8-inch Fee	\$1,856.25
	PLUS, A MAINTENANCE FEE OF \$13.00 PER FOOT (FROM TAP TO SERVICE LINE EXCESSIVE DEPTH FEE \$13.00 PER LINEAR FOOT FOR EACH 5 FEET OR PORTION THEREOF LESS \$75.00 CHARGE FOR ANY NEW SEWER LINE WITH AN OPEN DITCH ALL USERS CONNECTED TO A SEWER LINE EXTENSION WHICH IS FUNDED IN PART BY THE CITY OF DURANT, EITHER BY CASH EXPENDITURE OR THE FURNISHING OF LABOR IN CONSTRUCTING SAID EXTENSION, SHALL PAY A CONNECTION FEE OF \$1061.00 FOR CONNECTING TO SAID SEWER LINE EXTENSION	
	Subdivision Development Water/Sewer Connection Inspection	\$188.00 per tap
	Water Main and Sub Main Installation Permit Fee	\$100.00
	Water Main and Sub Main Installation Plan Review	\$50.00 per hour
	Water Main and Sub Main Installation Testing	\$50.00 per hour
	Water Main and Sub Main Installation Inspection	\$50.00 per hour
	Collection Line Cleaning (Excessive Grease)	\$125.00 per hour
	Meter On/Off After Hours	\$50.00
	Pop Off Valve Installation & Inspection	\$38.00

Deposits	Residential Water/Sewer and Garbage	\$100.00
	Residential Garbage (only)	\$85.00
	Commercial Accounts	\$300.00
Miscellaneous Fees	Penalty if not paid by the due date (10% of the balance)	10%
	Nonpayment fee if not paid by 5:00 p.m. before the cut-off day	\$50.00
	Transfer Fee	\$25.00
	Clean Up Fee (5 business day clean-up for property owner/landlord)	\$25.00
	Hydrant Meter	\$1,350.00 deposit
	Tampering with Meter Fee	\$100.00
	Bacteriological Total Coliform Water Testing - 1 sample	\$31.25
	Bacteriological Total Coliform Water Testing - 2 samples or more	\$25.00
	Industrial Pretreatment Wastewater Discharge Permit Application Fee	\$312.50
	Annual Industrial Pretreatment Permit Fee	\$125.00
	Industrial Pretreatment Permit Modification Fee	\$31.25
	Accidental Discharge Procedure/Construction Plan Review	\$31.25 per plan
	Industrial Pretreatment Appeal Filing Fee	\$31.25
	Routine Pretreatment Facility Inspection	\$93.75
	Requested Pretreatment Facility Inspection	\$125.00
	Industrial Pretreatment Onsite Consultations	\$50.00
	Night, Weekend, Holiday Pretreatment Inspection Fee	\$93.75
	After Hours Industrial Visit	\$62.50
	Industrial Pretreatment Grab Sample Collection	\$31.25
	Industrial Pretreatment 24-hour Composite Sample Collection	\$31.25
	Industrial Pretreatment Analytical Testing/Shipping	Actual Cost
	Industrial Pretreatment Code Enforcement Administrative Fee	\$250.00
	Excessive Strength FOG Surcharge	\$0.65 per lb.
	Excessive Strength BOD Surcharge	\$0.50 per lb.
	Excessive Strength TSS Surcharge	\$0.40 per lb.
	Commercial Septic Disposal Permit	\$312.50
	Commercial Septic Waste Disposal Discharge	\$125.00 flat rate or \$0.05/gallon (whichever is greater)



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Discussion, Consideration and Possible Action on a Re-Plat Request for Property Located Near South 4th Avenue and Louisiana Street (PC2022-13)

Request: Consider a request from Stone by Stone Construction, for a Re-Plat Request for property located near South 4th Avenue and Louisiana Street.

Current Zoning: R-3, General Residential

Surrounding Properties:

Direction	Zoning	Use
North	R-3	Single Family Residential
East	R-3	Single Family Residential
South	R-3	Single Family Residential
West	R-3	Single Family Residential

Lot Characteristics:

Width	~70 ft.
Depth	~114 ft
Total Area	~0.19 acres (~8,190 sq. ft.)

Applicant: Stone by Stone Construction

Background: The applicant approached staff regarding filing for a re-plat request with the hopes of building a single duplex home on the property. This re-plat is combining two partial lots into one lot. This area is a part of the original town site that was platted many years ago and has since had new lots formed or lot lines moved.

Notifications have been made to the surrounding property owners and at the time of this report, there have not been any letters or emails received by staff.

Analysis: The subject property is approximately 8,100 square feet total with frontage being 70 feet; therefore, the proposed lot will meet the lot size requirements for a duplex to be placed on the lot. The applicant is planning to place a single one-bedroom duplex with off-street parking. The site plan provided by the applicant does show a duplex that will fit on the lot, should the re-plat be approved. There appears to be City Water and Sewer in the area. City staff did not have any comments noted on the sign off sheet as of the time of this report.

The current Future Land Use Map has this area as low to medium density residential; therefore, this request is generally in line with the Comprehensive Plan.

Planning Commission Recommendation: Planning Commission recommended approval of the re-plat.

Staff Recommendation: Staff has signed off supporting the approval of the re-plat.

Required Action: Hear the item and approve or deny the Re-Plat request for property located near South 4th Avenue and Louisiana Street. Any specific conditions imposed by the Council should be read into any approval motion.

Council Information / Action Requested

Planning Commission and Staff recommend approval of the re-plat.

City Staff Information / Action Follow-up, if Council authorizes this action:

City Clerk

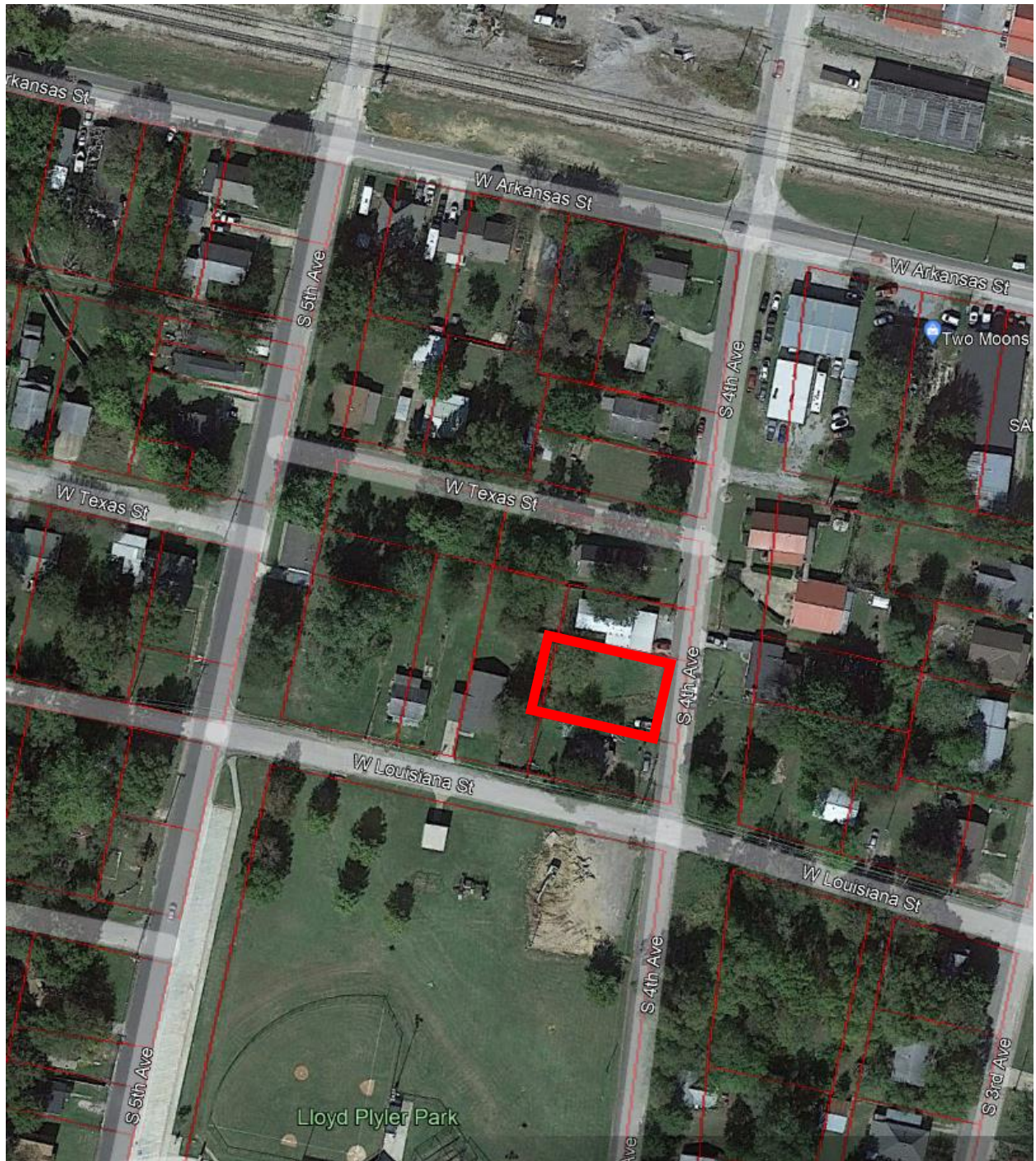
GIS

Community Development

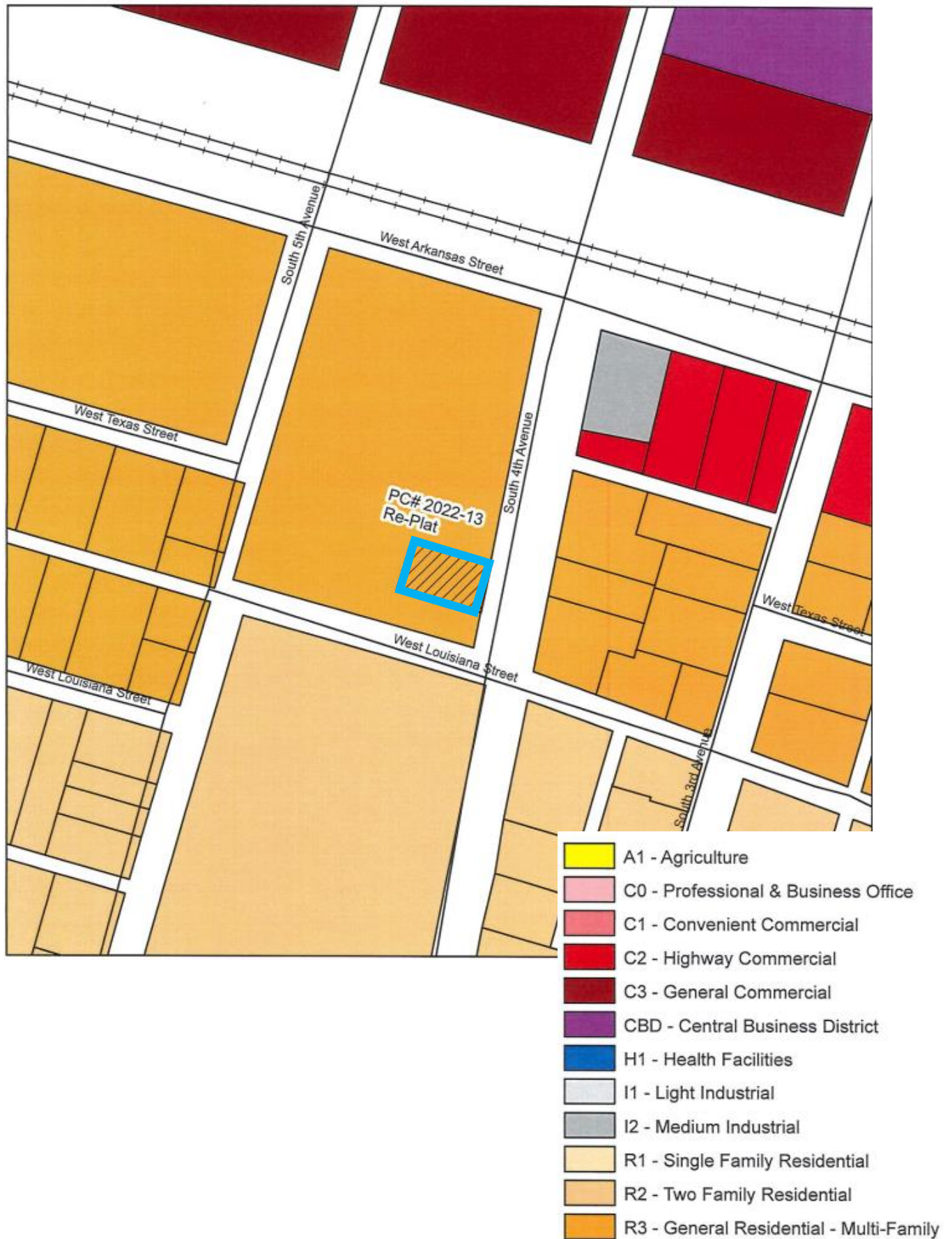
ATTACHMENTS:

1. PC 2022 13 Maps
2. PC2022-13 Sign off Sheets
3. PC 2022-13 Application Information
4. RePlat
5. Ordinance O-2021-20 Subdivision Ordinance Update

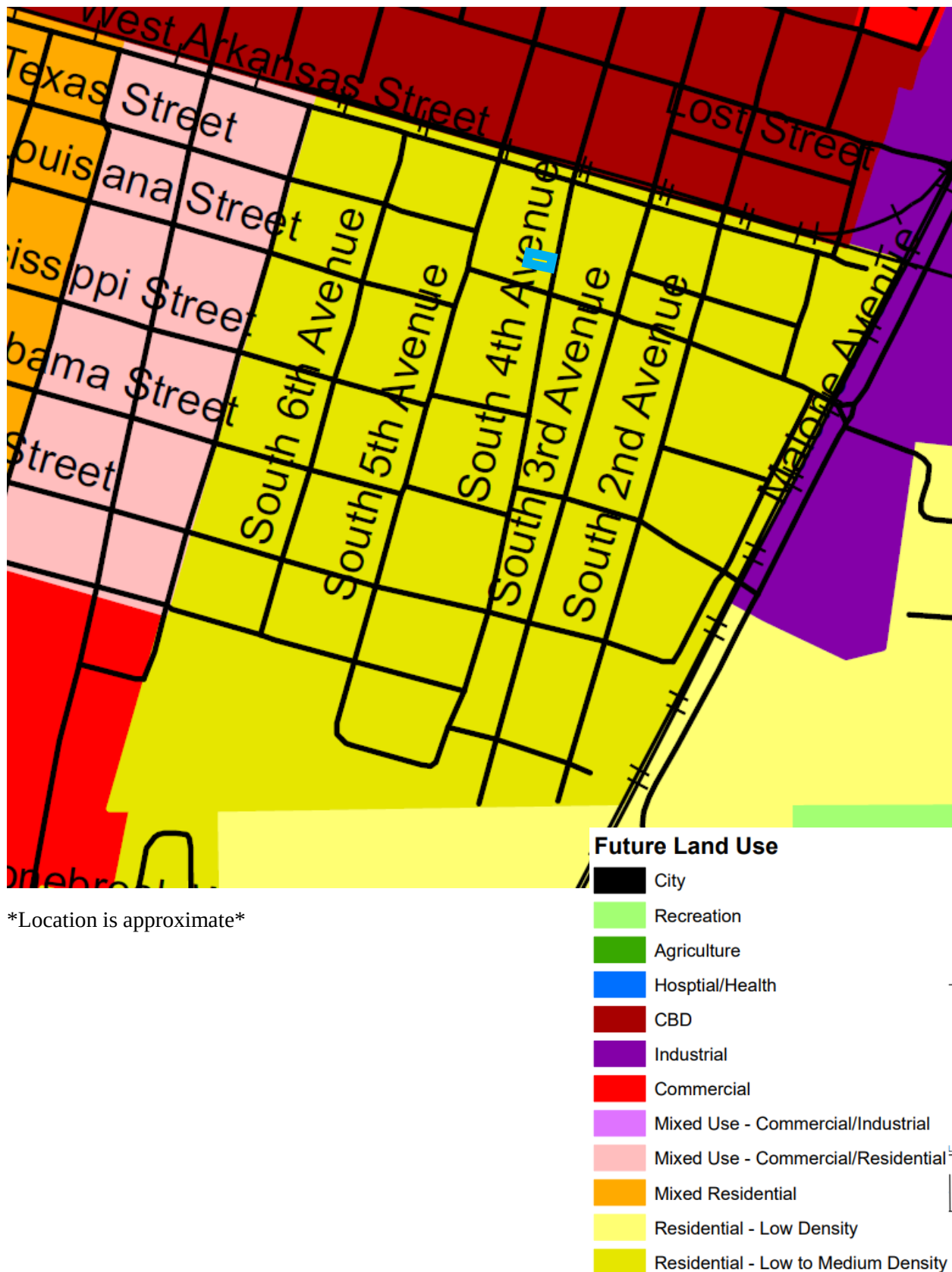
Aerial Map



Zoning Map



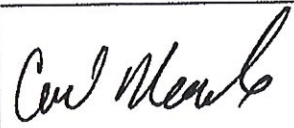
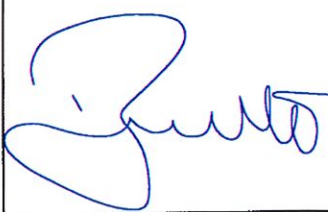
Future Land Use Map



Location is approximate

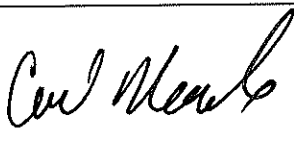
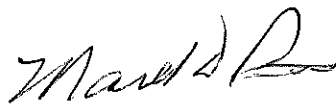
COMMUNITY DEVELOPMENT PLAT SIGN OFF SHEET

Near South 4th & Louisiana (RePlat) PC2022-13

Department	Signature	Date	Notes
Com Dev Director Danielle O'Neal		4/21/22	
M&O Randy Cantrell		04-08-2022	No concerns
Streets Carl Meade		4-13-22	
Public Works Director Phillip Hightower	See att sheet	4-11-22	
Fire Marshal Wade Boyd		4-21-22	No concerns.
Building Inspector Mark Pierce	See att	4-14-22	
Engineer Brandon Wall		4-18-22	

COMMUNITY DEVELOPMENT PLAT SIGN OFF SHEET

Near South 4th & Louisiana (RePlat) PC2022-13

Department	Signature	Date	Notes
Com Dev Director Danielle O'Neal	See prev		
M&O Randy Cantrell		04-08-2022	No concerns
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Fire Marshal Wade Boyd	See prev	4-21-22	
Building Inspector Mark Pierce		4-14-22	No Comments
Engineer Brandon Wall	See prev	4-18-22	

COMMUNITY DEVELOPMENT PLAT SIGN OFF SHEET

Near South 4th & Louisiana (RePlat)

Department	Signature	Date	Notes
Com Dev Director Danielle O'Neal	see prev		
M&O Randy Cantrell	see prev sheet	4-8-22	
Streets Carl Meade	see prev	4-13-22	
Public Works Director Phillip Hightower	Phillip Hightower	4-11-22	
Fire Marshal Wade Boyd	see prev	4-21-22	
Building Inspector Mark Pierce	see prev	4-14-22	
Engineer Brandon Wall	see prev	4-18-22	

Subdivision/Plat Application

Sketch Plat: ☐
 Preliminary Plat: ☐
 Final Plat: ☐
 Re-Plat: ☒

Petition # PC 2022-13
 Fee \$ 300
 Expedited Fee \$ _____

APPLICANT INFORMATION

Name: <u>Philippe de La Soujeole</u>	Email: <u>Philippe.night@gmail.com</u>	Phone #1: <u>580-920-5576</u>
Mailing Address: <u>423420 Crum Creek Loop</u>		Phone #2: _____
City: <u>Clayton</u> State: <u>OK</u> Zip: <u>74536</u>		Fax #: _____
Applicant's Interest in Property: <u>Owner (sole member of Stone By Stone Construction)</u>		

SURVEYOR INFORMATION

Name: <u>Cole Craig</u>	Email: <u>craig.surveying@gmail.com</u>	Phone #1: <u>580-295-2404</u>
Mailing Address: <u>P.O. Box 383</u>		Phone #2: _____
City: <u>BOKCHITO</u> State: <u>OKlahoma</u> Zip: <u>74726</u>		Fax #: _____
Surveyor Oklahoma License Number: <u>CA #8165 PLS #1780</u>		

ENGINEER INFORMATION

Name: _____	Email: _____	Phone #1: _____
Mailing Address: _____		Phone #2: _____
City: _____ State: _____ Zip: _____		Fax #: _____
Engineer Oklahoma License Number: _____		

LAND INFORMATION

Legal Description: <u>Lot 5 less and except the West 66.88 ft and less and except the North 39.8 ft, and Lot 6 describes as beginning at NE corner, thence W along North line 119.8 ft, thence S 39.8 ft, thence E to East line, thence N to POB, BLK 222, Durant, OK</u>	Parcel Number: _____
Proposed Subdivision Name: <u>N/A</u>	Current Zone: <u>R3</u>
Proposed Use: <u>Duplex, residential</u>	Proposed Zone: <u>N/A</u>
Current Property Owner's Name: <u>Stone By Stone Construction and Holdings, L.L.C.</u>	

The applicant has prepared this application and supporting documentation and certifies that the facts stated herein and exhibits attached hereto are true and correct.

Applicant: Philippe Night Date: 25 March 2022

Office Use Only

Date Filed	Date Payment Received	Notification Mailed	Comments
Initial	Initial	Date Initial	
Proof of Publication Received	Property Posting Verified	Comprehensive Plan Recommendations	
Date Initial	Date Initial		

Staff Recommendation ☐ Approve ☐ Deny	PC Recommendation ☐ Approve ☐ Deny	City Council Action ☐ Approve ☐ Deny	Ordinance #
---	--	--	-------------

APPLICATION WILL NOT BE CONSIDERED COMPLETE WITHOUT THE FOLLOWING INFORMATION ADDRESSED:

Please describe the nature and operating characteristics of the proposed use:

I plan to build a single duplex on this lot of under 9,000 Sq. Ft. three blocks south of downtown Durant. Each unit will be a 1 bedroom - 1 bathroom. I plan to keep the duplex long term and rent each unit.

STATE HOW THE FOLLOWING ISSUES WILL BE ADDRESSED:

1. Parking:

I plan to build a driveway which will allow for off-street parking of three vehicles.

2. Screening of offensive areas (trash, loading areas, transformers, utility connections, detention ponds, etc.).

Trash cans will be located behind the building except on trash pick-up days. Utility connections will be under ground. No ponds will be on this property.

3. Traffic Impacts:

This duplex will add to local congestion of streets very slightly.

4. Protection of Neighborhoods:

This property will rely on local law enforcement. The duplex may have monitoring systems installed.

What licenses and permits (if any) are required for this proposed use?

Building permit from City of Durant.

Please list or describe any other reasons to support this application.

There are many empty lots in town which grow weeds and collect trash. People want to live in Durant, and so I hope to help solve both problems with this project.



MODERN

abstract and title

WARRANTY DEED

1-2022-740759 Book 1585 Pg: 173
01/03/2022 2:39 pm Pg 0173-0173
Fee: \$ 18.00 Doc: \$ 24.00
Tammy Reynolds - Bryan County Clerk
State of Oklahoma

KNOW ALL MEN BY THESE PRESENTS:

That Liridon Properties, LLC, a Limited Liability Company, party/parties of the first part, in consideration of the sum of Ten and more (\$10.00) Dollars, the receipt of which is hereby acknowledged, do(es) by these presents grant, bargain, sell and convey unto **Stone by Stone Construction and Holdings, LLC, a Limited Liability Company, 109 North Perry Street, Bennington, OK 74723**, party/parties of the second part, his/her/their grantees and heirs, all of the following described real property and premises, situated in Bryan County, Oklahoma, to wit:

Lot 5 LESS AND EXCEPT the West 66.88 feet and LESS AND EXCEPT the North 39.8 feet, and Lot 6 described as Beginning at the Northeast Corner; thence West along the North line, 119.80 feet; thence South 39.80 feet; thence East to the East boundary; thence North along said East boundary line to the Point of Beginning, LESS AND EXCEPT the West 2.78 feet thereof, all in Block 222 in the City of Durant, Bryan County, Oklahoma, according to the Official Plat thereof.

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

TO HAVE AND TO HOLD said described premises unto said party/parties of the second part, his/her/their grantees and the heirs and grantees of the survivors, forever, free, clear and discharged of and from all former grants, titles, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature. Exceptions: Easements and rights of ways of record; oil, gas, and other mineral leases of record; prior oil, gas, and other mineral conveyances or reservations of record; restrictive and protective covenants of record; and applicable zoning ordinances.

Revenue Stamps: \$24.00

SIGNED AND SEALED this the 3rd day of January, 2022.

STATE OF OKLAHOMA
Bryan County
Documentary Stamps \$ 24.00

Liridon Properties, LLC

BY:

Liridon Bektashi
Managing Member

NOTARY AND ACKNOWLEDGMENT

STATE OF OKLAHOMA

COUNTY OF BRYAN

I, Jennifer Coley, a Notary Public for the County of Bryan and State of Oklahoma, do hereby certify that Liridon Bektashi, Managing Member on behalf of Liridon Properties, LLC personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 3rd of January, 2022.

Notary Public

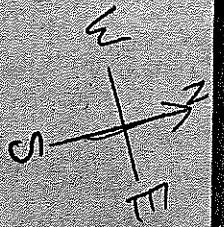
My Commission Expires: May 24, 2022

(SEAL)

File No.: 211009953



Fidelity National Title
12404 Park Central, Suite 200S
Dallas, TX 75251



5' set

114.51'

5' Side Setback

35'

Tree

25'

garage?
~375 s.f.

40'

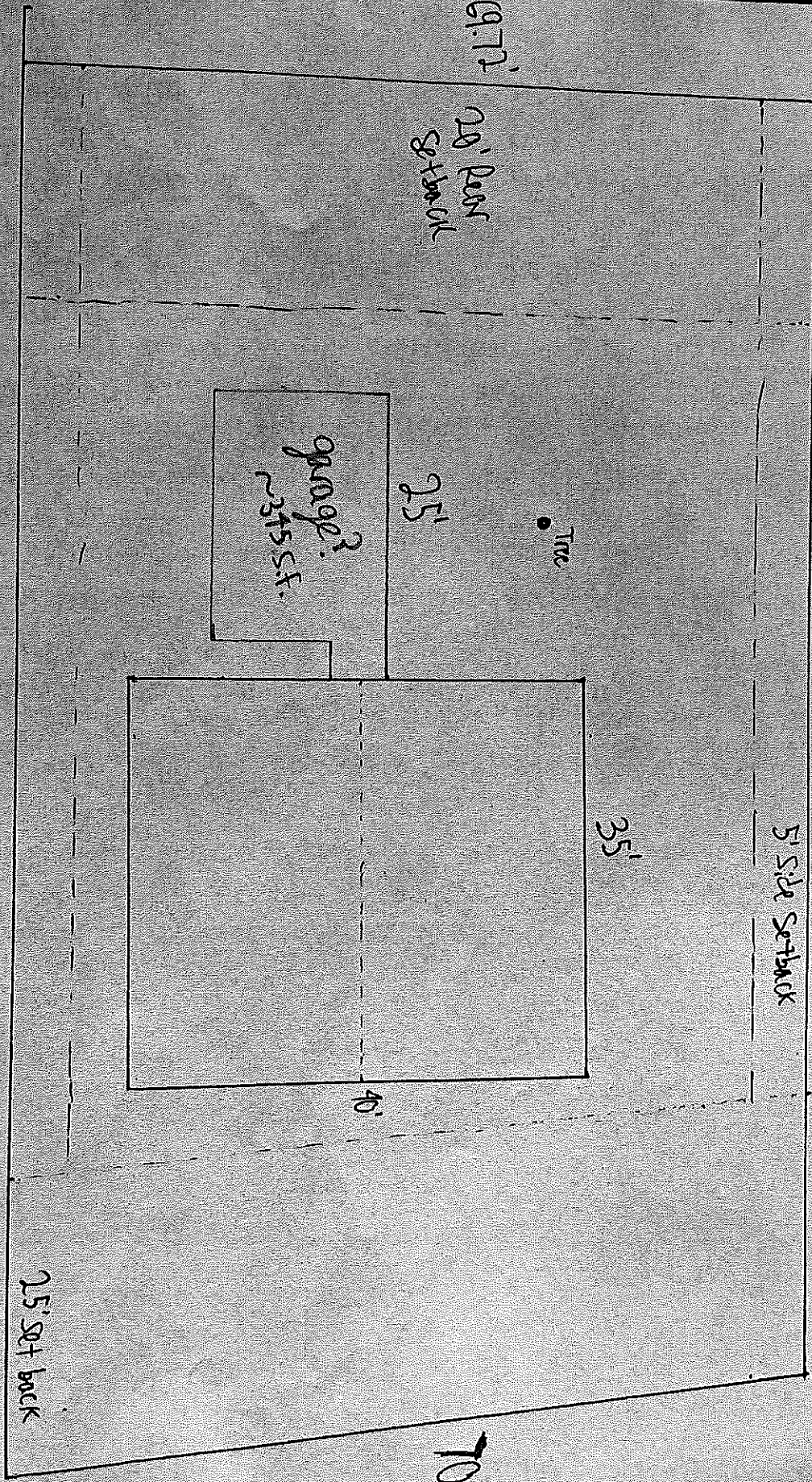
70'

25' Set back

120.39'

20' Rear
Setback

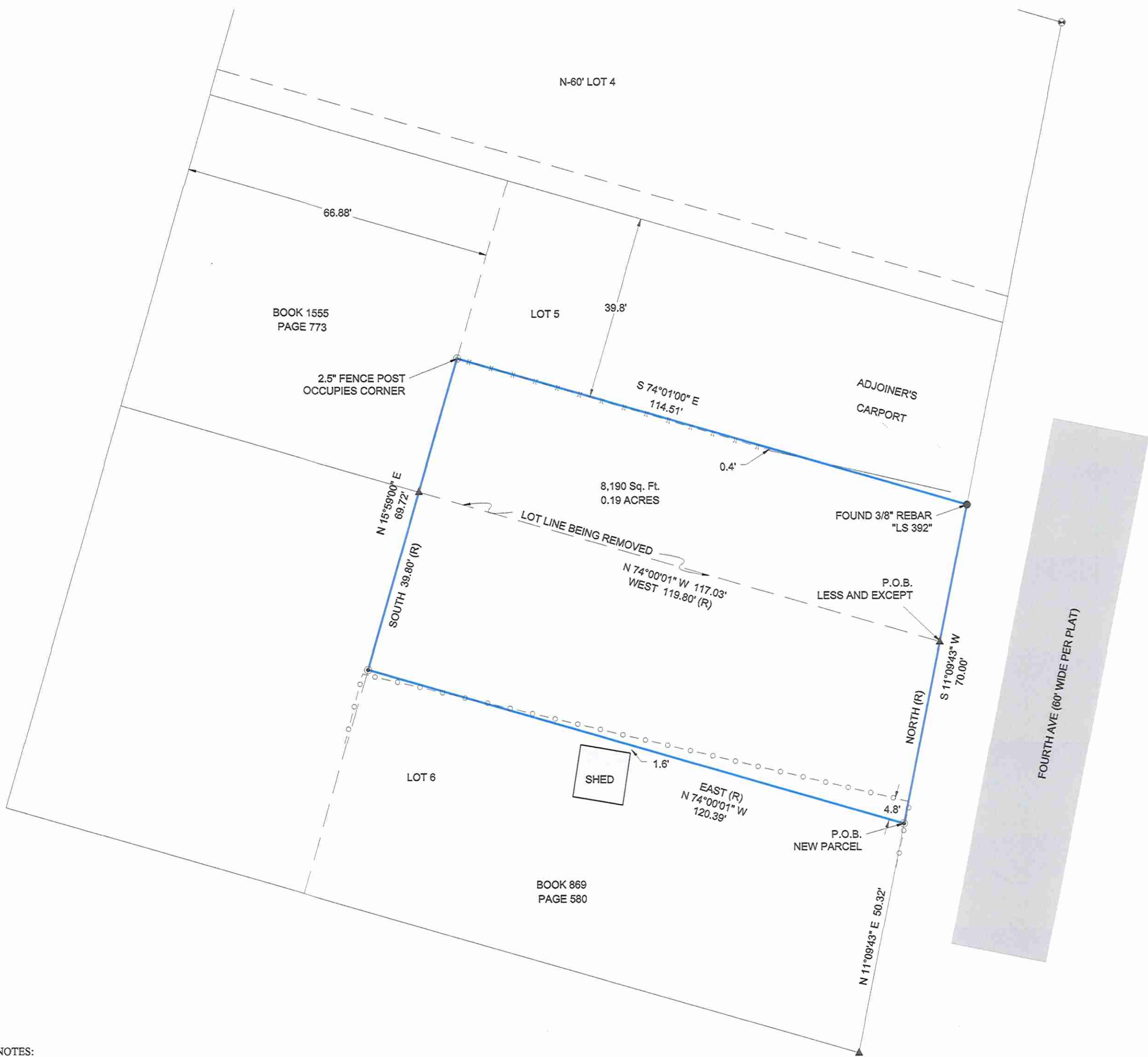
9.72'



garage.



REPLAT
OF PORTIONS OF LOTS 5 & 6 BLOCK 222
CITY OF DURANT



GENERAL SURVEY NOTES:

SUBJECT TO EASEMENTS AND/OR RIGHT-OF-WAYS, EITHER RECORDED, OR IMPLIED, THEREOF.

THIS SURVEY WAS PERFORMED FOR THE BENEFIT OF STONE BY STONE CONSTRUCTION AND HOLDINGS LLC, ANY OTHER USE OF THIS PLAT IS PROHIBITED.

THIS SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF THE CLIENT(S) AND DOES NOT EXTEND TO ANY UNNAMED PERSON(S) WITHOUT EXPRESS RECERTIFICATION BY SURVEYOR NAMING SAID PERSON(S).

THIS IS NOT A VALID SURVEY WITHOUT THE SURVEYORS HAND WRITTEN SIGNATURE AND DATE.

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF AN ABSTRACT OR TITLE OPINION.

THIS PLAT AND SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

CRAIGE SURVEYING L.L.C. COPYRIGHT 2022.

Durant Planning Commission- Approval and Acceptance

I, _____, Chairman of the Durant Planning Commission for the City of Durant, State of Oklahoma, hereby certify that the said commission duly approved the annexed plat of _____ on this _____ day of _____, 20____.

Chairman

Secretary

Durant City Council- Approval and Acceptance

Let it be resolved by the City Council of the City of Durant, Bryan County, Oklahoma, that the streets, avenues, and easements for public use on this plat of _____ to the City of Durant, Bryan County, Oklahoma and are hereby accepted. Adopted by the City of Durant, Bryan County, Oklahoma, this _____ day of _____, 20____.

Mayor

City Clerk

BRYAN COUNTY CLERK CERTIFICATE

State of Oklahoma, County of Bryan
This instrument was filed on the _____ day of _____ at _____ and duly recorded in Book Number _____, Page _____.

Bryan County Clerk

BRYAN COUNTY TREASURER'S CERTIFICATE

I, _____, Do hereby certify that I am the duly qualified and acting County Treasurer of Bryan County, Oklahoma. That the tax records of said county show all taxes for the year 20____ and prior years are paid on the land shown on this lot combination plat in the City of Durant, Oklahoma; and that the required statutory security has been deposited in the office of the County Treasurer guaranteeing the 20____ taxes.

Bryan County Treasurer

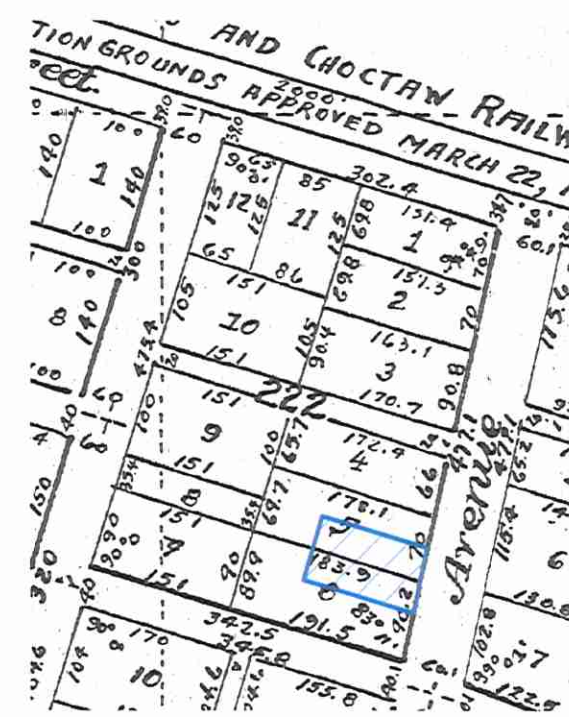
Date

DEPARTMENT OF ENVIRONMENTAL QUALITY APPROVAL

The Oklahoma State Department of Environmental Quality certifies that this plat is approved for the construction of a public sewerage disposal system and a public water system this 21st day of March, 2022.

Environmental Specialist

LOCATION & SURVEY CONTROL MAP
BLOCK 222 CITY OF DURANT



LEGEND

These standard symbols will be found in the drawing.

- REBAR FOUND
- ⊙ 2.5" STEEL FENCE CORNER POST
- RAILROAD SPIKE FOUND
- SHEET METAL FENCE
- WIRE FENCE
- BOUNDARY LINE

-BASIS OF BEARINGS-
SPC (NAD 83)
EAST LINE BLOCK 222
N 11°09'43" E



LICENSED LAND SURVEYORS CERTIFICATE

I, COLE CRAIGE, a licensed land surveyor in the State of Oklahoma, do hereby certify that this plat represents a survey performed by myself and meets the Minimum Standards for the practice of Land Surveying as adopted by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors. Subject to easements and/or right-of-ways recorded or implied thereof.

Cole Craige
COLE CRAIGE P.L.S. #1780

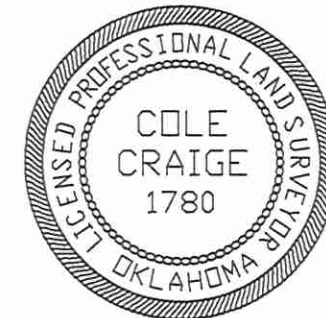
2/18/22
DATE

STATE OF OKLAHOMA
COUNTY OF BRYAN

Before me, the undersigned, a notary public in and for said county and state on this 18th day of February, 2022, personally appeared Cole Craige, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

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

MY COMMISSION EXPIRES: 9-26-2022
NOTARY PUBLIC



OWNERS:

STONE BY STONE CONSTRUCTION AND HOLDINGS, LLC,
423420 CRUM CREEK LOOP
CLAYTON, OK 74536

OWNERS CERTIFICATE & DEDICATION
KNOW ALL MEN BY THESE PRESENTS:

That Stone By Stone Construction and Holdings, L.L.C. - Philippe de La Saizole being the sole owners in fee simple of the following described real property:

(BOOK 1585 PAGE 173) PARENT PARCEL DESCRIPTION

DURANT BLOCK 222 LOT 5 LESS THE WEST 66.88' & LESS THE NORTH 39.8' & LOT 6 DESCRIBED AS BEGINNING AT THE NE/C; THENCE WEST ALONG NORTH LINE 119.80'; THENCE SOUTH 39.80'; THENCE EAST TO EAST BOUNDARY; THENCE NORTH ALONG SAID EAST BOUNDARY LINE TO THE POINT OF BEGINNING, LESS AND EXCEPT THE WEST 2.78 FEET THEREOF, ALL IN BLOCK 222 IN THE CITY OF DURANT, BRYAN COUNTY, OKLAHOMA, ACCORDING TO THE OFFICIAL PLAT THEREOF.

NEW COMBINED LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PART OF LOT 5 AND LOT 6 OF BLOCK 222, CITY OF DURANT, BRYAN COUNTY, OKLAHOMA; BEING THE SAME LANDS AS DESCRIBED IN BOOK 1585 ON PAGE 173, BRYAN COUNTY CLERKS OFFICE, OKLAHOMA COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 6; THENCE N 11°09'43" E ALONG THE EAST LINE OF BLOCK 222 A DISTANCE OF 50.32 FEET TO THE POINT OF BEGINNING; THENCE ALONG THE BOUNDARY OF SAID PARCEL FILED IN BOOK 1585 ON PAGE 173 THE FOLLOWING (4) COURSES:

- (1) N 74°00'01" W A DISTANCE OF 120.39 FEET;
- (2) N 15°59'00" E A DISTANCE OF 69.72 FEET;
- (3) S 74°01'00" E A DISTANCE OF 114.51 FEET TO A POINT ON THE EAST LINE OF BLOCK 222;
- (4) S 11°09'43" W ALONG THE EAST LINE OF BLOCK 222 A DISTANCE OF 70.00 FEET, BACK TO THE TRUE POINT OF BEGINNING.

THE ABOVE LEGAL DESCRIPTION WAS PREPARED BY COLE CRAIGE, P.L.S. #1780, ON JANUARY 31, 2022, ALL BEARINGS ARE GRID BEARINGS (NAD 83 OK ZONE SOUTH) DERIVED BY DIFFERENTIAL G.P.S. THE BASIS OF BEARINGS FOR THIS LEGAL DESCRIPTION IS N 11°09'43" E ALONG THE EAST LINE OF BLOCK 222, CITY OF DURANT, BRYAN COUNTY, OKLAHOMA.

do hereby offer for dedication to the public, use of all streets, avenues, parks, public facilities, and easements as shown on the annexed plat of LOTS 5&6 BLOCK 222 to Bryan County, Oklahoma. The transaction of this irrevocable offer of dedication shall be consummated upon the execution of the Certificate for Acceptance of Dedication, for the purpose of providing an orderly development of LOTS 5&6 BLOCK 222 to Bryan County, Oklahoma, we do hereby provide restrictive covenants. Filed in Book _____ Page _____ of the records in the office of the County Clerk, Bryan County, Oklahoma.

By: Philippe de La Saizole
(OWNER)

By: _____
(OWNER)

STATE OF OKLAHOMA
COUNTY OF BRYAN

Before me, the undersigned, a notary public in and for said county and state on this 21st day of March, 2022, personally appeared Philippe de La Saizole, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

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

MY COMMISSION EXPIRES: 3/16/2025
NOTARY PUBLIC



CRAIGE SURVEYING L.L.C.		Surveyor's Seal	
P.O. BOX 363 BOKCHITO, OK 74726 (800) 286-2404 CA # 8165, PLS # 1780 craigesurveying@gmail.com		COLE CRAIGE 1780 OKLAHOMA	
STONE BY STONE CONSTRUCTION AND HOLDINGS LLC 423420 CRUM CREEK LOOP CLAYTON, OK 74536		REVISIONS/ISSUE REVISION DATE 1. FINAL PLAT 2-18-22	
PART OF BLOCK 222 CITY OF DURANT BRYAN COUNTY, OKLAHOMA		2.	
		3.	
		4.	
		SHEET 1 OF 1	
		CRD FILE: Z:\BRYAN CO. SUBDIVISIONS\BRYAN CO. TBL\BLOCK 222\11-18-20.crd DWG FILE: Z:\BRYAN CO. SUBDIVISIONS\BRYAN CO. TBL\BLOCK 222\COATS 11-5-21.dwg	

SUBDIVISION RULES

FOR THE

CITY OF DURANT

Ordinance **O-2021-20**

Approved by City Council
on: August 10, 2021

GENERAL PROVISIONS

§ 156.001 PURPOSE AND INTENT.

(A) These regulations are designed to promote the health, safety, morals and general welfare of the community by establishing standards for the subdivision of land within the city's jurisdiction.

(B) The provisions of this chapter are specifically designed to lessen the congestion on streets; promote the orderly layout and use of land; secure safety from fire and other dangers; provide adequate light and air; facilitate adequate provisions for transportation, water, sewage, schools, parks, playgrounds and other public requirements; and protect neighborhood areas from the hazard of through traffic.

(C) These regulations are designed, intended and should be administered according to the purposes so to achieve the following:

- (1) Implement the Comprehensive Plan;
- (2) Provide for conservation of existing standard residential areas and prevent the development of slums and blight;
- (3) Harmoniously relate the development of the various tracts of land to the existing community and facilitate the future development of adjoining tracts;
- (4) Provide that cost of improvements which primarily benefit the tract of land being developed be borne by the owners or developers of the tract and that the cost of improvements which primarily benefit the whole community be borne by the whole community;
- (5) Provide the best possible design for the tract;
- (6) Reconcile any difference of interest; and
- (7) Establish adequate and accurate records of land subdivision.

§ 156.002 POLICY.

It is the policy of the Planning Commission and the city that these regulations are adopted for the purpose of establishing standards for reviewing of plans, plats and replats as provided for in 11 O.S. § 45-104.

§ 156.003 AUTHORITY.

(A) These subdivision regulations and minimum standards for land development are adopted by resolution of the Planning Commission and ratified by ordinance of the city in accordance with the provisions in 11 O.S. §§ 45-101 through 45-104.

(B) In all cases where these regulations provide for matters to be submitted to the Secretary of the Planning Commission those matters may be submitted to the Community Development Director or alternatively to the City Manager, and in all cases where these regulations provide for approvals by or actions to be taken by the Secretary of the Planning Commission those approvals or actions may be taken by the Community Development Director or alternatively the City Manager.

§ 156.004 VALIDITY.

If any section, clause, division, provision or portion of these regulations shall be held invalid, or unconstitutional, by any court of competent jurisdiction, such holding shall not affect any other section, clause, division, provision or portion of these regulations.

§ 156.005 ADMINISTRATION AND AMENDMENTS.

The Planning Commission and City Council may, from time to time, adopt, amend and make public rules and regulations for the administration of these regulations to the end that the public be informed and that approval of plats be expedited. These regulations may be enlarged or amended by the City Council after public hearing, due notice of which shall be given as required by law.

§ 156.006 JURISDICTIONS.

These regulations and development standards shall apply to the following forms of land subdivision:

- (A) The division or addition of land into two or more tracts, lots, sites or parcels, any part of which, when subdivided, shall contain less than ten acres in area;
- (B) The division or addition of land, previously subdivided or platted, into tracts, lots, sites or parcels;
- (C) The dedication, vacation or reservation of any public or private easement through any tract of land regardless of the area involved, including those for use by public and private utility companies; or
- (D) The dedication or vacation of any street or alley through any tract of land regardless of the area involved.

§ 156.007 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ADDITION. One lot, tract or parcel of land lying within the corporate boundaries of the city which is intended for the purpose of development.

ALLEY. A minor right-of-way dedicated to the public use, which gives a secondary means of vehicular access to the back or side of properties otherwise abutting a street and may be used for public utility purposes.

AMENDED PLAT. A revised plat correcting errors or making minor changes to the original recorded final plat.

AMENITY. An improvement to be dedicated to the public or the common ownership of the lot owners of the subdivision and providing an aesthetic, recreational or other benefit, other than those prescribed by this ordinance.

BLOCK. A parcel of land, intended to be used for urban purposes, which is entirely surrounded by public streets, highways, railroad rights-of-way, public walks, parks or greenstrips, rural land or drainage channels or a combination thereof.

BOND. Any form of a surety bond in an amount and form satisfactory to the city.

BUILDING LINE or **SETBACK LINE.** A line or lines designating the area outside of which buildings may not be erected.

CAPITAL IMPROVEMENTS PROGRAM. The official proposed schedule of all future public projects listed in order of construction priority together with cost estimates and the anticipated means of financing each project, as adopted by City Council.

CITY ENGINEER. The official with responsibility to review and release plans for construction projects, or his designee.

CITY. The City of Durant, Oklahoma.

COMMISSION. The Planning Commission for the City of Durant.

COMPREHENSIVE or GENERAL PLAN. A plan for development of the city prepared and adopted by the City Council, and including any part of such plan separately adopted and any amendment to such plan, or parts thereof.

CONSTRUCTION PLAN. The maps or drawings accompanying a plat and showing the specific location and design of public improvements to be installed in the subdivision or addition in accordance with the requirements of the Planning Commission as a condition of the approval of the plat.

CONTIGUOUS. Lots are contiguous when at least one boundary line of one lot touches a boundary line or lines of another lot.

COUNCIL. The City Council of the City of Durant, Oklahoma.

COUNTY. Bryan County, Oklahoma.

DEDICATION PLAT. A plat prepared for the purpose of dedicating land or easements for rights-of-way to the city.

DEVELOPER. The person, business, corporation or association responsible for the development of the subdivision or addition. In most contexts the terms Developer and Property Owner are used interchangeably in these regulations.

DEVELOPMENT EXACTION. Any dedication of land or easements for, construction of, or contribution toward construction of a public improvement required as a condition of plat approval by the city under these regulations.

DEVELOPMENT. Any man-made change to improved or unimproved real estate, including but not limited to, buildings or other structures, paving, drainage or utilities, but not agricultural activities.

DIRECTOR. The Director of the Community Development Department of the City of Durant, or his/her designee.

DRAINAGE WAY. All land areas needed to allow passage of the Base Flood, including sufficient access above the Base Flood elevation along each side of and parallel to the natural or excavated channel.

EASEMENT. A grant by the property owner to the public, a corporation or persons of the use of a strip of land for specific purposes.

ESCROW. A deposit of cash with the city in accordance with city policies.

FINAL PLAT. The map of a subdivision or addition to be recorded after recommendation of the Planning Commission and approval of the City Council. Including any accompanying material and additional requirements as described in these regulations.

FLOODPLAIN. Any land area susceptible to being inundated by water from the base flood.

IMPROVEMENT AGREEMENT. A contract entered into by the developer and the city by which the developer promises to complete the required public improvements within the subdivision or addition within a specified time period following final plat approval.

LOT OF RECORD. A lot created prior to January 1, 2008, which is the date of enactment of these subdivision regulations for the City of Durant through Ordinance. No. 1573.

LOT, CORNER. A lot which has at least two adjacent sides abutting for the full lengths on a street, provided that the interior angle at the intersection of such two sides is less than 135 degrees.

LOT, DOUBLE FRONTAGE. A lot which runs through a block from street to street and which has two nonintersecting sides abutting on two or more streets.

LOT. A subdivision of a block or other parcel intended as a unit for the transfer of ownership or for development.

MAJOR PLAT. All plats not classified as minor plats, including but not limited to subdivisions of more than four (4) lots, or any plat requiring creation of any new street or extension of the city's facilities.

MINOR PLAT. A subdivision resulting in four or fewer lots and not requiring the creation of any new street or the extension of municipal facilities.

MUNICIPAL FACILITY. An improvement owned and maintained by the city.

OFF-SITE IMPROVEMENT. Any public improvement located outside the physical boundaries of the subdivision or addition to be platted.

PERIMETER STREET. Any existing or planned street which abuts the subdivision or addition to be platted.

PRELIMINARY PLAT. A map of a proposed land subdivision showing the character and proposed layout of the tract in sufficient detail to indicate the suitability of the proposed subdivision of land that has a recommendation of the Planning Commission and is approved by the City Council.

PLAT. The plan or map for the subdivision or addition to be filed for record in the County where such subdivision or addition is located.

PLATTING. The act of preparing for approval and processing, pursuant to these regulations, the plan or map for the subdivision or addition to be filed for record in the County where such subdivision or addition is located.

PRIVATE STREETS & ALLEYS. A private vehicular access way shared by and serving two or more lots, which is not dedicated to the public and is not publicly maintained. Private streets and alleys may be established only under the terms of these regulations. The term private street shall be inclusive of alleys.

PROPERTY OWNER. Any person, group of persons, firm or firms, corporation or corporations, or any other legal entity having legal title to or sufficient proprietary interest in the land comprising the subdivision or addition, or any representative or agent thereto, who has express written authority to act on behalf of such owner.

PUBLIC IMPROVEMENT. Any drainage way, roadway, parkway, sidewalk, utility, pedestrian way, off-street parking area, lot improvement, open space, or other facility for which the city or other governmental entity will ultimately assume the responsibility for maintenance and operation, or which may affect an improvement for which local government responsibility is established.

REMAINDER. The residual land left after platting of a portion of a tract. Platting of a residual may in some instances be required under the provisions of this ordinance.

REPLATTING. Any change in a map of an approved or recorded plat, except as permitted as an amended plat, that affects any street layout on the map or area reserved or dedicated thereon for public use or any lot line, or that affects any map or plan legally recorded prior to the adoption of any regulations controlling subdivisions or additions. Replatting includes the combination of lots into a single lot for purposes of development. Replatting does require a recommendation from the Planning Commission and approval of the City Council.

RESUBDIVISION. The replatting of a subdivision plat.

RIGHT-OF-WAY. A parcel of land occupied or intended to be occupied by a street or alley. Where appropriate right-of-way may include other facilities and utilities, such as sidewalks, railroad crossings, electrical, communication, oil or gas, water or sanitary or storm sewer facilities, or for any other special use. The use of right-of-way shall also include parkways and medians outside of pavement. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a final plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels.

ROADWAY. That portion of any street so designated for vehicular traffic and where curbs are normally placed, means that portion of the street between the curbs.

SECURITY. The letter of credit or cash escrow provided by the applicant to secure its promises in the improvement agreement.

SKETCH PLAT. A sketch preparatory to the preliminary plat or final plat, to enable the property owner to save time and expense in reaching general agreement with the Planning Commission and City Council as to the form of the plat and the objectives of these regulations.

STREET, COLLECTOR. A minor street as designated on the major street plan which collects traffic from other minor streets and serves as the most direct route to a major street or a community facility.

STREET, CUL-DE-SAC. A minor street having one end open to vehicular traffic and having one closed end terminated by a turnaround.

STREET, FRONTAGE OR SERVICE. A minor street auxiliary to and located on the side of a major street for service to abutting properties and adjacent areas and for control of access.

STREET, MAJOR. An arterial street which is designated on the major street plan or comprehensive plan.

STREET, MINOR. Any street not classified as a major street on the major street plan whose primary purpose is to provide access to adjacent properties.

SUBDIVIDER. Any person, firm, partnership, corporation or other entity, acting as a unit, subdividing or proposing to subdivide land as herein defined.

SUBDIVISION. A division of any tract of land situated within the corporate limits, or within the extraterritorial jurisdiction or regional planning district of the city, into two or more parts for the purpose of laying out any subdivision of any tracts of land or any addition to the city or for laying out suburban lots or building lots, or any lots, and streets, alleys or parts or other portions intended for public use or the use of purchasers or owners of lots fronting thereon or adjacent thereto for the purpose, whether immediate or future, of creating building sites.

SUBSTANDARD STREET. An existing street, or highway that does not meet the minimum specifications in the Thoroughfare Standards Ordinance and city Construction Standards and Specifications, or if a State Highway does not meet the minimum Standard Specifications of the Oklahoma Department of Transportation and is not constructed to the ultimate extent for the type of roadway it is designated for in the major thoroughfare plan. A standard street is a street or highway that meets or exceeds said standard specifications and major thoroughfare plan.

TEMPORARY IMPROVEMENT. Improvements built and maintained by an owner during construction of the development of the subdivision or addition and prior to release of the performance bond or improvements required for the short term use of the property.

GENERAL PROCEDURE

§ 156.020 PLAT APPROVAL.

For all cases of subdividing within the scope of these regulations, a plat of the land in question or an easement with a description in writing when appropriate shall be drawn and submitted to the Planning Commission and City Council for their approval or disapproval, as provided hereafter in these regulations.

§ 156.021 TIME LIMITATIONS.

(A) *Sketch Plats.* The applicant shall submit to the Community Development Department two copies including a digital copy of the proposed sketch plat. A notice of public hearing shall

be published in an official paper or a newspaper of general circulation in the city at least 15 days prior to the date of the public meeting. Notice shall be mailed to all owners of property located within 300 feet of the subject property as provided by a certified abstractor's list as the applicant's cost at least 20 days prior to the hearing. The sketch plat must receive a recommendation by the Planning Commission and be approved by the City Council. The approval of a sketch plat shall be valid for a period of two years. If a preliminary plat covering all or part of the land shown in a sketch plat has not been filed with the Secretary of the Planning Commission within two years of the date of approval of the sketch plat, then all approvals shall be void and the land owner shall have no rights or privileges based upon the former approval.

(B) *Preliminary Plats.* The applicant shall submit to the Community Development Department four copies including a digital copy of the preliminary plat and one copy of the preliminary plat check list. A notice of public hearing shall be published in an official paper or a newspaper of general circulation in the city at least 15 days prior to the date of the public meeting. Notice shall be mailed to all owners of property located within 300 feet of the subject property as provided by a certified abstractor's list at the applicant's cost at least 20 days prior to the hearing. At the option of the applicant a preliminary plat may be submitted without the necessary improvement plans with a request for conditional approval from the City Council after receiving a recommendation from the Planning Commission. After the granting of a conditional approval of such a partial submission of a preliminary plat, the applicant shall submit the necessary improvement plans within six months. If the improvement plans are not submitted within six months all conditional approvals shall be void. The Planning Commission and the City Council shall act upon all submissions related to the preliminary plats within 75 days of the receipt of materials or the plat shall be considered to have been approved. If a final plat covering all or part of the land shown in a preliminary plat has not been filed with the Community Development Department within two years after the approval of the preliminary plat, then all approvals shall be void.

(C) *Final Plats.* The applicant shall submit to the Community Development Department four copies including a digital copy of the final plat and two copies of the as-built plans for all improvements installed. A notice of public hearing shall be published in an official paper or a newspaper of general circulation in the city at least 15 days prior to the date of the public meeting. Notice shall be mailed to all owners of property located within 300 feet of the subject property as provided by a certified abstractor's list at the applicant's cost at least 20 days prior to the hearing. The Planning Commission and City Council shall act upon all submissions related to final plats within 75 days of the date of receipt of materials or the plat shall be considered to have been approved. If a final plat is not filed of record with the County Clerk within six months after the approval of the Planning Commission and City Council, then all approvals shall be void.

(D) *Certified Abstractor's List.* The certified abstractor's list will expire after 60 days of issuance. It will remain at the owner's cost to provide an updated list to Community Development.

§ 156.022 OFFICIAL RECORDING.

Except as provided and lots of record established prior to the effective date of these regulations (January 1, 2008), no plat or other land subdivision instrument shall be filed in the office of the County Clerk until it shall have been approved by the Planning Commission and by the City

Council as hereinafter set forth. All final plats shall be filed within two years of date of approval by the Planning Commission and City Council, and no lots shall be sold from any plat until recorded. Time extensions of the two-year filing requirement may be granted by the City Council after recommendation of the Planning Commission upon review of the final plat and a finding that circumstances prevail substantially as of the time of original approval.

§ 156.023 AGENDA.

Each plat submitted for preliminary or final approval shall be placed on the agenda of the Planning Commission only after fulfilling the appropriate requirements of these regulations. However, a plat not meeting all of the requirements may be submitted providing the subdivider presents with the plat a written request for specific exceptions and explains the reasons therefore.

§ 156.024 FILING FEE.

(A) Fees, as set by the City Council by resolution or motion, shall be paid to the city at the time of submitting each of the respective plats and applications for a hearing before the Planning Commission or Board of Adjustments.

(B) No part of the subdivision plat or hearing fees shall be refundable.

§ 156.025 VARIATIONS AND EXCEPTIONS.

Whenever the tract to be subdivided is of such unusual size or shape or is surrounded by such development or unusual conditions that the strict application of the requirements contained in these regulations would result in substantial hardship or inequity, the City Council may vary or modify, except as otherwise indicated, such requirements of design, but not of procedure or improvements, so that the subdivider may develop his or her property in a reasonable manner, but so, at the same time, that the public welfare and interests of the city are protected and that the general intent and spirit of these regulations be preserved. Such modification may be granted upon written request of the subdivider stating the reasons for each modification and such action shall be taken by the affirmative vote of three-fourths of the regular membership of the Planning Commission and confirmed by a simple majority vote of the City Council.

§ 156.026 SURETY BOND.

In lieu of filing a surety bond the subdivider or developer may secure and place on deposit with the city an irrevocable letter of credit or comparable instrument from a title company, banking institution or similar financial institution, stating that money will be held in escrow until all offsite improvements have been completed to the city's satisfaction. Such letter of credit or financial instrument shall be drawn in favor of the city for the entire cost of improvements for water mains, paving, sanitary sewers, storm sewers and other drainage facilities as estimated by the subdivider's registered professional engineer and approved by the City Engineer. The Building Official / Inspector or his or her designee, shall issue no building permit until the contractor submits offsite improvement plans for the project, conforming to the city standards, specifications and requirements. Upon completion of the public improvements the "as built" drawings shall be supplied by the developer's design engineer to the city.

§ 156.027 EXTENSION AND REINSTATEMENT PROCEDURE

(A) Sixty days prior to or following the lapse of approval for a sketch plat, preliminary plat, or final plat as provided in these regulations, the property owner may petition the Planning Commission and the City Council to extend or reinstate the approval. Such petition shall be considered for recommendation at a public meeting of the Planning Commission and shall be considered at the City Council.

(B) In determining whether to grant such requests, the Planning Commission and the City Council shall take into account the reasons for the lapse, the ability of the property owner to comply with any conditions attached to the original approval and the extent to which newly adopted subdivision regulations shall apply to the plat. The Planning Commission and the City Council shall extend or reinstate the plat, or deny the request, in which instance the property owner must submit a new application for approval.

(C) The Planning Commission and the City Council may extend or reinstate the approval subject to additional conditions based upon newly enacted regulations or such as are necessary to assure compliance with the original conditions of approval. The Planning Commission and the City Council may also specify a shorter time for lapse of the extended or reinstated plat than is applicable to original approvals.

(D) The approval of a preliminary plat for a portion or phase of a sketch plat, or the approval of a final plat for a portion or phase of a preliminary plat, shall not automatically affect the expiration of approval of the sketch plat or preliminary plat as it pertains to the balance of the property. Extensions and reinstatement of a sketch plat, preliminary plat, or final plat may be approved under the provisions of this section.

§ 156.028 AMENDMENTS TO SKETCH PLAT OR PRELIMINARY PLAT

(A) At any time following the approval of a sketch plat or preliminary plat, and before the lapse of such approval, a property owner may request an amendment. The rerouting of streets, addition or deletion of alleys, or addition or deletion of more than 10% of the approved number of lots shall be considered a major amendment. The adjustment of street and alley alignments, lengths, and paving details; the addition or deletion of lots within 10% of the approved number and the adjustment of lot lines shall be considered minor amendments.

(B) *Approval.* The City Council shall approve, conditionally approve or disapprove after recommendation from the Planning Commission any proposed amendment and may make any modifications in the terms and conditions of preliminary plat approval reasonably related to the proposed amendment. This shall occur at a public meeting in accordance with the same requirements for the approval of a sketch plat or preliminary plat.

(C) *Retaining Previous Approval.* If the applicant is unwilling to accept the proposed amendment under the terms and conditions required by the Planning Commission and the City Council, the applicant may withdraw the proposed amendment.

PLATTING PROCEDURES

§ 156.040 GENERAL.

(A) Whenever any subdivision of land is proposed, before any contract is made for the sale of any part of the land, before any permit for the erection of a structure in such proposed subdivision shall be granted, the owner of the land shall apply for and secure a recommendation the Planning Commission and approval of the City Council of such proposed subdivision. The proposed subdivision may be processed a standard subdivision as follows:

- (1) Standard subdivision:
 - (a) Sketch plat;
 - (b) Preliminary plat (and construction plans for improvements);
 - (c) Final plat;
 - (d) Building permit; and
 - (e) Occupancy permit;
- (2) Re-Plat.

(B) Upon initial receipt of a subdivision proposal, the Community Development Director shall determine if the proposal shall be classified as a minor or major subdivision or a re-plat. The Community Development Director shall determine what information, drawings and procedure will be necessary for the submission of the subdivision to the Planning Commission as well as to the City Council in accordance with these regulations and the policies of the Planning Commission and of the City Council. The Community Development Director, shall consider in each case the nature of a proposed subdivision and the relationship of the proposal to surrounding land uses, topography, property shape, property size, adjacent ownership, public access and public facilities in order to determine the extent to which the platting process must be followed. The above determinations of the Community Development Director may be reviewed and revised by the Planning Commission, and then the City Council upon request of the subdivider.

§ 156.041 CLASSIFICATION OF SUBDIVISIONS AND ADDITION AS MINOR OR MAJOR.

(A) Before any land is platted, the property owner shall apply for and secure approval of the proposed subdivision plat or addition plat in accordance with the following procedures, unless otherwise provided by these regulations. Subdivisions are classified as major or minor depending on the number of lots proposed and the extent of public improvements required.

(1) Minor subdivisions shall create no more than four lots and do not require the creation of a new street or the extension of municipal facilities. Minor subdivisions may be approved for residential and non-residential properties. Conveyance plats may be approved under the procedure for minor subdivisions provided that they establish no more than four lots and do not create a new street or extend municipal facilities. Minor plat approval requires the submission of

a final plat as described under these regulations, or the submission of a conveyance plat as described under these regulations.

(2) Major subdivisions involve the creation of new streets, the extension of municipal facilities or the creation of more than four lots. Major subdivisions may be approved for residential and non-residential properties. Conveyance plats are considered major subdivisions if they create more than four lots or involve the creation of new streets or the extension of municipal facilities. The procedure for approving a major plat typically requires three steps: sketch plat, preliminary plat, and final plat. Sketch plats require recommendation of the Planning Commission and approval of the City Council. The sketch plat requirement may be omitted if the subdivision creates no more than one new street and the Community Development Director determines that sufficient information exist to begin preparation of a preliminary plat. A concept plan or preliminary site plan that contains sufficient information to provide for the proper coordination of the development may be required for non-residential property

Except as otherwise permitted, the preliminary plat shall have a recommendation from the Planning Commission and approval by City Council and the approval of a preliminary plat is required prior to the construction of public improvements to the property. The preliminary plat and the associated engineering plans for the property may be amended during construction, with only major changes requiring reapproval by the City Council after recommendation of the Planning Commission. Major changes shall include amendments to any infrastructure that is expected to be adopted by the City of Durant or will impact infrastructure that is already adopted by the City of Durant.

Upon completion of the required public improvements, or the provision of a subdivision improvement agreement described in these regulations, the owner may submit a corrected final plat for the subdivision. Lots may be sold and building permits obtained after recommendation of the Planning Commission and approval of the plat by the City Council, and filing of the signed plat.

§ 156.042 SKETCH PLAT.

(A) *Purpose.* The purpose of the sketch plat is to provide the subdivider, the Planning Commission and the governing bodies an opportunity to identify any problems concerning the land use, general design and overall approaches to installation of improvements before the expenditure of large amounts of money and manpower in the preparation of more detailed platting documents. This step in the overall subdivision process is very important because it is at the initial part of the process when decisions are to be made that can have great value from the fulfillment of the comprehensive plan; or, conversely decisions wrongly made at this point can be very damaging to the fulfillment of the comprehensive plan. It is important that all of the land to be included in the proposed subdivision shall be included in the sketch plat so that an overview of an entire area can be accomplished.

(B) Before preparing the sketch plat the subdivider should review these regulations and discuss with the Community Development Director the procedures for the adoption of a subdivision plat and the general requirements as to the layout of streets and for any reservations of land, street improvements, drainage, sewerage, water supply, fire protection, the availability of services and similar matters.

(C) *Applicability.* A sketch plat shall be required as a condition precedent to approval of any application for a major plat, except where the Community Development Director determines:

(1) The subdivision will result in no more than one new street and sufficient information exists to begin preparation of a preliminary plat, or

(2) A concept plan, preliminary site plan or final site plan for the property provides sufficient information for the preparation of a preliminary plat.

(D) *Phasing of Development.* The City Council after recommendation of the Planning Commission may permit a sketch plat for a major plat to be divided into two or more phases, as indicated on the sketch plat, provided each phase satisfies the requirements of this ordinance. In considering phasing of a sketch plat, the City Council may approve certain conditions as it deems necessary to assure the orderly development of the platted land. Such conditions may include but are not limited to temporary street and alley extensions, temporary cul-de-sacs, and off-site utility extensions.

(E) *Application Procedure and Requirements:*

(1) *Pre-application Conference.* Before preparing the sketch plat, the applicant is strongly encouraged to schedule an appointment and meet with the Community Development Director to discuss the procedures for approval of the plat and the requirements as to general layout of streets and or reservations of land, street improvements, drainage, sewerage, fire protection, and similar matters, as well as the availability of existing services.

(2) *General Application Requirements.* Prior to platting of the land, the property owner shall file an application for approval of a sketch plat with the Community Development Department. The application and sketch plat shall meet the following minimum requirements:

(a) The application shall include all contiguous holdings of the property owner with an indication of the portion which is proposed to be developed or offered, sold or leased, accompanied by an affidavit of ownership, which includes an address and telephone number of an agent who shall be authorized to receive all notices required by these regulations.

(b) The study shall be drawn to scale of 1" = 200' or larger.

(c) The lower right hand corner of the sketch plat shall contain a title block clearly showing the proposed name of the subdivision or addition, the name and address of the Owner and the Engineer or Surveyor responsible for the designer survey, the scale of the drawing, the date the drawing was prepared, and the legal description of the tract.

(d) The sketch plat shall clearly show the limits of the tract and scale distances. True north shall be clearly indicated and shall be to the top or left of the study.

(e) The sketch plat shall show the names of adjacent subdivisions or additions or the name of record owners of adjoining parcels of unplatted land.

(f) The study shall contain the existing zoning on adjoining land, the location, width, and names of all existing or platted streets or other public ways within or adjacent to the tract, existing permanent buildings, railroad rights-of-way, utility and drainage easements, and topography with existing drainage channels or creeks, and other important features such as tree groupings, vegetation, political subdivisions or corporate limits and school district boundaries.

(g) The study shall show the layout, names and width of proposed thoroughfares, collector streets, and intersections, and shall show a general configuration of proposed streets and alleys.

(h) The study shall show a general arrangement of land uses, including but not limited to park and school sites, municipal facilities, private open space, floodplains and drainage ways, phasing plan, and proposed non-residential and residential uses and densities.

(i) The study shall show the location and style of streetlights within the subdivision.

(j) The study shall show the location and dimension of sidewalks throughout the subdivision.

(3) *Additional Requirements Prerequisite to Preliminary Plat Approval.* Except as permitted, prior to the submittal of a preliminary plat, the applicant shall submit for approval a sketch plat, at a scale of 1" = 100' or larger, depicting all information required and the following additional items:

(a) The layout, names, and width of proposed streets, alleys, and easements.

(b) Layout, numbers, and approximate dimensions of proposed lots and all building lines.

(c) The location of proposed screening walls and/or other forms of screening shall be clearly indicated.

(d) Existing contours of the tract in intervals of two feet or less, referred to sea level datum.

(e) Existing sewers, water mains, culverts, or other underground structures within the tract and immediately adjacent thereto with pipe sizes and locations included.

(f) Proposed water, sanitary sewer and storm sewer pipe lines with culverts, bridges, and other appurtenances or structures shown.

(g) Storm water retention or detention basins as required.

(h) Erosion mitigation of lots or roads next to creeks and drainage ways.

(i) General landscape information.

(4) *Standards for Approval.* No sketch plat shall be approved by the City Council for a plat which is intended for development unless it conforms to the Comprehensive Plan and the development ordinances of the city.

(5) *Approval Procedure.* After review of the sketch plat, the report and pertinent information as it relates to the plat and the exhibits submitted at a scheduled meeting, the Planning Commission shall recommend approval, conditional approval or disapproval the sketch plat. The sketch plat with the recommendation of the Planning Commission and the Community Development Director will be heard at a scheduled meeting of the City Council, who shall approve, conditionally approve or disapprove the sketch plat. One (1) copy of the proposed sketch plat shall be returned to the owner with the date of approval or disapproval and the reasons therefore accompanying the copy.

(6) *Effect of Approval.* Approval of the sketch plat in conformance to these procedures by the City Council constitutes authorization by the city for the property owner to submit application for approval of a preliminary plat subject to compliance with any conditions attached to approval of the sketch plat. The approval of any study or plat other than a preliminary plat does not certify the availability or capacity of infrastructure or that the property is suitable for development. The determination of infrastructure needs and capacity and the delineation of floodplain or other limitations on development will be done only during the review and approval of either a preliminary or final plat complete with required engineering plans and studies.

§ 156.043 PRELIMINARY PLAT.

(A) *Purpose.* The purpose of the preliminary plat is to provide an interim step in the procedure at which point the subdivider shall present drawings of the detail features of the subdivision. It is at this point that the items discussed at the sketch plat stage and as set down herein are prepared in a form from which determinations can be made as to the technical workability of the development proposal. If the subdivider is not required to go through the sketch plat process, the subdivider will be required to have a pre-application conference with city staff.

(B) After the City Council has approved the sketch plat, the subdivider may proceed with the preparation of the preliminary plat. After the subdivider has prepared the preliminary plat he or she may take either of the following actions:

(1) He or she may present the preliminary plat and preliminary plat checklist to the Planning Commission and the City Council and obtain approval thereof before proceeding with preparation of the improvement plans; or

(2) He or she may present the improvement plans and improvement plans checklist to the Planning Commission and the City Council at the time the preliminary plat and preliminary plat checklist are presented.

(C) Whenever the subdivider presents to the Planning Commission and City Council a preliminary plat and preliminary plat checklist, without improvement plans, the City Council may conditionally approve the preliminary plat, subject to City Council approval of the improvement plans within six months following the preliminary plat conditional approval.

(D) After review of the preliminary plat, the Planning Commission shall give a recommendation and the City Council shall, within 60 days of its submission, approve, conditionally approve or reject the plat. The subdivider shall be notified in writing of this action, together with any conditions of approval or the reasons for rejection.

(E) Whenever the subdivider presents to the Planning Commission and the City Council the preliminary plat, preliminary plat checklist, improvement plans and improvement plans checklist and the Planning Commission and the City Council finds that the plat and improvement plans meet all the requirements of these regulations, it shall approve the preliminary plat and improvement plans by placing a certificate of approval upon each copy of the plat and plans. Such certificate of approval shall bear the signature of the Chairperson and Secretary of the Planning Commission and Mayor of the City Council and shall provide that the approval given thereby does not constitute approval for purposes of recording.

(F) Approval of the preliminary plat shall not in all cases entitle the subdivider to approval of the final plat. Upon preliminary approval, if any conditions arise which would cause the preliminary plat to become unsatisfactory due to health, safety or welfare of the community, the Planning Commission shall recommend that the final plat be rejected.

(G) *Application Procedure and Requirements.* On forms approved by the city, the applicant shall file for approval of a preliminary plat, which conforms substantially with the sketch plat (if required) or alternate plan submitted by the applicant. The plat shall be prepared by or under the supervision of a registered public surveyor in the State of Oklahoma and shall bear his seal, signature and date on each sheet. The payment of all applicable fees shall be required at the time of submission.

- (1) *General Application Requirement.* Copies of the proposed preliminary plat shall be at a scale of 1" = 100' or larger and in a form substantially as follows:
- (a) The boundary lines with accurate distances and bearings and the exact location and width of all existing or recorded streets intersecting or abutting the boundary of the tract.
 - (b) True bearings and distances to the nearest established street lines and monuments, which shall be accurately described on the plat.
 - (c) Specific landscape plan.
 - (d) The exact layout including:
 - (i) *Proposed street names* - Street names must be submitted to the Community Development Department for approval in accordance with the city's guidelines for the naming of streets. The Community Development Department will maintain an index of street names which will contain these guidelines. Street names and subdivision names are fixed at the time of approval of the preliminary plat. A fee, as set by the City Council by motion or resolution, will be charged to change street names and subdivision names after approval of the preliminary plat.
 - (ii) The length of all arcs, radii, internal angles, points of curvature, length, and bearings of the tangents.
 - (iii) All easements for rights-of-way provided for public services or utilities and any limitations of the easements.
 - (iv) All lot numbers and lines with accurate dimensions in feet and hundredths of feet and with bearings and angles to street and alley lines.
 - (v) The location of the centerline of creeks or drainage ways should be tied with accurate dimensions in feet and hundredths of feet with bearings and angles. No unplatted remainder will be allowed between property boundaries and centerlines of creeks.
 - (e) The accurate location, material, and size of all monuments approved by the City Engineer. Horizontal and vertical control data shall be established for a minimum of two (2) corners of the subdivision or addition. One-inch iron rods shall be set at all block corners, angle points, points of corners, and points of tangents. One-half inch iron rods shall be set at all other lot corners.
 - (f) The accurate outline of all property which is offered for dedication for public use with the purpose indicated thereon, and of all property that may be reserved by deed covenant for the common use of the property owners in the subdivision or addition.
 - (g) Building setback lines.
 - (h) Location of streetlights
 - (i) Location, dimension and construction drawings for sidewalks throughout the subdivision
 - (j) Special restrictions including, but not limited to, drainage and floodway, fire lanes, and screening.
 - (k) Proposed name of the subdivision or addition. The name shall not duplicate, be the same in spelling or alike in pronunciation with any other recorded subdivision.

- (l) Names of adjacent subdivisions or additions or the name of record owners of adjoining parcels of unplatted land.
 - (m) Name and address of the property owner, the owner's Surveyor, and the owner's Engineer.
 - (n) North point, scale, and date.
 - (o) Legal description according to the real estate records maintained by the County Clerk's office and area calculations.
 - (p) Location by section, town, range, township, county and state.
 - (q) Additional documents necessary for dedication or conveyance of easements or rights-of-way, as required by the city. The city may, in some instances, require the conveyance of fee simple title for certain rights-of-way.
 - (r) Entry easements to allow city inspectors to enter the property being platted for the purpose of inspecting the construction of the public improvements.
 - (s) Important features such as existing permanent buildings;
 - (1) Large trees and water courses;
 - (2) Parks and other public lands;
 - (3) railway lines *or easements*;
 - (4) Existing public easements;
 - (5) Oil and gas lines or wells as shown on the records of the Oklahoma Corporation Commission (including abandoned or gas or oil wells and dry holes which remain unplugged),
 - (6) Existing utilities including sewer, water mains, culverts and other underground structures within the tract or immediately adjacent thereto, showing pipe sizes and grades indicates;
 - (7) Contours at intervals of 2 feet which are referenced to USGS data; and
 - (8) Any other relevant feature necessary for a full and complete understanding of the proposed subdivision.
 - (t) Title of document and a vicinity sketch drawn to a scale of a maximum of 2,000 feet to the inch.
 - (u) Copies of any private restrictions to be included in the deeds shall be attached to the preliminary plat.
 - (v) Regulatory flood boundaries, and the ten (10) year flood boundaries.
-
- (2) Other Required Documents and Information to Be Filed With Preliminary Plat.
 - (a) Proposed covenants and deed restrictions, if any.
 - (b) Source of water supply.
 - (c) Provisions for sewage disposal.
 - (d) Construction Plans

(3) *Standards for Approval.* No preliminary plat shall be approved by the City Council unless the following standards have been met:

(a) The plat substantially conforms with the approved sketch plat or other study as provided in these regulations.

(b) The construction plans have been reviewed by the City Engineer.

(c) Provision for installation and dedication of public improvements has been made.

(d) The plat conforms to applicable zoning and other regulations.

(e) The plat meets all other requirements of these regulations.

(4) *Timing of Public Improvements:*

(a) The City Council may require that all public improvements be installed, offered for dedication, and ready for acceptance by the city prior to the signing of the final plat.

The City Council may permit or require the deferral of the construction of public improvements if in its judgment, deferring the construction would not result in any harm to the public, or offer significant advantage in coordinating the site's development with adjacent properties and off-site public improvements. Any required public improvement(s) approved for deferred construction must be provided for as required prior to the approval of the final plat.

(b) If the City Council does not require that all public improvements be installed, offered for dedication and accepted by the city prior to signing of the final plat, it shall require that the applicant execute an improvement agreement and provide security for the agreement as provided in these regulations.

(c) This procedure shall also apply to the approval of a final plat if the preliminary plat is omitted.

(5) *Approval Procedure.* After review of the preliminary plat, the report and pertinent information for the Community Development Director concerning the land study and the application, the report and recommendation of the City Engineer on the construction plans, and any exhibits submitted at a public meeting, the applicant shall be advised of any required changes and/or additions. The Planning Commission shall make a recommendation and the City Council shall approve or disapprove the preliminary plat. One (1) copy of the proposed preliminary plat shall be returned to the owner with the date of approval, conditional approval or disapproval and the reasons therefore accompanying the plat.

(6) *Effect of Approval* - Approval of a preliminary plat by the City Council constitutes authorization for the City Engineer to release construction plans subject to his final approval and for the City Engineer to authorize for the property owner to commence grading of the site and construction of such public improvements as are required by the Planning Commission and the City Council. Approval of a preliminary plat also authorizes the property owner, upon fulfillment of all requirements and conditions of approval, to submit for approval an application for final plat approval. Upon release of the construction plans, the City Engineer may, upon request of the applicant, issue a certificate indicating the construction plans have been released and construction of the improvement is thereafter authorized. Additional certificates may be issued by the City Engineer authorizing the construction of private utilities on a phased schedule. The certificate shall read as follows:

"The preliminary plat for (insert name of the subdivision or addition) as approved by the City of Durant City Council on (insert date of approval) is authorized for use with engineering plans for the construction of public improvements as approved by the City Engineer. A final plat shall be approved by the City Council and have a recommendation from the Planning Commission upon the completion of all public improvements or the provision of a subdivision improvement agreement under the terms of the Subdivision Ordinance and submission of a final plat in compliance with the Subdivision Ordinance of the City of Durant.

Zoning regulations that affect exterior appearance of a single-family house or the landscaping of a single-family lot and that are adopted after approval of a preliminary plat for a single-family residential development, shall not apply for a period of two years from the latter of the date of plat approval or the date of the acceptance of public improvements related to the plat."

(7) *Lapse of Preliminary Plat Approval.* The approval of a preliminary plat shall be effective for a period of two (2) years from the date that the preliminary plat is approved by the City Council, at the end of which time the applicant must have submitted and received approval for a final plat. If a final plat is not submitted and approved within two (2) years, or an extension is not granted in accordance with these regulations, the preliminary plat approval shall be null and void, and the applicant shall be required to submit a sketch plat for review subject to the then existing zoning restrictions and subdivision regulations.

(H) Construction Plan Procedure and Requirements:

(1) *General Application Requirement.* Construction plans shall be prepared by or under the supervision of a professional engineer or architect registered in the State of Oklahoma as required by state law governing such professions. Plans submitted for review by the city shall be dated and bear the responsible engineer's or architect's name, serial number and the designation of "engineer," "professional engineer," or "P.E." or "architect" and an appropriate stamp or statement near the engineer's or architect's identification, stating that the documents are for preliminary review and are not intended for construction. Final plans acceptable to the city shall bear the seal and signature of the engineer or architect and the date signed on all sheets of the plans. Public works construction in streets, alleys or easements which will be maintained by the city shall be designed by a professional engineer registered in the State of Oklahoma.

(2) *Construction Plan Review Procedure.* Copies of the construction plans, and the required number of copies of the plat shall be submitted to the City Engineer for final approval. The plans shall contain all necessary information for construction of the project, including screening walls and other special features. All materials specified shall conform to the design standards of the city. Each sheet of the plans shall contain a title block including space for the notation of revisions. This space is to be completed with each revision to the plan sheet and shall clearly note the nature of the revision and the date the revision was made. The City Engineer will release the plans for construction, after recommendation of the preliminary plat by the Planning Commission and approval by the City Council and payment of all inspection fees. Upon such release, each Contractor shall maintain one set of plans, stamped with city release, on the project at all times during construction. This procedure shall also apply to approval of a final plat, if a preliminary plat is omitted.

(3) *Failure to Commence Construction.* If construction has not commenced within one (1) year after approval of the plans, resubmittal of plans may be required by the City Engineer for

meeting current standards and engineering requirements. "Construction" shall mean installation of city maintained public improvements.

§ 156.044 FINAL PLAT.

(A) *Purpose.* The purpose of the final plat is to create a record document which accurately describes the subdivided land, both as to accurate dimensions, and as to legal provisions which are pertinent to the subdivision. Much of the reason for this step is to make the transfer of the land simpler and certain. Land sales by reference to a legally filed plat are generally less complicated and more likely to provide the precise legal situation sought. The certainty of such sales derives from the assurance of an accurate survey and processes designed to assure the provision of facilities necessary to service the land.

(B) At the time the final plat and final plat checklist are submitted to the Community Development Department, the subdivider shall take one of the following courses of action:

(1) If the subdivider elects to, deposit the surety bond as specified in § 156.026, he or she shall submit plans for all improvements required under this chapter, such plans to bear the recommendation of the Planning Commission and approval of the City Council. Upon completion of a portion of the construction of the required improvements, the City Council may release a portion of the surety bond in the amount of the costs of the constructed improvements, as estimated by the City Council, Planning Commission, Secretary or municipal staff. Before any portion of the surety bond may be released, the City Engineer, City Building Inspector or City Manager shall approve the as-built plans and specifications for that portion of the improvements for which the subdivider has requested release of the surety bond;

(2) If the subdivider elects to complete all improvements as specified in the preliminary plat, he or she shall submit the as-built specifications and as-built original tracings of all improvements. If the Community Development Director or his or her designee finds that the as-built plan and specifications comply with requirements, and that the actual construction is as shown in the plans and specifications, he or she shall endorse his or her approval thereon.

(C) All actions of the Planning Commission, whether recommending approval of final plats for all or part of an area shown in a preliminary plat shall, in so far as the plat involves dedications to the public, constitute only an authorization for the subdivider to submit the plat to the City Council to which the dedications are proposed. Such Planning Commission actions shall not constitute an acceptance of dedication or a commitment to accept dedication.

(C) *Applicability.* A final plat shall be required for subdivisions of property and the recording of single lots in accordance with these regulations.

(D) *Application Procedure and Requirements.* A final plat for a subdivision shall require recommendation by the Planning Commission and approval of the City Council. Final plats shall comply to the preliminary plat where applicable. The application shall be accompanied by the following:

(1) Four (4) paper copies and a digital copy of the proposed final plat bearing all information specified in these regulations and the following:

(a) The final plat shall be clearly and legibly prepared by a Surveyor or Engineer. The size of the map shall not be less than 22 inches by 34 inches and shall be drawn to the scale of one inch

equals 100 feet, unless the Community Development Director authorizes a different scale in writing.

(b) *Notice Statement.* "Notice: Selling a portion of this addition by metes and bounds is a violation of city ordinance and state law and is subject to fines and withholding of utilities and building permits."

(c) Name of subdivision and the name and number of any larger subdivision of which this tract now subdivided was once a part.

(d) Number of lots and the acreage platted

(e) *Boundary Lines.* The boundary lines with accurate distances and bearings and the exact location and width of all existing or recorded streets intersecting the boundary of the tract.

(f) *Bearing Distances.* True bearings and distances to the nearest established street lines and monuments, which shall be accurately described on the plat

(g) *Property Offered For Dedication.* The accurate outline of all property which is offered for dedication for public use, and of all property that may be reserved by covenant in the deeds for the common use for the common use of the property owners in the subdivisions, with the purpose indicated thereon.

(h) The exact layout including:

(i) Street and alley lines, including their names, bearings, angles of intersection and widths (including widths along the line of any intersecting street):

(ii) The length of all arcs, radii, internal angles, points of curvature, length, and bearings of the tangents.

(iii) All easements for rights-of-way provided for public services or utilities and any limitations of the easements.

(iv) All lot numbers and lines with accurate dimensions in feet and hundredths of feet and with bearings and angles to street and alley lines.

(v) The location of the centerline of creeks or drainage ways with accurate dimensions in feet and hundredths of feet with bearings and angles.

(i) The accurate location, material, and size of all monuments approved by the City Engineer.

(k) Building setback lines for all properties within the platted area.

(k) Special restrictions including, but not limited to, drainage and floodway, fire lanes, and screening.

(l) In case the subdivision is traversed by water course, channel, stream, or creek, the prior or present location of such water course, channel, stream, or creek shall be shown on the plat and the boundary of the regulatory flood and the ten (10) year flood. It will be assumed that there is no significant difference between the two (2) and the regulatory flood will be used, unless the owner shows the ten (10) year flood on the map.

(m) North point, scale, and date.

- (n) Legal description according to the real estate records maintained by the County Clerk's office and area calculations.
- (o) Names of adjacent subdivisions or additions or the name of record owners of adjoining parcels of unplatted land.
- (p) Location by section, town, range, township, county and state.
- (q) Title of document and a vicinity sketch drawn to a scale of a maximum of 2,000 feet to the inch.
- (2) Formal irrevocable offers of dedication to the public of all streets, local government uses, utilities, parks, and easements, in a form approved by the City Attorney. The plat shall be marked with a notation indicating the formal offers of dedication.
- (3) The improvement agreement and security, if required, in a form satisfactory to the City Attorney and in an amount established by the City Council upon recommendation of the City Engineer and shall include a provision that the property owner shall comply with all the terms of the final plat approval as determined by the City Council.
- (4) As-built construction plans, where applicable.
- (5) Covenants and deed restrictions, if any.
- (5) Accurate legal description.
- (6) Certification by a Registered Public Surveyor to the effect that the plat represents a survey made by him and that all the monuments shown thereon actually exist, and that their location, size, and material description are correctly shown, and that the survey correctly shows the location of all visible easements and rights-of-way and all rights-of-way, easements and other matters of record affecting the property being platted.
- (7) The County Clerk's Office and applicable state statutes may require additional information to be submitted or included on the final plat
- (E) *Standards for Approval.* No final plat shall be approved by the Planning Commission or the City Council unless the following standards have been met:
 - (1) The plat substantially conforms to the preliminary plat.
 - (2) Required public improvements have been constructed and are ready to be accepted, and/or an improvement agreement has been accepted by the city providing for the subsequent completion of improvements.
 - (3) The plat conforms to applicable zoning and other regulations.
 - (4) Provision has been made for adequate public facilities under the terms of this ordinance.
 - (5) The plat meets all other requirements of this ordinance.
- (F) *Approval Procedure.* After review of the final plat, the Community Development Director shall place the final plat for consideration on the agenda of a public meeting of the Planning Commission and City Council. One copy of the final subdivision plat shall be returned to the applicant with the date of approval, conditional approval or disapproval noted on the final plat, and, if the final plat is disapproved, the reasons for disapproval accompanying the final plat.

(G) *Certificate of Compliance.* Upon final approval of a final plat required by these regulations, the Planning Commission and the City Council shall issue to the person applying for approval a certificate stating that the final plat has been recommended for approval by the Planning Commission and approved by the City Council. For purposes of this section, final approval shall not occur until all conditions of approval have been met.

(I) *Signing and Recording of Final Plat.*

(1) When an improvement agreement and security are required, the Chairman of the Planning Commission and the Mayor shall endorse approval on the final plat after the agreement and security have been recommended for approval by the Planning Commission and approved by the City Council and all the conditions pertaining to the final plat have been satisfied.

(2) When installation of public improvements is required prior to recordation of the final plat, the Chairman of the Planning Commission and the Mayor shall endorse approval on the final plat after all conditions of approval have been satisfied and all public improvements satisfactorily completed. There shall be written evidence that the required public improvements have been installed in a manner satisfactory to the city as shown by a certificate signed by the City Engineer stating that the necessary dedication of public lands and installation of public improvements has been accomplished.

(3) It shall be the responsibility of the applicant to file the final plat with the County Clerk. Simultaneously with the filing of the final plat, the applicant shall record such other agreements of dedication and legal documents as shall be required to be recorded by the City Attorney. The final plat, bearing all required signatures, shall be recorded after final approval and within ten working days of its receipt. One (1) copy of the recorded final plat shall be returned to the City prior to the issuance of any building permits.

(J) *Effect of Approval.* Approval of a final plat shall certify compliance with the regulations of the City of Durant pertaining to the subdivision of land. An approved and signed final plat may be filed with the County as a record of the subdivision of land and may be used to reference lots and interests in property thereon defined for the purpose of conveyance and development as allowed by these regulations.

(K) *Lapse of Final Plat Approval.* The approval of a final plat shall be effective for a period of six (6) months from the date that the final plat is recommended for approval by the Planning Commission and approved by the City Council, at the end of which time the applicant must have met the requirements for recording of the final plat with the County Clerk. If the applicant has not met the requirements for recording of the final plat with the County Clerk within six (6) months, or an extension is not granted in accordance with these regulations, the final plat approval shall be null and void, and the applicant shall be required to submit a new plat for review subject to the then existing zoning restrictions and subdivision regulations. No Certificate of Occupancy or Change of Occupancy permit will be allowed for the property until the applicant has met the requirements for filing of the final plat with the County Clerk.

§ 156.046 DEVELOPMENT PLAT

(A) This section applies to the platting and development of any single parcel greater than five acres or the subdivision and development of any property into parts, each part being greater than five acres. The term "development" means the new construction or the enlargement of any

exterior dimension of any building, structure, or improvement. The term "improvement" shall include the construction of a utility, road, parking, or drainage system. The term shall also apply to the grading of land or clearance of trees, except as may be permitted for valid agricultural use of the property.

(B) A development plat must be prepared by a registered professional land surveyor as a boundary survey showing:

(1) Each existing or proposed building, structure or improvement or proposed modification of the external configuration of the building, structure or improvement;

(2) Each easement and right-of-way within or abutting the boundary of the surveyed property; and

(3) The dimensions of each street, sidewalk, alley, square, park, or other part of property intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the street, sidewalk, alley, square, park, or other part; and

(4) Any additional information as required by this ordinance to apply for the approval of a plat

(C) The requirements and standards for design, reservation, construction, completion, maintenance, cost participation and escrow for public improvements applying to the approval of a plat shall also apply to a development plat.

(D) Development plats shall be processed under the same procedures and are subject to the same fees as apply to a plat. The procedures for a minor subdivision may be used when applicable.

(E) A development plat shall be approved if it conforms to the following standards:

(1) The general plans, rules, and ordinances of the city concerning its current and future streets, sidewalks, alleys, parks, playgrounds, and public utility facilities; and

(2) The general plans, rules, and ordinances for the extension of the city or the extension, improvement, or widening of its roads, streets, and public highways within the municipality.

(F) New development may not begin on the property until the development plat is filed with and approved by the city. Approved development plats and other agreements of dedication and legal documents as required shall be recorded with the County Clerk by the applicant.

§ 156.048 REPLATTING OF LAND

(A) *Replat Required.* Unless otherwise expressly provided for herein, a property owner who proposes to replat any portion of an already approved final plat, other than to amend or vacate the plat, must first obtain approval for the replat under the same standards and by the same procedures prescribed for the platting of land by these regulations. The Community Development Director may waive or modify requirements for a sketch plat under circumstances where the previously approved sketch plat is sufficient to achieve the purposes set forth in these regulations. Replats shall include all of the same information as previously described platting procedures.

(B) *Replatting Without Vacating Preceding Plat.* A replat of a final plat or portion of a final plat may be recorded and is controlling over the preceding plat without vacation of that plat if the replat:

- (1) Is signed and acknowledged by only the owners of the property being replatted;
- (2) Is approved, after a public hearing on the matter at which parties in interest and citizens have an opportunity to be heard, by the Planning Commission and City Council; and
- (3) Does not attempt to amend or remove any covenants or restrictions previously incorporated in the final plat.

(C) Additional Requirements for Certain Replats.

(1) A notice of the public hearing shall be published in an official paper or a newspaper of general circulation in the city at least 15 days prior to the date of the public hearing. Notice shall be mailed to all owners of property located within 300 feet of the subject property as provided by a certified abstractor's list at the applicant's cost at least 20 days prior to the hearing;

(2) If the proposed replat requires a variance, and the owners of 20 percent or more of the area of lots to whom notice is required to be given under Subsection (b) file with the Planning Commission and City Council a written protest of the replatting before or at the hearing, approval of the replat will require the affirmative vote of four of the City Council members. In computing percentages of ownership, each lot is considered equal to all other lots regardless of size or number of owners, and the owners of each lot are entitled to cast only one vote per lot. The area of streets and alleys shall be included in computing the percentage of land area.

(3) Any replat which adds or deletes lots must include the original lot boundaries.

§ 156.999 PENALTY.

(A) Except as provided in these regulations and lots of record established prior to the effective date of this ordinance, no building permit shall be issued for any new structure or change, improvement or alteration of any existing structure on any tract of land which does not comply with all of the provisions of this chapter.

(B) Except as provided in these regulations and lots of record established prior to the effective date of this ordinance, the city shall withhold all public improvements and utilities, including the maintenance of streets and the provision of sewage facilities and water service, from all tracts, lots or additions, the platting of which has not been officially approved by the City Council and for which a certificate of compliance has not been issued pursuant to these regulations.

(B) A violation of this chapter shall be deemed an offense and shall be punishable as provided in § 10.99 and in accordance with applicable state law. Any person, partnership or corporation violating any of the provisions of this chapter upon conviction thereof shall be punished as provided in § 10.99.

(C) The city may issue citations to suspected violators of this chapter, which citations shall state the violation that is alleged, the time of the observation of the offense, any correction of the violation which is sought, the time allowable for the accomplishment of the correction and the further action which will be taken to seek remedy should correction not be accomplished. The issuance of such citations does not preclude the filing of charges in district court, nor shall the

issuance of such citations be a mandatory process precedent to the filing of charges in district court.

DESIGN STANDARDS NEIGHBORHOOD FEATURES

§ 156.060 COMMUNITY GENERAL.

(A) The quality of the design of the community, both in the urban area and on the fringes of the urban development, is dependent on the quality of design of the individual subdivisions in the area. Good community design can be accomplished by following a few principles. These better approaches to the layout of new areas. The violation of some of the basic rules concerning design of streets, ditches and other features can lead to such unpleasant situations as: streets that deteriorate and are expensive to maintain, street intersections that are dangerous, drainage ditches that clog up and cause flooding, building lots that are difficult or expensive to construct upon or difficulties with erosion during the time of development and even throughout the life of the homes.

(B) The figures which follow show some of the better ways of creating a subdivision. The use of good design and holding to these methods of development can provide for the least expense in the building of a subdivision. This is especially true considering the costs that come to the purchasers of property that has been improperly developed and the fact that there is no cheaper time to solve development problems than before houses are built and lots are sold.

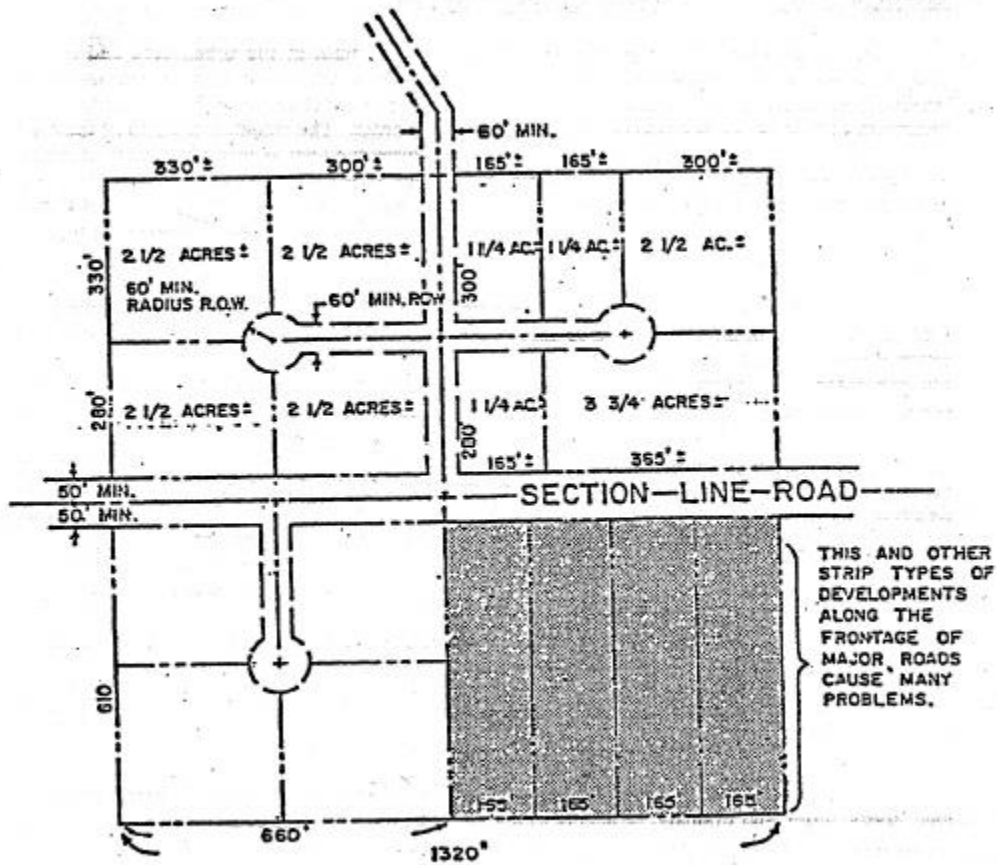
(C) Figure 1 shows some of the patterns of streets and lots that might be possible in the development of areas in large, rural estates type lots. In the shaded area is shown an all too frequent approach to the creating of lots in rural settings. There are a number of problems from the arrangement of lots in a road frontage strip as in the shaded area, such as:

- (1) Long narrow parcels which are of reduced usefulness to the buyer;
- (2) Increased numbers of driveways intersecting the section line road (this is a major problem to the county as it tries to keep ditches and culverts clean and working);
- (3) The narrower lots result in closer spacing of houses with less privacy and greater possibility of failure in the operation of individual sewer systems; and
- (4) (a) The frontage of each house upon a section line road means greater exposure to the dust, traffic, litter and drainage problems which occur along the major roads (also there is a loss of privacy and the danger that the road may have to be widened at some time in the future taking part of the front lawn).
- (b) On the other hand, some of the other styles of lot arrangements shown can provide lots of much more usable shape, more privacy, safer traffic, more workable utility layout, better spacing of buildings and the like.

(D) The majority of land developed in the manner shown in Figure 1 is expected to be in the jurisdiction of the regional planning commission outside the incorporated area of the city.

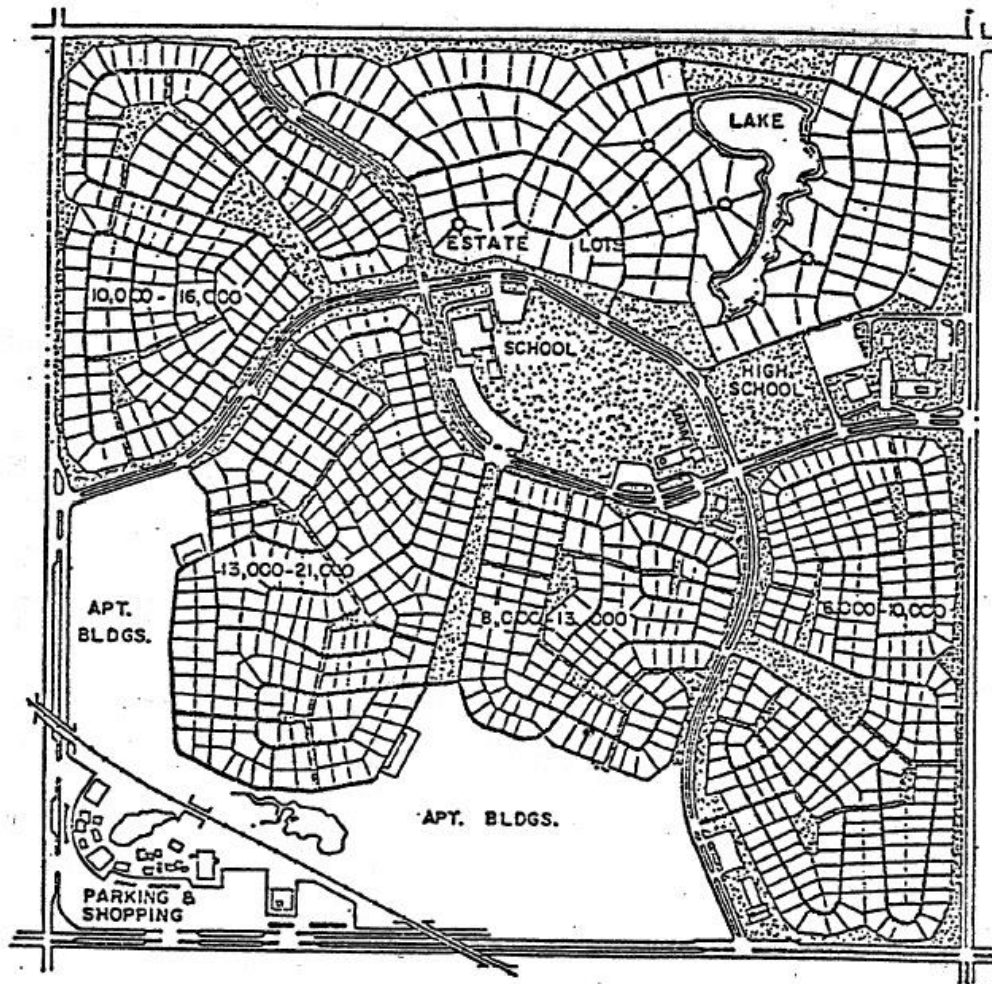
(E) These are not all of the possibilities for laying out a large lot development. In fact, a development usually turns out better if it is worked out to fit the shape of the particular piece of land considering the streams, hills and the like. However, from this figure it can be seen that almost any other arrangement is better than a strip of long, narrow lots along the frontage of a major road.

FIGURE 1
RURAL PLATTING PATTERNS



- Notes:
1. Property dimensions in many cases are shown as less the right-of-way dimension. This reflects the improvement of the street or road and dedication of it to the public.
 2. Covenants should provide for access to lots to be only from side roads.

FIGURE 2
AN EXAMPLE OF GOOD SUBDIVISION DESIGN



Notes: 1. Minor streets should be designed to provide access in a manner to discourage use by through traffic.

2. Collector streets should be designed to provide a direct route from minor streets to major streets.

3. Ingress and egress to residential properties should be provided only on minor streets.

4. Pedestrian ways should be separated from roadways.

5. The urban area shall be designed as a group of integrated residential neighborhoods with appropriate industrial, commercial and public facilities.

6. Lots, blocks and street systems should be designed for the most advantageous use of topography and natural physical features.

('93 Code, § 12-431) (Ord. 1041, passed 4-12-83)

§ 156.061 SIDEWALKS.

- (A) For purposes of this section, the terms “arterial streets”, “secondary thoroughfares”, “commercial streets”, “collector streets”, residential streets” shall be defined as indicated in the streets master plan.
- (B) Sidewalks no less than four feet in width shall be constructed along properties abutting residential streets, and no less than five feet in width along properties abutting collector streets, commercial streets, secondary thoroughfares, and arterial streets.
- (C) Sidewalks shall be constructed within dedicated streets rights-of-way along streets improved to city standards. On unimproved streets, covenants deferring sidewalk construction until street is improved according to city standards shall be required.
- (D) Within residential developments, required sidewalks shall be located adjacent to or within one foot of the property line. Within non-residential developments, the placement of required sidewalks shall be at the discretion of the City Council.
- (E) Sidewalks shall be laid out, graded and otherwise improved as specified in standards and specifications adopted by the City Council.
- (F) All sidewalks shall be incorporated into the street improvements construction plans required to be submitted by the developer for plat approval.
- (G) Sidewalks and walkways shall be completed at the time the streets are installed.
- (H) In order to facilitate access from streets to schools, parks, playgrounds, shopping centers, transportation facilities or other community facilities, the City Council may require pedestrian access ways or crosswalks not less than five feet wide to be located within perpetual unobstructed easements at least 20 feet in width. The easements shall be indicated on the plat.
- (I) No dwelling unit or business establishment that is required to install sidewalks shall be occupied until the required sidewalk construction is completed, inspected and accepted by the city.

§ 156.062 STREET LIGHTS.

- (A) Required new street lighting shall be installed by a franchised vendor, electric utility or the developer. The street lighting should be shown on preliminary and final plats. The primary objective for street lighting is for security and intersection identification.
- (B) Street lighting shall be chronologically integrated with a development and shall be installed prior to acceptance of public infrastructure by the City of Durant.
- (C) Should an easement be required to access power facilities, the easement should not be less than five (5) feet
- (D) The location of the street light shall be as follows and shall serve as the minimum lighting schedule:
 - a. One street light at each street or alley intersection
 - b. One street light at each end of each cul-de-sac or other permanently dead ended street
 - c. One street light at the approximate midpoint of curvilinear streets that prohibit visual contact between intersections

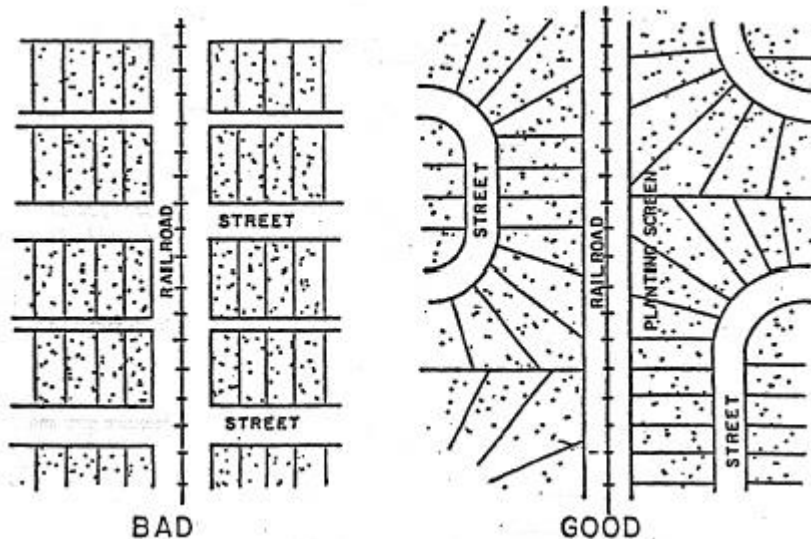
- d. One street light located midway between intersections that are spaced over 600' or more apart
- (E) The developer may choose to install lighting in addition to the minimum schedule set forth herein. If lighting is installed in addition to that maintained by the franchised vendor or electric utility, the developer shall ensure that a legal entity such as a homeowners association or equivalent is established and that the entity is assigned the obligation of maintaining the additional lighting in perpetuity.

§ 156.063 STREETS.

The arrangement, character, extent, width, grade and location of all streets shall conform to all of the elements of the general plan and shall be designed in accordance with the following provisions:

- (A) Major streets shall be planned to conform with the major streets shown in the comprehensive plan;
- (B) Whenever a subdivision abuts or contains an existing or proposed major street, the City Council may require service streets, reverse frontage with screen planting contained in a no access reservation along the rear property line, deep lots or such other treatment as may be necessary for adequate protection of residential properties and to afford separation from traffic;
- (C) Where a subdivision borders on or contains a railroad right-of-way of limited access highway right-of-way, the City Council may require a street approximately parallel to and on each side of such right-of-way at a distance suitable for the appropriate use of the intervening land. The following sketch illustrates both suitable and unsuitable ways of laying out developments bordering major right-of-way.

STREET LAYOUT ADJOINING LIMITED ACCESS RIGHT-OF-WAY FACILITIES



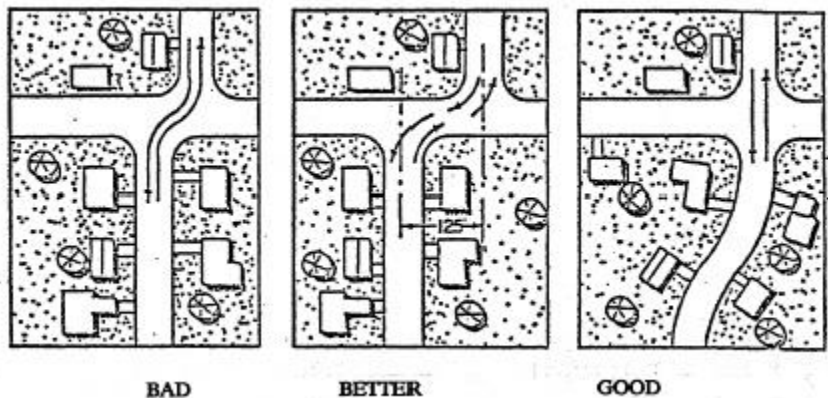
- (D) Reserve strips controlling access to streets shall be prohibited except where their control is placed in the city under conditions approved by the City Council and acceptable to the subdivider;

(E) Where the plat to be submitted includes the only part of the tract owned or intended for development by the subdivider, a tentative plan of a proposed future street system for the unsubdivided portion may be required by the City Council;

(F) Where a tract is subdivided into larger than normal building lots or parcels, such lots or parcels shall be arranged to permit the logical location and opening of future streets and appropriate resubdivision with provision for adequate utility easements; and

(G) Street jogs with centerline offsets of less than 125 feet shall be avoided.

STREET JOGS LESS THAN 125 FEET SHALL BE AVOIDED



(H) Street right-of-way widths shall be in accordance with the Comprehensive Plan and, where not designated therein, shall be not less than the following:

Street Type	R.O.W. Width
Arterial streets	85 feet
Secondary thoroughfares	80 feet
Commercial streets	80 feet
Collector streets	60 feet
Residential streets	60 feet

(I) The paved width of all streets shall be adequate to serve the existing and future estimated traffic load for the facility. Lane width for all streets shall be as follows:

(1) All major streets shall have lanes for traffic movement of not less than 11 feet or more than 12 feet in width, and lanes for parallel parking or emergency stopping of not less than 10 feet in width; and

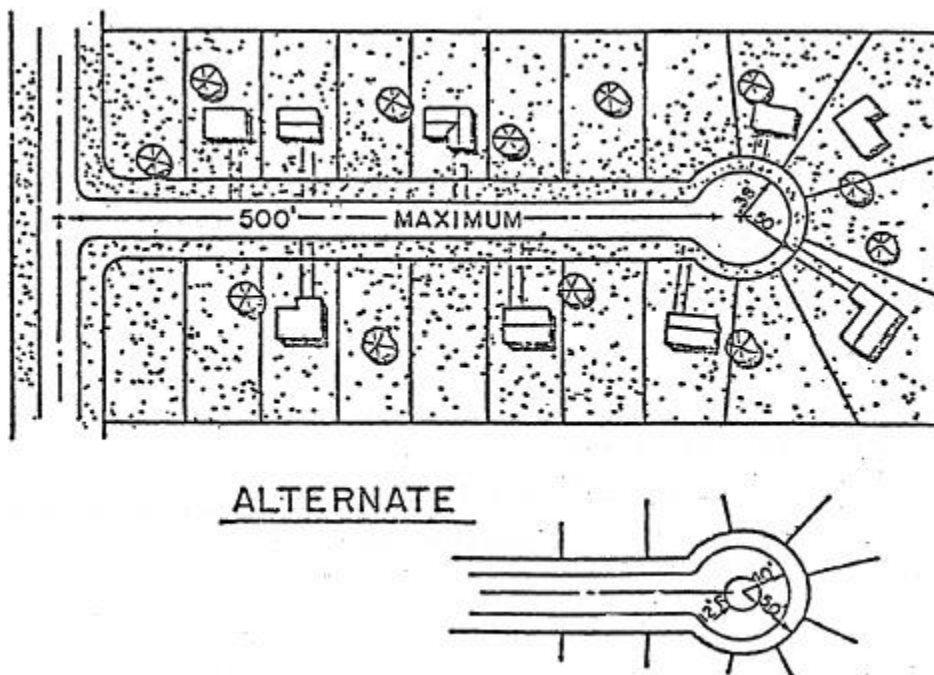
(2) All minor streets shall have lanes for traffic movement of not less than 9 feet or more than 12 feet in width and lanes for parallel parking of not less than 8 feet in width. Streets should be developed in accordance with the general standards given in the code of the city.

(J) (1) A cul-de-sac should not exceed 500 feet in length, measured from the entrance to the center of the turnaround unless a dedicated secondary emergency sealed-surface accessible ingress and egress is provided to the primary roadway to a point within 500 feet of the center of

the turnaround radius. The ingress and egress shall be, at a minimum, in the form of a 20- foot wide dedicated public easement that is graded, compacted, sealed-surface, and otherwise constructed to the city's specifications.

(2) If the cul-de-sac is longer than 150 feet then a turnaround radius of not less than 65 feet at the property line and 50 feet at the curb line shall be provided. If there is provided in the center of the turnaround an unpaved island, it shall be improved with landscaping that will not interfere with sight distance. The unpaved island shall have a radius of not less than 6 feet and the radius from the curb line of the island to the turnaround outside curb shall be 30 feet with the easement extending an additional 15 feet beyond the outer curb line.

CUL-DE-SAC

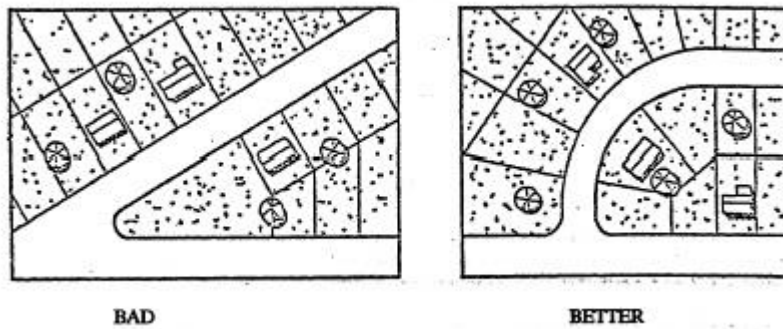


(K) Half streets shall be prohibited except where essential to the reasonable development of the subdivision in conformity with the other requirements of these regulations, provided that the City Council finds it will be practical to obtain the dedication of the other half of the street easement when the adjoining property is subdivided. Wherever a half street is adjacent to the tract to be subdivided, the other half of the street shall be platted within the tract being subdivided;

(L) The arrangement of streets shall be such as to cause no hardship in the subdividing of adjacent properties. The City Council may require the dedication of street rights-of-way to facilitate the development of adjoining properties;

(M) No street names shall be used which will duplicate or be confused with the names of existing streets. Street names shall be subject to the approval of the City Council;

(O) Minor streets shall be laid out so that their use by arterial traffic will be discouraged;



- (P) Streets shall intersect at approximately right angles;
- (Q) Street grades shall be as follows:
- (1) The minimum grade of all streets shall be 0.4%;
 - (2) Except where unusual topo-graphic conditions justify it, the maximum grade of all streets shall not be greater than the following:

Street Type	Grade
Major	5%
Collector	7%
Residential streets	10%

- (R) Street corners shall be as follows:
- (1) Street corners on local residential streets shall have a minimum radius of 20 feet at curb line or its equivalent;
 - (2) Street corners on collector streets shall have a minimum radius of 25 feet at the curb line or its equivalent;
 - (3) Street intersections involving major thoroughfares shall have a minimum street corner radius of 30 feet at the curb line or its equivalent;
 - (4) In order to provide for traffic safety, there shall be on each corner of each intersection of two streets a clear sight triangle. A clear sight triangle means a triangle formed by the curb lines of two intersecting rights of way and a third line connecting a full view zone of 25 feet from intersecting corners of the street. On streets with no curb and gutter, the same triangle will be used and measurements made twelve (12) feet from the center of the street if the street is two lanes in width and six (6) additional feet for each lane width as existing at the intersecting corner. The plat or the covenants of the addition shall clearly prohibit any construction or planting of landscaping materials in this area.
- ('93 Code, §12-441) (Ord. 1041, passed 4- 12-83; Am. Ord. 1859, passed 7-10-18)

§ 156.064 ALLEYS.

Alleys shall be as follows:

- (A) Alleys shall be provided in commercial and industrial districts, except that the City Council may waive this requirement where other definite and assured provision is made for

service access, such as off-street loading, unloading and parking consistent with and adequate for the uses proposed;

(B) Alleys serving commercial and industrial areas shall be not less than 30 feet in width;

(C) Alleys are not required for residential areas, but when provided shall be not less than 20 feet in width;

(D) Alley intersections and sharp changes in alignment should be avoided, but where necessary, corners shall be cut off sufficiently to permit safe vehicular movement;

(E) Dead-end alleys should be avoided, but if necessary, shall be provided with adequate turn around facilities at the dead end, as determined by the City Council; and

(F) Alleys shall be finished with a sealed surface and otherwise constructed to the city's specifications.

('93 Code, §12-442) (Ord. 1041, passed 4-12- 83; Am. Ord. 1859, passed 7-10-18)

§ 156.065 EASEMENTS.

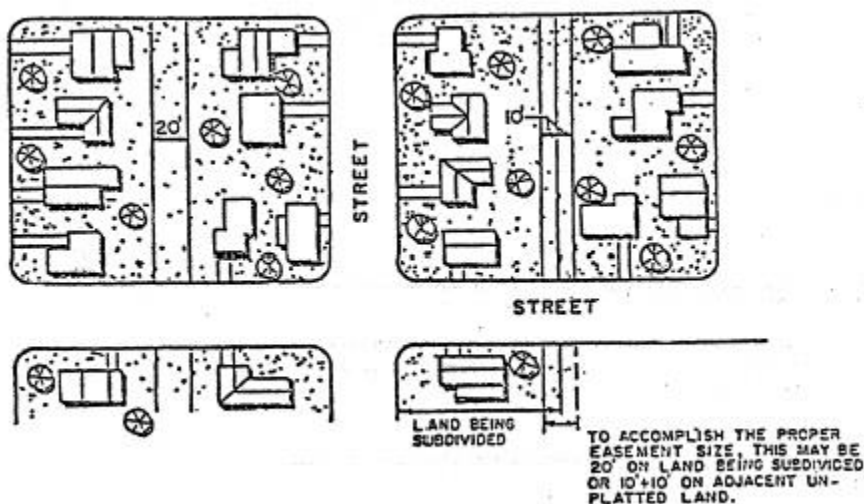
(A) Where alleys are not provided, easements not less than ten feet wide shall be provided along each rear lot line. A five-foot easement alongside lot lines of individual plots may be required where necessary for use by public and private utilities. The City Council may require air rights and easements of greater width for the extension of main storm and sanitary sewers and other utilities where it is deemed necessary.

(B) When a subdivision is adjacent to unplatted land, the easements for public and private utilities shall be:

(1) Provided as 20 feet wide on the land being subdivided; or

(2) Provided as ten feet wide on the land being subdivided with an easement ten feet wide being presented adjacent and simultaneous to the presentation of the final plat.

EASEMENTS



('93 Code, § 12-443) (Ord. 1041, passed 4-12-83)

§ 156.066 BLOCKS.

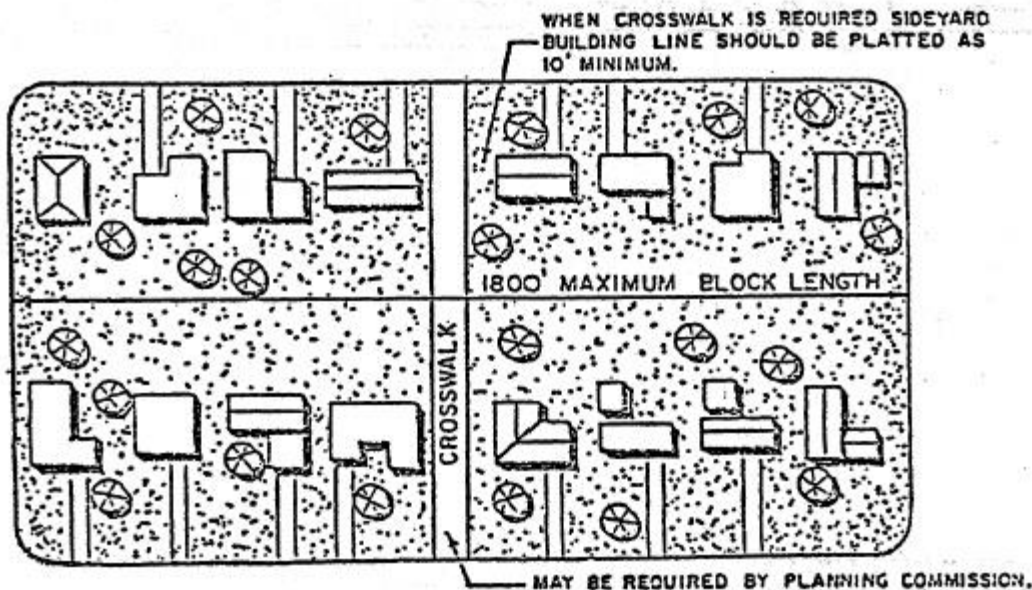
(A) The lengths, widths and shapes of blocks shall be determined with due regard for the following:

- (1) Provision of adequate building sites suitable to the special needs of the type of use contemplated;
- (2) Zoning requirements as to lot sizes and dimensions;
- (3) Needs for convenient access, circulation, control and safety of street traffic; and
- (4) Limitations and opportunities of topography.

(B) Blocks for residential use shall not be longer than 1,800 feet, measured along the center line of the block. When a block exceeds 600 feet in length, the City Council may require a dedicated easement not less than 5 feet in width and a paved crosswalk not less than 5 feet in width to provide pedestrian access across the block.

(C) Blocks used for residential purposes should be of sufficient width to allow for two tiers of lots of appropriate depth, but should be not less than 200 feet in width. Blocks intended for business and industrial use should be of a width suitable for the intended use, with due allowance for off-street parking and loading facilities.

BLOCKS



(`93 Code, § 12-444) (Ord. 1041, passed 4-12-83)

§ 156.067 LOTS.

(A) Residential lots shall be not less than 60 feet in width at the front building line and shall abut a street a distance of not less than 35 feet.

(B) The area of residential lots shall be not less than 6,000 square feet.

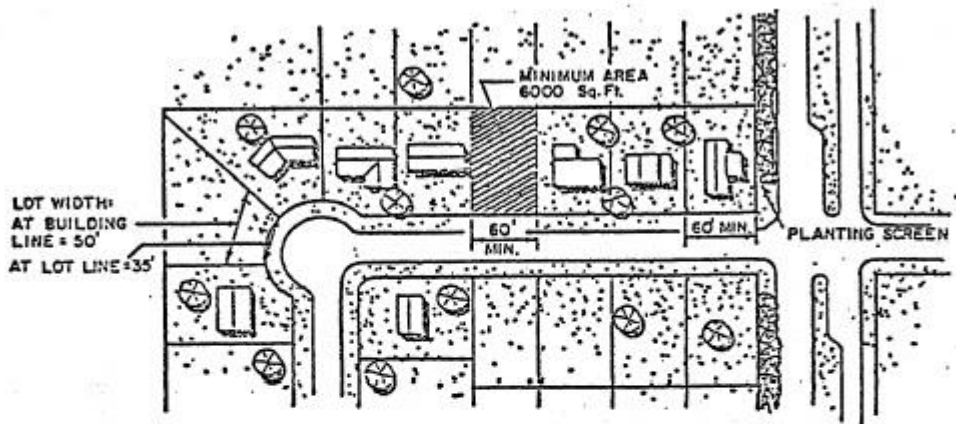
(C) In residential subdivisions where septic tank or individual sewage disposal devices are to be installed, the area of the lot shall be not less than 22,500 square feet.

(D) Lots are not required for subdivisions for commercial and industrial use, but when provided should be of appropriate size and arrangement to provide for adequate off-street parking and loading facilities based on the intended use.

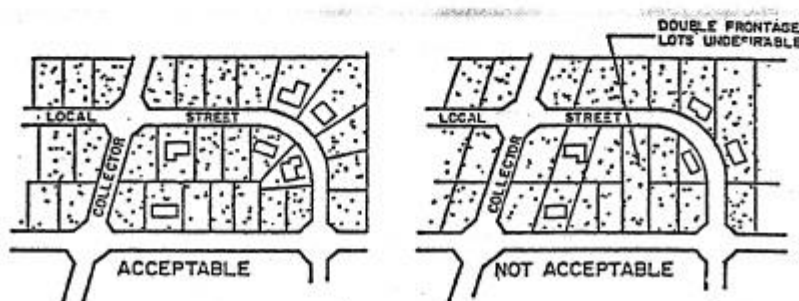
(E) Side lot lines should be approximately at right angles or radial to street lines.

(F) Double frontage and reverse frontage lots should be avoided except where they are needed to provide for the separation of development from traffic arteries or to overcome specific disadvantages of topography and orientation. A planting screen easement of at least 20 feet shall be provided along the portion of the lots abutting such a traffic artery or other use where screening is required. There shall be no right-of-access across a planting screen easement.

LOTS



LOT PATTERN

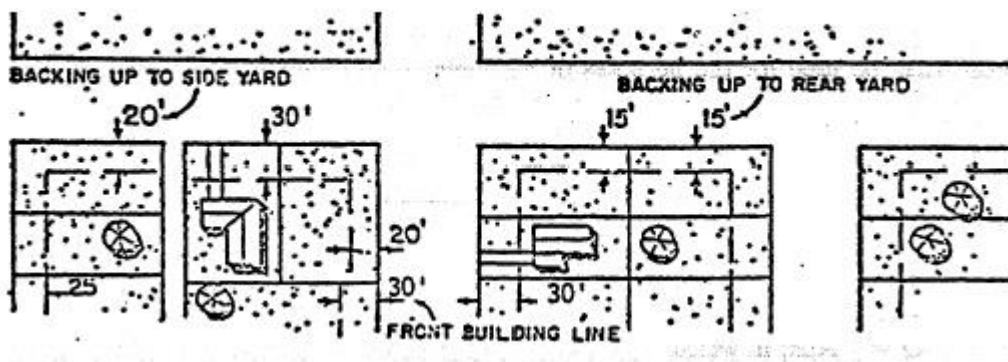


('93 Code, § 12-445) (Ord. 1041, passed 4-12-83)

§ 156.068 BUILDING LINES.

Building lines shall be provided for all residential subdivisions as follows:

- (A) A front building line shall be located 30 feet back of the street right-of-way line;
- (B) A side yard building line on the side of a corner lot abutting the street shall be located not less than 15 feet back of the street right-of-way when such lot is back to back with another corner lot and not less than 20 feet back of the street right-of-way line in every other case;
- (C) A side yard building line shall be provided not less than ten feet back of a crosswalk right-of-way line on the side of a lot abutting a midblock crosswalk; and
- (D) Restrictions requiring buildings to be located within the building lines shown on the plat shall be set forth on the plat or on a separate recorded instrument.



(`93 Code, § 12-446) (Ord. 1041, passed 4-12-83)

§ 156.069 DRAINAGE.

(A) These regulations and standards are designed, intended and should be administered in a manner to protect the various drainage areas in the city from flooding; to provide clean and sanitary channels for runoff; to prevent pollution of watersheds, streams and natural drainage channels; to prevent the encroachment of buildings and improvements on natural drainage channels; to equitably apportion the cost of improvements; to protect natural scenic areas; and to provide for the conservation of the natural resources of the area and to fulfill the requirements of the flood insurance administration. The regulations and standards herein contained shall apply to the incorporated area of the city. All subdivisions of land and all improvements of any character which affect drainage in any portion of the city shall be subject to the provisions of these regulations and be subject to approval by the City Public Works Director or his or her designee. Development within the limits of the 100-year flood shall be designed in such a manner that all finished floor elevations shall be at least one foot above the 100-year floor level; provided, however, that all earth fills within the 100-year flood level shall be approved by the City Engineer; and provided, further, that development within the 100-year flood shall not in any case plan for structures in the floodway as shown on the official flood maps.

- (B) (1) The two classes of drainage channels shall be:
 - (a) Primary drainage channels; and
 - (b) Secondary drainage channels.

(2) In general, it is intended that channels which are designated as primary channels serve a drainage area of 1,000 acres or more. It is intended by these regulations that the improvement of primary drainage channels shall be primarily the responsibility of the community as a whole, since the whole community is materially benefitted. However, the developer of the land containing a primary channel is expected to layout, design and otherwise plan and carry out his or her improvements in a manner that will not interfere with or restrict the natural flow of water or materially change the condition of runoff. Increased runoff and changes in primary channels which are created by improvements of an individual subdivision shall be the responsibility of the developer of the subdivision and shall be made in accordance with the provisions of these regulations. It is intended by these regulations that the improvement of a secondary channel shall be the responsibility of the developer of the area served by the channel, since the primary benefit is to the area served by the secondary channel and not to the community as a whole.

(C) The maximum condition of rainfall for a 100-year interval plus one-foot of freeboard shall be used for the purposes of determining all runoff for the sizing of drainage channels and structures for the city, unless otherwise specified herein. Values used in formulas for runoff and size of drainage structures shall reflect the degree of urbanization set forth in the projected land use pattern contained in the comprehensive plan for the city. The following formulas and values shall be used for calculating all stream flow and runoff for the policies and regulations established herein:

(1) Runoff from all drainage areas shall be determined by Rational Formula:

$Q = AIR$, in which

Q = Cubic feet per second

A = Area to be drained in acres, determined by field surveys for areas less than 1,000 acres and by latest government quadrangle maps for larger areas

I = Percent of imperviousness of the area may vary between 40% and 95%

R = Rate of rainfall over entire drainage area in inches per hour, based on time of concentration and latest government records for area (using 100-year storm plus one foot for primary and secondary channels).

(2) The size of closed storm sewers, open channels, culverts and bridges shall be determined using the Manning Formula:

$Q = \frac{1.486A r^{2/3} s^{1/2}}{n}$

Q = Discharge in cubic feet per second

A = Cross-sectional area of water in conduit in square feet

r = Hydraulic radius of water in conduit

s = Mean slope of hydraulic gradient, in feet of vertical rise per foot of horizontal distance

n = Roughness coefficient, based on condition and type of material of conduit lining, but not less than 0.013.

(D) All primary drainage channels which are located within, or immediately adjacent to an improvement or a subdivision shall be protected and improved by the developer as follows:

(1) All land having an elevation below the 50-year maximum flood elevation and not protected by levies or dikes shall be dedicated to the city for the purpose of providing drainage and for public park and utility easement use. The developer may retain unto himself or herself an

easement for landscaping, for installation and maintenance of ornamental elements and for fencing. Access for proper maintenance to the area of the 100-year flood shall not be obstructed;

(2) The existing channel laying within or immediately adjacent to the subdivision shall be cleaned to provide for the free flow of water, and the channel shall be straightened, widened and improved to the extent required to prevent overflow beyond the limits of the dedicated drainage area;

(3) Site improvement shall provide for the grading of all building sites and streets to an elevation where all lots, building areas and streets will not be subject to overflow and in a manner that will provide for the rapid runoff of all rainfall;

(4) Whenever channel improvement is carried out, sodding, back-sloping, cribbing and other bank protection shall be designed and constructed to control erosion for all the anticipated conditions of flow for the segment of channel involved. Planting of appropriate species for landscape beauty is encouraged;

(5) A drainage channel shall not be located in a street easement unless it is placed in an enclosed storm sewer; and

(6) Culverts, bridges and other drainage structures shall be constructed in accordance with the specifications of the city at all locations where drainage channels intersect with continuous streets or alleys.

(E) Surface drainage and all secondary channels within or adjacent to the addition shall meet the following conditions:

(1) When a subdivision is traversed by a secondary drainage channel, watercourse or stream which drains 160 acres or more of land, there shall be provided a right-of-way for drainage and public parks and public utility purposes adequate to contain all of the floodway of a 100-year maximum flood. The right-of-way shall include all of the land within the subdivision that is within the floodway as established by the official flood maps;

(2) Secondary drainage channels which have a primary function of collecting surface water from adjacent properties or intercepting and diverting side hill drainage shall be provided with an improved open channel;

(3) Secondary drainage channels which have a primary function of transporting water through the block or collecting water from cross channels and which have a drainage area of less than 40 acres shall be improved with closed storm sewers or an improved open channel when approved by the City Engineer of the city. Where the secondary drainage channel has a drainage area of greater than 40 acres, an improved open channel or closed storm sewer shall be provided;

(4) A drainage channel shall not be located in a street easement unless it is placed in a closed storm sewer;

(5) Site grading shall be carried out in such a manner that surface water from each lot will flow directly to a storm sewer, improved channel or paved street without crossing more than two adjacent lots;

(6) Surface water collected on streets shall be diverted to storm drains at satisfactory intervals to prevent overflow of six-inch high curbs during a ten- year frequency rain for the area and grades involved.

However, the minimum finished grade at the building line shall be such that it will not be affected by storms equivalent to a 100-year frequency plus one foot of freeboard;

(7) Drainage area allowed for surface flow on streets at a point of diversion shall not exceed 20 acres, regardless of flow;

(8) Drainage easements of satisfactory width to provide working room for construction and maintenance shall be provided for all storm sewers;

(9) Channel improvements shall be as follows:

(a) Open channels shall be improved by providing a paved section that will carry the runoff from a rain of 5-year frequency and a sodded section to carry the runoff from a rain of 10-year frequency. However, the minimum finished grade at the building line shall be such that it will not be affected by storms equivalent to a 100-year frequency plus one foot of freeboard. The design of the channel improvements shall be in accordance with the standards set forth on the three following figures. Where turbulence is sufficiently limited, where natural beauty is thereby preserved and where erosion will not result, the Planning and Zoning Commission may approve omitting the paved section; and

(b) Whenever an open improved channel is required or authorized for a secondary drainage channel under the provisions of these regulations and the channel crosses large residential lots (area of not less than 10,000 square feet) and the channel improvement is to be designed as an integral part of the landscaping of the area that will be maintained by the property owners of the area, then the City Council may modify the requirements of the first part of this provision to permit a channel improvement design in accordance with the third of the design alternatives shown.

(F) Requirements relating to improvements:

(1) Easements. All storm drainage features shall be placed in proper easements as set out in these regulations;

(2) Bridges and culverts. Bridges and culverts shall be as follows:

(a) All flow of water across continuous streets or alleys shall be through culverts or bridges;

(b) Bridges and culverts on primary drainage channels shall be sized to accommodate a 100-year frequency rain, plus one foot of freeboard, based on the drainage area involved;

(c) Bridges and culverts on secondary drainage channels which drain 160 acres or more of land shall be sized to accommodate a 100-year frequency rain, plus one foot of freeboard, based on the drainage area involved. However, a 50-year frequency may be used when overflow provisions are incorporated to accommodate a 100-year frequency rain;

(d) Bridges and culverts on secondary drainage channels which drain less than 160 acres of land shall be sized to accommodate a 10-year frequency rain, based on the drainage area involved; provided, that all building elevations shall have one foot of freeboard above overflows of the 100-year storm;

(e) Design of bridges and culverts shall be submitted to and have the approval of the City Engineer;

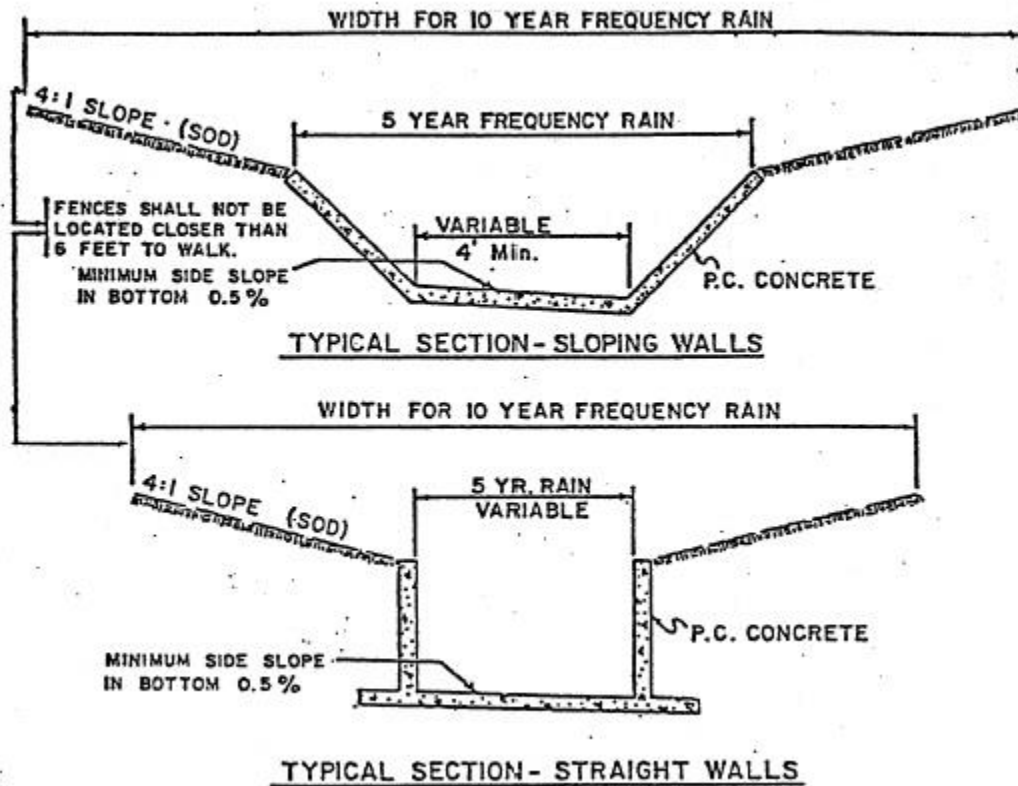
(3) Closed storm sewers. Closed storm sewers shall be constructed of pre-cast or pre-fabricated pipe or built in place of closed box design to serve a ten-year frequency rain for the drainage area involved; and

(4) Open paved storm drainage. Open paved storm drainage channels shall be approved in accordance with specifications approved by the City Engineer. Side slopes above the paved section shall be shaped and sodded on a slope of four horizontal to one vertical or flatter. Fences capable of limiting water flow or which would prevent proper maintenance and care of the drainage facility shall not be erected below the shoulder of the sodded section. Retaining walls or

other decorative elements which do not prevent necessary access for maintenance may be erected.

(G) The City Council reserves the right to require improvements, provisions of drainage easements and for provisions of agreements beyond the boundaries of the addition to facilitate flow of water through the addition and to provide continuous improvement of the overall storm sewer system.

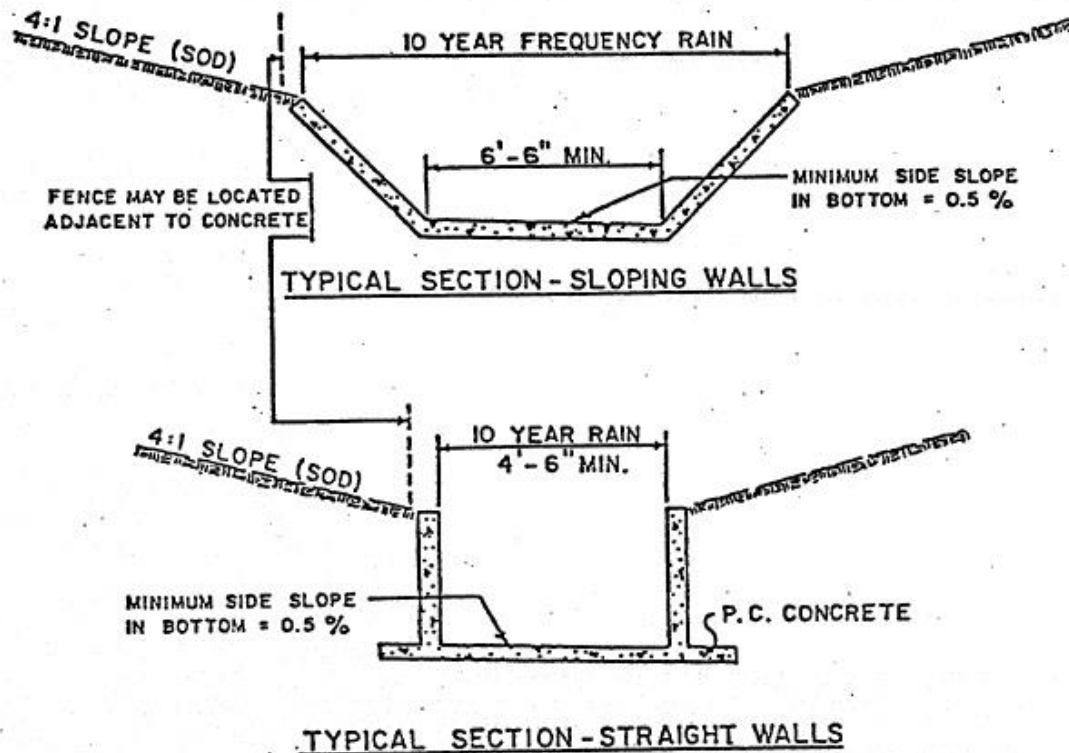
IMPROVED DRAINAGE CHANNEL



General Specifications

1. Use of sloping walls or straight walls is optional.
2. Construction of concrete lining shall conform to city specifications.
3. Straight walls shall be designed to withstand earth pressures.
4. Sloping walls shall have slope ratio of 1 horizontal to 1 vertical, or flatter.
5. Sodded slope ratio shall be 4 horizontal to 1 vertical, or flatter.
6. Concrete liners shall be structurally designed for calculated hydraulic load to be minimum 4 inches - maximum 6 inches of 3,500 lb. concrete.

IMPROVED DRAINAGE CHANNEL



General Specifications

1. Use of sloping walls or straight walls is optional.
2. Construction of concrete lining shall conform to city specifications.
3. Straight walls shall be designed to withstand earth pressures.
4. Sloping walls shall have slope ratio of 1 horizontal to 1 vertical, or flatter.
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6. Concrete liners shall be structurally designed for calculated hydraulic load to be minimum 4 inches - maximum 6 inches of 3,500 lb. concrete.

IMPROVED DRAINAGE CHANNEL

General Specifications

1. Slopes back of curb shall have a ratio of 4 horizontal to 1 vertical, or flatter.
 2. Slopes shall be sodded uniformly to permit mowing.
 3. Concrete construction shall conform to city specifications.
 4. This section shall be constructed only in those locations outlined in general policies and requirements.
 5. Concrete liners shall be structurally designed for calculated hydraulic load to be minimum 4 inches - maximum 6 inches of 3,500 lb. concrete.
- (`93 Code, § 12-447) (Ord. 1041, passed 4-12-83)



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Discussion, Consideration and Possible Action on a Preliminary Plat Extension for Property Located Near Washington Avenue and Mockingbird Lane (PC2022-14)

Request: Consider a request from Raquel Schmitz, for an extension of the preliminary plat located near Washington Avenue and Mockingbird Lane

Current Zoning: R-1, Single Family Residential

Surrounding Properties:

Direction	Zoning	Use
North	A-1 / R-1	Single Family Residential
East	C-2	Vacant Property
South	C-2	Commercial Uses
West	A-1	Single Family Residential

Lot Characteristics:

Width	~680 ft.
Depth	~1,670 ft.
Total Area	~26 Acres (~1,135,600 sq. ft.)

Applicant: Raquel Schmitz

Background: The applicant approached staff requesting a 180 day (6 month) extension on a preliminary plat. The applicant is requesting an extension in order to confirm if water will be available for this development. This property is served by a rural water district, and the developer was recently told that the water capacity is not currently available for this development. The rural water district and developers are working to complete a study to confirm if anything can be done to improve the water capacity in order to serve the anticipated homes. Therefore, the applicant is requesting additional time for the study to be completed.

This preliminary plat was originally approved on April 16, 2018. The plat received a 12-month extension in 2020 as well as 2021. No changes are being requested to the approved preliminary plat.

Analysis: The subject property is already a part of an approved preliminary plat that expired in April 2022. Per City Ordinance §155.021, if a final plat is not filed for all or part of the land shown in the preliminary plat within two years upon approval, then all approvals become void.

§155.027 offers the possibility of an extension or reinstatement procedure through a public meeting of the Planning Commission and to be heard by the City Council. This provides the Planning Commission to make a recommendation and City Council to decide on whether to extend or reinstate an existing plat.

The applicant has previously stated delays that have occurred revolving around supply shortages and the ability to find a developer or buyer for the property. This past year, they found an interested party to purchase and develop the property. However, it was recently discovered that the water capacity is an issue for this development.

Planning Commission Recommendation: The Planning Commission recommended approval of the 180 extension contingent that the plat meet the current subdivision regulations.

Staff Recommendation: Staff does not have any issues with the extension,

Required Action: Hear the item and approve or deny the preliminary plat extension/reinstatement of 180 days (6 months) for property located near Washington Avenue and Mockingbird Lane. Any specific conditions imposed by the Commission should be read into any approval motion.

Council Information / Action Requested

Planning Commission and Staff recommend approval of the 180-day extension contingent that the plat meets the current subdivision ordinance.

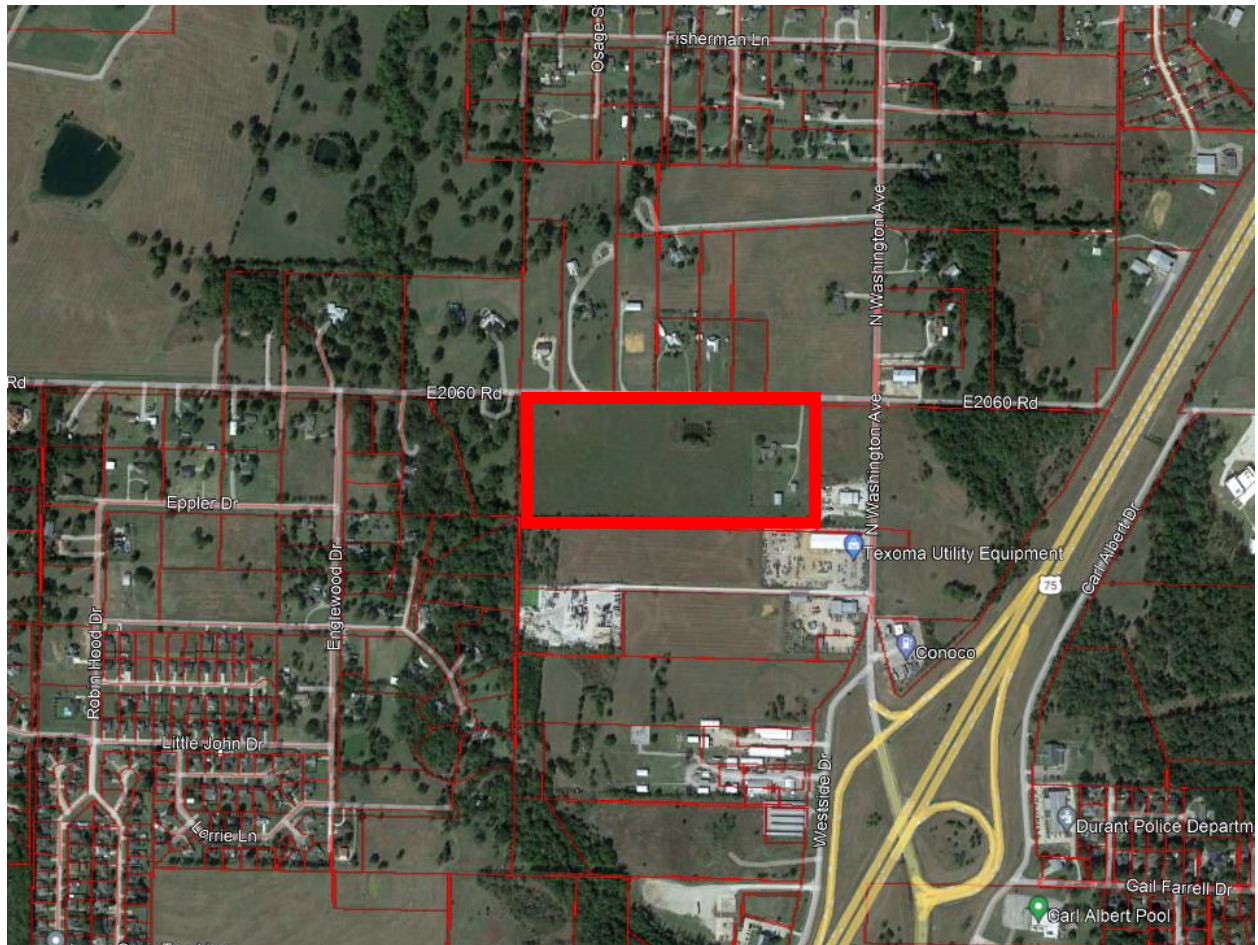
City Staff Information / Action Follow-up, if Council authorizes this action:

City Clerk
GIS
Community Development

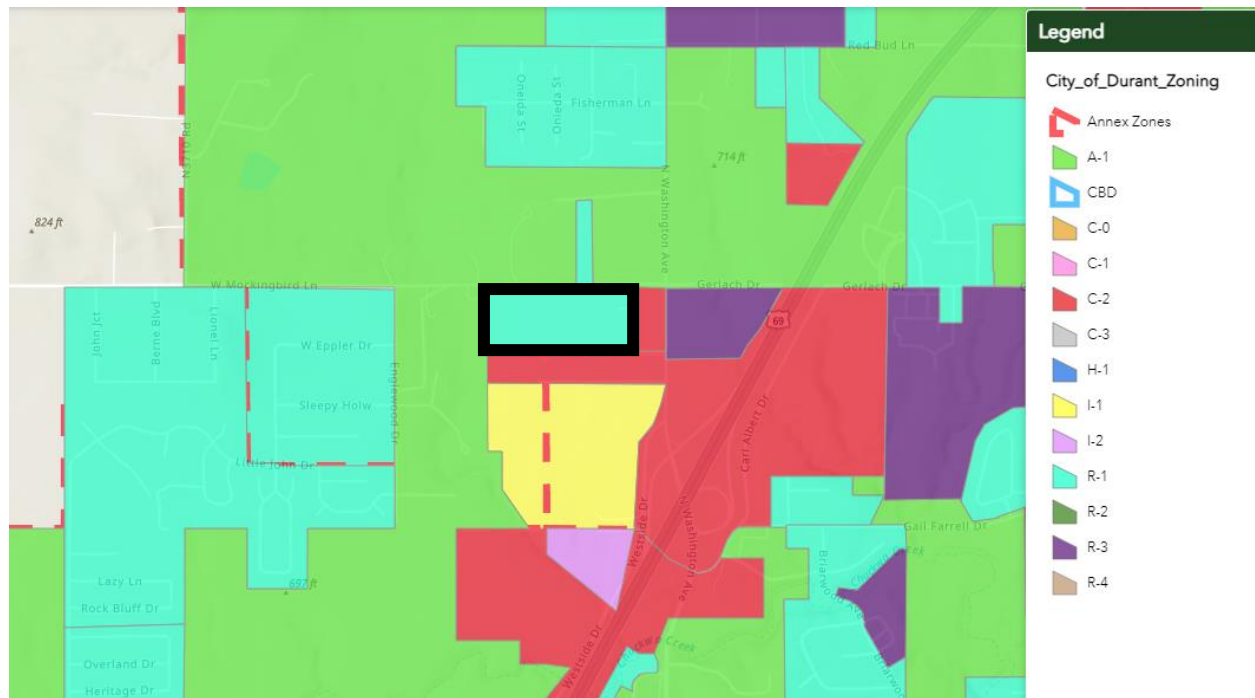
ATTACHMENTS:

1. PC 2022 14 Maps
2. Mullins Trust Extension Request 4-25-22
3. PC2022-14 Ordinance

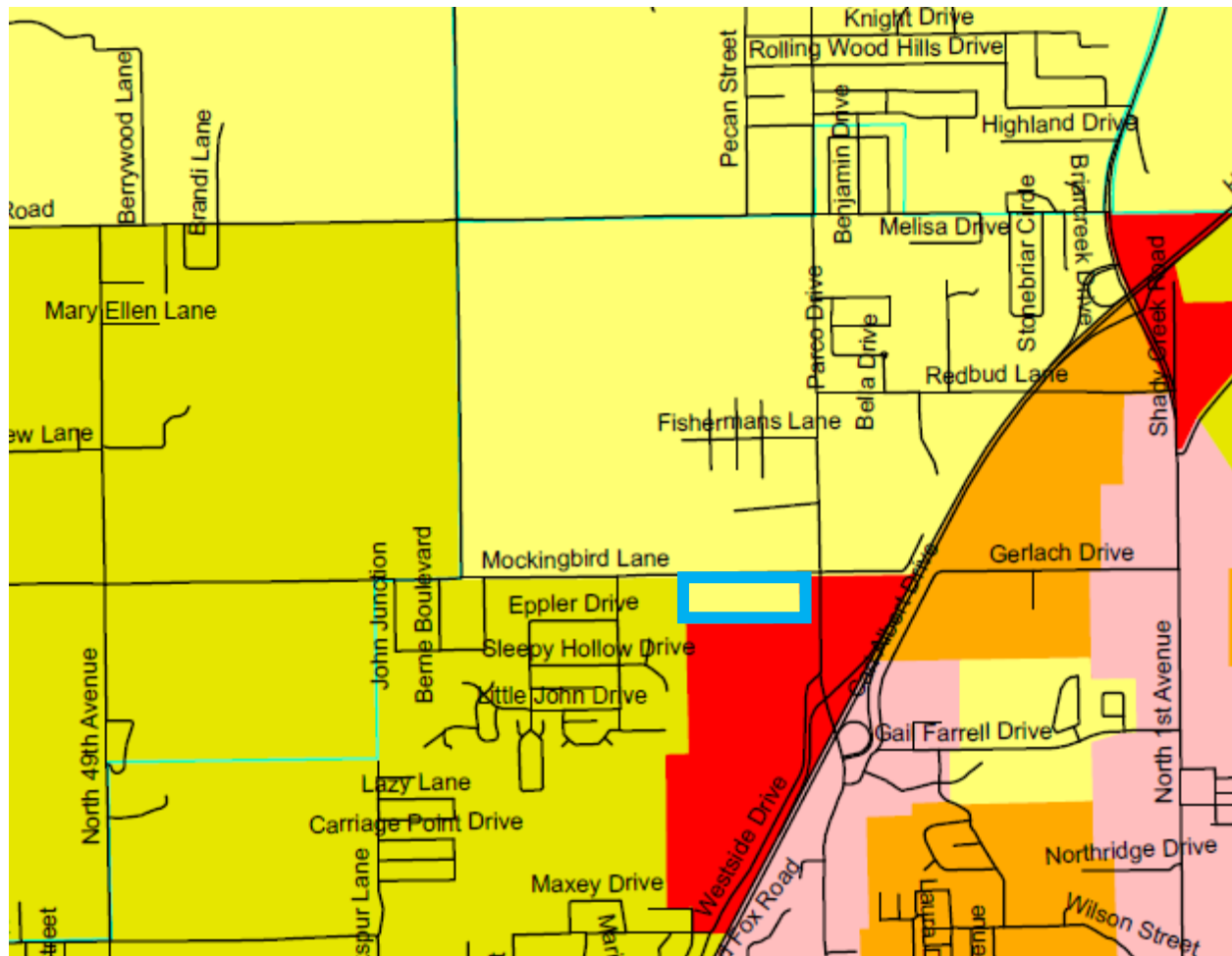
Aerial Map



Zoning Map

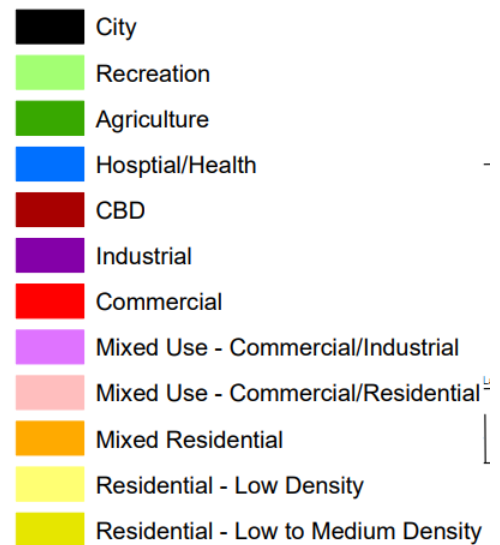


Future Land Use Map



Location is approximate

Future Land Use



April 25, 2022

To:

The Honorable Oden Grube
The Durant City Council and
The Durant Planning and Zoning Committee

RE: The Reserve Plat Extension Request

We hereby respectfully request a one hundred eighty-day (180) day extension for the current preliminary plat for the Mullins Trust Property known as The Reserve located at the southwest corner of Mockingbird and Washington in Durant, Oklahoma.

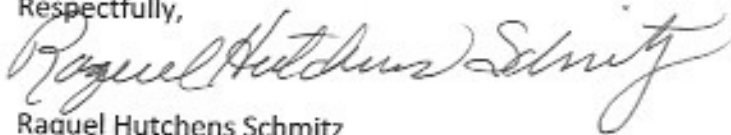
The property is currently in contract with Camden Homes, a large reputable home builder based in DFW. Tommy Kramer, a local consultant, has been hired by Camden Homes to coordinate utility services to the development with the various utility vendors. In a recent meeting between Mr. Kramer and the Oklahoma Rural Water Association it was discovered that neither the City of Durant nor Oklahoma Rural Water has adequate water capacity to service the development. This is contrary to what Mr. Marty Cooke, who was with the City of Durant at the time, had previously told us. The lack of water capacity is due to a new housing development on Mockingbird that was recently approved.

As a result, Camden Homes and Oklahoma Rural Water have agreed to study the possibility of a joint venture to construct off-site improvements to the system that will insure water supply to the development. This effort will require further engineering studies as well as costing of materials and labor to determine if the joint venture is economically feasible because of supply chain, materials and labor issues.

This study will require additional time for the developer and its engineer, Wayne Barker and Associates of Durant, the Oklahoma Rural Water's engineer, located in of Oklahoma City, as well as the City of Durant to study and approve the proposal.

We thank you in advance for your thoughtful consideration of this request. We will be happy to answer any questions you may have. Please feel free to contact me at 580-920-6603 or by email at raquelschmitz7@gmail.com.

Respectfully,



Raquel Hutchens Schmitz
Trustee of the Mullins Trust

§ 155.021 TIME LIMITATIONS.

(B) *Preliminary plats.* The applicant shall submit to the Community Development Department four copies including a digital copy of the preliminary plat and one copy of the preliminary plat checklist 15 days before the Planning Commission meeting at which consideration is requested. At the option of the applicant, a preliminary plat may be submitted without the necessary improvement plans with a request for conditional approval from the Planning Commission. A notice of public hearing shall be published in an official paper or a newspaper of general circulation in the city at least 15 days prior to the date of the public meeting. Notice shall be mailed to all owners of property located within 300 feet of the subject property as provided by a certified abstractor's list at the applicant's cost at least 20 days prior to the hearing. At the option of the applicant a preliminary plat may be submitted without the necessary improvement plans with a request for conditional approval from the City Council after receiving a recommendation from the Planning Commission. After the granting of a conditional approval of such a partial submission of a preliminary plat, the applicant shall submit the necessary improvement plans within six months. If the improvement plans are not submitted within six months, all conditional approvals shall be void. The Planning Commission and the City Council shall act upon all submissions related to the preliminary plats within 75 days of the receipt of materials or the plat shall be considered to have been approved. If a final plat covering all or part of the land shown in a preliminary plat has not been filed with the Community Development Department within two years after the approval of the preliminary plat, then all approvals shall be void.

§ 155.027 EXTENSION AND REINSTATEMENT PROCEDURE.

(A) Sixty days prior to or following the lapse of approval for a sketch plat, preliminary plat, or final plat as provided in these regulations, the property owner may petition the Planning Commission and the City Council to extend or reinstate the approval. Such petition shall be considered for recommendation at a public meeting of the Planning Commission and shall be considered at the City Council.

(B) In determining whether to grant such requests, the Planning Commission and the City Council shall take into account the reasons for the lapse, the ability of the property owner to comply with any conditions attached to the original approval, and the extent to which newly adopted subdivision regulations shall apply to the plat. The Planning Commission and the City Council shall extend or reinstate the plat, or deny the request, in which instance the property owner must submit a new application for approval.

(C) The Planning Commission and the City Council may extend or reinstate the approval subject to additional conditions based upon newly enacted regulations or such as are necessary to assure compliance with the original conditions of approval. The Planning Commission and the City Council may also specify a shorter time for lapse of the extended or reinstated plat than is applicable to original approvals.

(D) The approval of a preliminary plat for a portion or phase of a sketch plat, or the approval of a final plat for a portion or phase of a preliminary plat, shall not automatically affect the expiration of approval of the sketch plat or preliminary plat as it pertains to the balance of the property. Extensions and reinstatement of a sketch plat, preliminary plat, or final plat may be approved under the provisions of this section.

(Prior Code, § 156.027) (Ord. 1573, passed 11-13-2007; Ord. O-2021-20, passed 8-10-2021)



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Discussion, Consideration and Possible Action on Investigation and Report on the Location and Design of a New Playground Structure for Keithley Park

Request: Discussion, Consideration and Possible Action on Investigation and Report on the Location and Design of a new piece of playground equipment for Keithley Park.

Background: OS Title 11 Section 45-104, "Before final action may be taken by any municipality or department thereof on the location, construction, or design of any public building, statue, memorial, park, parkway, boulevard, street, alley, playground, public ground, or bridge or the change in the location or grade of any street or alley, the question shall be submitted to the planning commission for investigation and report". There is no statutory requirement for Planning Commission approval, only an investigation and report. The Parks Director has been working to upgrade and replace existing playground equipment within the city parks, and is looking at replacing a piece of equipment at Keithley Park. The structure is 38 feet 4 inches tall, 66 feet 7 inches wide, and 1,879 square feet total.

Analysis: According to the State Statutes and City Ordinances, the Planning Commission and City Council is required to investigate and report on the location, construction or design of any playground. Therefore, this item is coming before you for investigation and report.

State Statute:

§11-45-104. Public improvements and plats of land - Planning commission review - Subdivision regulations - Rural land not served by municipal water and sewer facilities.

A. Before final action may be taken by any municipality or department thereof on the location, construction, or design of any public building, statue, memorial, park, parkway, boulevard, street, alley, playground, public ground, or bridge, or the change in the location or grade of any street or alley, the question shall be submitted to the planning commission for investigation and report. Counties and school districts may be exempted from the payment of a fee to obtain any license or permit required by a zoning, building, or similar ordinance of a municipality.

City Code of Ordinances:

§ 157.08 INVESTIGATORY POWERS; SUBDIVISION OF LAND.

(A) The Planning Commission may consider and investigate any subject matter tending to the development and betterment of the city and make recommendations as it may deem advisable concerning the adoption thereof to any department of the municipal government and for any purpose make, or cause to be made, surveys, maps, or plans. Before final action shall be taken by the City Council, or any department of the city government, on the location and designs of any public building, statue, memorial, park, parkway, boulevard, street and alley, playgrounds, public grounds,

bridge, or the change in location of any street or alley, or the grade thereof, such question shall be submitted to the Planning Commission for investigation and report.

(B) All plans, plats, or replats of land laid out in lots or plats and streets, alleys, or other portions of the same intended to be dedicated to public or private use within the corporate limits of the city shall first be submitted to the Planning Commission for its approval or rejection.

(Prior Code, § 158.008) (Ord. 1544, passed 3-13-2007)

Planning Commission Recommendation: Planning Commission supports the placement of the new playground equipment to be located at Keithley Park.

Staff Recommendation: Staff recommends approval of the placement of the new playground equipment to be located at Keithley Park.

Required Action: Hear the item, investigate and report on the placement of the new playground equipment to be located at Keithley Park.

Council Information / Action Requested

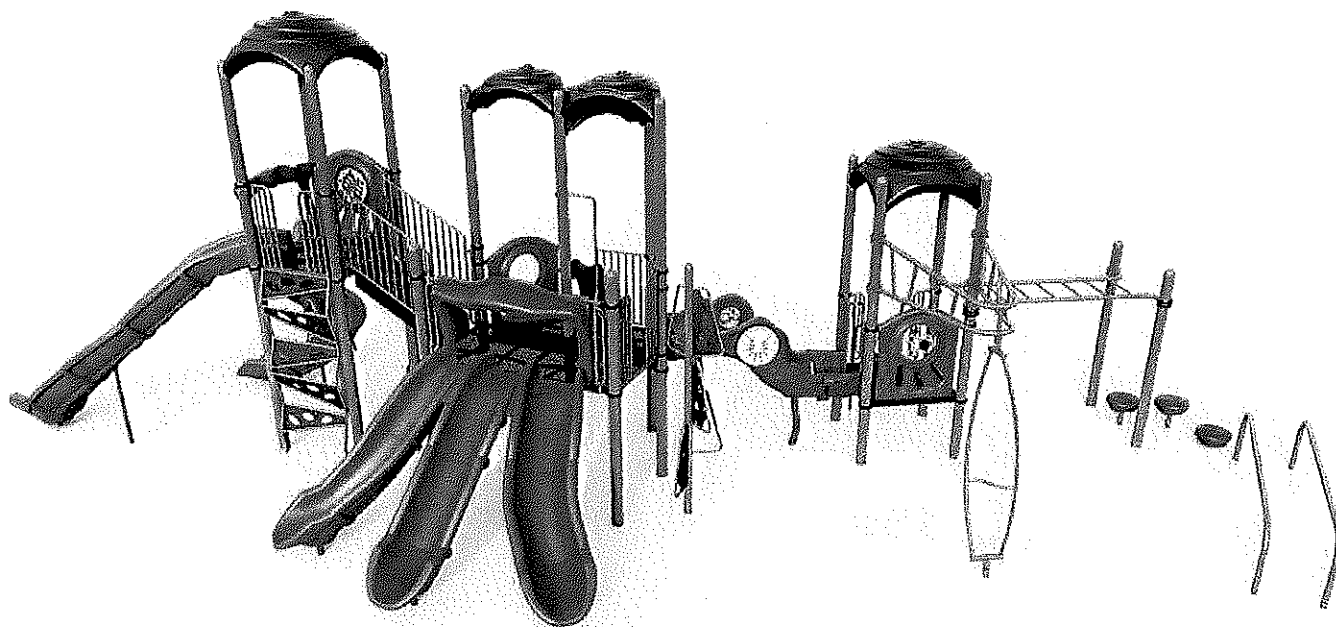
Planning Commission and staff recommends the location and design of the new playground structure for Keithley Park.

City Staff Information / Action Follow-up, if Council authorizes this action:

City Clerk
Community Development
Parks Department

ATTACHMENTS:

1. Keithley Park Rolling Hills diagrams
2. Keithley Park plans



No matter what your recreation requirements might be—from large, inclusive, ramped units, to the smallest single deck structure—Play & Park Structures has a product line designed to meet your space requirements as well as your budget.

Features and Benefits:

1

Color Palette: waterfall
Age: 5-12
Capacity: 55-65
Critical Fall Height: 8'

800-727-1907

We really know how kids really play

play&park
structures®
A PLAYCORE Company

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2022 Q1 Promo Unit
20-148108

Play & Park Structures

This play equipment is recommended for children ages: 5-12
Minimum Area Required: 66'-7" x 38'-4"

Scale: NTS
This drawing can be scaled only when in an 11" x 17" format

Drawn By:
Date: 2/10/21
Quote Number: 20-148108

play&park structures
4414 Jackson Street
544 Chicago, IL 60630
800-227-1807 / www.playandpark.com



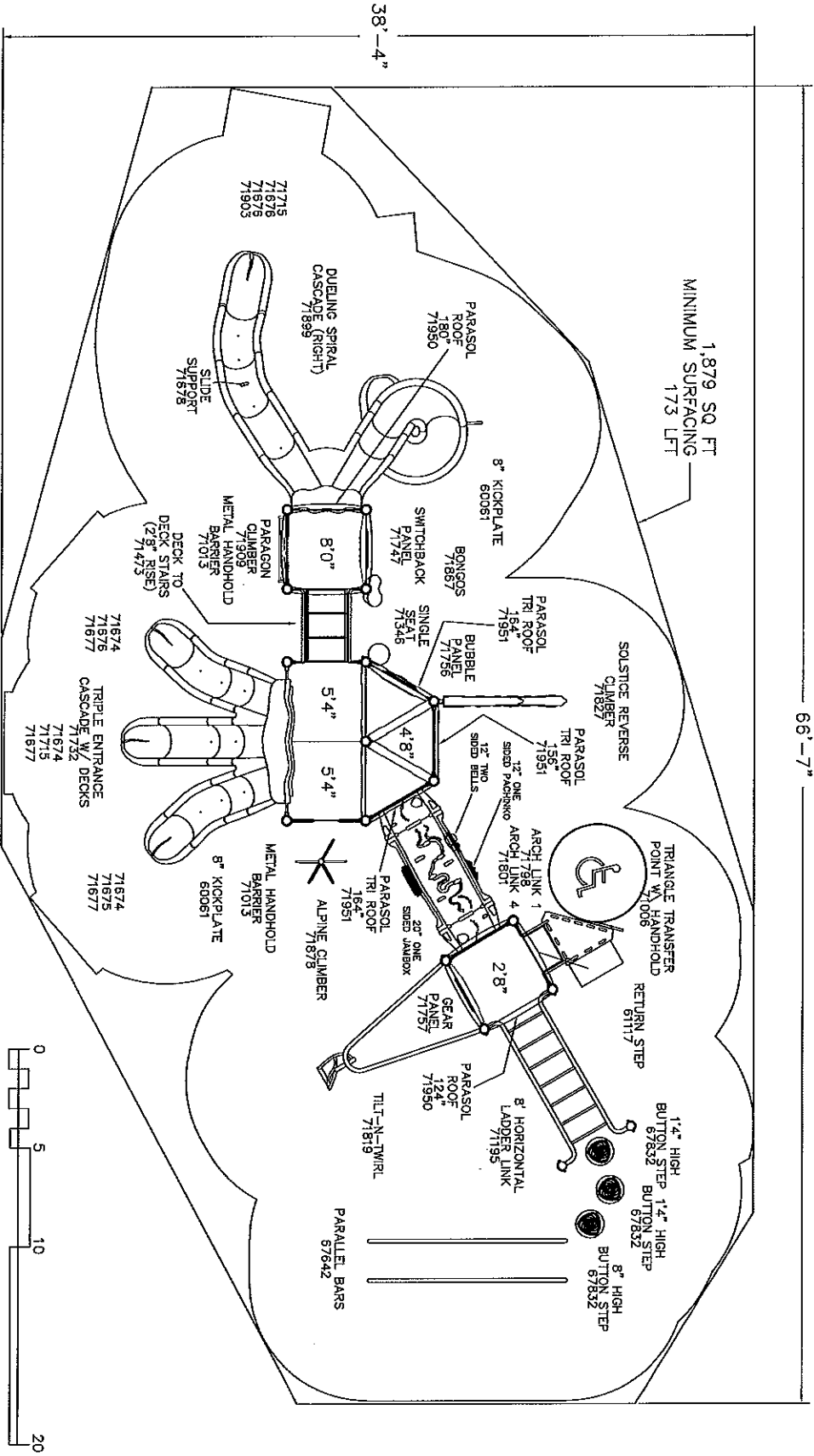
Total Play Components
Elevated Play Components Accessible by Ramp
Elevated Components Accessible by Transfer
Accessible Ground Level Components Shown
Different Types of Ground Level Components

17
10
10
7
5
2

User Capacity
55-65
Critical Fall Height
8'-0"

SUPERCO
PLAY SYSTEMS

66'-7"



It is the manufacturer's opinion that the structure shown herein complies with current and standards concerning accessibility if used with proper accessible surfacing and together with other necessary ground level play equipment.
IMPORTANT: Never install play equipment over hard, unresilient surfaces such as asphalt, concrete, or compacted earth. It is the owner's responsibility to ensure the "minimum area required" contains an appropriate amount of resilient material to cushion accidental falls.

ISO
9001
CERTIFIED

Keithley Park

The structure is roughly 68ft x 38ft and will be replacing the old structure currently existing at Keithley Park

Legend



Rolling Hills playground structure

NE 3rd Ave

NE 4th Ave

E Cede

Google Earth

100 ft



Keithley Park

E Cedar St

The structure is roughly 68ft x 38ft and will be replacing the old structure currently existing at Keithley Park

Legend

 Rolling Hills playground structure

NE 3rd Ave

NE 4th Ave

Google Earth



100 ft



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: Discussion, Consideration and Possible Action on a Memorandum of Understanding with the Durant Tourism Economic Development Authority Regarding Maintenance of the Area in the Vicinity of Main Street and 69/75 Intersection.

This Memorandum of Understanding sets the framework for the development of a contract for services the City will provide as requested by DTEDA to maintain the right of way area between 21st Avenue and University Place along Main Street and along 69/75 north to West Live Oak Street (Approximately 25 acres). City Staff is working on a cost to maintain the area to the standard desired by the DTEDA.

Council Information / Action Requested

Staff recommends approval of the Memorandum of Understanding with the Durant Tourism Economic Development Authority.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. City of Durant-DTEDA MOU

Memorandum of Understanding

Between

Durant Tourism and Economic Development Trust Authority

And

City of Durant, Oklahoma

Preamble:

WHEREAS Durant Tourism and Economic Development Trust Authority (“Authority”) and City of Durant, Oklahoma (“Durant”) wish to present the best possible image of the City, and;

WHEREAS most travelers coming to the City pass by or exit at the Main Street exit from US Highway 69/75, and;

WHEREAS the area around the Main Street exit from US Highway 69/75 was formerly decorated with monuments and maintained as an attraction to the City, and;

WHEREAS maintaining and beautifying the area around the Main Street exit from US Highway 69/75 will have a positive impact on visitors and businesses in the City,

Now therefore the parties, Durant Tourism and Economic Development Trust Authority and City of Durant, Oklahoma, agree to collaborate as follows:

I. PURPOSE:

This Memorandum of Understanding (“MOU”) outlines the basis upon which the parties will work together to improve the area around the Main Street exit from US Highway 69/75, the area being defined as running along Main Street from Westside Drive on the West end to North 21st street on the East end and taking in the exit cloverleaf.

This MOU is intended to describe, among other things, the general terms and conditions of the parties’ relationship. To the extent that certain projects require more detail, the terms and conditions of such projects shall be set forth in statements of work that shall be attached to this MOU and deemed incorporated herein.

II. TERMS OF COLLABORATION:

Durant will provide workers and equipment to maintain and beautify the area around the Main Street exit from US Highway 69/75.

Authority will provide funding to cover or offset the cost of the maintenance and beautification of the area around the Main Street exit from US Highway 69/75.

The parties agree that any funding agreement will be based upon budgeted funds available to Authority for any fiscal year during which the agreement continues.

III. EFFECTIVE DATE

This agreement will be effective on the date on which the second party executes the agreement. The agreement shall be renewable from year to year but may be terminated by mutual consent or by either party upon ninety (90) days' notice.

IV. INFORMATION AND COMMUNICATION

This collaboration will be coordinated through the office of the Durant City Manager, John Dean, and through the Executive Director of Durant Area Chamber of Commerce, Janet Reed.

V. ACCOUNTABILITY

Authority is providing funding and expects that Durant will make reasonable efforts to maintain and beautify the area around Main Street exit from US Highway 69/75. If it appears at any time that the area around Main Street exit from US Highway 69/75 is not being maintained or beautified as agreed Authority, shall have the authority to inspect financial records to ensure that funding is being spent and efforts are being made as agreed.

VI. DISPUTE RESOLUTION

Any dispute that arises under this agreement shall be settle at mediation or binding arbitration, with venue in Bryan County, Oklahoma and the laws of the State of Oklahoma controlling.

VII. SEVERABILITY

Any provision of this agreement which is or may become illegal, invalid, or unenforceable shall be severed from the balance of the agreement without invalidating the remainder of the agreement.

VIII. ASSIGNMENT, TRANSFER, AND DELEGATION

No party to this agreement shall be entitled to assign, transfer, or delegate any of its rights or obligations under this agreement. This MOU may not be amended or modified except with the written consent of both parties.

IX. MISCELLANEOUS

1. This MOU does not authorize any party, without the prior written consent of the applicable other party, to use in advertising, publicity, public communications or otherwise (including, but not limited to, any press releases, sales materials, product literature, web sites, or using the relationship that is established under this MOU for the purpose of soliciting funds from current or potential donors) the name of the other applicable party or its trustees.

2. NO PARTY SHALL BE LIABLE TO THE OTHER FOR DAMAGES OF ANY KIND OR NATURE AS A RESULT OF THIS MOU OR THE RENDERING OF THE SERVICES.

3. Nothing contained in this MOU will be construed as creating any agency, partnership, joint enterprise or other similar relationship between the parties. The relationship between the parties will at all times be that of independent contractors. Neither party will have authority to contract for or bind the other in any manner whatsoever. This MOU confers no rights upon either party except those expressly granted herein, and does not confer any right upon either party to make any representation or commitment on behalf of the other.

4. If because of a Force Majeure, either party is unable to perform in whole or in part its obligations as set forth in this MOU, then such party will give the other party prompt written notice of such cause, and will be relieved of those obligations to the extent it is unable to perform for as long as such cause continues or for thirty (30) days, whichever is shorter. "Force Majeure" shall mean any earthquake, fire or other acts of God, riot, war, act of terrorism, formal restrictions on travel imposed by a governmental agency, or political instability that, in the reasonable opinion of a party, renders it undesirable to travel to a destination to render services under this MOU. If after thirty (30) days the party affected by such Force Majeure is unable to continue performance, the other party may terminate this MOU.

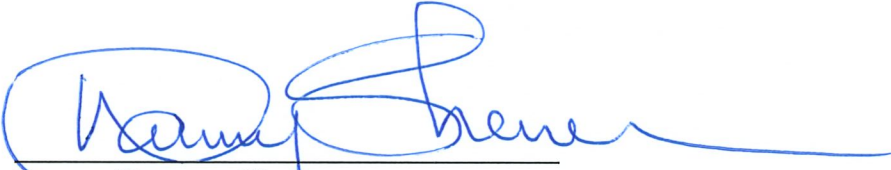
[Signature page to follow]

Dated this _____ day of _____, 2022.

Signed of behalf of:
City of Durant, Oklahoma

John Dean, City Manager

Signed of behalf of:
Durant Tourism Economic Development Trust Authority



Danny Sherrer, Chairman



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Lisa Taylor, Director
Re: Discussion, Consideration and Possible Action on Small Business Grant Programs and Budgeting \$260,000 of Economic Development Sales Tax Funds for Small Business Grants.

The Durant Industrial Authority wishes to implement two Small Business Grant Programs for Durant Businesses, and has approved a budget of \$260,000 from the Economic Development Sales Tax Fund to support the programs.

Council Information / Action Requested

Staff recommends approval of grant programs and the necessary budget amendment to fund the programs.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Durant Small Business Grant Package
2. Durant Small Business Technology Grant Package
3. DIA 05032022 Minutes (1)
4. BA 22-9 DIA ED



DURANT INDUSTRIAL AUTHORITY

PO Box 578 • Durant, OK 74701
(580) 924-7254 | (580) 916-1512
Email: ltaylor@durant.org
www.ok-durant.org



Durant Small Business Grant Program Guidelines

Overview

The Durant Industrial Authority of the City of Durant, Oklahoma (the “DIA”) recognizes that the success of small businesses is essential to a diverse and successful economy. The Durant Small Business Grant Program was created to assist in the growth and retention of viable small businesses in the City of Durant, Oklahoma. The objective of this pilot program is to support small business owners (for-profit business with fifteen (15) or fewer employees) in the expansion and maintenance of their small business located in the designated area.

This grant is a one-time, monetary award given to a small business and shall not exceed \$5,000. The minimum grant award is \$500. The grants will be committed and funded on a first-come, first-served basis contingent upon availability of funds. There is a limit of one grant per tax identification number. Grants are awarded to applicants who have provided a complete application package and have met all eligibility requirements.

Grant Eligibility

A business may qualify for consideration provided it meets all of the following:

- Must be a for-profit small business. For the purpose of this grant, a small business is defined as a business entity with fifteen (15) or fewer employees. Employees include the owner, part-time, and full-time employees. Not-for-profit businesses, organizations and entities are not eligible for this program.
- The business must be located in a Low to Moderate Income Area/ New Markets Tax Credit census tract at the time of application. To determine if your business is located in an eligible area, review our “Determining If a Business Is located in an Eligible Area” instructions.
- The business must pay every employee a minimum of 1.5 times federally mandated Minimum Wage.
- The business and business owner(s) must be current on all local taxes or fees (real estate, personal property, business license, etc.).
- The business owner must submit an acceptable business plan. A sample business plan and list of components required to be included in the plan are included with the application packet.
- The business owner must complete **one** of the following:
 - Completion of 30 hours of small business training (combination of small business courses and one-on-one counseling, provided by the Oklahoma Small Business Development Center, REI Women’s Business Center or Choctaw Small Business Development.)
 - Successfully complete the Durant Small Business Bootcamp, as conducted by the Oklahoma Small Business Development Center. (Certificate of Completion is required).



DURANT INDUSTRIAL AUTHORITY

PO Box 578 • Durant, OK 74701
(580) 924-7254 | (580) 916-1512
Email: ltaylor@durant.org
www.ok-durant.org



Members of the Durant Industrial Authority and/ or of the Durant City Council, and their immediate family members (Mother, Father, Spouse, Siblings and Children) are not eligible for participation in the Durant Small Business Grant Program.

Eligible Use of Funds

Funds must be used to improve an existing small business. Examples of eligible uses include:

- Marketing and Advertising Expenses
- Equipment (New or Used)
- Computer Hardware or Software
- Development of Online or Mobile Presence
- Consultant Services
- Training and Certifications
- Other Expenses as Approved by the DIA

Please note that expenses must not be incurred until after the application has been approved and all applicable parties have signed the grant agreement.

Ineligible Use of Funds

Examples of ineligible uses include but are not limited to the following:

- Purchase of Inventory
- Personal Expenses
- Purchase of Construction Equipment
- Salaries and/or Payroll

Terms

The applicant must comply with all Federal, State and/or Local requirements for operating the business. Some requirements are:

- Business License Tax
- Codes Compliance Regulations
- Local, State and Federal taxes
- Health and Safety Regulations

The applicant must also:

- Provide a business plan, information on the target market, list of any other financial sources and an itemized list of the proposed use of funds to include the cost of each expense.
- Sign a grant agreement and return within 30 days of the agreement date.
- Maintain a business location in the defined geographic area of Durant, OK for at least one (1) year after receiving DIA Small Business Grant funds. Failure to do so may result in a requirement to repay grant funds.
- Submit a Grant Expenditure Report form and receipts for eligible expenses no later than the 20th of each month. Grant expenses must not be incurred until after the application has been approved and all applicable parties have signed the grant



DURANT INDUSTRIAL AUTHORITY

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agreement. Failure to do so may result in a requirement to repay grant funds.

Grant Application Process

Completed applications and any required supporting documentation must be submitted to the DIA by mail, hand delivery or email. Applicant must submit a valid government issued identification (i.e. Passport, Drivers' License etc.) and a completed Request for Taxpayer Identification Number and Certification (IRS Form W-9) with the application.

Following review, the applicant will be sent a notification of decision by mail or email. If approved, the applicant will be provided the amount of the grant funding they are eligible to receive and advised of the next steps in the process (grant agreement, reporting requirements, etc.).

Grant payments will not be issued until the application has been approved by the DIA, and the signed grant agreement has been processed. The fully executed grant agreement must be returned within 30 days of the agreement date.

The DIA reserves the right to deny approval of any application for reasons including, but not limited to, using funds to meet an equity investment requirement of other available business assistance programs, competitiveness of applications received, modifications to grant criteria, etc.

Program Administration

Interested individuals should contact the Executive Director of the DIA (580) 924-7254 or econdev@durant.org regarding the application process or questions.

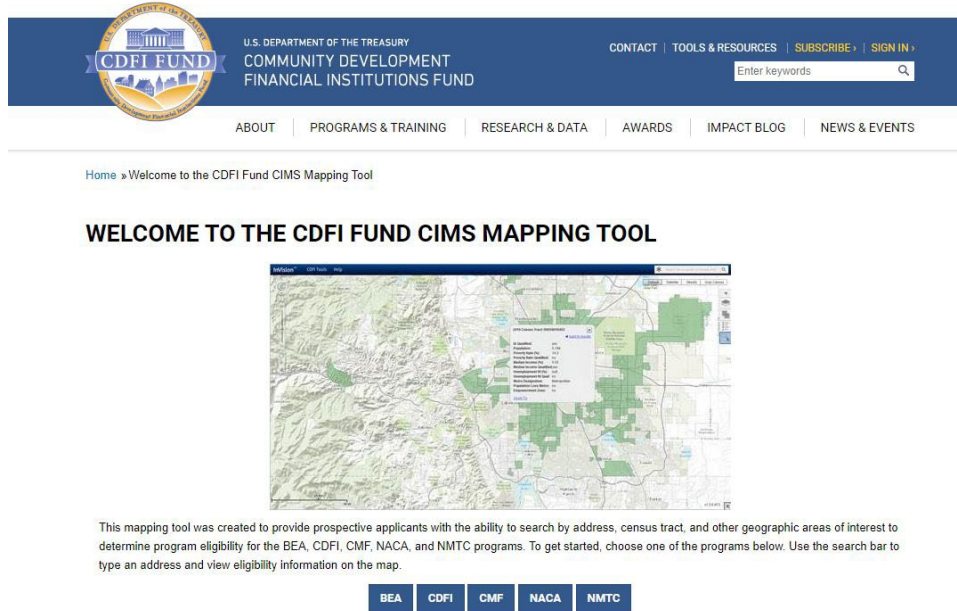
DIA staff will review all grant applications for eligibility and will make recommendations for funding to the DIA and the Durant City Council. To ensure that projected expenses are reasonable, each grant will be evaluated on the amount of funding requested and the identified use of the funds. Every effort will be made to maximize resources to support as many small businesses as possible.

If the application is not approved, the applicant may reapply for a Durant Small Business Grant after six (6) months. All issues identified by the staff must be addressed prior to resubmission. No more than two (2) resubmissions are permitted within a two (2) year period. There is no application fee. Lifetime limit of one grant per business and/or individual.

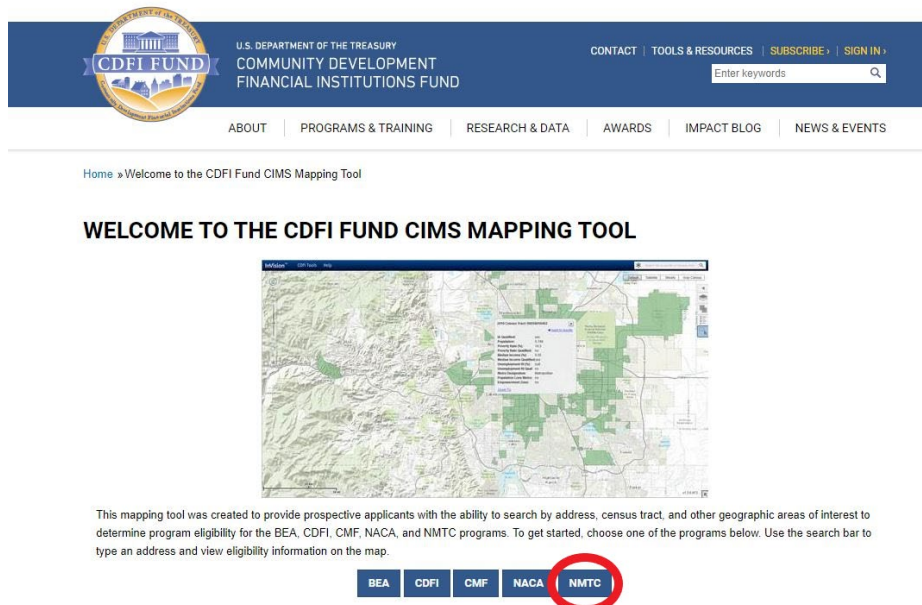
Durant Small Business Grant Program LMI Determination Procedures

In order to qualify for the Micro Enterprise Grant, the business must be located in a low to moderate income area at the time of application. To determine if your business is located in a low to moderate income/ NMTC area follow the instructions provided below.

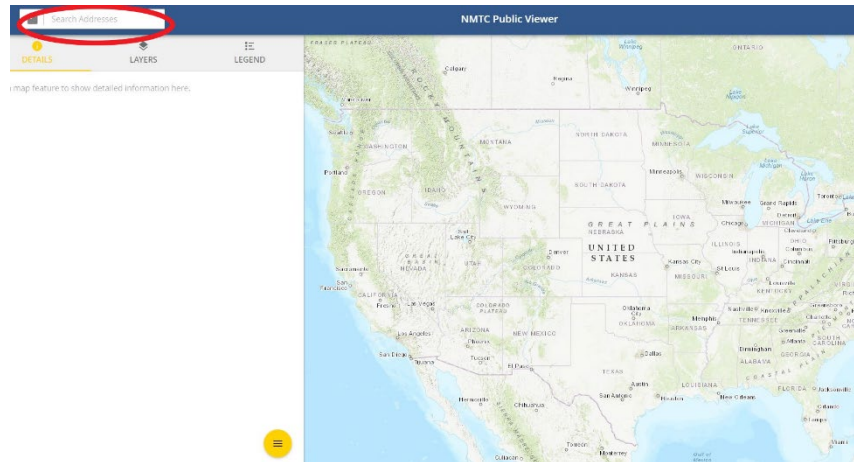
1. Go to the US Department of the Treasury CDFI Fund website at <https://www.cdfifund.gov/cims3>



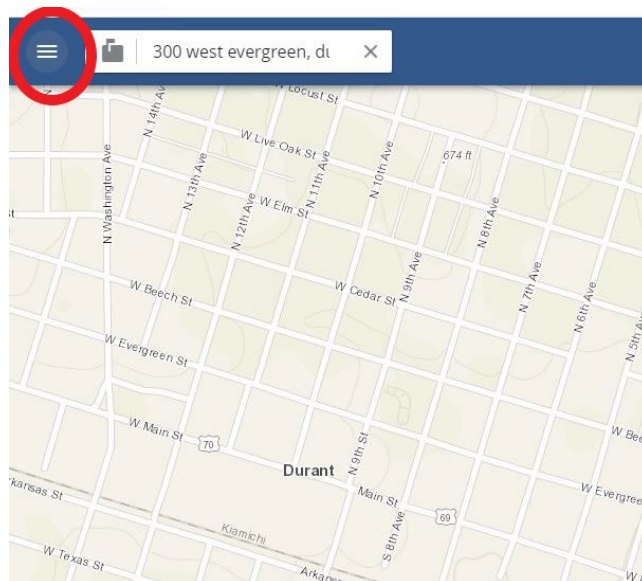
2. Click on “NMTC”



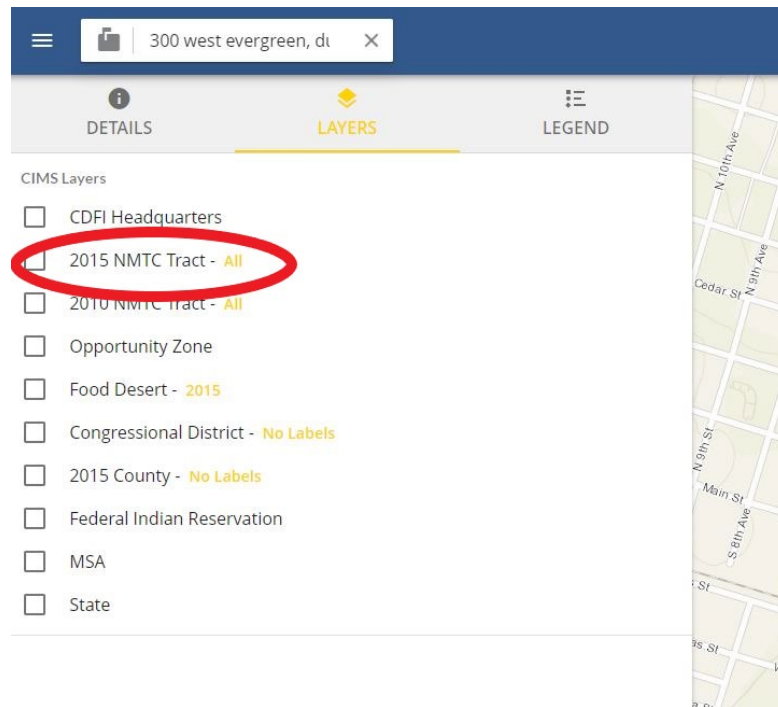
3. Enter the complete physical address of the applicant business (street address, city, state, and zip code).



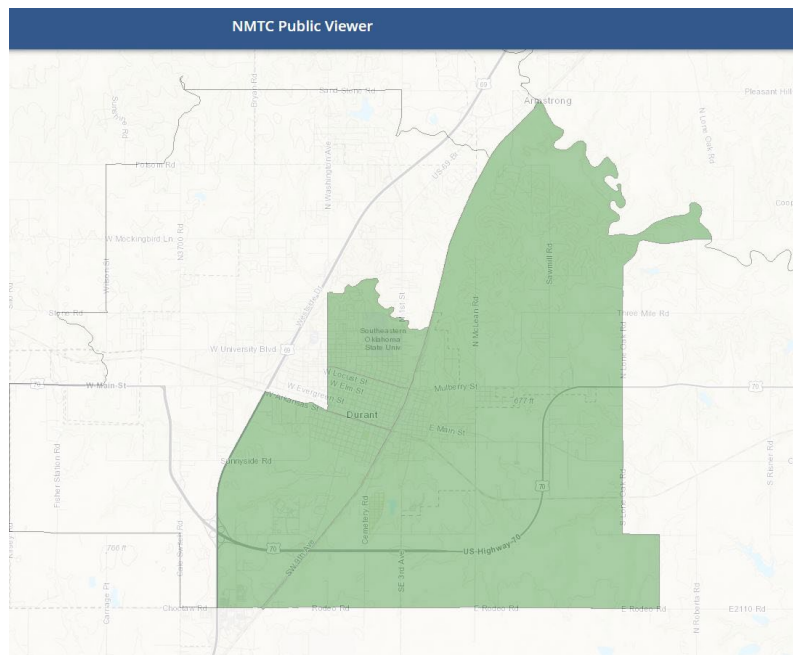
4. Click on the menu to reveal a list of available layers.



5. Select “2015 NMTC Tract”.



6. If your business is located within the GREEN shaded area on the map, you are located within an eligible area for the Durant Small Business Grant Program.



Durant Industrial Authority Small Business Grant Program Application Package

(Name of Applicant)

(Date Submitted)

(Signature of Applicant)

(Grant Amount Requested)

Application Submission:
The application must be signed by the business owner.

Mail to:
Durant Industrial Authority
ATTN: Lisa Taylor
PO Box 578
Durant, OK 74701

Or, Deliver to:
Durant Industrial Authority
10 Waldron Road
Durant, OK 74701

Please call (580) 924-7254 with questions.

Completed applications can also be submitted electronically as a PDF to econdev@durant.org.

Small Business Grant Program Application

I. INFORMATION ABOUT THE BUSINESS

Have you previously received a Durant Small Business Grant? Yes ☐ No ☐

Legal Name of Business: _____

Trade Name/DBA _____

Legal Entity Structure (Sole Proprietor, LLC, Corporation etc.): _____

Is the Business a non-profit? Yes ☐ No ☐

Business Address: _____

City: _____ Zip Code: _____

Mailing Address (if different from physical address): _____

City: _____ State: _____ Zip Code: _____

E-Mail: _____

Business Phone: _____ Mobile Number: _____

Year Business Established: _____

Current number of employees: Full-time _____ Part-time _____

Federal ID # _____ NAICS Code _____

Business Website: _____

Preferred Method of Contact (business, mobile or email): _____

Please provide a description of the business and services/products offered:

Use this space to add any other relevant information about you and/or your business:

II. BUSINESS OWNER INFORMATION

Please list below business owner (s) information (Please attach additional sheet if more space is needed).

Owner's Name: _____ Title: _____

Percentage of Ownership: _____

Home Address: _____ City: _____ State: ____ Zip Code: _____

Telephone: _____ E-Mail: _____

Owner's Name: _____ Title: _____

Percentage of Ownership: _____

Home Address: _____ City: _____ State: ____ Zip Code: _____

Telephone: _____ E-Mail: _____

III. GRANT INFORMATION

Amount of Grant Funding Request: \$ _____

List Other Funding Sources (if any) and Identify Amounts (Attach additional sheet if more space is needed).

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Project Estimate: \$ _____

Please describe how this grant will help your business:

Please describe how the business will continue operating once the grant funds have been spent:

Please describe assets (equipment, tools, technology infrastructure and upgrade, professional services) to be acquired with grant funding (if applicable) and why they are needed for the business:

IV. USE OF FUNDS

Please list how the funds will be utilized. All expenditures must be reasonable, allowable and necessary for the activities of the business requesting the funding. Due to limited funding, applicants are advised to prioritize grant requests to one or more related items that will significantly impact the business (Please attach additional sheet if more space is needed).

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total \$ _____	

V. SIGNATURES

All property/business owners, partners, etc. must sign this application form. If there are any questions, please call Economic Development staff at (580) 924-7254.

I certify that I have read and understand the Durant Small Business Grant program guidelines and that the information contained herein is true, complete and correct to the best of my knowledge. I certify that I have authority to apply for this grant on behalf of the business described herein. I understand that this information may be made available for public review and is subject to the Oklahoma Freedom of Information Act. In the event of grant approval, I grant permission to the Durant Industrial Authority and its designees to release publicity articles regarding the financing of the project. A personal credit check of the principal owner and/or key individuals, as well as a background check, may be made. By signing below, I agree that the grant will be used for business purposes only and not for household, personal or consumer usage. I understand that any willful misrepresentation on this application and any other grant related documents could result in a requirement to repay grant funds and/or a violation of Local, State and/or Federal code.

Name (Print) _____

Name (Print) _____

Signature _____

Signature _____

Date _____

Date _____

E-mail _____

E-mail _____

Name (Print) _____

Name (Print) _____

Signature _____

Signature _____

Date _____

Date _____

E-mail _____

E-mail _____

VI. REQUIRED ATTACHMENTS FOR ALL APPLICATIONS

- ☒ Company's Business Plan
- ☒ Copy of Certificate of Occupancy from the City of Durant
- ☒ Completed Current W-9
- ☒ Copy of Certificate of Good Standing from the Oklahoma Secretary of State
- ☒ Certification of Completion from Business Training or Bootcamp, as listed in Guidelines
- ☒ Unexpired Government Issued Identification (Passport, Drivers' License etc.)
- ☒ Any Other Information That Will Assist Our Review Committee in Evaluating Your Grant Request.



DURANT INDUSTRIAL AUTHORITY

PO Box 578 • Durant, OK 74701
(580) 924-7254 | (580) 916-1512
Email: ltaylor@durant.org
www.ok-durant.org



Durant Small Business Technology Grant Program Guidelines

Overview

The Durant Industrial Authority of the City of Durant, Oklahoma (the “DIA”) recognizes that the success of small businesses is essential to a diverse and successful economy. The Durant Small Business Grant Program was created to assist in the growth and retention of viable small businesses in the City of Durant, Oklahoma. The objective of this pilot program is to assist small business owners (for-profit business with fifteen (15) or fewer employees) in the acquisition of information technology hardware and/ or software to be used for their small business.

This grant is a one-time, monetary award given to a small business and shall not exceed \$2,000. The grants will be committed and funded on a first-come, first-served basis contingent upon availability of funds. There is a limit of one Durant Small Business Technology Grant per tax identification number. Grants are awarded to applicants who have provided a complete application package and have met all eligibility requirements.

Grant Eligibility

A business may qualify for consideration provided it meets all of the following:

- Must be a for-profit small business. For the purpose of this grant, a small business is defined as a business entity with fifteen (15) or fewer employees. Employees include the owner, part-time, and full-time employees. Not-for-profit businesses, organizations and entities are not eligible for this program.
- The business must be located in a Low to Moderate Income Area/ New Markets Tax Credit census tract at the time of application. To determine if your business is located in an eligible area, review our “Determining If a Business Is located in an Eligible Area” instructions.
- The business must pay every employee a minimum of 1.5 times federally mandated Minimum Wage.
- The business and business owner(s) must be current on all local taxes or fees (real estate, personal property, business license, stormwater etc.).
- The business owner must be enrolled in the Durant Small Business Bootcamp.

Members of the Durant Industrial Authority and/ or of the Durant City Council, and their immediate family members (Mother, Father, Spouse, Siblings and Children) are not eligible for participation in the Durant Small Business Grant Program.

Eligible Use of Funds

Funds must be used for an existing small business located within the designated area. Examples of eligible uses include:



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- Computer Hardware such as a laptop/ desktop computer, Point of Sale equipment and printers.
- Software such as that used for point of sale, word processing, database, spreadsheet, application suites, cyber security, etc.
- Hardware used for establishing internet inside the business, such as a modem or router.
- Other Expenses as Approved by the DIA

Please note that expenses must not be incurred until after the application has been approved and all applicable parties have signed the grant agreement.

Ineligible Use of Funds

Examples of ineligible uses include but are not limited to the following:

- Purchase of Inventory
- Personal Expenses
- Purchase of Construction Equipment
- Salaries and/or Payroll
- Cellular devices, such as cell phones, tablets, etc.

Terms

The applicant must comply with all Federal, State and/or Local requirements for operating the business. Some requirements are:

- Business License Tax
- Codes Compliance Regulations
- Local, State and Federal taxes
- Health and Safety Regulations

The applicant must also:

- Sign a grant agreement and return within 30 days of the agreement date.
- Maintain a business location in the defined geographic area of Durant, OK for at least one (1) year after receiving Durant Small Business Technology Grant funds. Failure to do so may result in a requirement to repay grant funds.
- Submit a Grant Expenditure Report form and receipts for eligible expenses within thirty (30) days of purchase. Grant expenses must not be incurred until after the application has been approved and all applicable parties have signed the grant agreement. Failure to do so may result in a requirement to repay grant funds.

Grant Application Process

Completed applications and any required supporting documentation must be submitted to the DIA by mail, hand delivery or email. Applicant must submit a valid government issued identification (i.e. Passport, Drivers' License etc.) and a completed Request for Taxpayer



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Identification Number and Certification (IRS Form W-9) with the application.

Following review, the applicant will be sent a notification of decision by mail or email. If approved, the applicant will be provided the amount of the grant funding they are eligible to receive and advised of the next steps in the process (grant agreement, reporting requirements, etc.).

Grant payments will not be issued until the application has been approved by the DIA, and the signed grant agreement has been processed. The fully executed grant agreement must be returned within 30 days of the agreement date.

The DIA reserves the right to deny approval of any application for reasons including, but not limited to, using funds to meet an equity investment requirement of other available business assistance programs, competitiveness of applications received, modifications to grant criteria, etc.

Program Administration

Interested individuals should contact the Executive Director of the DIA (580) 924-7254 or econdev@durant.org regarding the application process or questions.

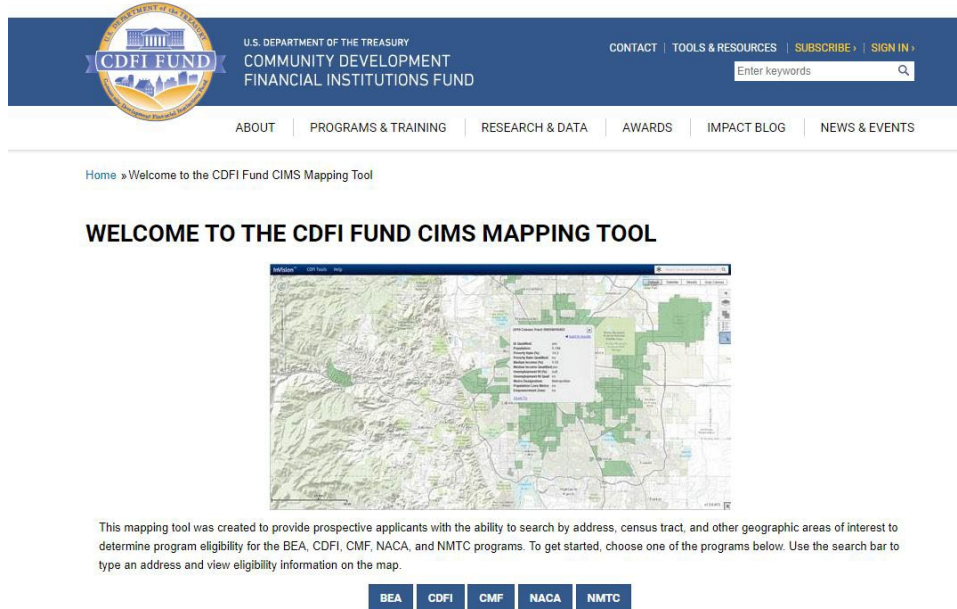
DIA staff will review all grant applications for eligibility and will make recommendations for funding to the DIA and the Durant City Council. To ensure that projected expenses are reasonable, each grant will be evaluated on the amount of funding requested and the identified use of the funds. Every effort will be made to maximize resources to support as many small businesses as possible.

If the application is not approved, the applicant may reapply for a Durant Small Business Grant after six (6) months. All issues identified by the staff must be addressed prior to resubmission. No more than two (2) resubmissions are permitted within a two (2) year period. There is no application fee. Lifetime limit of one grant per business and/or individual.

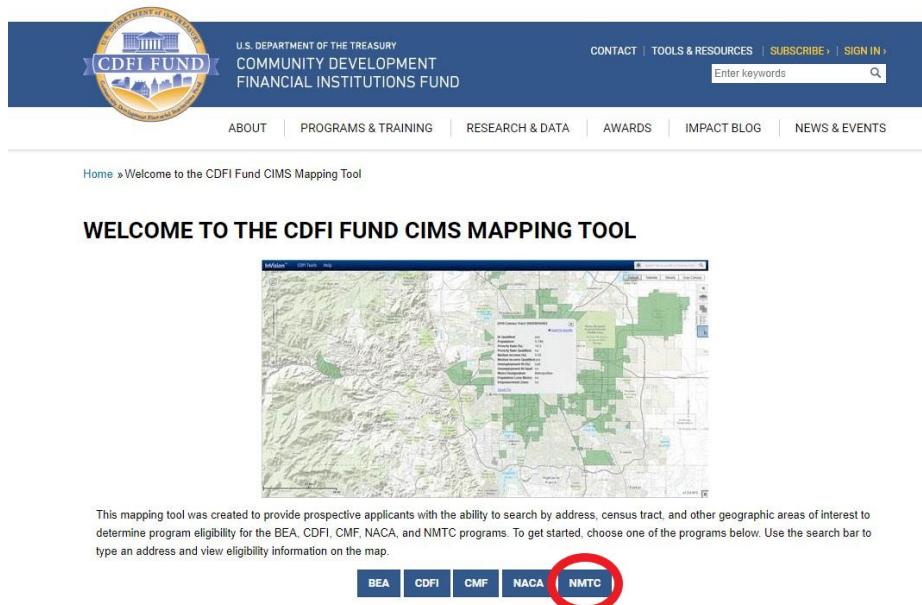
Durant Small Business Grant Program LMI Determination Procedures

In order to qualify for the Micro Enterprise Grant, the business must be located in a low to moderate income area at the time of application. To determine if your business is located in a low to moderate income/ NMTC area follow the instructions provided below.

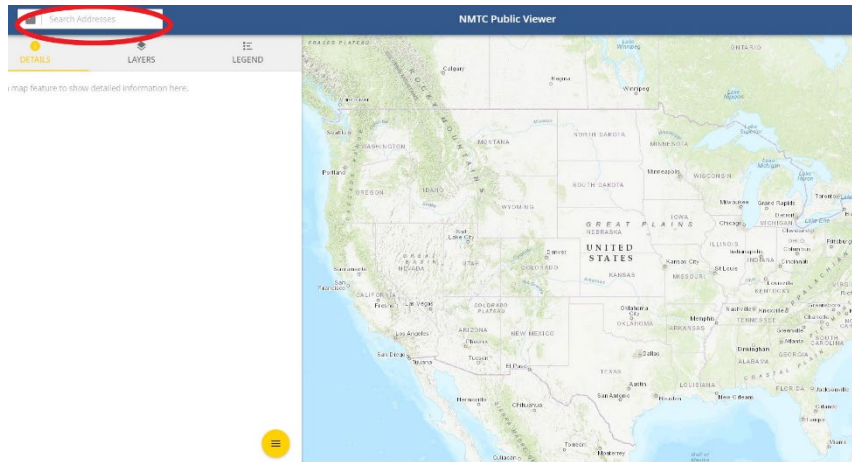
1. Go to the US Department of the Treasury CDFI Fund website at <https://www.cdfifund.gov/cims3>



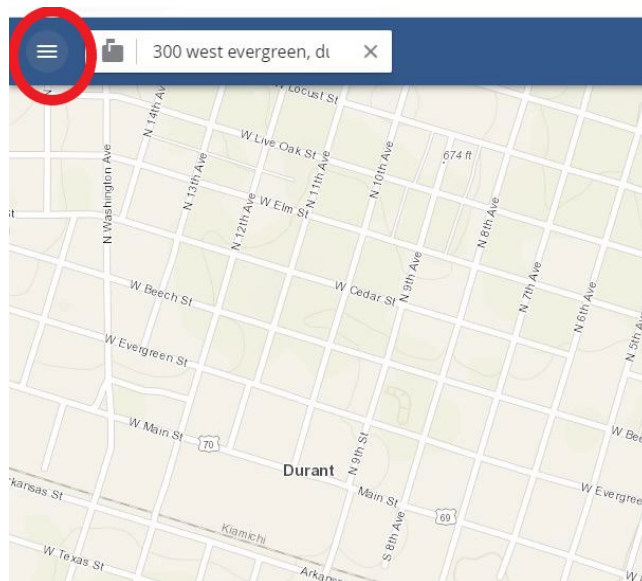
2. Click on “NMTC”



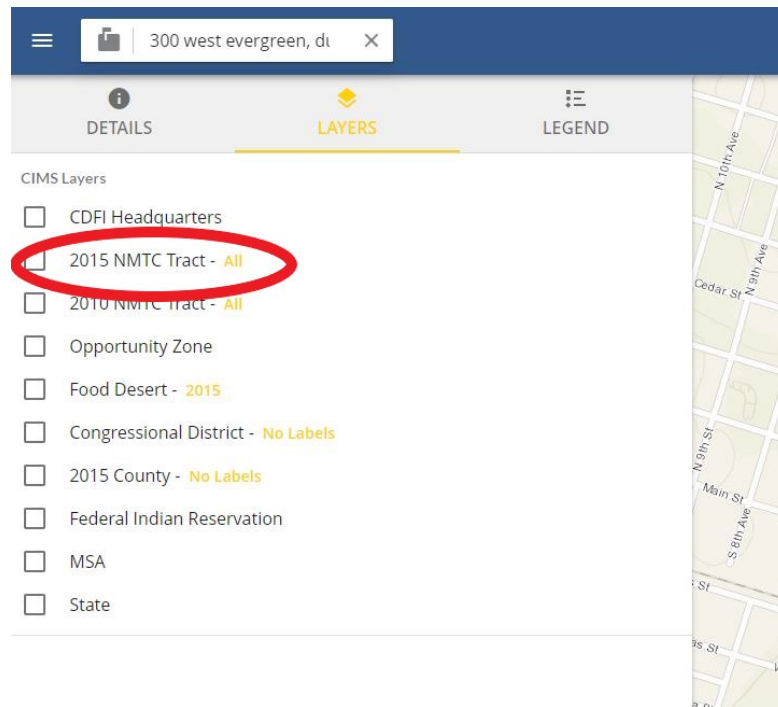
3. Enter the complete physical address of the applicant business (street address, city, state, and zip code).



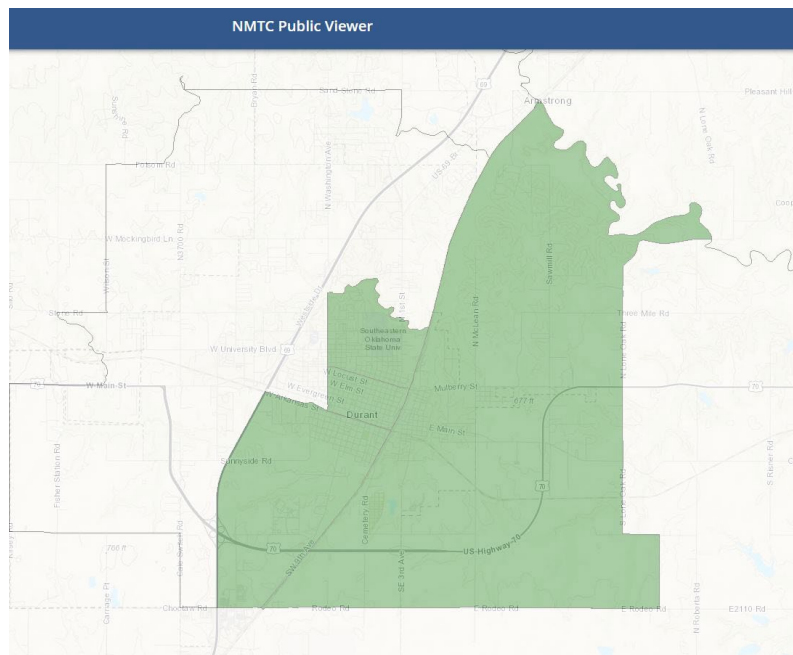
4. Click on the menu to reveal a list of available layers.



5. Select "2015 NMTC Tract".



6. If your business is located within the GREEN shaded area on the map, you are located within an eligible area for the Durant Small Business Grant Program.



Durant Industrial Authority Small Business Technology Grant Program Application Package

(Name of Applicant)

(Date Submitted)

(Signature of Applicant)

(Grant Amount Requested)

Application Submission:
The application must be signed by the business owner.

Mail to:
Durant Industrial Authority
ATTN: Lisa Taylor
PO Box 578
Durant, OK 74701

Or, Deliver to:
Durant Industrial Authority
10 Waldron Road
Durant, OK 74701

Please call (580) 924-7254 with questions.

Completed applications can also be submitted electronically as a PDF to econdev@durant.org.

Small Business Technology Grant Program Application

I. INFORMATION ABOUT THE BUSINESS

Have you previously received a Durant Small Business Grant? Yes ☐ No ☐

Legal Name of Business: _____

Trade Name/DBA _____

Legal Entity Structure (Sole Proprietor, LLC, Corporation etc.): _____

Is the Business a non-profit? Yes ☐ No ☐

Business Address: _____

City: _____ Zip Code: _____

Mailing Address (if different from physical address): _____

City: _____ State: _____ Zip Code: _____

E-Mail: _____

Business Phone: _____ Mobile Number: _____

Year Business Established: _____

Current number of employees: Full-time _____ Part-time _____

Federal ID # _____ NAICS Code _____

Business Website: _____

Preferred Method of Contact (business, mobile or email): _____

Please provide a description of the business and services/products offered:

II. BUSINESS OWNER INFORMATION

Please list below business owner (s) information (Please attach additional sheet if more space is needed).

Owner's Name: _____ Title: _____

Percentage of Ownership: _____

Home Address: _____ City: _____ State: ____ Zip Code: _____

Telephone: _____ E-Mail: _____

Owner's Name: _____ Title: _____

Percentage of Ownership: _____

Home Address: _____ City: _____ State: ____ Zip Code: _____

Telephone: _____ E-Mail: _____

Please describe how this grant will help your business:

Please describe assets (hardware, software, technology infrastructure and upgrade, etc.) to be acquired with grant funding and why they are needed for the business:

IV. USE OF FUNDS

Please list how the funds will be utilized. All expenditures must be reasonable, allowable and necessary for the activities of the business requesting the funding. Due to limited funding, applicants are advised to prioritize grant requests to one or more related items that will significantly impact the business (Please attach additional sheet if more space is needed).

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total \$ _____	

V. SIGNATURES

All property/business owners, partners, etc. must sign this application form. If there are any questions, please call Economic Development staff at (580) 924-7254.

I certify that I have read and understand the Durant Small Business Technology Grant program guidelines and that the information contained herein is true, complete and correct to the best of my knowledge. I certify that I have authority to apply for this grant on behalf of the business described herein. I understand that this information may be made available for public review and is subject to the Oklahoma Freedom of Information Act. In the event of grant approval, I grant permission to the Durant Industrial Authority and its designees to release publicity articles regarding the financing of the project. A personal credit check of the principal owner and/or key individuals, as well as a background check, may be made. By signing below, I agree that the grant will be used for business purposes only and not for household, personal or consumer usage. I understand that any willful misrepresentation on this application and any other grant related documents could result in a requirement to repay grant funds and/or a violation of Local, State and/or Federal code.

Name (Print)_____	Name (Print) _____
Signature _____	Signature _____
Date _____	Date _____
E-mail _____	E-mail _____

VI. REQUIRED ATTACHMENTS FOR ALL APPLICATIONS

- ☒ Copy of Certificate of Occupancy from the City of Durant
- ☒ Completed Current W-9
- ☒ Copy of Certificate of Good Standing from the Oklahoma Secretary of State
- ☒ Unexpired Government Issued Identification (Passport, Drivers' License etc.)
- ☒ Any Other Information That Will Assist Our Review Committee in Evaluating Your Grant Request.

**MINUTES OF THE MEETING OF DURANT INDUSTRIAL AUTHORITY
May 3, 2022 AT 4:00 PM,
Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma**

CALL TO ORDER

Chairman Hammock called the meeting to order at 4:00 pm.

INVOCATION/FLAG SALUTE

Chairman Jeff Hammock provided the invocation.

ROLL CALL

Present:

Trustee Edwin Boothe
Trustee Steve Brittingham
Trustee Mike Davis
Trustee Jeff Shattuck
Chairman Jeff Hammock
Advisory Member Tammye Gwin*
Advisory Member Thomas Newsom

Absent:

Trustee Grace Rudolf
Vice Chairman Brett Rogers

*denotes partial attendance

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

Motion was made by Trustee Michael Davis and seconded by Trustee Jeff Shattuck to

approve both consent items a. Consider Meeting Minutes of April 5, 2022 and b. Consider Approval of Financial Report.

Motion Passed with the following vote:

Ayes: Boothe, Brittingham, Davis, Shattuck, Hammock

Nays: None

Abstain: None

a. Consider Approval of Meeting Minutes of April 5, 2022

b. Consider Approval of Financial Report

2. Consider Items Removed from Consent

3. Information Items

a. Executive Director Report

4. Administration

a. Discussion, Consider and Possible Action on Implementing a Technology Grant Program for Small Businesses

Motion was made by Trustee Michael Davis and seconded by Trustee Steve Brittingham to approve Implementing a Technology Grant Program for Small Businesses for up to the amount of \$2,000 per business.

Motion Passed with the following vote:

Ayes: Boothe, Brittingham, Davis, Shattuck, Hammock

Nays: None

Abstain: None

b. Discussion, Consideration and Possible Action on Implementing a Grant Program for Small Businesses.

Motion was made by Trustee Jeff Shattuck and seconded by Trustee Steve Brittingham to approve Implementing a Grant Program for Small Businesses in the amount of up to \$5,000 per business.

Motion Passed with the following vote:

Ayes: Boothe, Brittingham, Davis, Shattuck, Hammock

Nays: None

Abstain: None

c. Discussion, Consideration and Possible Action of Budget to Fund Small Business Grant Programs

Motion was made by Trustee Steve Brittingham and seconded by Trustee Jeff Shattuck to approve the Budget to Fund Small Business Grant Programs detailed in items 4a. and 4b. in the total amount of \$260,000.

Motion Passed with the following vote:

Ayes: Boothe, Brittingham, Davis, Shattuck, Hammock

Nays: None

Abstain: None

d. Discussion, Consideration and Possible Action on Entering a Contract for Services with Amy Meadows, Windows Matter, in the amount of \$5,000.

Motion was made by Trustee Steve Brittingham and seconded by Trustee Edwin Boothe to approve to enter a Contract for Services with Amy Meadows, Windows Matter, for the amount of \$5,000.

Motion Passed with the following vote:

Ayes: Boothe, Brittingham, Davis, Shattuck, Hammock

Nays: None

Abstain: None

e. Discussion, Consideration and Possible Action on Entering a Contract for Services with Heather Lisle in the amount of \$2,500

Motion was made by Trustee Jeff Shattuck and seconded by Trustee Michael Davis to approve to enter into a Contract for Services with Heather Lisle in the amount of \$2,500.

Motion Passed with the following vote:

Ayes: Boothe, Brittingham, Davis, Shattuck, Hammock

Nays: None

Abstain: None

f. Discussion, Consideration, and Possible Action on Requesting a Forensic Audit by the Oklahoma State Auditor and Inspector.

Motion was made by Trustee Michael Davis to approve requesting a Forensic Audit by the Oklahoma State Auditor and Inspector.

Motion Failed for lack of second.

- g. Discussion, Consideration and Possible Action on a Resolution in Support of an Application to the USDA for a Rural Business Development Grant.

Motion was made by Trustee Jeff Shattuck and seconded by Trustee Edwin Boothe to approve the Resolution in Support of an Application to the USDA for a Rural Business Development Grant.

Motion Passed with the following vote:

Ayes: Boothe, Brittingham, Davis, Shattuck, Hammock

Nays: None

Abstain: None

5. Executive Session

- a. Consider Entering into Executive Session to confer 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 to 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. This Executive Session Authorized by Title 25, Section 307 (C)(11) of the Oklahoma State Statutes.

No Action.

- b. Consider Action Pursuant to Item 5 a

No Action.

6. New Business

There was no new business.

ADJOURNMENT

Motion was made by Trustee Michael Davis and seconded by Trustee Edwin Boothe to adjourn.

Motion Passed with the following vote:

Ayes: Boothe, Brittingham, Davis, Shattuck, Hammock

Nays: None
Abstain: None



Durant, OK

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT00158 - BA 22-9 DIA ED

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000010	Budget 2021-2022	SMALL BUSINSEE GRANT & TECHNOLOYG GRANT	5/10/2022
Summary Description: APPROVED BY BOARD 05/03/2022			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
020-000-364-1101	TRSF FROM ECONOMIC (110) RE...	SMALL BUSINSEE GRANT & TECHNOLOYG GRANT	-250,000.00	-260,000.00	-510,000.00
July: -21,666.67	October: -21,666.67	January: -21,666.67	April: -21,666.67		
August: -21,666.67	November: -21,666.67	February: -21,666.67	May: -21,666.67		
September: -21,666.67	December: -21,666.67	March: -21,666.67	June: -21,666.63		
020-067-570-7009	SMALL BUSINESS TECHNOLOGY	SMALL BUSINSEE GRANT & TECHNOLOYG GRANT	0.00	60,000.00	60,000.00
July: 5,000.00	October: 5,000.00	January: 5,000.00	April: 5,000.00		
August: 5,000.00	November: 5,000.00	February: 5,000.00	May: 5,000.00		
September: 5,000.00	December: 5,000.00	March: 5,000.00	June: 5,000.00		
020-067-570-7011	SMALL BUSINESS GRANT	SMALL BUSINSEE GRANT & TECHNOLOYG GRANT	0.00	200,000.00	200,000.00
July: 16,666.67	October: 16,666.67	January: 16,666.67	April: 16,666.67		
August: 16,666.67	November: 16,666.67	February: 16,666.67	May: 16,666.67		
September: 16,666.67	December: 16,666.67	March: 16,666.67	June: 16,666.63		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000011	Budget 2021-2022	SMALL BUS GRANT & TECHNOLOGY GRANT	5/10/2022
Summary Description: APPROPRIATE FUND FOR DIA DURANT SMALL BUSINESS GRANT AND TECHNOLOGY GRANT			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
110-017-560-6021	FUTURE PROJECTS	SMALL BUS GRANT & TECHNOLOGY GRANT	2,155,192.00	-260,000.00	1,895,192.00
July: -21,666.67	October: -21,666.67	January: -21,666.67	April: -21,666.67		
August: -21,666.67	November: -21,666.67	February: -21,666.67	May: -21,666.67		
September: -21,666.67	December: -21,666.67	March: -21,666.67	June: -21,666.63		
110-017-599-0200	TRSF TO DIA (REIMB FOR EXPEN...	SMALL BUS GRANT & TECHNOLOGY GRANT	250,000.00	260,000.00	510,000.00
July: 21,666.67	October: 21,666.67	January: 21,666.67	April: 21,666.67		
August: 21,666.67	November: 21,666.67	February: 21,666.67	May: 21,666.67		
September: 21,666.67	December: 21,666.67	March: 21,666.67	June: 21,666.63		

Budget Adjustment Register

Packet: GLPKT00158 - BA 22-9 DIA ED

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2021-2022	Budget 2021-2022	020-000-364-1101	TRSF FROM ECONOMIC (110) REIMB	-250,000.00	-260,000.00	-510,000.00
		020-067-570-7009	SMALL BUSINESS TECHNOLOGY	0.00	60,000.00	60,000.00
		020-067-570-7011	SMALL BUSINESS GRANT	0.00	200,000.00	200,000.00
		110-017-560-6021	FUTURE PROJECTS	2,155,192.00	-260,000.00	1,895,192.00
		110-017-599-0200	TRSF TO DIA (REIMB FOR EXPENSE	250,000.00	260,000.00	510,000.00
2021-2022 Total:				2,155,192.00	0.00	2,155,192.00
Grand Total:				2,155,192.00	0.00	2,155,192.00

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2021-2022 - Budget 2021-2022 Fiscal: 2021-2022			
020	-250,000.00	0.00	-250,000.00
110	2,405,192.00	0.00	2,405,192.00
Budget Code 2021-2022 Total:	2,155,192.00	0.00	2,155,192.00
Grand Total:	2,155,192.00	0.00	2,155,192.00



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Margret Southerland, Senior Citizen Center Director
Re: Discussion, Consideration and Possible Action on a Nutrition Site Sponsor Agreement with Social Services Foundation of Southern Oklahoma, Inc.

This site sponsor agreement is to allow SONP to occupy and begin providing services at the Ron Cross Senior Activity Center. This agreement follows what is currently in place.

Council Information / Action Requested

Staff recommends approval of the Nutrition Site Sponsor Agreement.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. C-2022-20 Nutrition Site Sponsor Agreement

NUTRITION SITE SPONSOR AGREEMENT

SITE:

This agreement is made this 1st day of June, 2022, by and between the City of Durant, Oklahoma, hereinafter referred to as "Site Sponsor", and the Social Services Foundation of Southern Oklahoma, Inc. hereinafter referred to as "Contractor".

For and in consideration of the mutual covenants hereinafter set forth, the Site Sponsor and Contractor hereby agree as follows:

Site Sponsor

1. The Site Sponsor shall provide to Contractor sufficient facilities, working space and storage area for providing a hot lunch, recreation and program period, and office space for the operation of the Older Americans Act Title III Meals Program.
2. Maintenance and repairs to the facility shall be borne by the Site Sponsor.
3. The Site Sponsor agrees to keep the facility in compliance with fire safety and health standards of all appropriate local and state ordinances, codes, and regulations.
4. The Site Sponsor shall provide all insurance on the facility deemed necessary by the Site Sponsor's legal counsel.
5. The Site Sponsor shall maintain all equipment that is currently housed in the facility that is not the property of the Contractor.
6. The Site Sponsor shall be responsible for all utility costs.
7. The Site Sponsor will schedule no events which would conflict with Contractor's use of the facility without the permission of the Director of Southern Oklahoma Nutrition Program.
8. The Site Sponsor agrees to refrain from using, or permitting use of, equipment or supplies designated for use of the Nutrition Program without permission of the Director of Southern Oklahoma Nutrition Program.

Contractor

1. The Contractor shall provide liability insurance for consumers of the Title III Meals Program.
2. Contractor shall be responsible for paying costs of SONP-dedicated telephone, fax, and internet services.
3. Contractor shall be responsible for repairs and/or replacement of equipment purchased by the Contractor.
4. Contractor shall provide personnel necessary for the operation of the Title III Meals Program so far as the operating budget allows and shall be responsible for the hiring and supervision of said personnel.

5. The Program administered by the Contractor shall comply with Title VI of the Civil Rights Act of 1964. Services will be made available to all consumers on a non-discriminatory basis and without distinction on the basis of race, sex, color, creed, handicap or national origin.
6. The Program administered by the Contractor shall operate under an Affirmative Action Plan which includes standard grievance procedures for consumers and staff of the Program.
7. The Contractor shall comply with the non-discriminatory provision of Section 504 of the Rehabilitation Act of 1973 in the provision of accessibility to the services and employment of the handicapped.

This contract may be terminated upon thirty (30) days' written notice by either party. If such notice is to be given Contractor, it shall be given to the Chairman of the Social Services Foundation of Southern Oklahoma, Inc. If notice is to be given to Site Sponsor, it shall be given to: John Dean, City Manager of Durant, OK.

This contract shall be amended or modified only by instrument in writing executed by all parties hereto.

Should this contract be terminated, or should the Program administered by the Contractor be terminated, it is understood that Contractor's personnel will inventory all equipment and supplies acquired by Contractor and make appropriate distribution of same.

The Program administered by Contractor is based on the availability of funds from the Area Agency on Aging and may be expanded or reduced according to availability of funds. The Social Services Foundation of Southern Oklahoma, Inc., shall not be liable for any program objectives for which project funds are not available.

This agreement is valid beginning June 1, 2022, and will remain in effect until 30 days' written notice is given to either party.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed by their authorized officers on the day and date set forth above.

Site Sponsor:

City of Durant, OK

By: _____

Title: City Manager

Contractor:

Social Services Foundation of
Southern
Oklahoma, Inc.

By:

Title: Chairman, SSF Board



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: An chen Lai, Finance Director/Treasurer
Re: Discussion, Consideration and Possible Action on Service Agreement with Crawford & Associates for Accounting and Consulting Services

Approval of Crawford & Associates, Letter of Engagement for Audit Preparation Services for FY 2021-2022 and Consulting Services (C-2022-17)

Council Information / Action Requested

Approve a Letter of Engagement of Audit Preparation and consulting Services (C-2022-17)

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. C-2022-17 CRAWFORD SCOPE OF SERVICE

May 3, 2022

Honorable Mayor and Members of the City Council
City of Durant
P.O. Box 578
Durant, OK 74702-0578

To the Honorable Mayor and Members of the City Council:

Crawford & Associates, P.C. is pleased that the City of Durant (the City) continues to express its confidence in our firm and our state and local government expertise. We look forward to a continued long and successful relationship as an integral financial management resource to the City of Durant management and governing body.

We are prepared to provide a full range of accounting and consulting services to the City of Durant contingent upon approval of your management and/or governing body. The purpose of this engagement letter is to identify the scope of available services from Crawford & Associates, the specific initial services requested at this time, and to confirm the terms, objectives, and limitations of our engagement services.

Scope of Services

The scope of professional services that are available and can be provided to the City of Durant are outlined below under the heading *Scope of Available Services*. While this listing includes a range of services available from Crawford & Associates, the specific initial services requested to be provided at the current time are separately identified under the heading *Initial Services Requested*. Any additional services that are available from Crawford & Associates beyond these initially requested services can be provided upon subsequent specific request and agreement.

Scope of Available Services

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance
- Budget Preparation and Amendment Assistance
- Capital Asset Records and Accounting Assistance
- Information Technology System Assistance
- Internal Control Policies and Procedures Assistance
- Labor Relations Consulting
- Laws and Regulations Compliance Assistance
- Investigation of Allegations or Concerns
- Tax and Other Regulatory Report Assistance

Initial Services Requested

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance
- Assistance with year-end adjustments and entries in preparation for financial statement audit

Services Related to the Preparation of Annual Financial Statements

You have requested that we prepare the annual financial statements of the financial reporting entity of the City of Durant, Oklahoma as of and for the year ended June 30, 2022. Such financial statements will include:

- a. Basic Financial Statements, including notes to the financial statements
- b. Required Supplementary Information
- c. Supplementary Information (to the extent management elects to include)
- d. Other Information (to the extent management elects to include)

Crawford & Associates' Responsibilities

The objective of our engagement is to prepare the annual financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARSs:

- a. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements
- b. The prevention and detection of fraud
- c. To ensure that the entity complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements

e. To provide us with:

- i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
- ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
- iii. Unrestricted access to persons within the City of Durant, Oklahoma, of whom we determine necessary to communicate.

The financial statements will not be accompanied by a report. However, you agree that the financial statements will clearly indicate that no assurance is provided on them.

Other Requested and Available Services

In conjunction with the other requested and available services (other than the preparation of the annual financial statements) as identified in the Scope of Services section of this letter, Crawford & Associates will be responsible for providing such services upon request in accordance with the applicable professional standards of the AICPA. It is anticipated that most if not all of these other services will be performed in accordance with the standards applicable to consulting services as prescribed by the AICPA.

Crawford & Associates, is not obligated to, but may report or otherwise communicate to management any recommendations, it determines necessary, resulting from the professional services provided.

Management and the governing body will be responsible for establishing the scope of our other professional services to be provided and for providing the necessary resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the services to be performed, providing sufficient appropriation for the estimated cost of these services, providing overall direction and oversight for each service, and reviewing and accepting the results of the work.

Access to Working Papers and Reports

Any working papers prepared by Crawford & Associates in connection with performing the financial statement preparation and other professional services are the property of Crawford & Associates. Upon request, copies of any or all working papers and reports that we consider to be nonproprietary will be provided to management. Management may make such copies available to its external auditors and to certain regulators in the exercise of their statutory oversight responsibilities. Such copies may not be made available to any other third party without the prior written consent from Crawford & Associates.

Fees and Costs

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by Crawford & Associates in providing the services including travel, lodging, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our standard hourly rates, as follows, for the individual performing such services based on the actual number of hours of work, including travel time, performed by that individual.

Standard Hourly Rates:

- Firm President \$255
- Shareholders \$170
- Consulting Senior Managers \$155
- Consulting Managers \$130
- Consulting Staff \$115
- Clerical Staff \$45

Because Crawford & Associates has no direct control over the type and amount of services requested by the management or the governing body during the term of this engagement, nor does Crawford & Associates have direct control over the quality of your accounting system or records, potential turnover of your staff, or your staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on you to provide us with a copy of approved purchase orders, containing estimated fees and expenses, monitor the cumulative fees and expenses charged, and notify us if and when the cumulative amount approaches the total appropriated level estimated. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For your purchase order preparation purposes, we estimate that the fees for the services anticipated at this time, as defined in the Scope of Services section of this letter, will approximate \$60,000, unless the City requests additional services outside the scope of this agreement, or substantial changes are made to the City's reporting entity or annual activity, or turnover of key staff at the City occurs, at which we will approach management and possibly the governing body at that time about possible adjustments to our fee range. In the event we complete FY 2022 prior to the end of FY 2023, we may begin interim preparations in the spring of 2023 to facilitate a more timely issuance of FY 2023's financial statements.

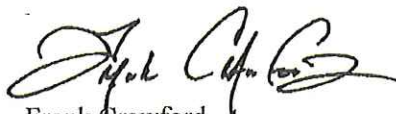
The term of this engagement is a period from July 1, 2022 through June 30, 2023. Crawford & Associates may perform additional services upon receipt of a formal request from management or the governing body with terms and conditions that are acceptable to both parties.

The agreements and undertakings contained in this engagement letter, shall survive the completion or termination of this engagement.

Acceptance

Please indicate your acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. A duplicate copy of this engagement letter is provided for your records. We look forward to continuing our professional relationship with the City of Durant.

Respectfully submitted and agreed to by,



Frank Crawford
Crawford and Associates, P.C.

Accepted and agreed to for the City of Durant:

By: _____

Title: _____

Date: _____



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: John Dean, City Manager
An chen Lai, Finance Director/Treasurer
Re: Discussion, Consideration and Possible Action on Engaging HBC CPA's and Advisors to Conduct the Annual Financial Audit for the Fiscal Year ended June 30, 2022.

Staff solicited RFQs for audit services. 4 RFQs were received. A committee evaluated the RFQs and the firm of HBC CPA's and Advisors was selected as the firm to provide audit services for the fiscal year ended June 30, 2022. HBC CPA's and Advisors has provided an engagement letter for the annual financial audit services.

Council Information / Action Requested

Staff recommends the engagement of HBC CPA's and Advisors to conduct the annual financial audit for the fiscal year ended June 30, 2022.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. 2022 City of Durant HBC Engagement Letter



May 2, 2022

Mayor and City Council
City of Durant, Oklahoma

We are pleased to confirm our understanding of the services we are to provide City of Durant, Oklahoma for the year ended June 30, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related disclosures to the financial statements, which collectively comprise the basic financial statements of City of Durant, Oklahoma as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Durant, Oklahoma's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Durant, Oklahoma's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Comparison Schedules and Notes
- 3) Schedules of Required Supplementary Information – Oklahoma Police Pension Retirement Plan
- 4) Schedules of Required Supplementary Information – Oklahoma Fire Pension Retirement Plan
- 5) Schedules of Required Supplementary Information – Oklahoma Municipal Retirement System

We have also been engaged to report on supplementary information other than RSI that accompanies City of Durant, Oklahoma's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of Expenditures of Federal Awards and Related Notes
- 2) Combining and Individual Fund Financial Statements and Schedules

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the

supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of the accounting records of City of Durant, Oklahoma, a determination of major programs in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste and abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We also will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Durant, Oklahoma's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of City of Durant, Oklahoma's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on City of Durant, Oklahoma's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will apply the agreed-upon procedures which the City of Durant, Oklahoma and the Oklahoma Department of Environmental Quality ("DEQ") has designed and specified on the closure and post-closure costs associated with the City's landfill for the year ended June 30, 2022. The agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contain in *Government Auditing Standards* issued by the Comptroller General of the United States.

We may also assist in preparing the Annual Survey of Cities and Towns for the State Auditor's office (Form 2643) based on information provided by you.

These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your

responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the

electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of HBC CPAs & Advisors and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to your cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of HBC CPAs & Advisors personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by your cognizant or oversight agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Chris Heim is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services will be as follows:

- Our fees for the audit of your financial statements will be \$27,200.
- Our fee for the OMB Uniform Guidance audit will be an additional \$3,800 per the first two major funds audited. Each additional major fund will be an additional \$2,000 with a not to exceed price of \$11,600 for the total Uniform Guidance Audit.
- Our fee for the Agreed Upon Procedures will be \$3,900.

If additional services are necessary, our billing rates for each staff level are as follows:

Partner-\$150 per hour
Manager-\$95 per hour
Staff associates-\$80 per hour
Support staff-\$45 per hour

In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. The professional fees above are only for audit services, the City or its consultants would be responsible for the preparation of compiled GASB No. 34 financial statements, preparing the necessary government wide conversion entries and the capital asset recordkeeping. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Our audit programs, forms and schedules are web based. We must have internet access for at least two computers during our fieldwork so that we may work as efficiently as possible. We prefer that such access is wireless, however, a direct connection to the internet through an ethernet port is acceptable. We do not need access to your electronic accounting records, accounting software or your server unless you prefer to grant such access to accommodate our audit searches and testing.

Reporting

We will issue a written report upon completion of our audit of City of Durant, Oklahoma's financial statements. Our report will be addressed to the City Council of City of Durant, Oklahoma. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

The Government Auditing Standards report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to City of Durant, Oklahoma and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

HBC CPAs & Advisors

HBC CPAs & Advisors

RESPONSE:

This letter correctly sets forth the understanding of City of Durant, Oklahoma.

By: _____

Title: _____

Date: _____



The City of Durant

Memorandum

Date: 5/10/2022
To: Mayor and City Council
From: Kari Jones, Supervisor
Re: Discussion, Consideration, and Possible Action on Resolution R-2021-14A Revising the Wage and Salary Plan.

The attached resolution, R-2021-14A, adopts the updated Wage and Salary Plan for hourly and salary non-union positions. The updated salary plan reflects a 2% adjustment to Grades 1-14 and adjustments to individual positions anticipated for FY 22/23.

Summary of changes:

Intern- added to Grade 1

Firefighter Recruit- added to Grade 2

Fuel Quality and Maintenance Tech-Added to Grade 5 (to reflect the title change of a current position.)

Parks Foreman-added to Grade 8

Equipment Manager- was previously Fleet Manager

Airport Operations Manager- was previously Airport Operations Supervisor, moved to Grade 9

Airport Director- was previously Airport Manager, moved to Grade 12

Council Information / Action Requested

Adoption of Resolution R-2021-14A

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. R-2021-14A Resolution Wage and Salary Plan
2. R-2021-14A Exhibit A Wage and Salary Plan 2022

RESOLUTION NO. R-2021-14A

A RESOLUTION UPDATING THE WAGE AND SALARY PLAN FOR NON-COLLECTIVE BARGAINING UNIT EMPLOYEES.

WHEREAS, the City of Durant adopted a Wage and Salary Plan for non-collective bargaining unit employees in 2021 that established wage ranges for salaried and hourly employee positions within the city; and

WHEREAS, the City of Durant Personnel Policy states that there will be periodic review of the salary plan and recommendations for its adjustment will be made to the Mayor and Council as appropriate; and

WHEARAS, the Mayor and Council wish to keep the city's wage and salary plan up to date with changes in the organization; therefore the plan has been updated to reflect identified changes to positions, position titles, and position classification; and

WHEARAS, the Mayor and Council wish to keep the city's wage and salary plan reasonably up to date with inflation and promote retention of dedicated city employees; therefore the scale has been adjusted to reflect a 2% increase for all grades; and

WHEREAS, the Mayor and Council have been presented with a revised wage and salary plan for non-collective bargaining employees of the City (Exhibit A), attached hereto and incorporated herein; and

WHEREAS, the Mayor and Council find the Plan to be in the best interest of the City and that the positions and compensations listed therein are appropriate to ensure the needs of the City and services provided are met.

NOW, THEREFORE, be it resolved by the City Council of the City of Durant that the attached Exhibit A, are hereby established as wage and salary ranges for the City of Durant.

BE IT FURTHER resolved that the City Manager is authorized to set temporary, part-time and seasonal wage rates for city employees.

PASSED AND APPROVED by the Durant City Council on this 10th day of May, 2022, all changes to the wage and salary plan shall become effective with the first full pay period of July, 2022.

Oden Grube, Mayor

ATTEST:

Cynthia Price, City Clerk

Non-Collective Bargaining Unit Wage and Salary Plan

<u>Title</u>	<u>Minimum</u>	<u>Mid-Range</u>	<u>Maximum</u>
Grade 1 Intern Library Assistant	\$12.24	14.68	\$17.12
Grade 2 Firefighter Recruit* Custodian	\$12.84	15.49	\$18.15
Grade 3 Customer Service Representative Refuse Worker Transfer Station Operator Meter Reader Community Center Manager Maintenance Worker I Administrative Specialist I	\$14.14	17.06	\$19.98
Grade 4 Maintenance Worker II WTP Operator I (new or Class D) WWTP Operator I (new or Class D) Airport Maintenance Technician Animal Control Officer Police Records Specialist Library Associate Scalehouse Attendant	\$15.28	18.43	\$21.58
Grade 5 HR Specialist I Customer Service Representative - Lead 911 Dispatcher Evidence Technician Municipal Court Clerk Equipment Operator WWTP Operator II (Class C) WTP Operator II (Class C) Refuse Driver Landfill Driver Accounting Specialist I Police Recruit Permit Technician Lab Technician Sign Technician Fuel Quality and Maintenance Technician Mechanic Assistant Grants Coordinator Administrative Specialist II	\$16.44	19.83	\$23.22
Grade 6 Accounting Specialist II Payroll/Benefits Specialist Maintenance Worker III Code Enforcement Officer Code Enforcement Officer/ Building Inspector Literacy Program Coordinator Library/Circulation Supervisor 911 Supervisor	\$17.65	21.29	\$24.94
Grade 7 Pretreatment Coordinator Crew Leader HR Specialist II IT Technician GIS Technician/911 Addressing Coordinator Recreation Events Coordinator** Assistant to the City Manager Senior Center Coordinator** Building Inspector I (no or res cert only)	\$19.15	23.11	\$27.06

Non-Collective Bargaining Unit Wage and Salary Plan

Grade 8 Parks Foreman Streets Foreman Solid Waste Foreman Utility Line Foreman WWTP Operator III (Class B) WTP Operator III (Class B) Building Inspector II (res & comm)	\$20.69	24.97	\$29.24
Grade 9 Parks and Recreation Manager Landfill Manager WWTP Manager Equipment Manager 911 Dispatch Manager EM Deputy Director Public Information Officer Safety Coordinator Utility Billing Manager Airport Operations Manager Assistant Finance Director	\$46,560	\$56,174	\$65,788
Grade 10 Grants Coordinator Solid Waste Manager Library Director Streets Manager IT Manager WTP Manager Utility Line Manager Human Resources Manager	\$53,388	\$64,412	\$75,436
Grade 11 City Clerk Deputy Fire Chief Deputy Police Chief IT Director	\$62,175	\$75,013	\$87,851
Grade 12 Airport Director Community Development Director Emergency Management Director Economic Development Director	\$65,202	\$78,666	\$92,129
Grade 13 Police Chief Fire Chief Public Works Director	\$75,316	\$88,728	\$102,141
Grade 14 City Attorney Assistant City Manager Treasurer/Finance Director	\$85,443	\$103,086	\$120,729

*Firefighter Recruit pay is based on 112 hours a pay period

**Salaried position within Grade 7