

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**

July 12, 2022

AGENDA

CALL TO ORDER

INVOCATION/FLAG SALUTE

ROLL CALL

PRESENTATIONS

1. Employee Service Awards, 2nd Quarter 2022

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 June 14, 2022
- b. Consider Approval of Budget Supplement BA 22-11

2. Consider Items Removed from Consent

3. Information Items

- a. Assistant City Manager's Report - June 2022
- b. City Clerk Report - June 2022

- c. City Manager Monthly Report - June 2022
- d. Community Development Monthly Report - June 2022
- e. Durant Industrial Authority Executive Director Monthly Report - June 2022
- f. Emergency Management Monthly Report - June 2022
- g. Finance Monthly Report - May 2022 & June 2022 Sales Tax Report
- h. Fire Department Monthly Report - June 2022
- i. Grants Department Report - June 2022
- j. Human Resources Monthly Report- June 2022
- k. Library Monthly Report - June 2022
- l. Neighborhood Services Monthly Report - June 2022
- m. Parks and Rec Department Monthly Report - June 2022
- n. Police Department Monthly Report
- o. Ron Cross Senior Activity Center Report - June 2022
- p. Street Department Monthly Report - June 2022

4. Administration

- a. Discussion, Consideration and Possible Action on a Final Plat Request for Property Location Near Main Street and Radio Road (PC2022-17).
- b. Discussion, Consideration and Possible Action of REVO2022-02 a Request for a Revocable Permit for Property Located Near Main Street and Radio Road.
- c. Discussion, Consideration and Possible Action on Ordinance O-2022-17, Adding Chapter 114: Film and Video Production to the Durant Code of Ordinances
 - (1) Ordinance O-2022-17. Sections 1-2.
 - (2) Ordinance O-2022-17. Section 3. (Emergency Clause)
- d. Discussion, Consideration and Possible Action on Ordinance O-2022-18, Amending Section 93.01 (Adoption of Fire Prevention Code) of the Code of Ordinances of the City of Durant, Oklahoma
 - (1) Ordinance O-2022-18. Section 1-3.
 - (2) Ordinance O-2022-18. Section 4 (Emergency Clause).
- e. Discussion, Consideration, and Possible Action on an Inter-local Agreement Between the City of Durant, Oklahoma, Durant Emergency Management, Durant 9-1-1 Communications Center, and the Durant Independent School District (C-2022-37)
- f. Discussion, Consideration and Possible Action on the Mutual Aid Agreement Between the City of Durant, Oklahoma and the City of Denison, Texas. (C-2022-38)
- g. Discussion, Consideration and Possible Action on the Mutual Aid Agreement Between the City of Durant, Oklahoma and the City of Sherman, Texas.(C-2022-

39)

- h. Discussion, Consideration and Possible Action for Schiralli Construction Corporation (DU-20-03) Change Order #2 for a Necessary Road Bore Related to Sewer Improvements on University Boulevard (C-2021-85)
- i. Discussion, Consideration and Possible Action for Core & Main, LP (DU-19-03) Change Order No. 1 for a Contract Amount Decrease Related to the Bureau of Reclamation WaterSMART Water Energy Efficiency Grant Project R19AP00124 for the City-Wide Automated Meter Reading (AMR) Conversion and Advanced Metering Infrastructure Project. (C-2020-18)
- j. Discussion, Consideration and Possible Action on the Local 3061 International Association of Fire Fighters Collective Bargaining Agreement for FY 2022-2023.
- k. Discussion, Consideration and Possible Action on a Contract with Durant Tourism Economic Development Authority (DTEDA) for Beautification Services.
- l. Discussion, Consideration and Possible Action on 6th Amended Resolution Establishing Fees and Costs Charged by the City of Durant, Durant City Utilities Authority, and Durant Airport Authority for Durant Services (R-2021-02F)
- m. **New Business**

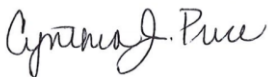
EXECUTIVE SESSION

1. Consider Executive Session for Confidential Communication with Attorney Pending Litigation Involving the City of Durant Where Disclosure Will Impair the Ability of the Public Body to Discuss and Analyze the Litigation: City of Durant v. ResourceOne Administrators, Inc., et al. (In the District Court of Tulsa County, Case No. CV-2020-3710); (This Executive Session Authorized by Title 25, Section 307 B(4) of the Oklahoma State Statutes).
2. Consider Action Pursuant to Executive Session Item 1

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 5:30 p.m. on the 11th day of July, 2022.



Cynthia J. Price, City of Durant



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of June 14, 2022

Council Information / Action Requested

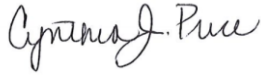
Approval of Regular Meeting Minutes of June 14, 2022

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

ATTACHMENTS:

1. Durant City Council Minutes 06142022 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 8:15 a.m. on the 10th day of June, 2022.



Cynthia J. Price, City of Durant

MINUTES OF THE MEETING OF DURANT CITY COUNCIL
June 14, 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 6:00 p.m.

INVOCATION/FLAG SALUTE

Assistant City Manager James Dalton provided the invocation. Council Member Humphrey Miller 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

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 May 10, 2022
- b. Consider Approval of Special Called Meeting Minutes of May 16, 2022
- c. Consider Approval of Budget Supplements BA 22-10
- d. Discussion, Consideration, and Possible Action to Declare Identified Property of the City of Durant as Surplus and Dispose of Accordingly.

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's Report - May 2022
- b. City Clerk Report - May 2022
- c. City Manager Monthly Report - May 2022
- d. Community Development Monthly Report - May 2022
- e. Economic Development Director Monthly Report - May 2022
- f. Emergency Management Monthly Report - May 2022
- g. Financial Statements for April 2022 and Sales Tax May 2022
- h. Fire Department Monthly Report - May 2022
- i. Grants Department Report - May 2022
- j. Human Resources Monthly Report- May 2022
- k. Library Monthly Report - May 2022
- l. Neighborhood Services Monthly Report - May 2022

- m. Parks and Recreation Monthly Report- May 2022
- n. Police Department Monthly Report - April 2022
- o. Ron Cross Senior Center Monthly Report - May 2022
- p. Street Department Monthly Report - May 2022

4. Administration

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

Motion To: Rescind Vote Taken on April 27, 2022 to Request Forensic Audit by the Oklahoma State Auditor and Inspector

Motion By: Danny Sherrer

Seconded By: Steve Brittingham

Ayes: Brittingham, Sherrer

Nays: Miller, Morris, Grube

Abstain: None

- b. Discussion, Consideration and Possible Action on Ordinance O-2022-14, Amending Sections of Chapter 150 (Building Regulations) of the Code of Ordinances of the City of Durant, Oklahoma

(1) Ordinance O-2022-14 Sections 1-3.

(2) Ordinance O-2022-14 Section 4 (Emergency Clause).

Motion To: Approve Ordinance O-2022-14, Sections 1-3, Amending Sections of Chapter 150 (Building Regulations) of the Code of Ordinances of the City of Durant, Oklahoma

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

Motion To: Approve Ordinance O-2022-14, Section 4, 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 a Re-Plat Request for Property Located Near South 12th Avenue and Texas Street (PC2022-16)

Motion To: Deny Re-Plat Request for Property Located Near South 12th Avenue and Texas Street

Motion By: Humphrey Miller

Seconded By: Steve Brittingham

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- d. Discussion, Consideration and Possible Action on Resolution R-2021-02E Amending the Comprehensive Fee Schedule

Motion To: Approve Resolution R-2021-02E Establishing Fees and Costs Charged by the City of Durant, Durant City Utilities Authority, and Durant Airport Authority for Durant Services

Motion By: Curtis Morris

Seconded By: Danny Sherrer

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- e. Discussion, Consideration and Possible Action on Acceptance of Donation of Furniture in the Amount of \$4,349.87 from the Bryan County Retired and Senior Volunteer Program, Inc., for the Ron Cross Senior Activity Center

Motion To: Accept Donation of Furniture in the Amount of \$4,349.87 from the Bryan County Retired and Senior Volunteer Program, Inc., for the Ron Cross Senior Activity Center

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- f. Change of Scope Proposal for the 18114 CDBG-CR 20 Grant Funded by the Oklahoma Department of Commerce 2020 Community Development Block Grant (CDBG) Coronavirus Response (CDBG-CR) Utility Assistance Program Benefitting Low to Moderate Income City Residents, Those Affected by the Coronavirus Pandemic and to Reduce COVID 19 Impact for the Durant Community in Adherence to the Program Criteria. (C-2021-19)

1). Discussion, Consideration, and Possible Action to Approve Public Hearing Resolution R-2022-06 for the 2020 Community Development Block Grant (CDBG-CR) 18114 CDBG-CR 20 to Confirm the Public Hearing was Conducted on June 14, 2022 with Presentation to the Public and Durant City Council for a Proposed Change of Scope as Required to Request Approval from OK Department of Commerce for the Change of Scope to Re-Allocate Funding Balance for Eligible Projects.

2). Discussion, Consideration, and Possible Action to Approve Resolution R-2022-07 For the 2020 Community Development Block Grant (CDBG-CR) 18114 CDBG-CR 20 to Approve the Proposed Change of Scope Budget as Required to Request the Change of Scope Approval from OK Department of Commerce to Re-Allocate Funding Balance for Eligible Projects.

3). Discussion, Consideration, and Possible Action to Authorize the Mayor to Sign Relevant CDBG Documents for the Proposed Change of Scope Request Related to the 2020 Community Development Block Grant (CDBG-CR) 18114 CDBG-CR 20 Funding Re-Allocation for Eligible Projects.

Motion To: Approve Resolution R-2022-06 for Change of Scope Public Hearing OK Department of Commerce FY 20 Community Development Block Grant Coronavirus Response (CDBG-CV) Program 18114 CDBG-CR 20

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

Motion To: Approve Resolution R-2022-07 for Proposed Change of Scope Request OK Department of Commerce FY 20 Community Development Block Grant Coronavirus Response (CDBG-CV) Program 18114 CDBG-CR 20

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

Motion To: Authorize Mayor to Sign Relevant CDBG Documents for the Proposed Change of Scope Request Related to the 2020 Community Development Block Grant (CDBG-CR) 18114 CDBG-CR 20 Funding Re-Allocation for Eligible Projects

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- g. Discussion, Consideration, and Possible Action Regarding Request for Sewer Line at 5916 Wilson Street

No action

- h. Discussion, Consideration, and Possible Action on a Request for a Water Line on Fish Hatchery Road

Motion To: Approve Request for a Water Line on Fish Hatchery Road

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

5. Public Hearings

- a.
 - 1. Public Hearing on Proposed FY2022-2023 Budget (Resolution R-2022-04)
 - 2. Discussion, Consideration and Possible Action on Resolution R-2022-04 Adopting the Budget for Fiscal Year 2022-2023

Public Hearing Opened

Call for comment three (3) times.

No public comment.

Public hearing closed.

Motion To: Approve Resolution R-2022-04 Adopting the Budget for Fiscal Year 2022-2023

Motion By: Curtis Morris

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

- b. Public Hearing for the 2020 Community Development Block Grant (CDBG) Coronavirus Response (CDBG-CR) Utility Assistance Grant 18114 CDBG-CR 20 Requesting a Change of Scope from Oklahoma Department of Commerce (ODOC) to Re-Allocate the Utility Assistance Funding Balance for Eligible Projects, Including Continued Eligible City Utility Assistance, a Shuttle Bus for Senior Citizen Services, Lloyd Plyer Park Improvements, Generators for Some Public Facilities, COVID Prevention Items, and an Exterior Drive-Thru at the Donald W. Reynolds Library to Receive Customer Payments - With Efforts to Continue Benefitting Low to Moderate Income City Residents, Those Affected by the Coronavirus Pandemic and to Reduce COVID 19 Impact for the Durant Community in Adherence to the Program Criteria.

This public hearing was held out of order to precede Item 4(f).

Public Hearing Opened.

Call for public comment three (3) times.

No public comment.

Public Hearing Closed.

6. New Business

There was no new business.

ADJOURNMENT

Motion To: Adjourn Meeting

Motion By: Humphrey Miller

Seconded By: Steve Brittingham

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: An chen Lai, Finance Director/Treasurer
Re: Consider Approval of Budget Supplement BA 22-11

Council Information / Action Requested

Approval of Budget Supplement BA 22-11

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

ATTACHMENTS:

1. BA 22-11 06-30-2022



Durant, OK

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT00650 - BA 22-11 79-

Adjustment Number

Budget Code

Description

Adjustment Date

BA0000027 Budget 2021-2022 APP GF PERSONAL & OPERATION EXPES 6/30/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
001-001-510-1100	SALARIES AND WAGES	APP GF PERSONAL & OPERATION EXPES	457,048.60	14,294.00	471,342.60
July: 1,191.17	October: 1,191.17	January: 1,191.17	April: 1,191.17		
August: 1,191.17	November: 1,191.17	February: 1,191.17	May: 1,191.17		
September: 1,191.17	December: 1,191.17	March: 1,191.17	June: 1,191.13		
001-001-510-1200	OVERTIME	APP GF PERSONAL & OPERATION EXPES	2,415.00	-325.00	2,090.00
July: -27.08	October: -27.08	January: -27.08	April: -27.08		
August: -27.08	November: -27.08	February: -27.08	May: -27.08		
September: -27.08	December: -27.08	March: -27.08	June: -27.12		
001-001-510-1204	VEHICLE & CELL PHONE ALLOW	APP GF PERSONAL & OPERATION EXPES	15,372.00	3,968.00	19,340.00
July: 330.67	October: 330.67	January: 330.67	April: 330.67		
August: 330.67	November: 330.67	February: 330.67	May: 330.67		
September: 330.67	December: 330.67	March: 330.67	June: 330.63		
001-001-510-1300	UNEMPLOYMENT INSURANCE	APP GF PERSONAL & OPERATION EXPES	1,215.50	1,528.00	2,743.50
July: 127.33	October: 127.33	January: 127.33	April: 127.33		
August: 127.33	November: 127.33	February: 127.33	May: 127.33		
September: 127.33	December: 127.33	March: 127.33	June: 127.37		
001-001-510-1400	FICA TAXES	APP GF PERSONAL & OPERATION EXPES	37,527.58	160.00	37,687.58
July: 13.33	October: 13.33	January: 13.33	April: 13.33		
August: 13.33	November: 13.33	February: 13.33	May: 13.33		
September: 13.33	December: 13.33	March: 13.33	June: 13.37		
001-001-510-1500	OMRF PENSION CONTRIBUTIO	APP GF PERSONAL & OPERATION EXPES	43,063.14	-1,190.00	41,873.14
July: -99.17	October: -99.17	January: -99.17	April: -99.17		
August: -99.17	November: -99.17	February: -99.17	May: -99.17		
September: -99.17	December: -99.17	March: -99.17	June: -99.13		
001-001-510-1600	LIFE & HEALTH INSURANCE	APP GF PERSONAL & OPERATION EXPES	84,476.99	5,720.00	90,196.99
July: 476.67	October: 476.67	January: 476.67	April: 476.67		
August: 476.67	November: 476.67	February: 476.67	May: 476.67		
September: 476.67	December: 476.67	March: 476.67	June: 476.63		
001-001-510-1700	WORKERS' COMPENSATION EX	APP GF PERSONAL & OPERATION EXPES	11,700.00	1,462.00	13,162.00
July: 121.83	October: 121.83	January: 121.83	April: 121.83		
August: 121.83	November: 121.83	February: 121.83	May: 121.83		
September: 121.83	December: 121.83	March: 121.83	June: 121.87		
001-003-510-1100	SALARIES AND WAGES	APP GF PERSONAL & OPERATION EXPES	242,350.26	5,811.00	248,161.26
July: 484.25	October: 484.25	January: 484.25	April: 484.25		
August: 484.25	November: 484.25	February: 484.25	May: 484.25		
September: 484.25	December: 484.25	March: 484.25	June: 484.25		
001-003-510-1200	OVERTIME	APP GF PERSONAL & OPERATION EXPES	500.00	-380.00	120.00
July: -31.67	October: -31.67	January: -31.67	April: -31.67		
August: -31.67	November: -31.67	February: -31.67	May: -31.67		
September: -31.67	December: -31.67	March: -31.67	June: -31.63		
001-003-510-1204	VEHICLE & CELL PHONE ALLOW	APP GF PERSONAL & OPERATION EXPES	441.00	-21.00	420.00
July: -1.75	October: -1.75	January: -1.75	April: -1.75		
August: -1.75	November: -1.75	February: -1.75	May: -1.75		
September: -1.75	December: -1.75	March: -1.75	June: -1.75		
001-003-510-1300	UNEMPLOYMENT INSURANCE	APP GF PERSONAL & OPERATION EXPES	748.00	491.00	1,239.00
July: 40.92	September: 40.92	November: 40.92	January: 40.92		
August: 40.92	October: 40.92	December: 40.92	February: 40.92		

Budget Adjustment Register
Packet: GLPKT00650 - BA 22-11 79-

March: 40.92	April: 40.92	May: 40.92	June: 40.88		
001-003-510-1400	FICA TAXES	APP GF PERSONAL & OPERATION EXPES	23,182.79	-4,120.00	19,062.79
July: -343.33	October: -343.33	January: -343.33	April: -343.33		
August: -343.33	November: -343.33	February: -343.33	May: -343.33		
September: -343.33	December: -343.33	March: -343.33	June: -343.37		
001-003-510-1500	OMRF PENSION CONTRIBUTIO	APP GF PERSONAL & OPERATION EXPES	18,586.55	897.00	19,483.55
July: 74.75	October: 74.75	January: 74.75	April: 74.75		
August: 74.75	November: 74.75	February: 74.75	May: 74.75		
September: 74.75	December: 74.75	March: 74.75	June: 74.75		
001-003-510-1600	LIFE & HEALTH INSURANCE	APP GF PERSONAL & OPERATION EXPES	57,811.90	-1,044.00	56,767.90
July: -87.00	October: -87.00	January: -87.00	April: -87.00		
August: -87.00	November: -87.00	February: -87.00	May: -87.00		
September: -87.00	December: -87.00	March: -87.00	June: -87.00		
001-003-510-1700	WORKERS' COMPENSATION EX	APP GF PERSONAL & OPERATION EXPES	7,200.00	600.00	7,800.00
July: 50.00	October: 50.00	January: 50.00	April: 50.00		
August: 50.00	November: 50.00	February: 50.00	May: 50.00		
September: 50.00	December: 50.00	March: 50.00	June: 50.00		
001-005-510-1100	SALARIES AND WAGES	APPR. GF OPERATION EXPENDITURES	2,958,135.29	-47,402.00	2,910,733.29
July: -3,950.17	October: -3,950.17	January: -3,950.17	April: -3,950.17		
August: -3,950.17	November: -3,950.17	February: -3,950.17	May: -3,950.17		
September: -3,950.17	December: -3,950.17	March: -3,950.17	June: -3,950.13		
001-014-510-1100	SALARIES AND WAGES	APP GF PERSONAL & OPERATION EXPES	120,730.43	22,373.00	143,103.43
July: 1,864.42	October: 1,864.42	January: 1,864.42	April: 1,864.42		
August: 1,864.42	November: 1,864.42	February: 1,864.42	May: 1,864.42		
September: 1,864.42	December: 1,864.42	March: 1,864.42	June: 1,864.38		
001-014-510-1200	OVERTIME	APP GF PERSONAL & OPERATION EXPES	1,050.00	-633.00	417.00
July: -52.75	October: -52.75	January: -52.75	April: -52.75		
August: -52.75	November: -52.75	February: -52.75	May: -52.75		
September: -52.75	December: -52.75	March: -52.75	June: -52.75		
001-014-510-1204	VEHICLE & CELL PHONE ALLOW	APP GF PERSONAL & OPERATION EXPES	3,087.00	2,133.00	5,220.00
July: 177.75	October: 177.75	January: 177.75	April: 177.75		
August: 177.75	November: 177.75	February: 177.75	May: 177.75		
September: 177.75	December: 177.75	March: 177.75	June: 177.75		
001-014-510-1300	UNEMPLOYMENT INSURANCE	APP GF PERSONAL & OPERATION EXPES	561.00	461.00	1,022.00
July: 38.42	October: 38.42	January: 38.42	April: 38.42		
August: 38.42	November: 38.42	February: 38.42	May: 38.42		
September: 38.42	December: 38.42	March: 38.42	June: 38.38		
001-014-510-1400	FICA TAXES	APP GF PERSONAL & OPERATION EXPES	9,159.38	2,137.00	11,296.38
July: 178.08	October: 178.08	January: 178.08	April: 178.08		
August: 178.08	November: 178.08	February: 178.08	May: 178.08		
September: 178.08	December: 178.08	March: 178.08	June: 178.12		
001-014-510-1500	OMRF PENSION CONTRIBUTIO	APP GF PERSONAL & OPERATION EXPES	16,120.97	-4,762.00	11,358.97
July: -396.83	October: -396.83	January: -396.83	April: -396.83		
August: -396.83	November: -396.83	February: -396.83	May: -396.83		
September: -396.83	December: -396.83	March: -396.83	June: -396.87		
001-014-510-1600	LIFE & HEALTH INSURANCE	APP GF PERSONAL & OPERATION EXPES	49,073.50	-14,840.00	34,233.50
July: -1,236.67	October: -1,236.67	January: -1,236.67	April: -1,236.67		
August: -1,236.67	November: -1,236.67	February: -1,236.67	May: -1,236.67		
September: -1,236.67	December: -1,236.67	March: -1,236.67	June: -1,236.63		
001-014-510-1700	WORKERS' COMPENSATION EX	APP GF PERSONAL & OPERATION EXPES	3,600.00	300.00	3,900.00
July: 25.00	October: 25.00	January: 25.00	April: 25.00		
August: 25.00	November: 25.00	February: 25.00	May: 25.00		
September: 25.00	December: 25.00	March: 25.00	June: 25.00		
001-015-510-1100	SALARIES AND WAGES	APP GF PERSONAL & OPERATION EXPES	323,919.08	19,113.00	343,032.08
July: 1,592.75	October: 1,592.75	January: 1,592.75	April: 1,592.75		
August: 1,592.75	November: 1,592.75	February: 1,592.75	May: 1,592.75		
September: 1,592.75	December: 1,592.75	March: 1,592.75	June: 1,592.75		

Budget Adjustment Register
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001-015-510-1300

July: 116.42
August: 116.42
September: 116.42

UNEMPLOYMENT INSURANCE
October: 116.42
November: 116.42
December: 116.42

APP GF PERSONAL & OPERATION EXPES
January: 116.42
February: 116.42
March: 116.42

2,057.00 1,397.00 3,454.00
April: 116.42
May: 116.42
June: 116.38

001-015-510-1400

July: 254.08
August: 254.08
September: 254.08

FICA TAXES
October: 254.08
November: 254.08
December: 254.08

APP GF PERSONAL & OPERATION EXPES
January: 254.08
February: 254.08
March: 254.08

24,048.67 3,049.00 27,097.67
April: 254.08
May: 254.08
June: 254.12

001-015-510-1500

July: 368.00
August: 368.00
September: 368.00

OMRF PENSION CONTRIBUTIO
October: 368.00
November: 368.00
December: 368.00

APP GF PERSONAL & OPERATION EXPES
January: 368.00
February: 368.00
March: 368.00

18,944.68 4,416.00 23,360.68
April: 368.00
May: 368.00
June: 368.00

001-015-510-1600

July: -84.33
August: -84.33
September: -84.33

LIFE & HEALTH INSURANCE
October: -84.33
November: -84.33
December: -84.33

APP GF PERSONAL & OPERATION EXPES
January: -84.33
February: -84.33
March: -84.33

105,728.51 -1,012.00 104,716.51
April: -84.33
May: -84.33
June: -84.37

001-015-510-1700

July: 137.50
August: 137.50
September: 137.50

WORKERS' COMPENSATION EX
October: 137.50
November: 137.50
December: 137.50

APP GF PERSONAL & OPERATION EXPES
January: 137.50
February: 137.50
March: 137.50

19,800.00 1,650.00 21,450.00
April: 137.50
May: 137.50
June: 137.50

001-017-510-1100

July: -1,288.17
August: -1,288.17
September: -1,288.17

SALARIES AND WAGES
October: -1,288.17
November: -1,288.17
December: -1,288.17

APP GF PERSONAL & OPERATION EXPES
January: -1,288.17
February: -1,288.17
March: -1,288.17

89,379.60 -15,458.00 73,921.60
April: -1,288.17
May: -1,288.17
June: -1,288.13

001-017-510-1204

July: -15.00
August: -15.00
September: -15.00

VEHICLE & CELL PHONE ALLOW
October: -15.00
November: -15.00
December: -15.00

APP GF PERSONAL & OPERATION EXPES
January: -15.00
February: -15.00
March: -15.00

3,780.00 -180.00 3,600.00
April: -15.00
May: -15.00
June: -15.00

001-017-510-1300

July: -20.42
August: -20.42
September: -20.42

UNEMPLOYMENT INSURANCE
October: -20.42
November: -20.42
December: -20.42

APP GF PERSONAL & OPERATION EXPES
January: -20.42
February: -20.42
March: -20.42

187.00 -245.00 -58.00
April: -20.42
May: -20.42
June: -20.38

001-017-510-1400

July: -100.42
August: -100.42
September: -100.42

FICA TAXES
October: -100.42
November: -100.42
December: -100.42

APP GF PERSONAL & OPERATION EXPES
January: -100.42
February: -100.42
March: -100.42

7,080.81 -1,205.00 5,875.81
April: -100.42
May: -100.42
June: -100.38

001-017-510-1500

July: -102.08
August: -102.08
September: -102.08

OMRF PENSION CONTRIBUTIO
October: -102.08
November: -102.08
December: -102.08

APP GF PERSONAL & OPERATION EXPES
January: -102.08
February: -102.08
March: -102.08

7,080.81 -1,225.00 5,855.81
April: -102.08
May: -102.08
June: -102.12

001-017-510-1600

July: -13.42
August: -13.42
September: -13.42

LIFE & HEALTH INSURANCE
October: -13.42
November: -13.42
December: -13.42

APP GF PERSONAL & OPERATION EXPES
January: -13.42
February: -13.42
March: -13.42

15,393.88 -161.00 15,232.88
April: -13.42
May: -13.42
June: -13.38

001-017-510-1700

July: -25.00
August: -25.00
September: -25.00

WORKERS' COMPENSATION EX
October: -25.00
November: -25.00
December: -25.00

APP GF PERSONAL & OPERATION EXPES
January: -25.00
February: -25.00
March: -25.00

1,800.00 -300.00 1,500.00
April: -25.00
May: -25.00
June: -25.00

001-018-510-1100

July: -54.75
August: -54.75
September: -54.75

SALARIES AND WAGES
October: -54.75
November: -54.75
December: -54.75

APP GF PERSONAL & OPERATION EXPES
January: -54.75
February: -54.75
March: -54.75

181,710.11 -657.00 181,053.11
April: -54.75
May: -54.75
June: -54.75

001-018-510-1202

July: 0.08
August: 0.08
September: 0.08

SPECIAL PAY-LEAVE & BONUS A
October: 0.08
November: 0.08
December: 0.08

APP GF PERSONAL & OPERATION EXPES
January: 0.08
February: 0.08
March: 0.08

5,892.50 1.00 5,893.50
April: 0.08
May: 0.08
June: 0.12

001-018-510-1300

UNEMPLOYMENT INSURANCE

APP GF PERSONAL & OPERATION EXPES

561.00 343.00 904.00

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July:	28.58	October:	28.58	January:	28.58	April:	28.58	
August:	28.58	November:	28.58	February:	28.58	May:	28.58	
September:	28.58	December:	28.58	March:	28.58	June:	28.62	
001-018-510-1400		FICA TAXES		APP GF PERSONAL & OPERATION EXPES		13,862.78	-347.00	13,515.78
July:	-28.92	October:	-28.92	January:	-28.92	April:	-28.92	
August:	-28.92	November:	-28.92	February:	-28.92	May:	-28.92	
September:	-28.92	December:	-28.92	March:	-28.92	June:	-28.88	
001-018-510-1500		OMRF PENSION CONTRIBUTIO		APP GF PERSONAL & OPERATION EXPES		10,248.08	3,610.00	13,858.08
July:	300.83	October:	300.83	January:	300.83	April:	300.83	
August:	300.83	November:	300.83	February:	300.83	May:	300.83	
September:	300.83	December:	300.83	March:	300.83	June:	300.87	
001-018-510-1600		LIFE & HEALTH INSURANCE		APP GF PERSONAL & OPERATION EXPES		47,074.83	-857.00	46,217.83
July:	-71.42	October:	-71.42	January:	-71.42	April:	-71.42	
August:	-71.42	November:	-71.42	February:	-71.42	May:	-71.42	
September:	-71.42	December:	-71.42	March:	-71.42	June:	-71.38	
001-018-510-1700		WORKERS' COMPENSATION EX		APP GF PERSONAL & OPERATION EXPES		5,400.00	450.00	5,850.00
July:	37.50	October:	37.50	January:	37.50	April:	37.50	
August:	37.50	November:	37.50	February:	37.50	May:	37.50	
September:	37.50	December:	37.50	March:	37.50	June:	37.50	

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000028	Budget 2021-2022	APPR IT FUND OPER EXPND	6/30/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
010-020-510-1100	SALARIES AND WAGES	APPR IT FUND OPER EXPND	234,234.22	4,871.00	239,105.22
July:	405.92	October:	405.92	January:	405.92
August:	405.92	November:	405.92	February:	405.92
September:	405.92	December:	405.92	March:	405.92
010-020-510-1200	OVERTIME	APPR IT FUND OPER EXPND	0.00	2,091.00	2,091.00
July:	174.25	October:	174.25	January:	174.25
August:	174.25	November:	174.25	February:	174.25
September:	174.25	December:	174.25	March:	174.25
010-020-510-1204	VEHICLE & CELL PHONE ALLOW	APPR IT FUND OPER EXPND	2,961.00	-124.00	2,837.00
July:	-10.33	October:	-10.33	January:	-10.33
August:	-10.33	November:	-10.33	February:	-10.33
September:	-10.33	December:	-10.33	March:	-10.33
010-020-510-1300	UNEMPLOYMENT INSURANCE	APPR IT FUND OPER EXPND	748.00	536.00	1,284.00
July:	44.67	October:	44.67	January:	44.67
August:	44.67	November:	44.67	February:	44.67
September:	44.67	December:	44.67	March:	44.67
010-020-510-1400	FICA TAXES	APPR IT FUND OPER EXPND	17,798.89	853.00	18,651.89
July:	71.08	October:	71.08	January:	71.08
August:	71.08	November:	71.08	February:	71.08
September:	71.08	December:	71.08	March:	71.08
010-020-510-1500	OMRF PENSION CONTRIBUTIO	APPR IT FUND OPER EXPND	17,798.90	-240.00	17,558.90
July:	-20.00	October:	-20.00	January:	-20.00
August:	-20.00	November:	-20.00	February:	-20.00
September:	-20.00	December:	-20.00	March:	-20.00
010-020-510-1600	LIFE & HEALTH INSURANCE	APPR IT FUND OPER EXPND	55,157.66	-23.00	55,134.66
July:	-1.92	October:	-1.92	January:	-1.92
August:	-1.92	November:	-1.92	February:	-1.92
September:	-1.92	December:	-1.92	March:	-1.92
010-020-510-1700	WORKERS' COMPENSATION EX	APPR IT FUND OPER EXPND	7,200.00	900.00	8,100.00
July:	75.00	October:	75.00	January:	75.00
August:	75.00	November:	75.00	February:	75.00
September:	75.00	December:	75.00	March:	75.00

Budget Adjustment Register

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010-020-520-2152

July: -83.33
August: -83.33
September: -83.33

GIS SERVICES

October: -83.33
November: -83.33
December: -83.33

APPR IT FUND OPER EXPND

January: -83.33
February: -83.33
March: -83.33

3,415.00 -1,000.00 2,415.00
April: -83.33
May: -83.33
June: -83.37

010-020-530-3031

July: -58.33
August: -58.33
September: -58.33

PHONE & TELECOMMUNICATI

October: -58.33
November: -58.33
December: -58.33

APPR IT FUND OPER EXPND

January: -58.33
February: -58.33
March: -58.33

4,456.00 -700.00 3,756.00
April: -58.33
May: -58.33
June: -58.37

010-020-530-3051

July: -416.67
August: -416.67
September: -416.67

CONTRACT LABOR

October: -416.67
November: -416.67
December: -416.67

APPR IT FUND OPER EXPND

January: -416.67
February: -416.67
March: -416.67

5,000.00 -5,000.00 0.00
April: -416.67
May: -416.67
June: -416.63

010-020-550-5049

July: 16.50
August: 16.50
September: 16.50

NETWORK PRINTER SUPPLIES

October: 16.50
November: 16.50
December: 16.50

APPR IT FUND OPER EXPND

January: 16.50
February: 16.50
March: 16.50

9,300.00 198.00 9,498.00
April: 16.50
May: 16.50
June: 16.50

010-020-550-5051

July: -8.33
August: -8.33
September: -8.33

OFFICE SUPPLIES

October: -8.33
November: -8.33
December: -8.33

APPR IT FUND OPER EXPND

January: -8.33
February: -8.33
March: -8.33

100.00 -100.00 0.00
April: -8.33
May: -8.33
June: -8.37

010-020-550-5509

July: -514.67
August: -514.67
September: -514.67

OTHER EQUIP PARTS & MAINT

October: -514.67
November: -514.67
December: -514.67

APPR IT FUND OPER EXPND

January: -514.67
February: -514.67
March: -514.67

34,046.00 -6,176.00 27,870.00
April: -514.67
May: -514.67
June: -514.63

010-020-550-5888

July: 326.17
August: 326.17
September: 326.17

VYVE SRVC AGRMT FIBER OPTI

October: 326.17
November: 326.17
December: 326.17

APPR IT FUND OPER EXPND

January: 326.17
February: 326.17
March: 326.17

33,900.00 3,914.00 37,814.00
April: 326.17
May: 326.17
June: 326.13

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000029	Budget 2021-2022	APPR FOR DISABILITY & PROFESS SEV EXP	6/30/2022

Summary Description:

Account Number

012-090-520-2104

July: 833.33
August: 833.33
September: 833.33

LEGAL SERVICES

October: 833.33
November: 833.33
December: 833.33

Adjustment Description

APPR FOR DISABILITY & PROFESS SEV EXP

January: 833.33
February: 833.33
March: 833.33

Before 20,000.00
Adjustment 10,000.00
After 30,000.00
April: 833.33
May: 833.33
June: 833.37

012-090-520-2105

July: 416.67
August: 416.67
September: 416.67

OTHER PROFESSIONAL FEES

October: 416.67
November: 416.67
December: 416.67

APPR FOR DISABILITY & PROFESS SEV EXP

January: 416.67
February: 416.67
March: 416.67

50,000.00 5,000.00 55,000.00
April: 416.67
May: 416.67
June: 416.63

012-090-570-7007

July: 3,500.00
August: 3,500.00
September: 3,500.00

DISABILITY PAYMENTS

October: 3,500.00
November: 3,500.00
December: 3,500.00

APPR FOR DISABILITY & PROFESS SEV EXP

January: 3,500.00
February: 3,500.00
March: 3,500.00

247,850.00 42,000.00 289,850.00
April: 3,500.00
May: 3,500.00
June: 3,500.00

012-090-570-7029

July: -1,666.67
August: -1,666.67
September: -1,666.67

MEDICAL CLAIMS

October: -1,666.67
November: -1,666.67
December: -1,666.67

APPR FOR DISABILITY & PROFESS SEV EXP

January: -1,666.67
February: -1,666.67
March: -1,666.67

130,000.00 -20,000.00 110,000.00
April: -1,666.67
May: -1,666.67
June: -1,666.63

012-090-570-7040

July: -1,958.33
August: -1,958.33
September: -1,958.33

OK TRUST FUND ASSESSMENT

October: -1,958.33
November: -1,958.33
December: -1,958.33

APPR FOR DISABILITY & PROFESS SEV EXP

January: -1,958.33
February: -1,958.33
March: -1,958.33

23,500.00 -23,500.00 0.00
April: -1,958.33
May: -1,958.33
June: -1,958.37

012-090-570-7800

July: -1,125.00
August: -1,125.00

FUND RESERVE

September: -1,125.00
October: -1,125.00

APPR FOR DISABILITY & PROFESS SEV EXP

November: -1,125.00
December: -1,125.00

47,400.00 -13,500.00 33,900.00
January: -1,125.00
February: -1,125.00

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March: -1,125.00 April: -1,125.00 May: -1,125.00 June: -1,125.00

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000030	Budget 2021-2022	APPR FOR UNIV PRJ CONCRETE TEST	6/30/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
015-805-520-2103	2020 STREET PROFESSIONAL S	APPR FOR UNIV PRJ CONCRETE TEST	571,973.00	25,000.00	596,973.00
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		
015-805-560-6200	2020 STREETS PROJECT	APPR FOR UNIV PRJ CONCRETE TEST	7,444,325.00	-25,000.00	7,419,325.00
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		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000031	Budget 2021-2022	APPR SPECL 911 OPERAT EXP	6/30/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
101-007-510-1300	UNEMPLOYMENT INSURANCE	APPR SPECL 911 OPERAT EXP	2,618.00	725.00	3,343.00
July: 60.42	October: 60.42	January: 60.42	April: 60.42		
August: 60.42	November: 60.42	February: 60.42	May: 60.42		
September: 60.42	December: 60.42	March: 60.42	June: 60.38		
101-007-510-1400	FICA TAXES	APPR SPECL 911 OPERAT EXP	44,959.73	-1,685.00	43,274.73
July: -140.42	October: -140.42	January: -140.42	April: -140.42		
August: -140.42	November: -140.42	February: -140.42	May: -140.42		
September: -140.42	December: -140.42	March: -140.42	June: -140.38		
101-007-510-1700	WORKERS' COMPENSATION EX	APPR SPECL 911 OPERAT EXP	25,200.00	960.00	26,160.00
July: 80.00	October: 80.00	January: 80.00	April: 80.00		
August: 80.00	November: 80.00	February: 80.00	May: 80.00		
September: 80.00	December: 80.00	March: 80.00	June: 80.00		
101-007-530-3031	PHONE & TELECOMMUNICATI	APPR SPECL 911 OPERAT EXP	52,609.00	-100.00	52,509.00
July: -8.33	October: -8.33	January: -8.33	April: -8.33		
August: -8.33	November: -8.33	February: -8.33	May: -8.33		
September: -8.33	December: -8.33	March: -8.33	June: -8.37		
101-007-530-3032	POSTAGE	APPR SPECL 911 OPERAT EXP	400.00	100.00	500.00
July: 8.33	October: 8.33	January: 8.33	April: 8.33		
August: 8.33	November: 8.33	February: 8.33	May: 8.33		
September: 8.33	December: 8.33	March: 8.33	June: 8.37		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000032	Budget 2021-2022	APPR AIRPORT OPERAT EXPNSES	6/30/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
206-000-361-1400	AIRPORT JET FUEL SALES	APPR AIRPORT OPERAT EXPNSES	-612,000.00	-250,000.00	-862,000.00
July: -20,833.33	October: -20,833.33	January: -20,833.33	April: -20,833.33		
August: -20,833.33	November: -20,833.33	February: -20,833.33	May: -20,833.33		
September: -20,833.33	December: -20,833.33	March: -20,833.33	June: -20,833.37		
206-000-361-1500	AIRPORT AV-GAS SALES	APPR AIRPORT OPERAT EXPNSES	-159,000.00	-60,000.00	-219,000.00
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		
206-065-510-1100	SALARIES AND WAGES	APPR AIRPORT OPERAT EXPNSES	231,478.16	-1,233.00	230,245.16
July: -102.75	August: -102.75	September: -102.75	October: -102.75		

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November: -102.75	January: -102.75	March: -102.75	May: -102.75
December: -102.75	February: -102.75	April: -102.75	June: -102.75
206-065-510-1400	FICA TAXES	APPR AIRPORT OPERAT EXPNSES	13,170.42 1,133.00 14,303.42
July: 94.42	October: 94.42	January: 94.42	April: 94.42
August: 94.42	November: 94.42	February: 94.42	May: 94.42
September: 94.42	December: 94.42	March: 94.42	June: 94.38
206-065-550-5051	OFFICE SUPPLIES	APPR AIRPORT OPERAT EXPS	5,000.00 -2,000.00 3,000.00
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
206-065-550-5062	JANITORIAL SUPPLIES	APPR AIRPORT OPERAT EXPNSES	1,000.00 700.00 1,700.00
July: 58.33	October: 58.33	January: 58.33	April: 58.33
August: 58.33	November: 58.33	February: 58.33	May: 58.33
September: 58.33	December: 58.33	March: 58.33	June: 58.37
206-065-550-5074	SAFETY SUPPLIES	APPR AIRPORT OPERAT EXPNSES	8,000.00 -1,200.00 6,800.00
July: -100.00	October: -100.00	January: -100.00	April: -100.00
August: -100.00	November: -100.00	February: -100.00	May: -100.00
September: -100.00	December: -100.00	March: -100.00	June: -100.00
206-065-550-5658	TERMINAL BLDG. MAINTENAN	APPR AIRPORT OPERAT EXPNSES	8,500.00 100.00 8,600.00
July: 8.33	October: 8.33	January: 8.33	April: 8.33
August: 8.33	November: 8.33	February: 8.33	May: 8.33
September: 8.33	December: 8.33	March: 8.33	June: 8.37
206-065-550-5852	FUEL	APPR AIRPORT OPERAT EXPNSES	3,000.00 2,500.00 5,500.00
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
206-065-550-5857	MMBRSHIP/LICNSE/ECT	APPR AIRPORT OPERAT EXPNSES	1,500.00 -100.00 1,400.00
July: -8.33	October: -8.33	January: -8.33	April: -8.33
August: -8.33	November: -8.33	February: -8.33	May: -8.33
September: -8.33	December: -8.33	March: -8.33	June: -8.37
206-065-550-5887	AVIATION GASOLINE PURCHAS	APPR AIRPORT OPERAT EXPNSES	135,000.00 60,000.00 195,000.00
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
206-065-560-2204	JET FUEL PURCHASES	APPR AIRPORT OPERAT EXPNSES	350,000.00 250,000.00 600,000.00
July: 20,833.33	October: 20,833.33	January: 20,833.33	April: 20,833.33
August: 20,833.33	November: 20,833.33	February: 20,833.33	May: 20,833.33
September: 20,833.33	December: 20,833.33	March: 20,833.33	June: 20,833.37
206-065-570-7200	TRAINING AND TRAVEL	APPR AIRPORT OPERAT EXPNSES	835.00 100.00 935.00
July: 8.33	October: 8.33	January: 8.33	April: 8.33
August: 8.33	November: 8.33	February: 8.33	May: 8.33
September: 8.33	December: 8.33	March: 8.33	June: 8.37
206-065-580-8036	FY16 10 T HANGAR INT EXPENS	APPR AIRPORT OPERAT EXPNSES	8,356.00 -141.00 8,215.00
July: -11.75	October: -11.75	January: -11.75	April: -11.75
August: -11.75	November: -11.75	February: -11.75	May: -11.75
September: -11.75	December: -11.75	March: -11.75	June: -11.75
206-065-580-8037	FY16 10 T HANGAR PRNCP PY	APPR AIRPORT OPERAT EXPNSES	45,566.00 141.00 45,707.00
July: 11.75	October: 11.75	January: 11.75	April: 11.75
August: 11.75	November: 11.75	February: 11.75	May: 11.75
September: 11.75	December: 11.75	March: 11.75	June: 11.75

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000033	Budget 2021-2022	APPR UA SINKING FUND PAYMNT	6/30/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
210-046-580-9500	INTEREST EXPENSE	APPR UA SINKING FUND PAYMNT	104,168.00	-4,860.00	99,308.00

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July:	-405.00	October:	-405.00	January:	-405.00	April:	-405.00
August:	-405.00	November:	-405.00	February:	-405.00	May:	-405.00
September:	-405.00	December:	-405.00	March:	-405.00	June:	-405.00
210-046-580-9600		PRINCIPAL PYMTS 2007 US ST	APPR UA SINKING FUND PAYMNT			325,000.00	6,667.00 331,667.00
July:	555.58	October:	555.58	January:	555.58	April:	555.58
August:	555.58	November:	555.58	February:	555.58	May:	555.58
September:	555.58	December:	555.58	March:	555.58	June:	555.62
210-052-530-3033		LOCAL TRUSTEE FEE	APPR UA SINKING FUND PAYMNT			3,500.00	-1,500.00 2,000.00
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
210-053-530-3033		LOCAL TRUSTEE FEE	APPR UA SINKING FUND PAYMNT			3,500.00	-307.00 3,193.00
July:	-25.58	October:	-25.58	January:	-25.58	April:	-25.58
August:	-25.58	November:	-25.58	February:	-25.58	May:	-25.58
September:	-25.58	December:	-25.58	March:	-25.58	June:	-25.62

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000034	Budget 2021-2022	APPR DCUA OPER EXPENSES	6/30/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
405-025-530-3033	UTILITY BILLING SERVICES	APPR DCUA OPER EXPENSES	26,400.00	2,000.00	28,400.00
July:	166.67	October:	166.67	January:	166.67
August:	166.67	November:	166.67	February:	166.67
September:	166.67	December:	166.67	March:	166.67
			April:	166.67	
			May:	166.67	
			June:	166.63	
405-025-530-3037	PRINTING SERVICES	APPR DCUA OPER EXPENSES	6,300.00	-2,000.00	4,300.00
July:	-166.67	October:	-166.67	January:	-166.67
August:	-166.67	November:	-166.67	February:	-166.67
September:	-166.67	December:	-166.67	March:	-166.67
			April:	-166.67	
			May:	-166.67	
			June:	-166.63	
405-025-530-3051	CONTRACT LABOR	APPR DCUA OPER EXPENSES	3,000.00	-3,000.00	0.00
July:	-250.00	October:	-250.00	January:	-250.00
August:	-250.00	November:	-250.00	February:	-250.00
September:	-250.00	December:	-250.00	March:	-250.00
			April:	-250.00	
			May:	-250.00	
			June:	-250.00	
405-025-530-3056	CREDIT CARD PROCESSING FEE	APPR DCUA OPER EXPENSES	98,400.00	-15,000.00	83,400.00
July:	-1,250.00	October:	-1,250.00	January:	-1,250.00
August:	-1,250.00	November:	-1,250.00	February:	-1,250.00
September:	-1,250.00	December:	-1,250.00	March:	-1,250.00
			April:	-1,250.00	
			May:	-1,250.00	
			June:	-1,250.00	
405-025-530-3057	KIOSK AND WEB PYMT FEES	APPR DCUA OPER EXPENSES	45,000.00	40,000.00	85,000.00
July:	3,333.33	October:	3,333.33	January:	3,333.33
August:	3,333.33	November:	3,333.33	February:	3,333.33
September:	3,333.33	December:	3,333.33	March:	3,333.33
			April:	3,333.33	
			May:	3,333.33	
			June:	3,333.37	
405-025-530-3058	BAD DEBT EXPENSE	APPR DCUA OPER EXPENSES	19,980.00	-15,000.00	4,980.00
July:	-1,250.00	October:	-1,250.00	January:	-1,250.00
August:	-1,250.00	November:	-1,250.00	February:	-1,250.00
September:	-1,250.00	December:	-1,250.00	March:	-1,250.00
			April:	-1,250.00	
			May:	-1,250.00	
			June:	-1,250.00	
405-025-530-7042	ON-LINE UTILITY BILLING	APPR DCUA OPER EXPENSES	7,000.00	-7,000.00	0.00
July:	-583.33	October:	-583.33	January:	-583.33
August:	-583.33	November:	-583.33	February:	-583.33
September:	-583.33	December:	-583.33	March:	-583.33
			April:	-583.33	
			May:	-583.33	
			June:	-583.37	
405-026-550-5663	VEHICLE MAINTENANCE	APPR DCUA OPER EXPENSES	35,000.00	-10,000.00	25,000.00
July:	-833.33	October:	-833.33	January:	-833.33
August:	-833.33	November:	-833.33	February:	-833.33
September:	-833.33	December:	-833.33	March:	-833.33
			April:	-833.33	
			May:	-833.33	
			June:	-833.37	
405-026-550-5678	HYDRANT MAINT & REPAIR	APPR DCUA OPER EXPENSES	12,000.00	-10,000.00	2,000.00
July:	-833.33	October:	-833.33	January:	-833.33
August:	-833.33	November:	-833.33	February:	-833.33
September:	-833.33	December:	-833.33	March:	-833.33
			April:	-833.33	
			May:	-833.33	
			June:	-833.37	

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405-026-550-5852

July: 1,666.67
August: 1,666.67
September: 1,666.67

FUEL APPR DCUA OPER EXPENSES

October: 1,666.67 January: 1,666.67
November: 1,666.67 February: 1,666.67
December: 1,666.67 March: 1,666.67

20,000.00 20,000.00 40,000.00
April: 1,666.67
May: 1,666.67
June: 1,666.63

405-027-550-5509

July: -416.67
August: -416.67
September: -416.67

OTHER EQUIP PARTS & MAINT APPR DCUA OPER EXPENSES

October: -416.67 January: -416.67
November: -416.67 February: -416.67
December: -416.67 March: -416.67

65,562.00 -5,000.00 60,562.00
April: -416.67
May: -416.67
June: -416.63

405-027-550-5663

July: -250.00
August: -250.00
September: -250.00

VEHICLE MAINTENANCE APPR DCUA OPER EXPENSES

October: -250.00 January: -250.00
November: -250.00 February: -250.00
December: -250.00 March: -250.00

8,000.00 -3,000.00 5,000.00
April: -250.00
May: -250.00
June: -250.00

405-027-550-5852

July: 416.67
August: 416.67
September: 416.67

FUEL APPR DCUA OPER EXPENSES

October: 416.67 January: 416.67
November: 416.67 February: 416.67
December: 416.67 March: 416.67

3,500.00 5,000.00 8,500.00
April: 416.67
May: 416.67
June: 416.63

405-027-550-5852

July: 791.67
August: 791.67
September: 791.67

FUEL APPR DCUA OPER EXPENSES

October: 791.67 January: 791.67
November: 791.67 February: 791.67
December: 791.67 March: 791.67

3,500.00 9,500.00 13,000.00
April: 791.67
May: 791.67
June: 791.63

405-027-550-5853

July: 291.67
August: 291.67
September: 291.67

CHEMICALS, DRUGS, AND LAB APPR DCUA OPER EXPENSES

October: 291.67 January: 291.67
November: 291.67 February: 291.67
December: 291.67 March: 291.67

345,000.00 3,500.00 348,500.00
April: 291.67
May: 291.67
June: 291.63

405-027-550-5853

July: 1,685.00
August: 1,685.00
September: 1,685.00

CHEMICALS, DRUGS, AND LAB APPR DCUA OPER EXPENSES

October: 1,685.00 January: 1,685.00
November: 1,685.00 February: 1,685.00
December: 1,685.00 March: 1,685.00

345,000.00 20,220.00 365,220.00
April: 1,685.00
May: 1,685.00
June: 1,685.00

405-027-550-5861

July: -208.33
August: -208.33
September: -208.33

MINOR TOOLS AND EQUIPMEN APPR DCUA OPER EXPENSES

October: -208.33 January: -208.33
November: -208.33 February: -208.33
December: -208.33 March: -208.33

5,000.00 -2,500.00 2,500.00
April: -208.33
May: -208.33
June: -208.37

405-027-570-7200

July: -208.33
August: -208.33
September: -208.33

TRAINING AND TRAVEL APPR DCUA OPER EXPENSES

October: -208.33 January: -208.33
November: -208.33 February: -208.33
December: -208.33 March: -208.33

3,000.00 -2,500.00 500.00
April: -208.33
May: -208.33
June: -208.37

405-028-520-2137

July: -416.67
August: -416.67
September: -416.67

METALS TESTING APPR DCUA OPER EXPENSES

October: -416.67 January: -416.67
November: -416.67 February: -416.67
December: -416.67 March: -416.67

16,000.00 -5,000.00 11,000.00
April: -416.67
May: -416.67
June: -416.63

405-028-520-2160

July: -208.33
August: -208.33
September: -208.33

ENGINEERING APPR DCUA OPER EXPENSES

October: -208.33 January: -208.33
November: -208.33 February: -208.33
December: -208.33 March: -208.33

2,500.00 -2,500.00 0.00
April: -208.33
May: -208.33
June: -208.37

405-028-530-3033

July: 2,083.33
August: 2,083.33
September: 2,083.33

UTILITIES APPR DCUA OPER EXPENSES

October: 2,083.33 January: 2,083.33
November: 2,083.33 February: 2,083.33
December: 2,083.33 March: 2,083.33

150,000.00 25,000.00 175,000.00
April: 2,083.33
May: 2,083.33
June: 2,083.37

405-028-530-3418

July: -333.33
August: -333.33
September: -333.33

BIO-MONITORING APPR DCUA OPER EXPENSES

October: -333.33 January: -333.33
November: -333.33 February: -333.33
December: -333.33 March: -333.33

20,000.00 -4,000.00 16,000.00
April: -333.33
May: -333.33
June: -333.37

405-029-550-5074

July: -83.33
August: -83.33
September: -83.33

SAFETY SUPPLIES APPR DCUA OPER EXPENSES

October: -83.33 January: -83.33
November: -83.33 February: -83.33
December: -83.33 March: -83.33

6,000.00 -1,000.00 5,000.00
April: -83.33
May: -83.33
June: -83.37

405-029-550-5658
BUILDING AND MAINTENANCE APPR DCUA OPER EXPENSES

6,500.00 -5,500.00 1,000.00

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July:	-458.33	October:	-458.33	January:	-458.33	April:	-458.33
August:	-458.33	November:	-458.33	February:	-458.33	May:	-458.33
September:	-458.33	December:	-458.33	March:	-458.33	June:	-458.37
405-029-550-5663		VEHICLE MAINTENANCE	APPR DCUA OPER EXPENSES			128,000.00	15,000.00 143,000.00
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
405-029-550-5854		UNIFORMS	APPR DCUA OPER EXPENSES			20,000.00	-5,000.00 15,000.00
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
405-029-550-5883		POLYCARTS	APPR DCUA OPER EXPENSES			35,753.00	-3,500.00 32,253.00
July:	-291.67	October:	-291.67	January:	-291.67	April:	-291.67
August:	-291.67	November:	-291.67	February:	-291.67	May:	-291.67
September:	-291.67	December:	-291.67	March:	-291.67	June:	-291.63
405-030-530-3801		BAD DEBT EXPENSE	APPR DCUA OPER EXPENSES			20,000.00	22,000.00 42,000.00
July:	1,833.33	October:	1,833.33	January:	1,833.33	April:	1,833.33
August:	1,833.33	November:	1,833.33	February:	1,833.33	May:	1,833.33
September:	1,833.33	December:	1,833.33	March:	1,833.33	June:	1,833.37
405-030-550-5658		BUILDING & MAINTENANCE	APPR DCUA OPER EXPENSES			99,500.00	-36,770.00 62,730.00
July:	-3,064.17	October:	-3,064.17	January:	-3,064.17	April:	-3,064.17
August:	-3,064.17	November:	-3,064.17	February:	-3,064.17	May:	-3,064.17
September:	-3,064.17	December:	-3,064.17	March:	-3,064.17	June:	-3,064.13
405-030-570-7010		A & G MISCELLANEOUS	APPR DCUA OPER EXPENSES			90,000.00	-22,000.00 68,000.00
July:	-1,833.33	October:	-1,833.33	January:	-1,833.33	April:	-1,833.33
August:	-1,833.33	November:	-1,833.33	February:	-1,833.33	May:	-1,833.33
September:	-1,833.33	December:	-1,833.33	March:	-1,833.33	June:	-1,833.37
405-030-580-8617		INTEREST/ADMIN. EXPENSE	APPR DCUA OPER EXPENSES			300,000.00	-60,215.00 239,785.00
July:	-5,017.92	October:	-5,017.92	January:	-5,017.92	April:	-5,017.92
August:	-5,017.92	November:	-5,017.92	February:	-5,017.92	May:	-5,017.92
September:	-5,017.92	December:	-5,017.92	March:	-5,017.92	June:	-5,017.88
405-031-550-5508		TRACTOR & MOWER MAINTEN	APPR DCUA OPER EXPENSES			2,500.00	1,100.00 3,600.00
July:	91.67	October:	91.67	January:	91.67	April:	91.67
August:	91.67	November:	91.67	February:	91.67	May:	91.67
September:	91.67	December:	91.67	March:	91.67	June:	91.63
405-031-570-0007		CONCRETE AND AGGREGATE	APPR DCUA OPER EXPENSES			5,100.00	-1,100.00 4,000.00
July:	-91.67	October:	-91.67	January:	-91.67	April:	-91.67
August:	-91.67	November:	-91.67	February:	-91.67	May:	-91.67
September:	-91.67	December:	-91.67	March:	-91.67	June:	-91.63
405-049-550-5852		FUEL	APPR DCUA OPER EXPENSES			120,000.00	3,700.00 123,700.00
July:	308.33	October:	308.33	January:	308.33	April:	308.33
August:	308.33	November:	308.33	February:	308.33	May:	308.33
September:	308.33	December:	308.33	March:	308.33	June:	308.37
405-049-550-5852		FUEL	APPR DCUA OPER EXPENSES			120,000.00	30,000.00 150,000.00
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
405-049-550-5865		OILS & LUBRICANTS	APPR DCUA OPER EXPENSES			16,000.00	4,150.00 20,150.00
July:	345.83	October:	345.83	January:	345.83	April:	345.83
August:	345.83	November:	345.83	February:	345.83	May:	345.83
September:	345.83	December:	345.83	March:	345.83	June:	345.87

Adjustment Number	Budget Code	Description	Adjustment Date
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BA000035 Budget 2021-2022 APPR DCUA OPERAT II EXPENDS 6/30/2022

Summary Description: BA00027 APPROP FUND FOR PERSONAL EXPENDITURE
 BA00028 APPRO IT FUND FOR OPERAT EXPENSE
 BA00029 APPROP FUND FOR DISABILITY PAYMNTS & PROFESSIONAL SEV. EXPENSES
 BA00030 APPROP FUND FOR UNIVERSITY ST. CONCRETE TESTING
 BA00031 APPRO FUND FOR OPERAT. EXPENDITURE
 BA00032 APPRO FUND FOR AIRPORT OPERAT EXPENSES
 BA00033 APPRO FUND FOR SINKING FUND 2007 PRINPL PAYMENT
 BA00034 APPRO DCUA FUND FOR OPERAT EXPS
 BA00035 APPRO DCUA FUND EXP.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
405-024-510-1100	SALARIES AND WAGES	APPR DCUA OPERAT II EXPENDS	290,116.37	-51,600.00	238,516.37
July: -4,300.00	October: -4,300.00	January: -4,300.00	April: -4,300.00		
August: -4,300.00	November: -4,300.00	February: -4,300.00	May: -4,300.00		
September: -4,300.00	December: -4,300.00	March: -4,300.00	June: -4,300.00		
405-024-530-3031	PHONE & TELECOMMUNICATI	APPR DCUA OPERAT II EXPENDS	1,764.00	200.00	1,964.00
July: 16.67	October: 16.67	January: 16.67	April: 16.67		
August: 16.67	November: 16.67	February: 16.67	May: 16.67		
September: 16.67	December: 16.67	March: 16.67	June: 16.63		
405-024-530-3051	CONTRACT LABOR	APPR DCUA OPERAT II EXPENDS	0.00	22,000.00	22,000.00
July: 1,833.33	October: 1,833.33	January: 1,833.33	April: 1,833.33		
August: 1,833.33	November: 1,833.33	February: 1,833.33	May: 1,833.33		
September: 1,833.33	December: 1,833.33	March: 1,833.33	June: 1,833.37		
405-024-550-5852	FUEL	APPR DCUA OPERAT II EXPENDS	500.00	300.00	800.00
July: 25.00	October: 25.00	January: 25.00	April: 25.00		
August: 25.00	November: 25.00	February: 25.00	May: 25.00		
September: 25.00	December: 25.00	March: 25.00	June: 25.00		
405-025-510-1100	SALARIES AND WAGES	APPR DCUA OPERAT II EXPENDS	156,661.39	-2,750.00	153,911.39
July: -229.17	October: -229.17	January: -229.17	April: -229.17		
August: -229.17	November: -229.17	February: -229.17	May: -229.17		
September: -229.17	December: -229.17	March: -229.17	June: -229.13		
405-025-510-1200	OVERTIME	APPR DCUA OPERAT II EXPENDS	2,100.00	-750.00	1,350.00
July: -62.50	October: -62.50	January: -62.50	April: -62.50		
August: -62.50	November: -62.50	February: -62.50	May: -62.50		
September: -62.50	December: -62.50	March: -62.50	June: -62.50		
405-025-510-1204	VEHICLE & CELL PHONE ALLOW	APPR DCUA OPERAT II EXPENDS	441.00	440.00	881.00
July: 36.67	October: 36.67	January: 36.67	April: 36.67		
August: 36.67	November: 36.67	February: 36.67	May: 36.67		
September: 36.67	December: 36.67	March: 36.67	June: 36.63		
405-025-510-1300	UNEMPLOYMENT INSURANCE	APPR DCUA OPERAT II EXPENDS	748.00	500.00	1,248.00
July: 41.67	October: 41.67	January: 41.67	April: 41.67		
August: 41.67	November: 41.67	February: 41.67	May: 41.67		
September: 41.67	December: 41.67	March: 41.67	June: 41.63		
405-025-510-1400	FICA TAXES	APPR DCUA OPERAT II EXPENDS	11,878.32	60.00	11,938.32
July: 5.00	October: 5.00	January: 5.00	April: 5.00		
August: 5.00	November: 5.00	February: 5.00	May: 5.00		
September: 5.00	December: 5.00	March: 5.00	June: 5.00		
405-025-510-1600	LIFE & HEALTH INSURANCE	APPR DCUA OPERAT II EXPENDS	40,787.73	9,550.00	50,337.73
July: 795.83	October: 795.83	January: 795.83	April: 795.83		
August: 795.83	November: 795.83	February: 795.83	May: 795.83		
September: 795.83	December: 795.83	March: 795.83	June: 795.87		
405-025-510-1700	WORKERS' COMPENSATION EX	APPR DCUA OPERAT II EXPENDS	7,200.00	300.00	7,500.00
July: 25.00	October: 25.00	January: 25.00	April: 25.00		
August: 25.00	November: 25.00	February: 25.00	May: 25.00		
September: 25.00	December: 25.00	March: 25.00	June: 25.00		
405-026-510-1200	OVERTIME	APPR DCUA OPERAT II EXPENDS	10,500.00	13,722.00	24,222.00
July: 1,143.50	September: 1,143.50	November: 1,143.50	January: 1,143.50		
August: 1,143.50	October: 1,143.50	December: 1,143.50	February: 1,143.50		

Budget Adjustment Register
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March: 1,143.50	April: 1,143.50	May: 1,143.50	June: 1,143.50		
405-026-510-1300	UNEMPLOYMENT INSURANCE	APPR DCUA OPERAT II EXPENDS	2,664.75	1,317.00	3,981.75
July: 109.75	October: 109.75	January: 109.75	April: 109.75		
August: 109.75	November: 109.75	February: 109.75	May: 109.75		
September: 109.75	December: 109.75	March: 109.75	June: 109.75		
405-026-510-1600	LIFE & HEALTH INSURANCE	APPR DCUA OPERAT II EXPENDS	145,306.29	-20,900.00	124,406.29
July: -1,741.67	October: -1,741.67	January: -1,741.67	April: -1,741.67		
August: -1,741.67	November: -1,741.67	February: -1,741.67	May: -1,741.67		
September: -1,741.67	December: -1,741.67	March: -1,741.67	June: -1,741.63		
405-026-510-1700	WORKERS' COMPENSATION EX	APPR DCUA OPERAT II EXPENDS	25,650.00	1,763.00	27,413.00
July: 146.92	October: 146.92	January: 146.92	April: 146.92		
August: 146.92	November: 146.92	February: 146.92	May: 146.92		
September: 146.92	December: 146.92	March: 146.92	June: 146.88		
405-026-550-5849	COMPUTER SOFTWARE & ACC	APPR DCUA OPERAT II EXPENDS	1,000.00	445.00	1,445.00
July: 37.08	October: 37.08	January: 37.08	April: 37.08		
August: 37.08	November: 37.08	February: 37.08	May: 37.08		
September: 37.08	December: 37.08	March: 37.08	June: 37.12		
405-027-510-1100	SALARIES AND WAGES	APPR DCUA OPERAT II EXPENDS	315,644.72	-65,700.00	249,944.72
July: -5,475.00	October: -5,475.00	January: -5,475.00	April: -5,475.00		
August: -5,475.00	November: -5,475.00	February: -5,475.00	May: -5,475.00		
September: -5,475.00	December: -5,475.00	March: -5,475.00	June: -5,475.00		
405-027-510-1200	OVERTIME	APPR DCUA OPERAT II EXPENDS	2,205.00	2,792.00	4,997.00
July: 232.67	October: 232.67	January: 232.67	April: 232.67		
August: 232.67	November: 232.67	February: 232.67	May: 232.67		
September: 232.67	December: 232.67	March: 232.67	June: 232.63		
405-027-510-1300	UNEMPLOYMENT INSURANCE	APPR DCUA OPERAT II EXPENDS	1,496.00	780.00	2,276.00
July: 65.00	October: 65.00	January: 65.00	April: 65.00		
August: 65.00	November: 65.00	February: 65.00	May: 65.00		
September: 65.00	December: 65.00	March: 65.00	June: 65.00		
405-027-510-1600	LIFE & HEALTH INSURANCE	APPR DCUA OPERAT II EXPENDS	81,575.50	-17,000.00	64,575.50
July: -1,416.67	October: -1,416.67	January: -1,416.67	April: -1,416.67		
August: -1,416.67	November: -1,416.67	February: -1,416.67	May: -1,416.67		
September: -1,416.67	December: -1,416.67	March: -1,416.67	June: -1,416.63		
405-027-510-1700	WORKERS' COMPENSATION EX	APPR DCUA OPERAT II EXPENDS	14,400.00	1,200.00	15,600.00
July: 100.00	October: 100.00	January: 100.00	April: 100.00		
August: 100.00	November: 100.00	February: 100.00	May: 100.00		
September: 100.00	December: 100.00	March: 100.00	June: 100.00		
405-027-550-5853	CHEMICALS, DRUGS, AND LAB	APPR DCUA OPERAT II EXPENDS	345,000.00	2,000.00	347,000.00
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		
405-028-510-1100	SALARIES AND WAGES	APPR DCUA OPERAT II EXPENDS	272,630.42	29,599.00	302,229.42
July: 2,466.58	October: 2,466.58	January: 2,466.58	April: 2,466.58		
August: 2,466.58	November: 2,466.58	February: 2,466.58	May: 2,466.58		
September: 2,466.58	December: 2,466.58	March: 2,466.58	June: 2,466.62		
405-028-510-1200	OVERTIME	APPR DCUA OPERAT II EXPENDS	1,575.00	1,073.00	2,648.00
July: 89.42	October: 89.42	January: 89.42	April: 89.42		
August: 89.42	November: 89.42	February: 89.42	May: 89.42		
September: 89.42	December: 89.42	March: 89.42	June: 89.38		
405-028-510-1300	UNEMPLOYMENT INSURANCE	APPR DCUA OPERAT II EXPENDS	2,262.25	401.00	2,663.25
July: 33.42	October: 33.42	January: 33.42	April: 33.42		
August: 33.42	November: 33.42	February: 33.42	May: 33.42		
September: 33.42	December: 33.42	March: 33.42	June: 33.38		
405-028-510-1400	FICA TAXES	APPR DCUA OPERAT II EXPENDS	20,478.10	2,746.00	23,224.10
July: 228.83	October: 228.83	January: 228.83	April: 228.83		
August: 228.83	November: 228.83	February: 228.83	May: 228.83		
September: 228.83	December: 228.83	March: 228.83	June: 228.87		

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405-028-510-1500

July: 150.08
August: 150.08
September: 150.08

OMRF PENSION CONTRIBUTIO APPR DCUA OPERAT II EXPENDS

October: 150.08 January: 150.08
November: 150.08 February: 150.08
December: 150.08 March: 150.08

20,478.09 1,801.00 22,279.09
April: 150.08
May: 150.08
June: 150.12

405-028-510-1600

July: 713.58
August: 713.58
September: 713.58

LIFE & HEALTH INSURANCE APPR DCUA OPERAT II EXPENDS

October: 713.58 January: 713.58
November: 713.58 February: 713.58
December: 713.58 March: 713.58

83,632.35 8,563.00 92,195.35
April: 713.58
May: 713.58
June: 713.62

405-028-510-1700

July: 115.58
August: 115.58
September: 115.58

WORKERS' COMPENSATION EX APPR DCUA FUND OPERAT EXPNSE

October: 115.58 January: 115.58
November: 115.58 February: 115.58
December: 115.58 March: 115.58

12,150.00 1,387.00 13,537.00
April: 115.58
May: 115.58
June: 115.62

405-028-530-3033

July: 833.33
August: 833.33
September: 833.33

UTILITIES APPR DCUA OPERAT II EXPENDS

October: 833.33 January: 833.33
November: 833.33 February: 833.33
December: 833.33 March: 833.33

150,000.00 10,000.00 160,000.00
April: 833.33
May: 833.33
June: 833.37

405-029-510-1100

July: -1,208.33
August: -1,208.33
September: -1,208.33

SALARIES AND WAGES APPR DCUA OPERAT II EXPENDS

October: -1,208.33 January: -1,208.33
November: -1,208.33 February: -1,208.33
December: -1,208.33 March: -1,208.33

449,019.28 -14,500.00 434,519.28
April: -1,208.33
May: -1,208.33
June: -1,208.37

405-029-510-1200

July: 4,338.92
August: 4,338.92
September: 4,338.92

OVERTIME APPR DCUA OPERAT II EXPENDS

October: 4,338.92 January: 4,338.92
November: 4,338.92 February: 4,338.92
December: 4,338.92 March: 4,338.92

18,900.00 52,067.00 70,967.00
April: 4,338.92
May: 4,338.92
June: 4,338.88

405-029-510-1202

July: 8.33
August: 8.33
September: 8.33

SPECIAL PAY-LEAVE & BONUS A APPR DCUA OPERAT II EXPENDS

October: 8.33 January: 8.33
November: 8.33 February: 8.33
December: 8.33 March: 8.33

29,392.00 100.00 29,492.00
April: 8.33
May: 8.33
June: 8.37

405-029-510-1300

July: 210.33
August: 210.33
September: 210.33

UNEMPLOYMENT INSURANCE APPR DCUA OPERAT II EXPENDS

October: 210.33 January: 210.33
November: 210.33 February: 210.33
December: 210.33 March: 210.33

2,244.00 2,524.00 4,768.00
April: 210.33
May: 210.33
June: 210.37

405-029-510-1400

July: 484.00
August: 484.00
September: 484.00

FICA TAXES APPR DCUA OPERAT II EXPENDS

October: 484.00 January: 484.00
November: 484.00 February: 484.00
December: 484.00 March: 484.00

34,781.84 5,808.00 40,589.84
April: 484.00
May: 484.00
June: 484.00

405-029-510-1500

July: -98.33
August: -98.33
September: -98.33

OMRF PENSION CONTRIBUTIO APPR DCUA OPERAT II EXPENDS

October: -98.33 January: -98.33
November: -98.33 February: -98.33
December: -98.33 March: -98.33

34,781.80 -1,180.00 33,601.80
April: -98.33
May: -98.33
June: -98.37

405-029-510-1600

July: -308.33
August: -308.33
September: -308.33

LIFE & HEALTH INSURANCE APPR DCUA OPERAT II EXPENDS

October: -308.33 January: -308.33
November: -308.33 February: -308.33
December: -308.33 March: -308.33

122,363.17 -3,700.00 118,663.17
April: -308.33
May: -308.33
June: -308.37

405-029-510-1700

July: 137.50
August: 137.50
September: 137.50

WORKERS' COMPENSATION EX APPR DCUA OPERAT II EXPENDS

October: 137.50 January: 137.50
November: 137.50 February: 137.50
December: 137.50 March: 137.50

21,600.00 1,650.00 23,250.00
April: 137.50
May: 137.50
June: 137.50

405-030-530-3375

July: 1,108.33
August: 1,108.33
September: 1,108.33

WATER & WASTEWATER PERMI APPR DCUA OPERAT II EXPENDS

October: 1,108.33 January: 1,108.33
November: 1,108.33 February: 1,108.33
December: 1,108.33 March: 1,108.33

30,000.00 13,300.00 43,300.00
April: 1,108.33
May: 1,108.33
June: 1,108.37

405-030-580-8617

July: -10,091.42
August: -10,091.42
September: -10,091.42

INTEREST/ADMIN. EXPENSE APPR DCUA OPERAT II EXPENDS

October: -10,091.42 January: -10,091.42
November: -10,091.42 February: -10,091.42
December: -10,091.42 March: -10,091.42

300,000.00 -121,097.00 178,903.00
April: -10,091.42
May: -10,091.42
June: -10,091.38

405-031-550-5658

BUILDING AND MAINTENANCE APPR DCUA OPERAT II EXPENDS

3,500.00 500.00 4,000.00

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July:	41.67	October:	41.67	January:	41.67	April:	41.67
August:	41.67	November:	41.67	February:	41.67	May:	41.67
September:	41.67	December:	41.67	March:	41.67	June:	41.63
405-031-570-0007		CONCRETE AND AGGREGATE	APPR DCUA OPERAT II EXPENDS			5,100.00	-500.00 4,600.00
July:	-41.67	October:	-41.67	January:	-41.67	April:	-41.67
August:	-41.67	November:	-41.67	February:	-41.67	May:	-41.67
September:	-41.67	December:	-41.67	March:	-41.67	June:	-41.63
405-049-510-1100		SALARIES AND WAGES	APPR DCUA OPERAT II EXPENDS			447,194.16	18,090.00 465,284.16
July:	1,507.50	October:	1,507.50	January:	1,507.50	April:	1,507.50
August:	1,507.50	November:	1,507.50	February:	1,507.50	May:	1,507.50
September:	1,507.50	December:	1,507.50	March:	1,507.50	June:	1,507.50
405-049-510-1200		OVERTIME	APPR DCUA OPERAT II EXPENDS			26,250.00	25,542.00 51,792.00
July:	2,128.50	October:	2,128.50	January:	2,128.50	April:	2,128.50
August:	2,128.50	November:	2,128.50	February:	2,128.50	May:	2,128.50
September:	2,128.50	December:	2,128.50	March:	2,128.50	June:	2,128.50
405-049-510-1300		UNEMPLOYMENT INSURANCE	APPR DCUA OPERAT II EXPENDS			2,057.00	1,991.00 4,048.00
July:	165.92	October:	165.92	January:	165.92	April:	165.92
August:	165.92	November:	165.92	February:	165.92	May:	165.92
September:	165.92	December:	165.92	March:	165.92	June:	165.88
405-049-510-1400		FICA TAXES	APPR DCUA OPERAT II EXPENDS			35,138.60	5,730.00 40,868.60
July:	477.50	October:	477.50	January:	477.50	April:	477.50
August:	477.50	November:	477.50	February:	477.50	May:	477.50
September:	477.50	December:	477.50	March:	477.50	June:	477.50
405-049-510-1500		OMRF PENSION CONTRIBUTIO	APPR DCUA OPERAT II EXPENDS			35,138.55	760.00 35,898.55
July:	63.33	October:	63.33	January:	63.33	April:	63.33
August:	63.33	November:	63.33	February:	63.33	May:	63.33
September:	63.33	December:	63.33	March:	63.33	June:	63.37
405-049-510-1600		LIFE & HEALTH INSURANCE	APPR DCUA OPERAT II EXPENDS			122,363.15	12,321.00 134,684.15
July:	1,026.75	October:	1,026.75	January:	1,026.75	April:	1,026.75
August:	1,026.75	November:	1,026.75	February:	1,026.75	May:	1,026.75
September:	1,026.75	December:	1,026.75	March:	1,026.75	June:	1,026.75
405-049-510-1700		WORKERS' COMPENSATION EX	APPR DCUA OPERAT II EXPENDS			19,800.00	2,525.00 22,325.00
July:	210.42	October:	210.42	January:	210.42	April:	210.42
August:	210.42	November:	210.42	February:	210.42	May:	210.42
September:	210.42	December:	210.42	March:	210.42	June:	210.38
405-049-560-5666		ROLL OFF BINS	APPR DCUA OPERAT II EXPENDS			-21,915.00	21,915.00 0.00
July:	1,826.25	October:	1,826.25	January:	1,826.25	April:	1,826.25
August:	1,826.25	November:	1,826.25	February:	1,826.25	May:	1,826.25
September:	1,826.25	December:	1,826.25	March:	1,826.25	June:	1,826.25



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From:
Re: Information Items

Council Information / Action Requested

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

ATTACHMENTS:



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: James Dalton, Assistant City Manager
Re: Assistant City Manager's Report - June 2022

Assistant City Manager's Report - June 2022

Council Information / Action Requested

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

ATTACHMENTS:

1. ACM Report - June 2022



THE CITY OF DURANT

Assistant City Manager

TO: Durant City Council
FROM: James Dalton, Assistant City Manager
DATE: June 1, 2022
SUBJECT: Monthly Report for June 2022

Airport

1. Jesse Lewis of Green Oaks Landscaping has completed the drainage project on the 100 LL fuel storage tank at the airport, which was the last remaining tasks for this project.
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. We conducted an ALP Update meeting at 10:00 on June 29th at the airport. We have a tentative date of August 5, at 3 pm for a public meeting showing the progress of the plan.
3. The Strength Analysis Study was completed on the new runway overlay and addition on May 25-27. This work was primarily done at night and had minimal impact on airport operations. KSA has received the initial results on the Pavement Analysis, and are in the process of putting together the final report. It appears for the initial data, that the runway strength has increased and that we will probably need to conduct phase 2 of the project, which is an Environmental Analysis. The cost of the Environmental Analysis would be \$46,470. This pavement strength effects whether or not larger aircraft can use the runway on a regular basis. The price for the Pavement Analysis is \$98,730. It and the Environmental Analysis will both be a 90 / 10 cost share with the FAA paying the 90%. The City's maximum out of pocket cost for both tests is \$14,547, and there is money in the Airport Engineering GL for these costs.
4. The Airport suffered a significant lightning strike that has disabled the taxiway lighting system. We contacted our airport advisor KSA, who contacted Libra Electric Company, an airport electric specialist company to give us an initial report on the severity of the damage and to verify that the damage was a result of lighting. OMAG required this action for us to be able to file an insurance claim. Libra determined that the damage was catastrophic and that it was caused by a direct lightning strike to one of the taxiway lights that in turn caused a high voltage surge to be transmitted through the wiring, damaging the system. Initial damage estimates may exceed the \$303,000 insurance coverage. KSA is working with the FAA to assist us if the bids exceed the coverage limit. We have developed the bid specification and have published them. July 7, is a mandatory Pre Bid Meeting and on July 14, is the Bid Opening.
5. The new VirTower software at the airport is working very well. In 10 weeks, it has recorded over 9000 flights at the airport. This number is low and is expected to rise, with this time of the year being the slowest for air traffic at our airport. SOSU is out of school and weather extremes have caused days where flights were limited to IFR conditions.

Facilities

1. Facilities worker Mark Pierce is continuing to do the building inspections for the City, while we are taking applications for a permanent Building Inspector.
2. Mark Pierce was able to get the Certificate of Occupancy for the Ron Cross Senior Activity Center, which opened June 13.
3. Mark is continuing to coordinate repairs on all existing City Building; which includes coordinating HVAC repairs, irrigation repair at City Hall, and various other smaller projects.

Senior Center

1. The Senior Center opened June 13 and events have been well attended.
2. Maggie Southerland continues to tweak small items that may have been overlooked, or need to be added to the center.

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. We have a new Dispatcher Trainee that will begin Tuesday July 6. Our goal is to be completely staffed and trained by the end of 2022. We will be testing again the second week of July and each week thereafter as applicants become available. New Dispatchers and Trainees are continuing 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 needs of the 9-1-1 center, along with the conversion to a digital radio format.
3. We have completed the installation and training on TEXT to 9-1-1. This allows our Dispatchers to receive Emergency Calls for Service via text.

Police Department

1. Chief Houser and staff are continuing to take applications, do testing, and reviewing background for new officers. Currently we have 3 police officer vacancies, 7 new officers in FTO, and 1 of those is in CLEET.
2. We have been notified that we were selected for 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 will 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. We do not know when the award will be finalized.

Emergency Management

1. The weather radar project is on track. Funds were received in June for the project. Baron Weather is in the engineering process. EM is working on the site preparation, procuring quotes and bids for security fencing, lighting, and utilities. EM is also looking at a battery backup system that will condition the power to remove any power surges and brown outs that could damage the electronics of the radar or the server. This unit would also serve as a backup power supply until the generator starts and is operational. Grants Coordinator Becca Payne is verifying with OEM what procurement documentation is needed and securing purchase orders. Baron has given us a tentative completion date of September 17, 2022. That will not include the generator, which was procured locally and is a minimum of 40 weeks out.

2. Work continues on the EOC. It has been difficult getting tradesmen to finish the project due to the amount of construction in the area and getting materials for the project. The EOC is waiting on flooring in part of the building, some ductwork, and installing cabinets. There is also a need for additional parking at the EOC, which a portion of has been approved in the FY 2022-2023 budget.
3. For the last few weeks, Emergency Management has been working to rewrite and update some Mutual Aid Agreement (MOA's) with Denison and Sherman, Texas, the Chickasaw Nation, and Durant ISD for mutual aid in emergencies.
4. EM along with local, state, federal, and tribal Law Enforcement agencies, Durant Fire, and 9-1-1, have been meeting with Durant ISD to discuss and plan how to prevent and respond to mass casualty incidents involving the school district. Good progress is being made, and we are developing an inter-local agreement between the City and School, which will allow emergency agencies easier access to Durant schools.
5. EM and local First Responders have started meeting again with our counterparts in Denison and Sherman, Texas. The group, known as TMAG (Texoma Mutual Aid Group) was active for many years, but due to COVID and a change in many of the leadership positions had stopped meeting. This group will meet monthly to discuss how to better respond to large incidents on both side of the river.

Fire Department

1. DFD has purchased some new radios for some of the older trucks for digital capabilities. DFD is 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 grant awards will be announced later this year, possibly in August. There is NO other update.
3. 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. For the last few weeks, we have been meeting on a regular basis with Durant ISD and reviewing their Emergency Plans, specifically as it pertains to a shooter on campus. This has been a combined effort with all local law enforcement, Emergency Management, the Choctaw Nation, the FBI, OSBI, and the University participating in the discussion. We will continue to work on this project.
4. Chief Langford has a new brush truck ordered, but we have still not received word on when the cab and chassis will arrive.

James Dalton



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: City Clerk Report - June 2022

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

1. CITY CLERK REPORT -7-12-2022

CITY CLERK MONTHLY INFORMATION REPORT

JULY 12, 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.

SPECIAL EVENT PERMIT APPLICATIONS -

There was one (2) Special Event Permit Application received in June 2022.

Events Held in City of Durant in June 2022:

Magnolia Farmers Market – June 4, 11, 18, 25, 2022;

Magnolia Run 5K Run and 1 Mile Walk – June 4, 2022;

Draggin' Main Car Show and Cruise – June 17-18, 2022

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

Magnolia Farmers Market – July 2, 9, 16, 23, 30, 2022;

Magnolia Bike Tour – July 9, 2022;

Heat Wave Festival – July 16, 2022;

2nd Annual Jarid Taylor Memorial 5K and Fun Run – July 30, 2022.

RECORD REQUESTS -

There were fifteen (15) record requests received and processed in June 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.

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 -

Bids processed in June 2022:

Taxiway Electrical Improvements – Deadline July 7, 2022

Abatement Bids (3 Properties) – Deadline July 7, 2022

Abatement Bids (2 Properties) – Deadline July 6, 2022

Abatement Bid (1 Property) – Deadline: June 6, 2022, Awarded

Abatement Bids (4 Properties) – Deadline: June 1, 2022, Awarded

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 June 2022:

Durant City Council;

Durant City Utility Authority;

Durant Airport Authority;

Durant Development Authority (Special Called);

Durant Community Facilities Authority.

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	389	35	35	181	10	18	228	30	26	257	20	39
Jun	367	35	37	245	17	16	302	54	52	275	45	50
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	0	0	0	0	0	0	25	3	9
Jun	0	0	0	0	2	1	48	4	5
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	0	0	0	28	2	2	0	0	0	0	0	0
Jun	0	0	0	9	0	1	0	0	0	0	0	0
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	33	2	1	0	0	0
Jun	38	3	4	0	0	0
Jul						
Aug						
Sep						
Oct						
Nov						
Dec						
	Traffic	State Law	City Ordinance	Traffic	State Law	City Ordinance

PERDUE LAW FIRM COLLECTION REPORT

2022	Letters	Address Correction	Phone Number Changes	Phone Contacts	New Accounts	New Accounts Total	Amount Collected
Jan	1,274	32	20	645	81	\$12,103.75	\$11,454.15
Feb	23	33	0	224	0	\$0.00	\$2,473.00
Mar	277	25	98	0	283	\$55,677.43	\$25,001.95
April	116	91	90	253	246	\$59,999.60	\$469.20
May	187	345	59	617	244	\$43,326.33	\$12,041.70
June	449	60	60	694	277	\$57,442.60	\$30,154.64
July							
Aug							
Sept							
Oct							
Nov							
Dec							

2022	Adjustment Total Disposed	Adjustment Amount Disposed	Discharged Case at Court Total	Discharged Case at Court Amount Total	Amount Outstanding
Jan	152	\$18,314.88	8	\$3,352.50	\$1,111,106.01
Feb	0	\$0.00	5	\$1,556.25	\$1,106,785.76
Mar	167	\$14,899.65	0	0	\$1,122,561.59
April	28	\$1,201.75	2	\$522.00	\$1,180,328.24
May	151	\$17,244.10	4	\$1,174.00	\$1,193,194.77
June	297	\$30,210.92	4	\$1,593.50	\$1,188,678.31
July					
Aug					
Sept					
Oct					
Nov					
Dec					

**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
16												
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: 7/12/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: City Manager Monthly Report - June 2022

Council Information / Action Requested

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

ATTACHMENTS:

1. City Manager Monthly Report - June 2022



City of Durant

300 West Evergreen St
Durant, OK 74701

July 01, 2022

Mayor Grube and members of the City Council:

June, 2022 City Manager Monthly Report

- Weather Radar project:
 - Continued to move forward on schedule.
- FY 2022/23 Budget Approved
- Senior Center project is complete.
 - Grand Opening held June 13th.
- University project made more progress this month than any other so far.
 - Sidewalk preparation and installation continued
 - Grade work between Lynwood and Larkspur in progress
 - Sewer line work continued
 - Crossing at Radio and University need to be bored to keep from closing the only public access to Radio Rd north of University for several days
 - A natural gas line was discovered in the vicinity of Radio and University at the same level of the sewer line
- Airport
 - The Taxiway lighting project is out for bid.
 - Airport Layout Plan development is in progress.
 - Continued to look at options for remote/virtual and even a physical tower for Air Traffic Control working with SOSU and KSA.
- Staff is working to complete the purchase of property to realign Waldron Rd.
- Worked on Unity Statue items.
- Met with several residents on issues or concerns.
- Pipeline Analysis continued work on the sewer line assessment.
- Conducted staff meetings.
- Kiamichi Railroad completed the 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.
 - Researching options on a bridge over Chuckwa Creek
- Met with Board members from the museum
- Met with Sarah Lewis regarding Durant Main Street
- Received full funding for the Weather Radar project

- Attended DTEDA meeting.
 - Approved funding beautification of the area in the vicinity of 69/75 and Main St

Respectfully Submitted,

John R Dean, Jr.

John R. Dean, Jr., City Manager



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Community Development Monthly Report - June 2022

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

- A Municipal Planning Commission meeting was held in June where six cases were heard. Two cases involved appointing a new Chair and Vice-Chair person. In one of the cases, the applicant withdrew the application and another case had no action taken due to a publication error. The other two cases were the updated building code ordinance as well as a platting case. The new Chairperson is Drew Jackson and Vice-Chairperson is Shane Knight. The building code ordinance received recommendation for approval but the platting case received a recommendation for denial. These two cases were heard at the regular City Council meeting in June. For the July Planning Commission meeting, there are two items on the agenda, both of which involve platting. Several cases are in various stages of being prepared for Planning Commission and City Council.
- The Board of Adjustment did not meet for the month of June since the applicant withdrew his application. There is currently one application that will be placed on the July agenda. There are a couple of applications in the process, 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 met with utility providers regarding upcoming and ongoing projects.
- Staff attended the SCORPTO quarterly meeting and discussed several long-range transportation plans.
- Staff held several meetings with staff regarding upcoming projects. Staff remains working with Economic Development on several projects.
- Staff worked on updating a couple of ordinances as well as working to continue to improve our processes for various applications.
- Staff was asked to sit on the Board of Visitors for the Regional and City Planning Division at the University of Oklahoma. Therefore, staff took part in a couple onboarding meetings for that role.
- Staff continues training and working on many 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.

Council Information / Action Requested

None.

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

None.

ATTACHMENTS:

1. Community Development Monthly Report 2022 - June 2022
2. BP Valuation Report

The City of Durant

Office of Community Development

Monthly Activity Report, June 2022
Community Development Department

1. Permits Issued		3. Licenses Issued	
Accessory	4	Electrical	7
Commercial (New & Remodel)	5	Mechanical	9
Demolition	0	Plumbing	4
Excavation	0	Roofing	1
Electrical	8	Alcohol	17
Mechanical	3	Firework Stand	3
Plumbing	3	Food Truck	1
Residential (New & Remodel)	5	Pawn Shop	1
Roof	6	Total	43
Sign	11		
Swimming Pool	1		
Total	46		
2. Public Hearings		4. Letters Mailed	
Board of Adjustment	0	Public Hearings	62
Planning Commission	2	Other	0
City Council	0	Total	62
Administrative Items (PC & Council)	3		
Total	5		

6/2022 9:59 AM
PROJECTS: 0
APPLIED DATES: 6/01/2022 THRU 6/30/2022
ISSUED DATES: 6/01/2022 THRU 6/30/2022
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
032643	6/29/2022	TEXOMA MILLWRIGHT & WELDING	515 CARDINAL PKWY	OWNER	HYDROGEN GENERATING SYSTEM	COMM BLDG
032644	6/16/2022	PLYLER CONSTRUCTION CO	1915 HWY 70 W	OWNER	BOILER ROOM ADDITION	COMM BLDG
032645	6/03/2022	CRAWFORD ELECTRIC PROPERTIE	643 S 3RD AVE	OWNER	SERVICE UPGRADE	ELEC
032646	6/03/2022	CRAWFORD ELECTRIC PROPERTIE	405 S 6TH AVE	OWNER	REPL RISER DUE TO STORM	ELEC
032647	6/06/2022	THE SIGN DEPOT	519 UNIVERSITY PL STE# 109	OWNER	NEW WALL SIGN PERMIT	SIGN
032648	6/06/2022	THE SIGN DEPOT	143 W MAIN ST	OWNER	NEW WALL SIGN PERMIT	SIGN
032649	6/06/2022	OKIE SOLAR	3024 KANDE LN	OWNER	SOLAR PANEL PERMIT	ELEC
032650	6/06/2022	GREEN LIGHT SOLAR	913 WESTGATE AVE	OWNER	SOLAR PANEL PERMIT	ELEC
032651	6/06/2022	JOHNSON HEATING & AIR	615 N 1ST	OWNER	INSTALL MINI SPLIT SYSTEM	MECH
032652	6/06/2022	CRAWFORD ELECTRIC PROPERTIE	4516 W MAIN ST	OWNER	METER/PANEL FOR BILLBOARD S	ELEC
032653	6/06/2022	FARRIS ELECTRIC & MECHANICA	702 W EVERGREEN ST	OWNER	MOVE ELE SERVICE/METER	ELEC
032654	6/06/2022	FARRIS ELECTRIC & MECHANICA	203 N 7TH AVE	OWNER	ADD METER BASE	ELEC
032655	6/07/2022	ALLEN & SON LLC	3725 W ARKANSAS ST	OWNER	PARKING LOT	ACC
032656	6/07/2022	STONE BY STONE CONSTRUCTION	305 S 4TH AVE	OWNER	DUPLEX PERMIT	RES BLDG
032657	6/07/2022	STONE BY STONE CONSTRUCTION	307 S 4TH AVE	OWNER	DUPLEX PERMIT	RES BLDG
032658	6/10/2022	GET ROOFED	605 N 3RD AVE	OWNER	ROOF PERMIT	ROOF
032659	6/13/2022	GALAXIE SIGN COMPANY	515 W MAIN ST	OWNER	NEW WALL SIGN PERMIT	SIGN
032660	6/13/2022	FOCUS MEDICAL	1903 W ARKANSAS ST	OWNER	NEW WALL SIGN PERMIT	SIGN
032661	6/13/2022	R&R SIGNS	202 W MAIN ST	OWNER	SIGN MODIFICATION PERMIT	SIGN
032662	6/13/2022	ESPERICUETA, JOSE	618 S 12TH AVE	OWNER	CARPORT PERMIT	ACC
032663	6/13/2022	TURNER, VIVIAN L	127 E MULBERRY ST	OWNER	ROOF PERMIT	ROOF
032664	6/13/2022	RED RIVER CONCRETE	2403 N WASHINGTON AVE	OWNER	PATIO & RETAINING WALLS	ACC
032665	6/13/2022	D & R BUILDERS	421 W ALABAMA ST	OWNER	DUPLEX PERMIT	RES BLDG
032666	6/13/2022	D & R BUILDERS	423 W ALABAMA ST	OWNER	DUPLEX PERMIT	RES BLDG

6/6/2022 9:59 AM
PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 6/01/2022 THRU 6/30/2022
ISSUED DATES: 6/01/2022 THRU 6/30/2022
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
032667	6/15/2022	WILKEY PLUMBING	2402 BRIARWOOD AVE	OWNER	GAS TEST	PLUMB
032668	6/15/2022	ALLISON LANDSCAPE & POOL	1525 COLT DR	OWNER	SWIMMING POOL PERMIT	SWIMMING
032669	6/15/2022	SG ECHO LLC	101 WALDRON	OWNER	COMMERCIAL REMODEL PERMIT	COMM BLDG
032670	6/15/2022	TWICE BAK'D BISTRO LLC	1301 N 1ST AVE	OWNER	TEMPORARY SIGN PERMIT	SIGN
032672	6/16/2022	R & R SIGNS	1301 N 1ST AVE	OWNER	SIGN MODIFICATION PERMIT	SIGN
032673	6/21/2022	GET ROOFED	2802 WALNUT RD	OWNER	ROOF PERMIT	ROOF
032674	6/21/2022	R&R SIGNS	702 BRYAN DR	OWNER	SIGN MODIFICATION PERMIT	SIGN
032675	6/21/2022	GALAXIE SIGN COMPANY	519 UNIVERSITY PL STE# 105	OWNER	NEW WALL SIGN PERMIT	SIGN
032676	6/21/2022	FOSSIL RIDGE ROOFING & CONS	720 N 4TH AVE	OWNER	NEW ROOF PERMIT	ROOF
032677	6/21/2022	CONLEY CARE CLINIC	1327 N 16TH AVE	OWNER	TEMP SIGN PERMIT	SIGN
032678	6/21/2022	DURANT CHURCH OF CHRIST	215 UNIVERSITY	OWNER	ACC PERMIT (PAVILION)	ACC
032679	6/23/2022	LEWIS ELECTRIC	421 S 6TH AVE	OWNER	ELECTRICAL SERVICE	ELEC
032680	6/23/2022	TEXOMA MAINTENANCE	1105 W WILLOW ST	OWNER	HVAC CHANGE OUT	MECH
032681	6/23/2022	BAILEY'S ROOFING	1511 N 10TH AVE	OWNER	ROOF PERMIT	ROOF
032682	6/24/2022	BLACKBURN PLUMBING LLC	915 NE 2ND AVE	OWNER	REPLACE GAS LINE	PLUMB
032683	6/24/2022	TOMLINSON, TYLER	1004 W ALABAMA ST	OWNER	RESIDENTIAL REMODEL PERMIT	RES BLDG
032684	6/24/2022	PERMACOLD ENGINEERING INC	1915 HWY 70 W	OWNER	INSTALL EVAPORATORS	MECH
032685	6/24/2022	THE SIGN DEPOT	137 W MAIN ST	OWNER	NEW WALL SIGN PERMIT	SIGN
032686	6/28/2022	HUBBARD PLUMBING	3419 CASTLE CT	OWNER	GAS LINE FOR GENERATOR	PLUMB
032687	6/29/2022	LIPPERT BROS INC	1410 LARKSPUR LN	OWNER	MULTIPURP/ELEM SCHOOL/SITE	COMM BLDG
032688	6/29/2022	LIPPERT BROS INC	1524 LARKSPUR LN	OWNER	COMM REMODEL (HIGH SCHOOL)	COMM BLDG
032689	6/29/2022	SAGE ROOFING & CONSTRUCTION	512 N 11TH AVE	OWNER	ROOF PERMIT	ROOF
TEST	6/02/2022	CITY HALL	300 W EVERGREEN	OWNER	TEST	ACC
*** TOTALS ***	NUMBER OF PROJECTS: 47			VALUATION:	13,031,275.60 FEES:	58,428.75

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 6/01/2022 THRU 6/30/2022
ISSUED DATES: 6/01/2022 THRU 6/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
ACC - ACCESSORY PERMIT	5	76,700.00	717.00
BLDG - NEW BUILDING PERMIT	10	12,776,383.00	38,009.70
ELEC - NEW ELECTRIC PERMIT	17	4,250.00	6,835.10
FPM - FLOOD PLAIN MANAGEMENT	2	0.00	208.00
MECH - NEW MECHANICAL PERMIT	11	7,100.00	3,587.85
PLUMB - NEW PLUMBING PERMIT	13	1,550.00	6,819.10
ROOF - ROOF PERMIT	6	60,250.00	474.00
SIGN - SIGN PERMIT	11	25,042.60	1,624.00
SWIMMING - SWIMMING POOL PERMIT	1	80,000.00	154.00
*** TOTALS ***	76	13,031,275.60	58,428.75

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 6/01/2022 THRU 6/30/2022
ISSUED DATES: 6/01/2022 THRU 6/30/2022
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	5	5	76,700.00	717.00
C - COMMERCIAL	2	5	102,000.00	2,520.00
CA - COMMERCIAL ALTERATION	8	19	12,418,683.00	48,048.75
ROOF - ROOFING	6	6	60,250.00	474.00
SFRA - SINGLE FAMILY RESIDENTIAL ALTERATION	10	11	3,600.00	1,094.00
SIGN - SIGN PERMIT	11	11	25,042.60	1,624.00
SWIMMING - SWIMMING POOL	1	1	80,000.00	154.00
TFR - TWO FAMILY RESIDENTIAL	4	18	265,000.00	3,797.00
*** TOTALS ***	47	76	13,031,275.60	58,428.75

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: 06/01/2022 THROUGH 06/30/2022
ISSUED RANGE FROM: 06/01/2022 THROUGH 06/30/2022
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: 7/12/2022
To: Mayor and City Council
From: Lisa Taylor, Director
Re: Durant Industrial Authority Executive Director Monthly Report - June 2022

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

1. June 2022 Report

Monthly Economic Development Report

June 2022

To: Mayor and Council Members

From: Lisa Taylor, Director

Date: June 30, 2022

DIA Property Updates

- Country Club 20 Acre Parcel - Wall engineering has started assessments of property for the development of an industrial road.
- 20 Acre Parcel at Country Club & South McLean - Blue Line Stream discovered on Property. Wall Engineering is mocking up a site plan which can be used in the 404 permit process.
- Project Bison/ West Industrial Park - Virtual site visit took place on May 18. We are awaiting a response from Project Bison representatives. Project Bison representatives stated that an additional site in another state is now being considered, but that they are still interested in Durant at this time.
- 1903 West Arkansas - BCW has made substantial improvements to the property, and they are very pleased with the site. First lease payment will be due on August 13, 2022.

Recruitment Activities

- 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 an entrepreneur regarding shuttle service for Durant.
- Met with representatives of Retail Strategies. We currently have several national retail/ restaurant brands interested in Durant.

Retention Activities

- In collaboration with Durant Main Street, OKSBDC, and the Chamber of Commerce, more than a dozen additional Business Retention & Expansion interviews were conducted.
- Durant Small Business Bootcamp has commenced, and we are getting good feedback from the fourteen businesses who are participating.
- Durant Area Small Business Resource Guide - Team Durant is working through revisions/ edits. Product will be sent to the printer soon.
- By request, the Economic Development Council Meetings will start again in July 2022.



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Ken Eppler, Director
Re: Emergency Management Monthly Report - June 2022

Emergency Management Monthly Report - June 2022

Council Information / Action Requested

None

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

None

ATTACHMENTS:

1. Monthly EM Report June 2022-Council



TO: Mayor, City Council

FROM: Kenneth Eppler, Emergency Management Director

DATE: June 30, 2022

SUBJECT: Monthly Report for June 2022

Payment for the 2021 winter storm damage was received in the amount of \$14,796.82. The payment was originally obligated at 75% but recent guidance says that all payments for disasters, which occurred during the COVID disaster period, FEMA will be sending us the other 15% in the future. Also, the final inspection of the repair sites has been completed by Oklahoma Emergency Management staff and we will be receiving another amount from the State, this amount is to be determined, but may be up to 10% of the original amount which will make the total come out to 100% of the uninsured losses.

We performed the Monthly Outdoor Warning Siren test on June 16th. Two sirens out of the 19 sirens in the City did not work properly. We repaired one siren with parts on-hand and work continues on the other. The siren, which was struck by lightning in May, has been repaired and tested good.

June 1- Worked on siren that was struck by lightning. Worked on NIMS compliance for all departments. Started process of gathering quotes for fencing at the RADAR site. Activated EOC for severe weather.

June 2- Continued work on siren. Gathered electrical information of City owned buildings for generator size and price estimates. Continued work on fence quotes.

June 6- Programmed radios for new EM truck.

June 7- Activated EOC for severe weather.

June 8- Activated EOC for severe weather. Attended Public Safety meeting. Attended 911 Communications meeting.

June 9- Hosted OKIE 811 training and certification for EM and Public Works employees. Training was held at the Donald W. Reynolds Public Library.

June 10- Activated EOC for severe weather. Cleaned EOC after plumbing fixture installation. Ran generators and small engines. Cleaned warehouse.

June 13- Attended School Safety meeting at DISD headquarters.

June 14- Deputy Director attended Inter-Tribal Emergency Management Conference (ITEMC) in Quapaw, OK. Worked on utility data upload for CivicReady. Worked on Siren. Attended City Council meeting at City Hall.

June 15- Worked on formatting utility data for upload into CivicReady.

June 16- Attended Post-Agenda meeting at City Hall. Performed monthly outdoor warning siren test.

June 17- Worked on updating employee list in RAVE mobile Safety system. Escorted OEM staff to verify that winter storm damage had been repaired.

June 20 – Continued work on utility data upload file formatting. Worked on sirens.

June 21 – Worked agenda for Texoma Mutual Aid Group (TMAG) meeting. Worked on Rave Mobile Safety Signups.

June 22- Presided over TMAG meeting at Choctaw Nation headquarters. Began work on coordinating FCC licensing for Radar.

June 23- Attended required Southeast Area OEMA meeting in Ardmore.

June 24- Deputy Director attended Staging Area Manager training in McAlester.

June 27- Attended School Safety meeting at DISD headquarters.

June 28- Worked on various Radar project quotes.

June 29- Participated in weekly HF radio test with the State EOC. Worked on generator.

June 30- Went to RADAR site with new survey and met with Mike Stinson to determine utility locations for placement of fencing installation.

Kenneth Eppler, Director



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: An chen Lai, Finance Director/Treasurer
Re: Finance Monthly Report - May 2022 & June 2022 Sales Tax Report

May 2022

General Fund (001)

Capital Improvements Fund (015)

DCUA Fund (405)

AND

June 2022

Sales Tax Breakdown

1% Sales Tax 10-Year Sheet & Average Chart

Council Information / Action Requested

Information Only

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

ATTACHMENTS:

1. May 2022 General Fund (001) Report
2. May 2022 CI Report
3. May 2022 DCUA Report
4. June 2022 Sales Tax Breakdown
5. June 2022 Sales Tax Average Chart
6. June 2022 10-Y 1% Sales Tax Report

City of Durant, Oklahoma
General Fund - UNAUDITED

Monthly Revenue and Expense Report
MAY 2022 - 91.67% of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY21/22 Budget	% of Budget Y-T-D
Sales Tax (2%)	823,481	8,753,619	8,151,840	107.38%
Use Tax	203,262	2,231,253	1,728,000	129.12%
Alcoholic Beverage Tax	13,340	187,836	200,000	93.92%
Tobacco Excise Tax	15,277	154,986	180,000	86.10%
Telephone Franchise Tax	5	21,671	13,500	160.53%
Electric Service Franchise Tax	85,464	1,003,753	860,000	116.72%
Natural Gas Franchise Tax	6,405	69,527	60,000	115.88%
Cable TV Service Franchise Tax	-	162,013	71,000	228.19%
Vehicle Tax	13,382	135,720	131,000	103.60%
Gasoline Excise Tax	-	20,291	40,000	50.73%
Licenses - All Types	12,350	44,650	151,000	29.57%
Permits - All Types	16,376	256,137	277,500	92.30%
Swimming Pool Revenues	11,565	47,072	68,750	68.47%
Library Café Revenues	287	2,743	2,500	109.72%
Charges For Services	416	42,049	33,850	124.22%
Police Bonds & Fines	46,502	446,642	434,000	102.91%
Interest Earnings	2,130	17,401	18,000	96.67%
Proceeds From Sale of Assets	-	-	-	
Grant Revenues	10,000	72,871	146,080	49.88%
Miscellaneous Revenues	22,637	225,574	224,853	100.32%
Sub-Total Revenues	1,282,879	13,895,808	12,791,873	108.63%
Transfer from Emp Insurance	-	107,500	389,400	%
Transfer from Utility Authority	279,605	4,075,656	4,355,261	93.58%
Transfer from CDBG Fund (Reimb)	-	-	-	
Transfer from Capital Improvement	-	225,000	225,000	
Transfer From DCFA Reimbur	26,743	294,169	320,912	
	306,348	4,702,325	5,290,573	88.88%
USE OF FUND BALANCE			3,662,229	
Total Revenues & Other Financing Sources	1,589,227	18,598,133	21,744,675	85.53%
Department:	This Period	Year-To-Date	Current FY21/22 Budget	% of Budget Y-T-D
City Administration	56,047	670,107	710,830	94.27%
City Clerk	9,251	95,368	113,569	83.97%
City Treasurer	28,185	357,351	393,140	90.90%
Legal Services - Attorney	-	3,263	230,320	1.42%
Law Enforcement - Police Dept	359,802	4,706,061	5,420,065	86.83%
Neighborhood Services	21,309	333,647	440,325	75.77%
Fire Dept	322,553	3,431,051	3,861,415	88.85%
Parks, Rec & General Services	72,587	750,862	957,518	78.42%
Swimming Pool	11,277	97,330	164,812	59.05%
Municipal Court	4,234	103,685	182,504	56.81%
Community Development	23,986	259,508	314,475	82.52%
Public Library	67,838	702,607	757,049	92.81%
Street Department	80,019	848,949	1,620,024	52.40%
Economic Development	13,535	206,856	235,889	87.69%
Civil Emergency Management	28,651	309,015	350,353	88.20%
General Government	43,919	407,773	823,555	49.51%
City Garage	16,555	158,358	355,669	44.52%
Senior Citizens Center	5,548	96,776	178,803	54.12%
Sub-Total Operating Expenditures	1,165,296	13,538,566	17,110,316	79.13%
Other Financing Uses:				
P. TRSF to I.T. service Fund	-	6,000	6,000	
Transfer to Insurance Cash Fund	-	138,612	138,612	100.00%
Transfer to Risk MGMNT Fund	-	188,350	188,350	100.00%
Transfer to Airport Authority	15,786	175,045	190,831	91.73%
Transfer to 911 Tax Fund	45,905	515,355	577,630	89.22%
Transfer to DMSC Fund	26,743	295,969	342,247	86.48%
Transfer to Capital Impr. Fund	83,333	2,934,167	3,017,500	97.24%
Transfer to Cemetery Operations Fund	7,966	87,624	95,590	91.67%
Transfer to DCUA Fund	-	77,600	77,600	100.00%
Sub-Total Transfers Out	179,733	4,418,722	4,634,360	95.35%
Total Expenditures & Other Financing Sources	1,345,028	17,957,289	21,744,676	82.58%
Net Gain / (Loss) - Excluding Balance Forward	244,199	640,844	(0)	

City of Durant, Oklahoma

Capital Improvements Fund - UNAUDITED

PA 06-17-2022

Monthly Revenue and Expense Report MAY 31, 2022

Revenue Type:	This Period	Year-To-Date	Current FY21/22 Budget
Interest Earnings	1,517	9,633	5,000
Miscellaneous	3,493	262,568	259,018
CCPF Donation	69,200	285,200	200,000
FAA Grant	-	70,275	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	-	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	74,210	3,613,415	10,372,675
TRSF From General Fund	83,333	2,934,167	3,017,500
TRSF From 1% S.T. Rev. Fun	190,132	1,939,110	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	-	-	10,280,066
Transfer from 2020 CWSRF 210-053	-	-	12,670,800
Equipment Financing	-	-	520,566
TRSF From DCFA Fund-Misc	-	-	-
Sub-Total Transfers In	273,465	4,873,277	27,915,544
Balance Forward from FY20 (Unaudited)			1,575,269
Total Revenue & Other Financing Sources	347,675	8,486,692	39,863,488

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.	-	123,694	598,240
Fire Dept	-	127,130	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	3,898	423,337	1,790,028
General Government	37,288	605,536	3,377,588
Information Technology	286	100,769	185,635
City Garage	-	13,462	70,000
Senior Citizens Center	37,797	388,092	435,975
Public Works Administration	16,130	44,466	64,192
Water / Sewer Line Maintenance	-	442,205	4,097,473
Water Treatment Plant	12,585	50,173	424,877
Wastewater Treatment Plant	-	828,467	1,088,293
Collection-Solid Waste	-	-	50,000
Disposal- Solid Waste	-	507,268	538,791
Eaker Field Airport	4,126	148,543	278,220
Sub-Total Expenditures	112,110	4,575,748	17,291,080
Sub-total of Transfer Expenses	-	-	-
Total Expenses	112,110	4,575,748	17,291,080
2020 U.S.S.T.R.N. Exp.	-	1,062,137	9,901,608
2020 CWSRF Exp.	-	139,567	12,670,800
Total Fund Expenditures	112,110	5,777,452	39,863,488
Net Gain / (Loss) - Excluding Balance Forward	235,565	2,709,240	0

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

Monthly Revenue and Expense Report
MAY 2022 - 91.67% of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY 21/22 Budget
Licenses and Permits	1,603	8,920	40,000
Laboratory Test Performed	194	13,351	25,000
Water Service - City-Wide	312,770	2,871,207	3,280,000
Water Sales - RW Dist. #2	3,034	33,369	37,000
Water Sales - RW Dist. #5	86,372	1,117,825	1,135,000
Sewer Service Fees	259,471	2,308,135	2,900,000
Sewer Excessive Strength Fees	1,081	298,337	100,000
Sanitation Service Fees	293,309	3,107,322	3,200,000
Sanitation - Roll off Bins Revenue	56,515	703,872	1,008,000
Sanitation - Compactor Revenue	35,693	352,184	280,000
Landfill Gate Fees (excluding Xfer ST.)	1,315	486,232	854,000
Transfer Station Fees Revenue	40,590	549,451	350,000
Interest Earnings	1,741	13,444	13,500
Agri. Lease Revenue	-	800	3,500
Late Payment Penalties	8,294	89,159	105,000
Non Payment Fee	15,418	129,963	125,000
Bad Debt Collect Fees Revenue	117	4,664	19,980
Water Tower Lease	9,131	98,521	10,500
DCUA Service Initiation Fee	2,300	25,600	28,000
Tap Fees: Water & Sewer	6,338	72,209	120,000
Recyclable Products SW Dis.	-	2,936	18,000
Interest Earnings in 2007 USSTRN Proj. Acct.	13	166	
Miscellaneous Revenues	1,972	7,973	6,000
2020 Airport Tank Principal Pymt	1,777	19,526	21,303
2020 Airport Tank Interest Pymt	63	712	775
2020 LED Proj. Principal FM GF	4,305	47,311	51,617
2020 LED Proj. Interest FM GF	23	307	330
Trans from emp insurance 005	-	128,750	128,750
Trans from General Fund	-	77,600	77,600
Sub-Total Operating Revenues	1,143,437	12,569,844	13,938,855

USE OF FUND BALANCE 84,017

Total Revenues & Other Financing Sources	1,143,437	12,569,844	14,022,872
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Expense Type:	This Period	Year-To-Date	Current FY 21/22 Budget
Public Works Administration	31,869	335,452	459,421
Utility Billing	30,737	448,079	582,294
Water/Sewer Line Maintenance	98,045	887,471	1,173,574
Water Treatment Plant	113,676	1,024,628	1,258,689
Wastewater Treatment Plant	75,660	847,416	1,043,099
Solid Waste - Collections	82,528	1,020,365	1,089,458
Utility General Administration	322	375,799	1,764,864
Lake Durant	2,543	32,020	64,850
Solid Waste - Disposals	144,636	1,657,513	1,789,052
Sub-Total Operating Expenses	580,016	6,628,742	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	279,605	4,075,656	4,355,261
Transfer to Risk MGT. Fund	-	24,500	24,500
Transfer to Capital Improvement Fund	-	-	10,000
Transfer 2007 USSTRN To CI Fund 015	-	-	
Transfer to Airport Authority	13,377	147,152	160,529
Sub-Total Transfer Expenses	292,983	4,481,612	4,797,572

Reserve - Contingency

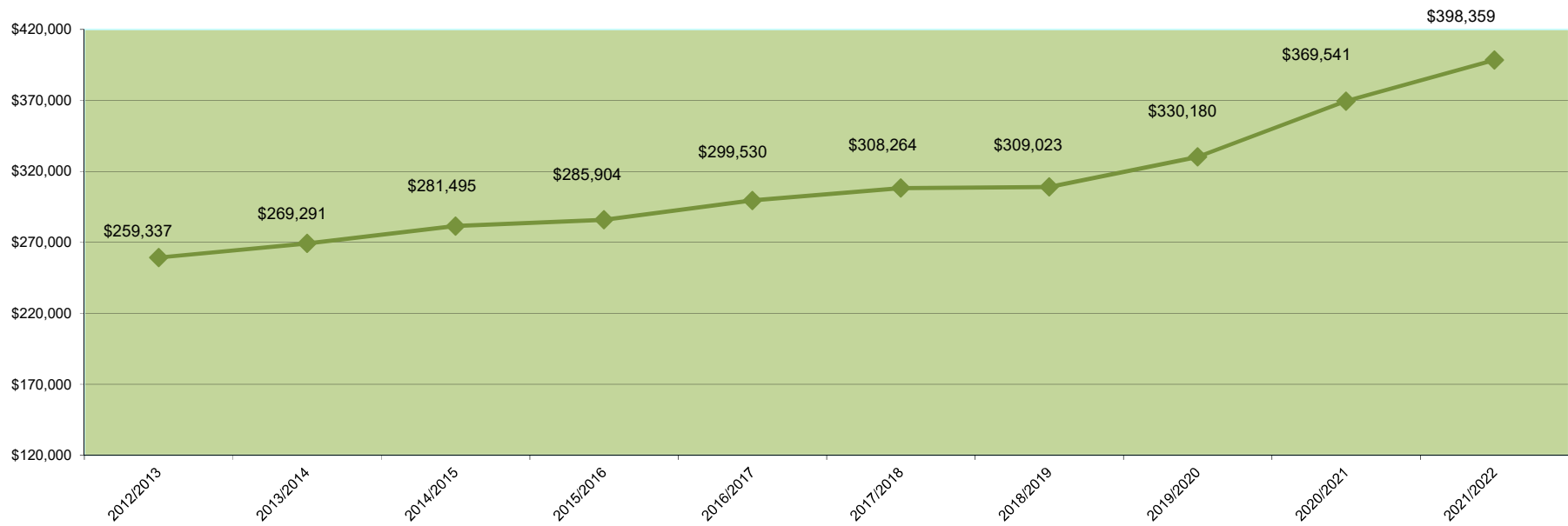
Reserve for Payroll

DCUA Fund Expense & Transfer Totals:	292,983	4,481,612	4,797,572
Total Fund Expenses & Transfers	872,998	11,110,354	14,022,872
Net Gain / (Loss) - Excluding Balance Forward	270,439	1,459,490	(0)

City of Durant, Oklahoma
4.375% Sales Tax Revenue Breakdown

Current Month Sales Tax Revenue Detail	
1/4% Economic Development (e	\$100,873.80
1/4% Multi-Sports Facilities (eff	\$100,873.80
1/4% SOSU Improvements (effe	\$100,873.80
1% Capital Improvements (effect	\$403,495.19
2% General Operations	\$806,990.39
5/8% DISD Improvements (effec	\$252,184.49
Total Sales Tax Rev. June 2022 (	\$1,765,291.47

**City of Durant, Oklahoma
1% Sales Tax - Monthly Average
Ten-Year History**



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 / Aprl.
May	\$261,496	\$273,004	\$290,750	\$286,450	\$317,742	\$325,558	\$332,701	331,431	439,672	411,741	-6.35%	Aprl. / May
June	\$276,146	\$280,815	\$283,656	\$277,462	\$298,475	\$286,097	\$318,281	\$332,952	\$428,168	\$403,495	-5.76%	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	\$4,780,305		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	\$398,359		
% change from prior yr.	2.24%	3.84%	4.53%	1.57%	4.77%	2.92%	0.25%	6.85%	11.92%	7.80%		
\$ change from prior yr.	\$68,136	\$119,454	\$146,449	\$52,906	\$163,515	\$104,802	\$9,109	\$253,889	391,781	345,815		

Current Month Sales Tax Revenue Detail

1/4% Economic Development (effective 1/1/22)	\$100,873.80	
1/4% Multi-Sports Facilities (effective 1/1/22)	\$100,873.80	
1/4% SOSU Improvements (effective 1/1/22)	\$100,873.80	
1% Capital Improvements (effective 1/1/22)	\$403,495.19	
2% General Operations	\$806,990.39	
5/8% DISD Improvements (effective 1/1/22)	\$252,184.49	
Total Sales Tax Rev. June 2022 @ 4.375%	\$1,765,291.47	
* Per Ordinance #1589, Durant City Sales Tax Rate Increased from 3.75% to 4-3/8% (4.375%)		
Use Tax	\$33,877.02	\$286,061.51

1% Sales Tax - Current Annual Growth

Previous 12 - Month Period	Current 12 - Month Period	% Change
\$4,434,490	\$4,780,305	7.80%



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Jeff Langford, Fire Chief
Re: Fire Department Monthly Report - June 2022

Fire Department Monthly Report - June 2022

Council Information / Action Requested

Information Item Only

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

None

ATTACHMENTS:

1. DFD Monthly Report June 2022



Durant Fire Department

Monthly Report
June 2022

Type of Response	Month				Year to Date							
	June				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	10	2	1	13	179	24	17	220	100	23	3	126
Rescue (MVC's) & Medical Calls	122	3	0	125	1513	54	0	1567	715	9	5	729
Hazardous Condition (No Fire)	9	0	0	9	79	11	5	95	30	2	0	32
Service Calls	4	0	0	4	67	6	0	73	32	2	1	35
Good Intent Calls	29	1	0	30	196	17	0	213	121	17	0	138
False Alarm & False Calls	9	1	0	10	94	1	0	95	64	1	0	65
Special Incident Type	4	0	0	4	0	0	0	0	11	1	1	13
Total Responses				195	2128	113	22	2263	1073	55	10	1138

Type of Service Performed	Month	Year to Date	
	Jun	2022	2021
Permits	24	74	93
Inspections	28	203	248
Plans Review	1	31	132
Smoke Alarm Installed	0	1	6
Public Education	0	2	3
Fire Investigations	2	9	13
Pre-Fire Plans	0	2	7
Total Services	55	322	502

Comments:

Training June 2022

During the month of June hydrant flows and inspections were conducted.

Week 3: New Drivers attended driver/aerial operations class

Week 3: 3 members attended Hazard materials operations

Week 4: 3 members attended Hazardous Materials Operations

Fire Marshall , Wade Boyd as retired with 28 years and 11 months of service to the City of Durant.



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Rebecca Payne, Grants Coordinator
Re: Grants Department Report - June 2022

Council Information / Action Requested

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

ATTACHMENTS:

1. Grants Dept Report June 2022

GRANTS DEPARTMENT

June 30, 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 2023		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- waiting on FEMA closeout	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 May 31 - Proj Complete; Change Order		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	Change of Scope proceeding		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	FAA Closeout Approved	23,020		
2020	FAA 2020-015	CARES Act Funding	Personnel and Fuel expenditures	FAA Closeout Approved	69,000		
2020	OMAG	Public Safety Grant Prog	Confined Space Safety Equip	Received Reimb. Complete	3,000		
2020	OK Emergency Mgmt 9-1-1	CAD Project	CAD System- Durant Comm Ctr	Closeout complete	195,433		
2020	OK Emergency Mgmt 9-1-1	GIS System Project	GIS Addressing	Closeout complete	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; Generator & Propane Tank ordered		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	US Dept of Justice	Rural Law Enforcement	License Plate Readers & Trailer	Award notification. UNK \$\$			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	DEQ Award Notice: 5.24.22			25,000
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	OMAG	Sanitary Sewer Equip Prog	Sanitary Sewer Equipment	Equip & Reimb received	9,930		
2022	FAA 019-2022	Airport Improvements	Pavement Analysis	Award: June 17, 2022		130,923	
TOTALS					2,805,997	10,950,044	33,943,214



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Kari Jones, Supervisor
Re: Human Resources Monthly Report- June 2022

Staffing info for June 2022:

4 Terminations (4 Full-time)
9 New Hires (8 Full-time, 1 Temporary)

252 Total Employees as of June 30th, 2022.
(226 Full-time, 6 Part-time, 20 Temporary)

Council Information / Action Requested

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

ATTACHMENTS:



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Robbee Tonubbee, Director
Re: Library Monthly Report - June 2022

Council Information / Action Requested

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

ATTACHMENTS:

1. Library Monthly report Jun2022

Donald W Reynolds Community Center & Library

June 2022

Statistical Report

Attendance monthly total -----library stats only, no community center----- 4,790

We were open 26 days this month.

Attendance daily average ----- 184

Circulation monthly (physical units)----- 5,274

Circulation average daily ----- 202

Computer usage total ----- 543

Computer users average daily----- 21

Computer usage average time----- 40 min

Computer guest passes----- 159

Computer guest passes average daily----- 6

New Library card holders----- 171

Materials donated ----- 2,095

(105 put in collection)

Statistics

Revenue : \$2,530.02 for June. The room revenue was \$855.00 with payments for: E Metts Powerlines safety training, Webstaurant Hiring Event, & a Webstaurant Management Retreat.

Revenue breakdown: \$306 in copies, \$98 in faxes, \$521 in fines, \$102 in replacement cards, \$50 in out-of-county memberships, \$65 in laminating, \$206 in lost/damaged item fees, & \$322 from the public printer/copier coin-op. The café revenue is separate and that was \$372.50 for the month.

There was a variety of community events this month: GED Classes, Healing Hearts Support Group, Court ordered mediations, a City Ward meeting, Daughters of the American Revolution, local author book signing event, three blood drives, American Legion meeting, Medicare 101 info meeting, Summer Mayors of Oklahoma luncheon & Vote 580 election public forum.

Community Engagement/FOL

- The "Very Hungry Reader" food program transitioned to the Summer Feeding Program on June 7th. The program feeds lunch to kids on TU & TH from 11:00am – 3:00pm in the community center's meeting room. Kids who attend the Summer Reading Program, going on those same days from 9:00am – 3:00pm, can get a hot meal before or after their class. Walk ins, not in the SRP, are welcome to come eat lunch. For the 4 weeks, 8 days, in June we fed **332** kids.
- The library's Health Literacy grant ended in early June. The program ran from September through June 2 with 73 total programs and 458 attendees. This grant was funded by the ODL & IMLS. The library will write for another grant cycle this month, to be awarded in the fall for a Sept 2022 start date. The new grant will focus on the exercise and health/cooking classes that were so popular in the 2021-2022 cycle.

- The Yoga & Zumba classes have been so popular this year. The attendees wished to continue through the summer so the FOL agreed to pay for the 8 weeks of 2 times/week class. In June there were 4 yoga classes with **63** attendees & 4 zumba classes with **32** attendees.
- The Chess sessions are well attended with a total of 45 adults & 33 kids over four Saturdays.
- The Summer Reading Program, "Oceans of Possibilities" began on June 7th and meets on TU & TH. There are 3 classes for 5-8 yr olds, 2 classes for 9-12 yr olds, and one class per wk for teens. Total for June:
 9:00am 5 to 8 yr olds - **82**; 10:00am 5 to 8 yr olds - **110**; 11:00am 9 to 12 yr olds – **105**
 1:00pm 5 to 8 yr olds – **147**; 2:00pm 9 to 12 yr olds – **113**; 4:00pm teens – **24**
 Total for the month is **581** kids served.

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.
- The Blue Zones Project donated a water bottle refill station. The unit was installed in May. This feature will help cut down on waste from plastic bottles and is more sanitary than a public drinking fountain. The library has hosted Blue Zones cooking classes since March. The classes are held on the last Thursday of each month and will finish up at the library in July. The classes have had 20-25 people in attendance at each class.

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: 7/12/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Neighborhood Services Monthly Report - June 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 - June 2022
2. Neighborhood Services Daily Bldg Insp Log 2022 (Pierce)_____ - June 2022
3. BP Valuation Report w Segments
4. Code Enforcement Daily Log 2022 (Jackson) - Jun 2022
5. Code Enforcement Daily Log 2022 (Cottrell) - Jun 2022
6. Animal Control Daily Log 2022 (Fulton) - Jun 2022
7. Animal Control Daily Count 2022 (Fulton) - Jun 2022
8. Animal Control Daily Log 2022 (Beckham) - Jun 2022

The City of Durant

Neighborhood Services Department

Monthly Activity Report, June 2022

1. Inspections		4. Animal Control	
Building	27	Calls for Service	180
Electrical	26	Citations Issued	5
Mechanical	2	Warnings Issued	59
Plumbing	19	Dogs Picked Up	64
Drainage Issues	0	Cats Picked Up	4
Other	9	Dog Adoptions	2
Total	83	Cat Adoptions	51
2. Code Enforcements		Dog Rescue	51
Contact Made	111	Cat Rescue	4
Trees & Shrubs	50	Claimed by Owner	2
Grass & Weeds	141	Animals Euthanized	1
Junk Vehicles	17	Parvo Deaths	0
Junk Appliances	5	Total	423
Dilapidated Structures	23	5. Letters Mailed	
Trash & Debris	86	Code Enforcement	12
Other	75	Code Hearings	33
24 Hour Nuisances Posted	0	Public Hearings	0
PD 24 Hour Nuisances Posted	0	Total	45
Code Enforcement	0		
Notices Posted	0		
Citations Issued	0		
Warnings Issued	18		
Total	526		
3. New Construction			
SFR	0		
MFR	2		
Commercial	0		
Industrial	0		
Total	2		

City of Durant

Neighborhood Services

Daily Building Inspections Log

June-2022

Date	Name	Location/Address	Inspection Type	Abr	Pass	Fail	Initials	Comments
6/1/22	Ramsey Ward	3902 N 1st	Meter	E			MP	
	Ramsey Ward	9997 US 70 W	Meter	E			MP	
	Blackburn	411 W Locust	Sewer	P			MP	
	Crawford	643 S 3rd	Meter	E			MP	
6/2/22	Blackburn	619 S 12th	Framing	B			MP	
	Farris	619 S 12th	Elect rough	E			MP	
	Blackburn	619 S 12th	Plumb rough	P			MP	
	Blackburn	619 S 12th	Mech rough	M			MP	
6/3/22	OGE	2630 N 1st	Elect rough	E			MP	
	Wilkey	4925 Parco	Plumb ground	P			MP	
	Owner	820 W Elm	Meet with owner	O			MP	
	Blackburn	2211 University	Plumb ground	P			MP	
6/6/22	OGE	322 W Beech	Generator	E			MP	
	Wilkey	4925 Parco	Plumb ground	P			MP	
	OGE	2630 N 1st	Meter	E			MP	
	Owner	820 W Elm	Meet with owner	O			MP	
6/7/22	Blackburn	1304 N 4th	Plumb ground	P			MP	
	Ball	3418 Lionel	Framing	B			MP	
	Ball	3418 Lionel	Elect rough	E			MP	
	Blackburn	3418 Lionel	Plumb rough	P			MP	
6/8/22	Owner	108 N 2nd	CO	B			MP	
	Choctaws	4625 Issi	Driveway	B			MP	
	Choctaws	4633 Issi	Driveway	B			MP	
	Choctaws	4701 Issi	Driveway	B			MP	
	Choctaws	4709 Issi	Driveway	B			MP	
	Choctaws	4717 Issi	Driveway	B			MP	
	Choctaws	4717 Issi	Driveway	B			MP	
	Choctaws	4702 Issi	Driveway	B			MP	
	Choctaws	4710 Issi	Driveway	B			MP	
6/9/22	Owner	3123 Megan	Temp pole	E			MP	
	Plyler	1915 Business 70	Plumb ground	P			MP	
	Farris	617 S 14th	Meter	E			MP	
	Owner	4925 Parco	Slab	B			MP	
6/10/22	Owner	1114 Weatherby	Slab	B			MP	
	Farris	619 S 12th	Meter	E			MP	
	Owner	515 Cardinal	Plumb ground	P			MP	
6/13/22	Owner	515 Cardinal	Slab	B			MP	
	Owner	1216 Alma	Storage bldg	B			MP	
	Owner	3418 Bernie	Site Check	O			MP	
6/14/22	Owner	2425 University	Meter	E			MP	
	Owner	3026 Megan	Plumb ground	P			MP	
	Wilkey	519 S 5th	Plumb ground	P			MP	
6/15/22	Owner	519 S 5th	Slab	B			MP	
	Owner	2402 Briarwood	Gas	P			MP	
	Owner	515 Cardinal	Slab	B			MP	
	Owner	2089 W Mississippi	Site Check	O			MP	
	Farris	702 W Evergreen	Cut over	E			MP	
6/16/22	School	502 Gerlach	Final	B			MP	
	School	502 Gerlach	Final	E			MP	
	School	502 Gerlach	Final	M			MP	
	School	502 Gerlach	Final	P			MP	
	Owner	2721 Wilson	Meter	E			MP	Pipe not attached
	Owner	2131 W Main #102	Meter	E			MP	

City of Durant

Neighborhood Services

Daily Building Inspections Log

June-2022

Date	Name	Location/Address	Inspection Type	Abr	Pass	Fail	Initials	Comments
6/17/22	Wilkey	414 W Alabama	Plumb ground	P			MP	
	Wilkey	416 W Alabama	Plumb ground	P			MP	
	Farris	4602 Peppernut	Meter	E			MP	Not ready
	Owner	1412 San Angelo	Meter	E			MP	
6/17/22	Owner	716 W Evergreen	COC	B			MP	
	Owner	1819 Cemetery	Framing	B			MP	
	Owner	1819 Cemetery	Elect rough	E			MP	
	Owner	1819 Cemetery	Plumb rough	P			MP	
6/20/22	Owner	5018 Falcon	Storage bldg	B			MP	
	Owner	3026 Megan	Slab	B			MP	
	Owner	3509 W Arkansas	Meet with owner	O			MP	
6/21/22	Owner	5601 Stonecreek	Slab	B			MP	
	City	1421 Chuckwa	Meet with OMAG	O			MP	
	Owner	1120 W Locust	Site check alley	O			MP	
	Farris	4602 Peppernut	Meter	E			MP	
	Owner	2002 W Elm	Meter	E			MP	
6/23/22	Owner	4310 University	Meet with owner	O			MP	
	Lewis	421 S 6th	Meter	E			MP	
	Plyler	1915 Business 70	Plumb ground	P			MP	
	S & G	101 Waldron	Fire line	B			MP	
6/24/22	Allison	1525 Colt	Pool deck	B			MP	
	Blackburn	915 NE 2nd	Gas	P			MP	
	Owner	1407 San Angelo	Driveway	B			MP	
6/27/22	Crawford	4516 W Main	Meter	E			MP	
	Plyler	1915 Business 70	Slab	B			MP	
6/28/22	Owner	3419 Castle Ct	Gas	P			MP	
	Farris	4714 Kimberly	Temp pole	E			MP	
	Owner	1804 Oak Hills	Meter	E			MP	
6/30/22	Solar shine	3024 Kande Lane	Solar	E			MP	Could not get in
	Owner	4407 W Main	COC	O			MP	

6/2022 10:00 AM
 PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 6/01/2022 THRU 6/30/2022
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 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
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PROJECT VALUATION AND FEE REPORT

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PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
032643	6/29/2022	TEXOMA MILLWRIGHT & WELDING	515 CARDINAL PKWY	OWNER	HYDROGEN GENERATING SYSTEM	COMM BLDG
BLDG	6/01/2022	NEW BUILDING PERMIT	C - COMMERCIAL	OWNER	100,000.00	1,469.00
ELEC	6/01/2022	NEW ELECTRIC PERMIT	C - COMMERCIAL	OWNER	0.00	349.00
MECH	6/01/2022	NEW MECHANICAL PERMIT	C - COMMERCIAL	OWNER	0.00	299.00
PLUMB	6/01/2022	NEW PLUMBING PERMIT	C - COMMERCIAL	OWNER	0.00	349.00
TOTAL VALUE					100,000.00	2,466.00
032644	6/16/2022	PLYLER CONSTRUCTION CO	1915 HWY 70 W	OWNER	BOILER ROOM ADDITION	COMM BLDG
BLDG	6/01/2022	NEW BUILDING PERMIT	CA - COMMERCIAL ALTERATION	OWNER	100,000.00	658.00
ELEC	6/01/2022	NEW ELECTRIC PERMIT	CA - COMMERCIAL ALTERATION	OWNER	0.00	176.00
MECH	6/01/2022	NEW MECHANICAL PERMIT	CA - COMMERCIAL ALTERATION	OWNER	0.00	176.00
PLUMB	6/01/2022	NEW PLUMBING PERMIT	CA - COMMERCIAL ALTERATION	OWNER	0.00	226.00
TOTAL VALUE					100,000.00	1,236.00
032645	6/03/2022	CRAWFORD ELECTRIC PROPERTIE	643 S 3RD AVE	OWNER	SERVICE UPGRADE	ELEC
ELEC	6/03/2022	NEW ELECTRIC PERMIT	SFRA - SINGLE FAMILY RESIDE	OWNER	1,200.00	54.00
032646	6/03/2022	CRAWFORD ELECTRIC PROPERTIE	405 S 6TH AVE	OWNER	REPL RISER DUE TO STORM	ELEC
ELEC	6/03/2022	NEW ELECTRIC PERMIT	SFRA - SINGLE FAMILY RESIDE	OWNER	850.00	54.00
032647	6/06/2022	THE SIGN DEPOT	519 UNIVERSITY PL STE# 109	OWNER	NEW WALL SIGN PERMIT	SIGN
SIGN	6/06/2022	SIGN PERMIT	SIGN - SIGN PERMIT	OWNER	2,524.00	204.00
032648	6/06/2022	THE SIGN DEPOT	143 W MAIN ST	OWNER	NEW WALL SIGN PERMIT	SIGN
SIGN	6/06/2022	SIGN PERMIT	SIGN - SIGN PERMIT	OWNER	261.64	204.00
032649	6/06/2022	OKIE SOLAR	3024 KANDE LN	OWNER	SOLAR PANEL PERMIT	ELEC
ELEC	6/06/2022	NEW ELECTRIC PERMIT	SFRA - SINGLE FAMILY RESIDE	OWNER	0.00	54.00
032650	6/06/2022	GREEN LIGHT SOLAR	913 WESTGATE AVE	OWNER	SOLAR PANEL PERMIT	ELEC
ELEC	6/06/2022	NEW ELECTRIC PERMIT	SFRA - SINGLE FAMILY RESIDE	OWNER	0.00	54.00
032651	6/06/2022	JOHNSON HEATING & AIR	615 N 1ST	OWNER	INSTALL MINI SPLIT SYSTEM	MECH
MECH	6/06/2022	NEW MECHANICAL PERMIT	CA - COMMERCIAL ALTERATION	OWNER	7,100.00	54.00
032652	6/06/2022	CRAWFORD ELECTRIC PROPERTIE	4516 W MAIN ST	OWNER	METER/PANEL FOR BILLBOARD S	ELEC
ELEC	6/06/2022	NEW ELECTRIC PERMIT	C - COMMERCIAL	OWNER	2,000.00	54.00
032653	6/06/2022	FARRIS ELECTRIC & MECHANICA	702 W EVERGREEN ST	OWNER	MOVE ELE SERVICE/METER	ELEC
ELEC	6/06/2022	NEW ELECTRIC PERMIT	CA - COMMERCIAL ALTERATION	OWNER	100.00	54.00
032654	6/06/2022	FARRIS ELECTRIC & MECHANICA	203 N 7TH AVE	OWNER	ADD METER BASE	ELEC
ELEC	6/06/2022	NEW ELECTRIC PERMIT	CA - COMMERCIAL ALTERATION	OWNER	100.00	54.00
032655	6/07/2022	ALLEN & SON LLC	3725 W ARKANSAS ST	OWNER	PARKING LOT	ACC
ACC	6/07/2022	ACCESSORY PERMIT	ACCS - ACCESSORY STRUCTURES	OWNER	71,000.00	179.00

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032656	6/07/2022	STONE BY STONE CONSTRUCTION	305 S 4TH AVE	OWNER	DUPLEX PERMIT	RES BLDG
BLDG	6/07/2022	NEW BUILDING PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	60,000.00	349.00
FPM	6/07/2022	FLOOD PLAIN MANAGEMENT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	104.00
ELEC	6/07/2022	NEW ELECTRIC PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	189.00
MECH	6/07/2022	NEW MECHANICAL PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	139.00
PLUMB	6/07/2022	NEW PLUMBING PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	189.00
TOTAL VALUE					60,000.00	TOTAL FEE 970.00
032657	6/07/2022	STONE BY STONE CONSTRUCTION	307 S 4TH AVE	OWNER	DUPLEX PERMIT	RES BLDG
BLDG	6/07/2022	NEW BUILDING PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	60,000.00	349.00
ELEC	6/07/2022	NEW ELECTRIC PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	189.00
MECH	6/07/2022	NEW MECHANICAL PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	139.00
PLUMB	6/07/2022	NEW PLUMBING PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	189.00
TOTAL VALUE					60,000.00	TOTAL FEE 866.00
032658	6/10/2022	GET ROOFED	605 N 3RD AVE	OWNER	ROOF PERMIT	ROOF
ROOF	6/10/2022	ROOF PERMIT	ROOF - ROOFING	OWNER	19,800.00	79.00
032659	6/13/2022	GALAXIE SIGN COMPANY	515 W MAIN ST	OWNER	NEW WALL SIGN PERMIT	SIGN
SIGN	6/13/2022	SIGN PERMIT	SIGN - SIGN PERMIT	OWNER	12,500.00	204.00
032660	6/13/2022	FOCUS MEDICAL	1903 W ARKANSAS ST	OWNER	NEW WALL SIGN PERMIT	SIGN
SIGN	6/13/2022	SIGN PERMIT	SIGN - SIGN PERMIT	OWNER	1,100.00	204.00
032661	6/13/2022	R&R SIGNS	202 W MAIN ST	OWNER	SIGN MODIFICATION PERMIT	SIGN
SIGN	6/13/2022	SIGN PERMIT	SIGN - SIGN PERMIT	OWNER	2,000.00	154.00
032662	6/13/2022	ESPERICUETA, JOSE	618 S 12TH AVE	OWNER	CARPORT PERMIT	ACC
ACC	6/13/2022	ACCESSORY PERMIT	ACCS - ACCESSORY STRUCTURES	OWNER	2,700.00	179.00
032663	6/13/2022	TURNER, VIVIAN L	127 E MULBERRY ST	OWNER	ROOF PERMIT	ROOF
ROOF	6/13/2022	ROOF PERMIT	ROOF - ROOFING	OWNER	5,000.00	79.00
032664	6/13/2022	RED RIVER CONCRETE	2403 N WASHINGTON AVE	OWNER	PATIO & RETAINING WALLS	ACC
ACC	6/13/2022	ACCESSORY PERMIT	ACCS - ACCESSORY STRUCTURES	OWNER	0.00	179.00
032665	6/13/2022	D & R BUILDERS	421 W ALABAMA ST	OWNER	DUPLEX PERMIT	RES BLDG
BLDG	6/13/2022	NEW BUILDING PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	72,500.00	392.75
FPM	6/13/2022	FLOOD PLAIN MANAGEMENT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	104.00
ELEC	6/13/2022	NEW ELECTRIC PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	195.25
MECH	6/13/2022	NEW MECHANICAL PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	145.25
PLUMB	6/13/2022	NEW PLUMBING PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	195.25
TOTAL VALUE					72,500.00	TOTAL FEE 1,032.50
032666	6/13/2022	D & R BUILDERS	423 W ALABAMA ST	OWNER	DUPLEX PERMIT	RES BLDG
BLDG	6/13/2022	NEW BUILDING PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	72,500.00	392.75
ELEC	6/13/2022	NEW ELECTRIC PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	195.25
MECH	6/13/2022	NEW MECHANICAL PERMIT	TFR - TWO FAMILY RESIDENTAI	OWNER	0.00	145.25

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PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
PLUMB	6/13/2022	NEW PLUMBING PERMIT	TFR - TWO FAMILY RESIDENTIAL	OWNER	0.00	195.25
				TOTAL VALUE	72,500.00	928.50
032667 PLUMB	6/15/2022 6/15/2022	WILKEY PLUMBING NEW PLUMBING PERMIT	2402 BRIARWOOD AVE SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	GAS TEST 0.00	PLUMB 54.00
032668 SWIMMING	6/15/2022 6/15/2022	ALLISON LANDSCAPE & POOL SWIMMING POOL PERMIT	1525 COLT DR SWIMMING - SWIMMING POOL	OWNER OWNER	SWIMMING POOL PERMIT 80,000.00	SWIMMING 154.00
032669 BLDG ELEC PLUMB	6/15/2022 6/15/2022 6/15/2022 6/15/2022	SG ECHO LLC NEW BUILDING PERMIT NEW ELECTRIC PERMIT NEW PLUMBING PERMIT	101 WALDRON CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION	OWNER OWNER OWNER OWNER	COMMERCIAL REMODEL PERMIT 2,311,383.00 0.00 0.00	COMM BLDG 18,866.75 2,777.25 2,827.25
				TOTAL VALUE	2,311,383.00	24,471.25
032670 SIGN	6/15/2022 6/15/2022	TWICE BAK'D BISTRO LLC SIGN PERMIT	1301 N 1ST AVE SIGN - SIGN PERMIT	OWNER OWNER	TEMPORARY SIGN PERMIT 100.00	SIGN 44.00
032672 SIGN	6/16/2022 6/16/2022	R & R SIGNS SIGN PERMIT	1301 N 1ST AVE SIGN - SIGN PERMIT	OWNER OWNER	SIGN MODIFICATION PERMIT 895.00	SIGN 79.00
032673 ROOF	6/21/2022 6/21/2022	GET ROOFED ROOF PERMIT	2802 WALNUT RD ROOF - ROOFING	OWNER OWNER	ROOF PERMIT 12,750.00	ROOF 79.00
032674 SIGN	6/21/2022 6/21/2022	R&R SIGNS SIGN PERMIT	702 BRYAN DR SIGN - SIGN PERMIT	OWNER OWNER	SIGN MODIFICATION PERMIT 0.00	SIGN 79.00
032675 SIGN	6/21/2022 6/21/2022	GALAXIE SIGN COMPANY SIGN PERMIT	519 UNIVERSITY PL STE# 105 SIGN - SIGN PERMIT	OWNER OWNER	NEW WALL SIGN PERMIT 5,200.00	SIGN 204.00
032676 ROOF	6/21/2022 6/21/2022	FOSSIL RIDGE ROOFING & CONS ROOF PERMIT	720 N 4TH AVE ROOF - ROOFING	OWNER OWNER	NEW ROOF PERMIT 13,000.00	ROOF 79.00
032677 SIGN	6/21/2022 6/21/2022	CONLEY CARE CLINIC SIGN PERMIT	1327 N 16TH AVE SIGN - SIGN PERMIT	OWNER OWNER	TEMP SIGN PERMIT 25.00	SIGN 44.00
032678 ACC	6/21/2022 6/21/2022	DURANT CHURCH OF CHRIST ACCESSORY PERMIT	215 UNIVERSITY ACCS - ACCESSORY STRUCTURES	OWNER OWNER	ACC PERMIT (PAVILION) 3,000.00	ACC 179.00
032679 ELEC	6/23/2022 6/23/2022	LEWIS ELECTRIC NEW ELECTRIC PERMIT	421 S 6TH AVE SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	ELECTRICAL SERVICE 0.00	ELEC 54.00
032680 MECH	6/23/2022 6/23/2022	TEXOMA MAINTENANCE NEW MECHANICAL PERMIT	1105 W WILLOW ST SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	HVAC CHANGE OUT 0.00	MECH 54.00
032681 ROOF	6/23/2022 6/23/2022	BAILEY'S ROOFING ROOF PERMIT	1511 N 10TH AVE ROOF - ROOFING	OWNER OWNER	ROOF PERMIT 9,700.00	ROOF 79.00

6/2022 10:00 AM
 PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 6/01/2022 THRU 6/30/2022
 ISSUED DATES: 6/01/2022 THRU 6/30/2022
 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
032682 PLUMB	6/24/2022 6/24/2022	BLACKBURN PLUMBING LLC NEW PLUMBING PERMIT	915 NE 2ND AVE SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	REPLACE GAS LINE 800.00	PLUMB 54.00
032683 BLDG PLUMB	6/24/2022 6/24/2022 6/24/2022	TOMLINSON, TYLER NEW BUILDING PERMIT NEW PLUMBING PERMIT	1004 W ALABAMA ST SFRA - SINGLE FAMILY RESIDE SFRA - SINGLE FAMILY RESIDE	OWNER OWNER OWNER	RESIDENTIAL REMODEL PERMIT 0.00 <u>0.00</u>	RES BLDG 454.00 <u>154.00</u>
				TOTAL VALUE	0.00 TOTAL FEE	608.00
032684 MECH	6/24/2022 6/24/2022	PERMACOLD ENGINEERING INC NEW MECHANICAL PERMIT	1915 HWY 70 W CA - COMMERCIAL ALTERATION	OWNER OWNER	INSTALL EVAPORATORS 0.00	MECH 104.00
032685 SIGN	6/24/2022 6/24/2022	THE SIGN DEPOT SIGN PERMIT	137 W MAIN ST SIGN - SIGN PERMIT	OWNER OWNER	NEW WALL SIGN PERMIT 436.96	SIGN 204.00
032686 PLUMB	6/28/2022 6/28/2022	HUBBARD PLUMBING NEW PLUMBING PERMIT	3419 CASTLE CT SFRA - SINGLE FAMILY RESIDE	OWNER OWNER	GAS LINE FOR GENERATOR 750.00	PLUMB 54.00
032687 BLDG ELEC MECH PLUMB	6/29/2022 6/29/2022 6/29/2022 6/29/2022 6/29/2022	LIPPERT BROS INC NEW BUILDING PERMIT NEW ELECTRIC PERMIT NEW MECHANICAL PERMIT NEW PLUMBING PERMIT	1410 LARKSPUR LN CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION	OWNER OWNER OWNER OWNER OWNER	MULTIPURP/ELEM SCHOOL/SITE 8,000,000.00 0.00 0.00 <u>0.00</u>	COMM BLDG 12,374.65 1,856.95 1,856.95 <u>1,856.95</u>
				TOTAL VALUE	8,000,000.00 TOTAL FEE	17,945.50
032688 BLDG ELEC MECH PLUMB	6/29/2022 6/29/2022 6/29/2022 6/29/2022 6/29/2022	LIPPERT BROS INC NEW BUILDING PERMIT NEW ELECTRIC PERMIT NEW MECHANICAL PERMIT NEW PLUMBING PERMIT	1524 LARKSPUR LN CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION CA - COMMERCIAL ALTERATION	OWNER OWNER OWNER OWNER OWNER	COMM REMODEL (HIGH SCHOOL) 2,000,000.00 0.00 0.00 <u>0.00</u>	COMM BLDG 2,703.80 475.40 475.40 <u>475.40</u>
				TOTAL VALUE	2,000,000.00 TOTAL FEE	4,130.00
032689 ROOF	6/29/2022 6/29/2022	SAGE ROOFING & CONSTRUCTION ROOF PERMIT	512 N 11TH AVE ROOF - ROOFING	OWNER OWNER	ROOF PERMIT 0.00	ROOF 79.00
TEST ACC	6/02/2022 6/02/2022	CITY HALL ACCESSORY PERMIT	300 W EVERGREEN ACCS - ACCESSORY STRUCTURES	OWNER OWNER	TEST 0.00	ACC 1.00
*** TOTALS ***		NUMBER OF PROJECTS: 47		VALUATION:	13,031,275.60 FEES:	58,428.75

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 6/01/2022 THRU 6/30/2022
ISSUED DATES: 6/01/2022 THRU 6/30/2022
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
ACC - ACCESSORY PERMIT	5	76,700.00	717.00
BLDG - NEW BUILDING PERMIT	10	12,776,383.00	38,009.70
ELEC - NEW ELECTRIC PERMIT	17	4,250.00	6,835.10
FPM - FLOOD PLAIN MANAGEMENT	2	0.00	208.00
MECH - NEW MECHANICAL PERMIT	11	7,100.00	3,587.85
PLUMB - NEW PLUMBING PERMIT	13	1,550.00	6,819.10
ROOF - ROOF PERMIT	6	60,250.00	474.00
SIGN - SIGN PERMIT	11	25,042.60	1,624.00
SWIMMING - SWIMMING POOL PERMIT	1	80,000.00	154.00
*** TOTALS ***	76	13,031,275.60	58,428.75

PROJECTS: 0 -ZZZZZZZZZZ
APPLIED DATES: 6/01/2022 THRU 6/30/2022
ISSUED DATES: 6/01/2022 THRU 6/30/2022
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	5	5	76,700.00	717.00
C - COMMERCIAL	2	5	102,000.00	2,520.00
CA - COMMERCIAL ALTERATION	8	19	12,418,683.00	48,048.75
ROOF - ROOFING	6	6	60,250.00	474.00
SFRA - SINGLE FAMILY RESIDENTIAL ALTERATION	10	11	3,600.00	1,094.00
SIGN - SIGN PERMIT	11	11	25,042.60	1,624.00
SWIMMING - SWIMMING POOL	1	1	80,000.00	154.00
TFR - TWO FAMILY RESIDENTIAL	4	18	265,000.00	3,797.00
*** TOTALS ***	47	76	13,031,275.60	58,428.75

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: 06/01/2022 THROUGH 06/30/2022
ISSUED RANGE FROM: 06/01/2022 THROUGH 06/30/2022
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 ***

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Jackson)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
6/1/2022			Monthly Report						S.J.	
	Car Credits	3828 Hwy 70 West	Owner said someone from the city asked for them to move there vehicles from RR property they lease	Was not city, possibly WalMart contractor building fence				O	S.J.	
	Frank's Garage	409 S 9th	Homeless living behind fence	Appeared they just left trash behind				O/TD/MC	S.J.	
		502 S 13th	Living in camper	Agreed to be out by Friday				O	S.J.	PD Assisted
	CMC		Dog on property	Delivered cage				AC/MC	S.J.	
	ANIMAL CONTROL	7606 Perfect Dr	Trapped racoon	Picked up trap, released in wild then returned trap				AC/MC	S.J.	
6/2/2022	ANIMAL CONTROL	220 SE 2nd	Welfare check on dogS	Could not make contact				AC	S.J.	
	ANIMAL CONTROL	CMC	Pick up dog and trap	Took to shelter				AC/MC	S.J.	
		311 S 13th	Trash & Debris	Left door hanger				TD	S.J.	Contacted PD about possible stolen items found
	Dollar General	1114 Radio Rd	Follow up/Grass & Weeds	In compliance				GW/MC	S.J.	
		326 S 14th	Overgrown trees, alley & street	Courtesy letter	Courtesy L			TS	S.J.	
		1024 W Louisiana	Sewer	Owner has plumber in route				O/MC	S.J.	
		1121 W Louisiana	Follow up/Trash & Debris	Made arrangements				TD/MC	S.J.	
		2089 W Mississippi	Abandoned structure	Will try to make contact with owner				D	S.J.	
		602 S 11th	Overgrown trees, alley & street	Explained ordinance to owner				TS/MC	S.J.	
		602 S 12th	Overgrown trees, alley & street	Explained ordinance to owner				TS/MC	S.J.	
		921 W Georgia	Overgrown grass & weeds	Contacted owner				GW/MC	S.J.	
		935 W Georgia	Overgrown trees	Contacted owner				TS/MC	S.J.	
		1289 N 1st	Temp sign not permitted	Owner allowed me to remove				O/MC	S.J.	
		1420 W Texas	Solid Waste called, could not pick up trash due to trees	It was neighbors tree, was able to make contact				TS	S.J.	
		1415 W Texas	Overgrown trees	Made contact with owner				TS/MC	S.J.	
		1424 W Texas	Overgrown trees	Will have to letter	L			TS	S.J.	
6/2/2022		1020 W Main	Living in camper	Agreed to have moved by 6/10/2022				O/MC	S.J.	PD assisted
		311 S 13th	Trash & Debris	Unable to make contact				TD	S.J.	PD assisted
		924 W Texas	Follow up/dilapidated structure	Vacant				D	S.J.	PD assisted
		Shelter	Feed & Clean					AC	S.J.	
6/3/2022		3238 W Main	Call about parking on Railroad right of way	Owner has leased				O/MC	S.J.	
		409 S 9th	Complaint about homeless staying on property	Only left trash behind				O/TD/MC	S.J.	
		502 S 13th	Living in camper	PD assisted, 7 days to vacate				O/MC	S.J.	
6/6/2022	ANIMAL CONTROL	220 SE 2nd	Aggressive Dog	Assisted AC				AC/MC	S.J.	
		311 S 13th	Trash and Debris	Left door hanger				TD	S.J.	
	Church Of Christ	326 S 13th	Overgrown trees in alley	Courtesy Letter	Courtesy L			TS	S.J.	
		1121 W Louisiana	Follow up/Trash & Debris	Unable to make contact				TD	S.J.	
		2089 W Mississippi	Abandoned Property	Unable to make contact with owner				O	S.J.	
6/7/2022		321 Magnolia	For nuisance court	Checked for CE				D/TD/JV	S.J.	
		420 N 1st	For nuisance court	Checked for CE				GW	S.J.	
		610 N 1st	For nuisance court	Checked for CE				GW	S.J.	
		1298 N 1st	For nuisance court	Checked for CE				GW	S.J.	
		1016 Baltimore	For nuisance court	Checked for CE				GW/TD	S.J.	
		221 SE 4th	For nuisance court	Checked for CE				TS/JV	S.J.	
		614 NE 2nd	For nuisance court	Checked for CE				GW/D	S.J.	
		1215 Houston	For nuisance court	Checked for CE				GW/TD	S.J.	
		1526 Remington W Cir	For nuisance court	Checked for CE				GW	S.J.	
		1101 W Georgia	For nuisance court	Checked for CE				TS	S.J.	
		1800 W Arkansas	For nuisance court	Checked for CE				GW	S.J.	
		Cemetery Rd	For nuisance court	Checked for CE				TS/GW	S.J.	
		Cemetery Rd	For nuisance court	Checked for CE				TS/GW	S.J.	
			Nuisance Court					O	S.J.	
6/8/2022		814 S 14th	Explained tree ordinance					TS/MC	S.J.	
		924 W Texas	Set dumpster for abatement					TD	S.J.	
		516 S 13th	Trash and Debris	Contacted owner about violations				TD/D/MC	S.J.	
		510 S 13th	Grass and Weeds	Will Letter				GW	S.J.	
		505 S 13th	Water leak	Reported to M & O				O/MC	S.J.	
	ANIMAL CONTROL	924 W Texas	Aggressive Dog	AC picked up				AC/MC	S.J.	
6/9/2022	ANIMAL CONTROL	310 S 2nd	Hoarding Dogs (50)	Assisted ACO				AC/MC	S.J.	APS was contacted about the living conditions
		702 W Liveoak	Junk Vehicle	Mailed certified letters	Certified L			JV	S.J.	
		603 N 7th	Junk Vehicle	Mailed certified letters	Certified L			JV	S.J.	
		607 N 7th	Junk Vehicle	Mailed certified letters	Certified L			JV	S.J.	

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Jackson)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
6/10/2022		1224 W Mississippi	Posted letters	For nuisance court				GW	S.J.	
		207 W Texas	Posted letters	For nuisance court				GW	S.J.	
		319 W Louisiana	Posted letters	For nuisance court				GW	S.J.	
		1424 W Texas	Posted letters	For nuisance court				TS	S.J.	
		1415 W Texas	Posted letters	For nuisance court				TS	S.J.	
		1024 W Louisiana	Posted letters	For nuisance court				TD/JV	S.J.	
		211 Poplar	Posted letters	For nuisance court				GW	S.J.	
		Empty Lot Poplar	Posted letters	For nuisance court				GW	S.J.	
		623 NE 2nd	Posted letters	For nuisance court				GW	S.J.	
		1122 N 3rd	Towed Vehicle	Texoma Wrecker Service				JV	S.J.	
		903 W Georgia	Car vs Building	Report made and filed				O	S.J.	
6/13/2022		Anna Drive	Complaint about sewer	Did not find				O	S.J.	
		2302 Mason	Complaint/Grass&Weeds	Will Letter				GW	S.J.	
6/15/2022	Goodwill	603 W Main	Assisted PD looking for camps	Only trash; Goodwill is responsible and will have cleaned within three days				GW/MC	S.J.	
	Aaron's	411 Westside Dr	Homeless living on property	PD trespassed him and said to leave				O/MC	S.J.	
		516 S 13th	Unsafe/unsanitary conditions	Condemned, owner notified				D/MC	S.J.	
		502 S 13th	Camper still not moved	Towed, PD assisted				JV/MC	S.J.	Whites Garage
		1224 W Mississippi	Open cellar	City filled in, city maintaining for last 4 years				D	S.J.	
6/16/2022		623 NE 5th	Attempt to contact owner	Overgrown grass empty lot				GW	S.J.	
		619 NE 5th	Attempt to contact owner	Overgrown grass empty lot				GW	S.J.	
		517 NE 4th	Attempt to contact owner	Overgrown grass empty lot				GW	S.J.	
		621 NE 4th	Attempt to contact owner	Overgrown grass empty lot				D/MC	S.J.	
	Money Talks	1028 E Main Unit 8	Unsafe/unsanitary conditions	Condemned				D/MC	S.J.	
		1028 E Main Unit 13	Unsafe/unsanitary conditions	Condemned				D/MC	S.J.	
6/17/2022	Animal Shelter		Mowed, sprayed, moved rock					GW	S.J.	
		125 W Louisiana	Fire/Arson	Waiting on report from fire chief				D	S.J.	
		2302 Mason	Looking at violations from previous time					GW	S.J.	
6/19/2022	Econo Lodge	2121 W Main	Car vs Building	Took pictures and report, waiting on report from Puana to file				O	S.J.	Minimum damage
6/20/2022		1017 Wilson St	Complaint/Poly Cart left at curb	Left warning on door				O	S.J.	
		1103 Wilson St	Complaint/Poly Cart left at curb	Left warning on door				O	S.J.	
		1107 Wilson St	Complaint/Poly Cart left at curb	Left warning on door				O/TD	S.J.	
		2111 Quail Ridge	Complaint/Poly Cart left at curb	Left warning on door				O	S.J.	
		1103 Brookline	Complaint/Poly Cart left at curb	Left warning on door				O/MC	S.J.	
		1104 Brookline	Complaint/Poly Cart left at curb	Left warning on door				O/MC	S.J.	Would not move, they didn't empty and he knows a council member
		1108 Wilson St	Complaint/Poly Cart left at curb/Junk Vehicle	Will letter				O/JV	S.J.	
		1108 Brookline	Limbs	Left warning on door				TD	S.J.	
	Econo Lodge	2121 W Main	Car vs Building	Captain Jones advised no report needed				O	S.J.	
		125 W Louisiana	Fire on 6-17-22	Fire Chief called, said to condemn				D	S.J.	
			Traffic Court					O	S.J.	
		818 N 5th	Follow up on abatement					GW/TD	S.J.	
6/21/2022		207 W Texas	Follow up for nuisance court					GW	S.J.	
		319 W Louisiana	Follow up for nuisance court					GW	S.J.	
		1424 W Texas	Follow up for nuisance court					TS	S.J.	
		1415 W Texas	Follow up for nuisance court					TS	S.J.	
		1024 W Louisiana	Follow up for nuisance court					TW/JV	S.J.	
		402 NE 2nd	Follow up for nuisance court					O	S.J.	
		510 S 13th	Follow up for nuisance court					GW/D	S.J.	
		Empty Lot Poplar	Follow up for nuisance court					GW	S.J.	
		211 W Poplar	Follow up for nuisance court					GW	S.J.	
		824 NE 4th	PD called, squatters stealing electricity from neighbor	Condemned				D/MC	S.J.	
			Nuisance Court					O	S.J.	
		E Main/NW side of bridge	Possible homeless camp	Nothing found				O	S.J.	PD assisted
		E Main/NE side of bridge	Possible homeless camp	Nothing found				O	S.J.	PD Assisted
		603 N 7th	Junk Vehicle	Will need to be towed				JV	S.J.	
		607 N 7th	Junk Vehicle	Has been removed				JV	S.J.	
		601 N 11th	Asphalt left on property two years ago	Streets notified again				O	S.J.	
6/22/2022		1308 N 1st	Report homeless living in back	Nothing found				O	S.J.	
		814 N 6th	Abandoned Vehicle	Had Towed				JV	S.J.	Mikes A +
		931 W Georgia	No active water account	Owner working tenant to get turned on				D/MC	S.J.	PD assisted

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Jackson)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		935 W Georgia	Overhanging trees	Explained to owner the ordinance				TS/MC	S.J.	
		630 S 10th	Report homeless living in back	Nothing found				O	S.J.	
		812 N 6th	Overgrown grass & weeds	Will letter	L			GW	S.J.	
		804 N 6th	Grass, weeds, debris, junk vehicle	Will letter	L			GW/TD/JV	S.J.	
		1320 N 4th	Complaint/Grass & Dogs	Spoke with tenant, 5 days to comply				GW/MC/ACO	S.J.	ACO assisted
		1328 N 4th	Overgrown grass & weeds	Left warning				GW	S.J.	
		603 N 7th	Junk Vehicle	Had Towed				JV	S.J.	HWY 78 Towing & Recovery
	ANIMAL CONTROL	1111 E Main	Dogs no water	ACO wrote tickets				ACO/MC	S.J.	
		814 N 6th	Follow up on abatement					GW/TD/MC	S.J.	
		Empty lot on Poplar	Had lettered and was ready to go out to bid	Owner abated				GW	S.J.	
	Wrights Drive Inn	319 S 9th	Assisted inspection after fire	Building Official gave needed information				O	S.J.	
		1316 N 2nd	Follow up on stealing electricity	No issues				O	S.J.	
6/23/2022		601 N 18th	Complaint from solid waste	Customer will start bagging trash				O/MC	S.J.	
		2724 Pecan	Follow up	In compliance				O	S.J.	
		Aaron's	Homeless in back	With PD assistance he moved on				O/TD	S.J.	
		Rent A Center	Debris in back	Manager stated he move it				TD/MC	S.J.	
		Big Lots	Debris in back	Manager stated he move it				TD/MC	S.J.	
6/24/2022			Worked on bids, liens, filing					O	S.J.	
6/27/2022 - 6/30/2022	Vacation									

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
6/1/2022		415 Northridge	Complaint of brush piles behind house	Spoke with owners about pick up this weekend				TD/MC	P.C.	
		1223 Dallas	High grass, carport roof falling in, trash and appliances under carport, ice box on porch	Letter	L			TD/GW/D/JA	P.C.	
		1800 W Arkansas	High grass at back of tile shop	Met with contractor to make sure was up to code		OA		GW/MC	P.C.	
		2524 N 1st	Tall grass	Hanger				GW	P.C.	
		2906 N 1st	Tall grass	Notified SOSU				GW/MC	P.C.	
		3201 N 1st	Tall grass	Hanger				GW	P.C.	
		Sunny Side Rd	Report of more dumping	Notified Public Works				TD	P.C.	
		900 Blk of N 12th	Limb in middle of road	Removed				TD	P.C.	
		1422 W Elm	Report of vacant house door open	Secured door, will contact owner				D	P.C.	
		520-518 S 5th	Tall grass, trash from construction	Letter	L			TD/GW	P.C.	
6/2/2022		518 N 8th	Car with flat tire covered in dust, tall grass	Letter	L			D/GW	P.C.	
		724 W Live Oak	Trash and debris at curb	Warning				TD	P.C.	
		723 W Elm	Tall grass	Hanger				GW	P.C.	
		624 W Elm	Office chair, boxes and trash bags at curb	Warning				TD	P.C.	
		601 N 9th	Tall grass, brush by house	Owner removed				TD/GW/MC	P.C.	
		3405 W Arkansas	Report of dumping by his house and drove into his yard	Informed him the property damage would be a civil matter				O/MC	P.C.	
		3109 W Arkansas	large pile of bricks and concrete dumped	Courtesy letter sent	CL			TD	P.C.	
		121 S 34th	High grass and debris in yard	Owner is removing				TD/GW/MC	P.C.	
6/3/2022		1819 Cemetery Rd	Ice Box by curb	24hr				JA	P.C.	
		Old Country Club	Abandon Vehicle	Owner showed up and removed				O/MC	P.C.	
		220 SE 3rd	Limbs down in road	Owner is removing				TD/MC	P.C.	
		Cemetery Rd	Large pile of brush and trash	Will notify county				TD	P.C.	
		415 W Alabama	Tall grass	Letter	L			GW	P.C.	
		527 S 5th	Tall grass	Letter	L			GW	P.C.	
6/4/2022		1314 Denison	Large pile of trash and debris under carport, backyard very high grass	Letter	L			TD/GW	P.C.	
		1227 Waco	Yard Sale	Permit				O/MC	P.C.	
		1900 Radio Rd	Yard Sale	Permit				O/MC	P.C.	
		3504 Dawna Dr	Yard Sale	Permit				O/MC	P.C.	
		4520 Bryan Dr	Complaint of tall grass blocking sight triangle	Courtesy letter sent	CL			GW	P.C.	
		Land across from 4520 Bryan Dr	Complaint of tall grass blocking sight triangle	Property not in city limits				GW	P.C.	
6/6/2022	Animal Control	1512 W Louisiana	Report of hawk stuck in fence	No bird found				ACO	P.C.	
		319 W Louisiana	Empty lot tall grass, trees over road	Letter	L			TS/GW	P.C.	
		S 4th lot between 303 & 311	Empty lot tall grass	Courtesy letter sent	CL			GW	P.C.	
		724 S 9th	Homeless camp	Removed				O/MC	P.C.	
		827 Mockingbird	Tall grass in the ditch line	Courtesy letter sent	CL			GW	P.C.	
		771 Mockingbird	Tall grass in the ditch line	Owner addressed				GW/MC	P.C.	
		415 Mockingbird	Tall grass and weeds	Owner addressed				GW/MC	P.C.	
		2708 Forrest Ln	Complaint of tall grass	Hanger				GW	P.C.	
		702 N 4th	Tall grass and boxes piled at curb	Owner addressed				GW/TD/MC	P.C.	
6/7/2022		321 Magnolia		Checked for CE				D/TD/JV	P.C.	
		420 N 1st		Checked for CE				GW	P.C.	
		610 N 1st		Checked for CE				GW	P.C.	
		1298 N 1st		Checked for CE				GW	P.C.	
		1016 Baltimore		Checked for CE				GW/TD	P.C.	
		221 SE 4th		Checked for CE				TS/JV	P.C.	
		614 NE 2nd		Checked for CE				GW/D	P.C.	
		1215 Houston		Checked for CE				GW/TD	P.C.	
		1526 Remington W Cir		Checked for CE				GW	P.C.	
		1101 W Georgia		Checked for CE				TS	P.C.	

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		1800 W Arkansas		Checked for CE				GW	P.C.	
		Cemetery Rd		Checked for CE				TS/GW	P.C.	
		Cemetery Rd		Checked for CE				TS/GW	P.C.	
		2529 Chuckwa	Complaint of high grass on lot	Letter	L			GW	P.C.	
		802 NE 4th	High grass and car no tag	Warning				GW/JV	P.C.	
		613 W Arkansas	Mattress and items at curb	Warning				TD	P.C.	
		603 S 2nd	Limbs over road	Owner will cut friday				TS/MC	P.C.	
		602 S 2nd	Limbs over road	Letter				TS	P.C.	
		108 N 2nd	Report of business open illegally	Not open yet will attempt contact				O	P.C.	
		1102 W Cedar	High grass and weeds	Letter	L			GW	P.C.	
6/8/2022		721 W Live Oak	Trailer full of debris and trash	Dump is closed, will haul off when reopen				TD/MC	P.C.	
		517 N 12th	Old headboard at curb	Hanger				TD	P.C.	
		401 N 10th	Tall grass, polycart over full	Warning				TD/GW	P.C.	
	Animal Control	803 N Washington	Dog loose in street	Owner retrieved				ACO	P.C.	
		623 N Washington	Old kiddie pool stag water	Owner removed				TD/MC	P.C.	
		720 N 4th	Possum in ladies house	Removed possum, released in woods				ACO/MC	P.C.	
		1102 W Cedar		Mailed for CE				GW	P.C.	
		1314 Denison		Mailed for CE				TD/GW	P.C.	
		527 S 5th		Mailed for CE				GW	P.C.	
		415 W Alabama		Mailed for CE				TD/GW	P.C.	
		520 S 5th		Mailed for CE				TD/GW	P.C.	
		518 S 5th		Mailed for CE				TD/GW	P.C.	
		1223 W Dallas		Mailed for CE				D/TD/GW	P.C.	
		518 N 8th		Mailed for CE				JV/GW	P.C.	
		302 S 22nd		Mailed for CE				D/GW	P.C.	
		319 W Louisiana		Mailed for CE				GW/TS	P.C.	
6/9/2022		Radio Rd & University/ Apartments	High grass around stop sign	In prog				GW	P.C.	
		Radio Rd & University/ Lot on left	High grass	Letter				GW	P.C.	
	Animal Control	222 W Main	Report of skunk in parking lot	No animal found				ACO	P.C.	
		1302 N 7th	Measured set back of existing fence	Fence was ok, sight tri. was not. Set up meet with owner				O/MC	P.C.	
		2929 University	Flag/Banner	Permitted				O/MC	P.C.	
	Animal Control	310 S 2nd	Large scale dog removal	Assisted animal control				ACO	P.C.	
		University & Washington	sight tri violation	Removed sign				O	P.C.	
		4101 Sunny Side	Tall Grass near road	Owner is mowing				GW/MC	P.C.	
		5119 Roadrunner	Tall grass, debris at curb	Owner removed				TD/GW/MC	P.C.	
6/10/2022		1102 W Cedar		Posted for CE				GW	P.C.	
		1314 Denison		Posted for CE				TD/GW	P.C.	
		527 S 5th		Posted for CE				GW	P.C.	
		415 W Alabama		Posted for CE				TD/GW	P.C.	
		520 S 5th		Posted for CE				TD/GW	P.C.	
		518 S 5th		Posted for CE				TD/GW	P.C.	
		1223 Dallas		Posted for CE				D/TD/GW	P.C.	
		518 N 8th		Posted for CE				JV/GW	P.C.	
		320 S 22nd		Posted for CE				D/GW	P.C.	
		319 W Louisiana		Posted for CE				GW/TS	P.C.	
		518 W Locust	Tall grass	Called prop owner, will get mowed				GW/MC	P.C.	
		813 N 5th	Resident wanted to know detailed code ordinances	Went over various codes and what steps to take to stay in compliance				O/MC	P.C.	
		609 N 3rd	Roofing/No permit	Permit was got, warned of fine if caught again				O/MC	P.C.	
		1309 Denison	Multiple trash bags and debris around house	Warning				TD	P.C.	
6/11/2022		801 NE 5th	Tall grass, limbs over road	City property/ will notify Streets Dept				TS/GW	P.C.	

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		623 NE 5th	Tall grass, limbs over road	Letter	L			TS/GW	P.C.	
		1723 W Elm	Recliner at curb	Has until monday				TD/MC	P.C.	
		1822 W Elm	Large pile of debris at curb	Warning				TD	P.C.	
		624 N 7th	Yard Sale	Permit				O/MC	P.C.	
		516 N 10th	Yard Sale	Permit				O/MC	P.C.	
		824 N 16th	Yard Sale	Permit				O/MC	P.C.	
6/13/2022		Rodeo Rd & Willow	Tall grass in sight tri.	Letter				GW	P.C.	
		Bridge Rodeo & S 9th	Complaint of tree under bridge blocking view	Not in violation				TS	P.C.	
		2725 Walnut Rd	Camper parked at curb	Owners are removing				JV/MC	P.C.	
		801 N 11th	Lot with high grass	Letter	L			GW	P.C.	
	Hilltop Storage	1222 S 9th	Tall grass along fence	Letter	L			GW	P.C.	
		Country Club Rd	Dresser dumped	Removed				TD	P.C.	
		2476 Cale Switch	Complaint of tall grass	Owner is mowing				GW/MC	P.C.	
		802 NE 4th	F/U on tall grass, junk car	Owner removed				JV/GW	P.C.	
6/14/2022		918 N 12th	Tall grass, ice box under carport	Warning				JA/GW	P.C.	
		315 N 13th	Limbs over road	Letter	L			TS	P.C.	
		1723 W Elm	Recliner at curb	24hr				TD	P.C.	
		1822 W Elm	Debris at curb	Spoke with owner, they are removing				TD/MC	P.C.	
		708 N 19th	Abandon car, Tall grass	Owner removed				JV/GW	P.C.	
		609 N 19th	Tall grass	Hanger				GW	P.C.	
		1818 W Cedar	Pile of debris	Owner removed				TD/MC	P.C.	
		215 N 16th	Tall grass	Courtesy letter	CL			GW	P.C.	
		2089 W Mississippi	Possible no water, Dilapidated	Will check with office and attempt to locate owner				D	P.C.	
6/15/2022		1415 W Arkansas	Complaint of vines in fence/ Sight tri.	Owner trimmed vines back				O/MC	P.C.	
		212 S 15th	Rot around window	Owner is replacing				D/MC	P.C.	
		613 W Arkansas	F/U on mattress and debris at curb	Owner removed				TD	P.C.	
		421 W Arkansas	Car parked in street/ No parking zone	Owner removed				O/MC	P.C.	
		307 S 2nd	Old recliner at curb	Warning				TD	P.C.	
		310 S 2nd	Large pile of trash bags at curb	Warning				TD	P.C.	
		301 S 3rd	Vacant house tall grass	Letter	L			GW	P.C.	
		2929 University	Temp Banners permit expired	Owner removed				O/MC	P.C.	
	Animal Control	123 N 7th	Dog caught in transport trap	Took dog to shelter				ACO	P.C.	
6/16/2022		1125 Grand	Trash piled on porch, tall grass	24hr				TD/GW	P.C.	
		1409 Houston	Ice box at curb	24hr				JA	P.C.	
		517 N 12th	Headboard at curb	Gave owner 24hr				TD/MC	P.C.	
		3433 Lazy Ln	Tall grass	Hanger				GW	P.C.	
		3424 Lazy Ln	Tall grass	Hanger				GW	P.C.	
		3624 Rockbluff	Tall grass, polycart over	Hanger				GW/O	P.C.	
		3616 Rockbluff	Tall grass	Owner is going to mow				GW/MC	P.C.	
		615 S 9th	Tall grass between fence and Rd	Letter	L			GW	P.C.	
		631 S 9th	Tall grass (Lot)	Letter	L			GW	P.C.	
		1003 W Evergreen	Brush pile at curb, trash piled in back, no water	Gave owner 1 week to call with plan of action				TD/D/MC	P.C.	
		1302 N 7th	Fence in sight tri	Called owner about what to do				O/MC	P.C.	
6/17/2022		736 S 3rd	Trees over road, Trash in yard	Call owner				TS/TD	P.C.	
		223 W Tennessee	Trees over road	Call owner				TS	P.C.	
		801 S 2nd	Trees over road, tall grass	Letter	L			TS/GW	P.C.	
		805 S 2nd	Brush pile, Tall grass	Letter	L			TD/GW	P.C.	
		910 W Louisiana	PD needed bike hauled	Hauled bike to station				O	P.C.	
		1301 N 1st	Limbs over road	Gave plan of action				TS/MC	P.C.	
6/18/2022		3001 W Arkansas	Tall grass around sight tri.	Letter	L			GW	P.C.	
		3418 W Arkansas	Grass and weeds in ditch	Letter	L			GW	P.C.	
		3825 W Arkansas	Grass uncut around easement	Contacted owner				GW	P.C.	
		Land between W Ark & W Main	Complaint of tall grass	City owned, will notify				GW	P.C.	

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		3504 Pearl Dr	Complaint of tall grass	Owner mowing				GW	P.C.	
		3624 W Arkansas	Tall grass in ditch	Hanger				GW	P.C.	
		2901 W Arkansas	Tall grass	Courtesy letter	CL			GW	P.C.	
6/20/2022		1426 St. Ives	Complaint of tall grass (lot)	Courtesy letter	CL			GW	P.C.	
		Lot at St. Ives & Castello	Complaint of tall grass (lot)	Courtesy letter	CL			GW	P.C.	
		Lot on San Angelo (Next to 1501)	Complaint of tall grass (lot)	Contact Owner				GW	P.C.	
		Lots on San Angelo (Across 1601)	Complaint of tall grass (lot)	Contact Owner				GW	P.C.	
		1703 Cedar Ridge	Complaint of junk vehicle & mattress	Letter				JV/TD	P.C.	
		916 W Alabama	Complaint of tall grass, vacant home	Letter	L			GW	P.C.	
		911 W Alabama	Complaint of junk and fencing supplies	Letter	L			TD/GW	P.C.	
		926 W Alabama	Complaint of tall grass	Hanger				GW	P.C.	
		930 W Alabama	Complaint of tall grass	Letter	L			GW	P.C.	
		620 S 10th	Tall grass in alley	Letter	L			GW	P.C.	
		629 S 10th	Trash throughout yard and porch	Warning				TD	P.C.	
		630 S 10th	Couch at curb	Warning				TD	P.C.	
6/21/2022		421 W Alabama	Tall Grass	Letter	L			GW	P.C.	
		914 W Alabama	Overgrown alley	Letter	L			TS/GW	P.C.	
		918 W Alabama	Overgrown alley	Letter	L			TS/GW	P.C.	
		615 S 9th	Overgrown alley	Letter	L			TS/GW	P.C.	
		626 S 10th	Overgrown alley	Owner will clear				TS/GW/MC	P.C.	
		607 S 9th	Overgrown alley	Will contact owner				GW	P.C.	
		601 S 9th	Recliner and trash behind building	Letter	L			TD	P.C.	
6/22/2022		1407 W Arkansas		Mailed For CE				GW/D/TS	P.C.	
		W Arkansas (Lot)		Mailed For CE				GW	P.C.	
		W Arkansas (Lot)		Mailed For CE				GW	P.C.	
		3109 W Arkansas		Mailed For CE				GW	P.C.	
		3418 W Arkansas		Mailed For CE				GW	P.C.	
		301 S 3rd		Mailed For CE				GW/D	P.C.	
		223 W Tennessee		Mailed For CE				TS	P.C.	
		805 S 2nd		Mailed For CE				GW/TD	P.C.	
		801 S 2nd		Mailed For CE				TS/GW	P.C.	
		421 W Alabama		Mailed For CE				GW	P.C.	
		916 W Alabama		Mailed For CE				GW	P.C.	
		911 W Alabama		Mailed For CE				TD/GW	P.C.	
		1108 Wilson		Mailed For CE				JV/O	P.C.	
		812 N 6th		Mailed For CE				GW	P.C.	
		804 N 6th		Mailed For CE				GW/TD/JV	P.C.	
		2302 Mason		Mailed For CE				GW/AOC/O	P.C.	
		1102 W Cedar	Complaint of tall grass in backyard	Contact Owner				GW	P.C.	
	Animal Control	Animal Shelter	Dog Pickup	Released animal to rescue				MC/ACO	P.C.	
		717 N 14th	Inoperable vehicle in yard	Owner removed				MC/JV	P.C.	
6/23/2022		1102 Grand	Contractor mowing grass into street	They removed grass				GW/MC	P.C.	
		821 N 15th	Unsecured building, brush	Owner is looking into it				D/TD/MC	P.C.	
		3504 Pearl Dr	Complaint if high grass	Property manager mowing				GW/MC	P.C.	
		3111 Little John	Complaint of dead tree in easement	Civil matter				TS/MC	P.C.	
		2708 Forrest Cir	F/U on grass and leaves	Owner removed				GW	P.C.	
		2712 Little John	Brush at curb	Owner on list				TD/MC	P.C.	
		814 N 6th	Checked abatement crew	All was covered				O/MC	P.C.	
	Animal Control	624 N 6th	Animal welfare check	Animal was ok				ACO/MC	P.C.	
	Animal Control	602 N 6th	Animal welfare check	Animal was ok				ACO/MC	P.C.	
	Animal Control	607 N 2nd	Animal welfare check	Animal was ok				ACO/MC	P.C.	
	Animal Control	904 N 2nd	Animal welfare check	Animal was ok				ACO/MC	P.C.	
	Animal Control	701 N 19th	Animal welfare check	Animal was ok				ACO/MC	P.C.	
6/24/2022		524 N 6th	Brush at curb	Warning				TD	P.C.	
		506 W Elm	Brush at curb	Warning				TD	P.C.	
		508 W Elm	Brush at curb	Warning				TD	P.C.	

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		703 N 3rd	Brush at curb	Owner on list				TD/MC	P.C.	
		720 N 2nd	Brush at curb	Warning				TD	P.C.	
		617 N 2nd	Brush at curb	Owner on list				TD/MC	P.C.	
		903 N 3rd	Brush at curb	Owner on list				TD/MC	P.C.	
		1407 W Arkansas		Posted for CE				GW/D/TS	P.C.	
		W Arkansas (Lot)		Posted for CE				GW	P.C.	
		W Arkansas (Lot)		Posted for CE				GW	P.C.	
		3109 W Arkansas		Posted for CE				GW	P.C.	
		3418 W Arkansas		Posted for CE				GW	P.C.	
		301 S 3rd		Posted for CE				GW/D	P.C.	
		223 W Tennessee		Posted for CE				TS	P.C.	
		805 S 2nd		Posted for CE				GW/TD	P.C.	
		801 S 2nd		Posted for CE				GW/TS	P.C.	
		421 W Alabama		Posted for CE				GW	P.C.	
		916 W Alabama		Posted for CE				GW	P.C.	
		911 W Alabama		Posted for CE				TD/GW	P.C.	
		1108 Wilson		Posted for CE				JV/O	P.C.	
		812 N 6th		Posted for CE				GW	P.C.	
		804 N 6th		Posted for CE				GW/TD/JV	P.C.	
		2302 Mason		Posted for CE				GW/O/ACO	P.C.	
6/25/2022		1912 W Elm	Yard Sale	Permit				OMC	P.C.	
		1422 W Elm	Car on unsealed surface, debris around house, backyard overgrown	Letter				JV/TD/GW	P.C.	
		518 N 15th	Vacant, lock broken door open	Letter				D	P.C.	
		1708 Smith	Tall grass	Owner mowing				GW/MC	P.C.	
		1601 Frances	Yard sale no permit	Shutdown				OMC	P.C.	
		1865 Magnolia	Above ground pool	Went over code/ proper fencing				O/MC	P.C.	
		61 Cemetery Rd	Report of possible homeless camp	No camp found				O	P.C.	
6/27/2022		Magnolia St	Complaint of tall grass in storm drain	Will notify proper channels				GW	P.C.	
		1601 Frances	2 junk vehicles	Owner removing				JV/MC	P.C.	
		117 Lynn Haven	Limbs and brush at curb	Warning				TD	P.C.	
		121 Sunny Meadows	2-3 junk cars, tall grass, trees over road, trash around house	Letter	L			JV/TS/TD/GW	P.C.	
		116 Sunny Meadows	Tall grass	Hanger				GW	P.C.	
		117 Sunny Meadows	Tall grass, brush at curb	Warning				GW/TD	P.C.	
		115 Sunny Meadows	Tall grass, alley damage	Letter				GW/O	P.C.	
		305 Frances	Brush at curb	Warning				TD	P.C.	
6/28/2022		1907 W Main	Complaint of alley overgrown	Is not an alley or easement				GW/MC	P.C.	
		1901 W Main	Tree down in yard, stag pool in back, tall grass	Vacant/Letter	L			TD/O/GW	P.C.	
		1919 W Main	Complaint of trash and debris in yard	No violation found				TD	P.C.	
		Signs						O	P.C.	
		1903 W Evergreen	Brush at curb	Owner on list				TD/MC	P.C.	
		1904 W Evergreen	Brush at curb	Hanger				TD	P.C.	
		1703 Cedar Ridge	F/U on junk car complaint	Owner removed				JV	P.C.	
6/29/2022		1304 Dallas	Vacant huge pile of household items at curb	CL				TD	P.C.	
		1220 W Cedar	Vacant huge pile of household items at curb	CL				TD	P.C.	
		1124 W Beech	Inoperable vehicle in yard, old toilet at curb	Owner moving				JV/TD/MC	P.C.	
		1123 W Beech	Junk vehicle behind house, brush, tall grass	W				JV/TD/GW	P.C.	
		313 N 12th	Hole in roof, boards on windows, old car	Letter	L			D/JV	P.C.	
		1123 W Elm	Complaint of truck and trailer at curb for a while	PD 48hr tagged both				O	P.C.	
		719 N 12th	Complaint of messy yard	Owner cleaning				TD/MC	P.C.	
		918 N 12th	Complaint of tall grass	Owner just mowed				GW/MC	P.C.	

City of Durant

Neighborhood Services

Daily Code Enforcement Log (Cottrell)

June-2022

Date	Name	Location/Address	Inspection Type	Action Taken	Abatement Letter Sent	OA / CTA	Citation Issued	Code Violation	Initials	Comments
		1100 Blk of Grand	Complaint of homeless	No one found				O	P.C.	
		1314 Denison	F/U on no water, tall grass, pile trash	Owner removed trash, mowed and water will be on Friday				TD/GW/D	P.C.	
		320 N 5th	No water	Condemned				D	P.C.	
6/30/2022		405 E Florida	Report of person living in cellar, tall grass, junk vehicle	Nothing found to indicate				GW/JV	P.C.	
		4102 W Hwy 70	Complaint of grass and junk trucks	Letter				GW/JV	P.C.	
		705 Washington	Gravel in drainage	Courtesy letter sent	CL			O	P.C.	
		602 Magnolia	Tree overhanging road	Courtesy letter sent	CL			TS	P.C.	
		1301 N 1st	Limb removal	Went over rules and what to do				TS/MC	P.C.	
	Animal Control	323 N 4th	Complaint of dogs, vehicles, trash	Contacting owner				TD/ACO/O	P.C.	
		519 SE 3rd	Illegal parking in park parking lot	Warning				O	P.C.	
		3015 Prestonwood Cir	Complaint of fireworks	Went over ordinance, notified PD				O/MC	P.C.	
		1705 Cedar Ridge	Complaint of water leak from neighbors	Letter	L			D	P.C.	
		1703 Cedar Ridge	Dilapidated structure, tall grass in back	Letter				D/GW	P.C.	
		407 E Florida	Overgrown grass and weeds	Will notify county				GW/MC	P.C.	

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

June-2022

Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment
6/1/2022	1607 Patriot's Way	F/U Regarding dog bite incident	Final visit; All parties have been advised to keep dogs separate	N/A	KF	
6/1/2022	1604 Winchester Way	Trapped cats	3 cats P/U; Impounded	N/A	KF	
	604 N 12th	Welfare concern; Abandoned cat	Cat was housed in terrible conditions by K. Brooks; ATL owner	F/U	KF	
	CMC	Dog @ large	UTC; Trap dropped off	N/A	KF	
	7606	Raccoon in trap	P/U; Trap returned	N/A	KF	
	S 15th X Mississippi	Dog @ large	Talked to owner; Will leash dog @ all times	1W	KF	
6/2/2022	220 SE 2nd	Welfare concern	UTL dogs; UTL owner; DT left; F/U	F/U	KF	
	CMC	Trapped dog	P/U dog; Impounded	N/A	KF	
	S 13th X Louisiana	Dog @ large	UTL; Extra patrol	N/A	KF	
	700 Blk S 11th	Welfare concern; Pigs	No water; 2 pigs in dog kennels; 1 dog needing vet attn.; Spoke to owner	4W	KF	
6/4/2022	PD	2 dogs P/U by PD	Met @ shelter; Impounded	F/U	KF	
6/6/2022	Briarwood	Snake	P/U	N/A	KF	
	1607 Winchester Dr	D/O Trap	D/O Trap	N/A	KF	
	Avalon Apts	Dog @ large	UTL; Extra patrol	F/U	KF	
	1st Street Apts	Dog @ large	Dog belongs to family member	N/A	KF	
	Shelter	Found dog	Impounded	N/A	KF	
	Shelter	Owner reclaim	1 dog reclaimed by owner			
6/7/2022	1901 Mason St	Snake	P/U; Cottonmouth	N/A	KF	
	S 11th X Louisiana	Dog @ large	P/U; Impounded	F/U	KF	
	2812 Sleepy Hollow	Dog @ large	P/U; Impounded	F/U	KF	
	713 W Beech	*CE; Welfare concern	Dog OK; No water; 24 hr notice	F/U	KF	
	220 SE 2nd	*CE; Welfare concern	Dogs ok; T&D; Rabies vaxx	2W	KF	
	203 E Tx	Fire in yard	No permit; Advised no future fires unless permitted in proper place	1W	KF	
	106 W Georgia	Animal neglect	F/U; Dog has water	N/A	KF	
	Shelter	Adoption	1 dog adopted			
6/8/2022	Salvador's Restaurant	Skunk call	UTL; Extra patrol	N/A	KF	
	301 S 5th	Dog @ large	Spoke to owner; Warning	1W	KF	
	Wilson St	Lost longhorn	UTL; Possibly stolen; Extra patrol	N/A	KF	
	310 S 2nd	11 Dogs @ large	40-50 dogs @ residence	F/U	KF	
	Shelter	Rescue	1 dog to TPP			
6/9/2022	310 S 2nd	Hoarding situation	40 Dogs surrendered; To be transported by rescues; APS contacted; F/U	5W	KF	
	929 W Tx	Dog abandoned @ condemned house	Owner given 24 hrs to retrieve dog	F/U	KF	
	710 W Mississippi	Aggressive dog @ large	PD on scene; Dog put up; Owner warned	1W	KF	
	6th X Louisiana	Welfare concern	Dog tied to small chain	F/U	KF	
6/10/2022	221 W Louisiana	Dog @ large	Spoke to owner; 2 warnings	2W	KF	
	415 E Arkansas	Dog @ large	UTL; Extra patrol	F/U	KF	
	929 W Tx	Abandoned dog F/U	Dog still on premises; P/U; Impounded	F/U	KF	
	Food court on main	Dog @ large	Finder wants to keep dog; Info taken	N/A	KF	
	Washington X Cedar	Dog @ large	Dog @ large; Spoke to owner; 1 Warning	1W	KF	
	BCAH	Meds for dogs	Vet unable to assist	X	KF	
6/11/2022	Shelter	Rescue	3 dogs > rescue			
6/13/2022	713 N 5th	Dog @ large	Ongoing situation; Citation	1C	KF	
	N 3rd X Beech	Dog @ large	UTC; Extra patrol	F/U	KF	
	300 Blk Pine	Dog @ large	P/U; Impounded	N/A	KF	
	318 W Pine	*CE; T&D; Discarded furniture	Left notice	2W	KF	
	824 N 16th	Welfare/ neglect concern	Dog was turned over to rescue org.; 2 warnings	2W	KF	
	907 N 4th	Dog @ large	UTL; Extra patrol	F/U	KF	
	NE 4th X Mulberry	Welfare concern	Dogs have been removed	N/A	KF	
	118 Magnolia	Welfare concern; No water; Spoiled food; Too many dogs	Spoke to owners; Will F/U 6/24	3W	KF	
	817 NE 4th	RK Dog	P/U	N/A	KF	
	624 NE 4th	*CE; Mattresses discarded outside of house	Left notice	1W	KF	
	312 N 5th	RK squirrel	UTL	N/A	KF	
	PD	Dog theft investigation	Owner that claimed dog from shelter provided 10 year vet records; Closed	N/A	KF	
	900 Blk N 4th	Dog @ large	P/U; Impounded	F/U	KF	
6/14/2022	Walmart	Dog @ large; "Collie"	UTL; Extra patrol	N/A	KF	
	1110 W Evergreen	Dog @ large; Destructive	Dog contained; No signs of destruction	N/A	KF	

City of Durant

Neighborhood Services

Daily Animal Control Log (Fulton)

June-2022

Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment
	84 Madeline Dr	Dog @ large	P/U; Impounded	N/A	KF	
	131 E Mulberry	Dog @ large	P/U; Impounded	N/A	KF	
6/15/2022	1102 W Evergreen	Citizen complaint; Dog @ large	UTL; Extra patrol	N/A	KF	
	123 S 7th	Dumped dog w/ puppies	Puppies P/U; Sent to rescue; Mama trapped that evening; Emaciated	N/A	KF	
	N 9th X Elm	Dog @ large	UTL; Extra patrol	N/A	KF	
	713 W Beech	Welfare concern; Citizen complaint	Dog is being housed @ neighbors; Residents not answering door; DT left; Fire that evening	F/U	KF	
	1224 W Dallas	Dog @ large; Blue heeler	Contact w/ owner; Dog contained; Final warning	1W	KF	
	Shelter	Adoption inquiry	1 dog adopted	N/A	KF	
	123 S 7th	Dog trapped	P/U; Impounded after hours; ATL owner	N/A	KF	
6/16/2022	Rocket Park	Dog @ large	UTL; Extra patrol	F/U	KF	
	521 N 4th	RK	P/U; Disposed	N/A	KF	
	713 W Beech	F/U	F/U	F/U	KF	
	2302 Mason St	*CE; G&W; Ag use in residential zoned	C Officer Jackson handling	F/U	KF	
	1412 W Cedar St	Dog @ large	P/U; Impounded	F/U	KF	
	Gates Trailer Park D1	Welfare concern	OK	N/A	KF	
	Gates Trailer park D13	Welfare concern	OK	N/A	KF	
	Gates Trailer Park	2 Dogs @ large	UTL owner; UTC; Extra patrol	F/U	KF	
	807 Lynnwood	Welfare concern	No water; Short chain; 101 degrees (F)	1C; 2W	KF	
6/17/2022	713 W Beech	F/U	F/U	F/U	KF	
	Wright's Drive-in	PD requesting assistance	Unable to assist; No truck to transport bike :); Code notified	N/A	KF	
	Shelter	Rescue	1 dog released to rescue			
6/20/2022	1604 Winchester Way	Cat trapped	P/U	N/A	KF	
	3rd X Tennessee	Tenants moved out; 4 abandoned dogs	1 dog @ large; P/U; impounded; 3 large agg. dogs have food/water; Left notice	F/U	KF	
	807 Lynnwood	Welfare concern	Dog w/out water 6/16; Dog OK	N/A	KF	
	111 Sunny Meadows	Dog @ large	UTL; Extra patrol	F/U	KF	
	708 S 14th	Dog @ large	Spoke to owner; Warning	1W	KF	
	1224 N 1st	Dog @ large	UTL; Extra patrol	F/U	KF	
	4101 Sunnyside	Welfare concern; Ongoing animal neglect	4 dogs w/out water; 1 citation; F/U	1C	KF	
	416 W Mulberry	Raccoon complaint	Borrowed City trap; F/U	N/A	KF	
	Loves on Main	Snake in gas pump housing	Captured; Non- venomous; Released	N/A	KF	
	1023 Chuckwa	Black widow w/ large egg sack	Removed	N/A	KF	
	Shelter	Rescue	6 dogs > Rescue			
6/21/2022	5th X Georgia	Fire permit check	Permit posted on door	N/A	KF	
	103 W Georgia	Welfare concern; Frequently w/out water	Dogs ok	N/A	KF	
	310 S 2nd	F/U concerning hoarding situation	Progress being made; APS notified	F/U	KF	
	Walmart	Dog locked in car	Windows down; Short period of time	N/A	KF	
	1316 N 2nd	Extension cord running across Rd	Neighbor unplugged cord; Tenants will not answer door	F/U	KF	
	512 W Tennessee	Welfare concern; Dog tied on leash	Spoke to owner; Drop off ordinances; Dog OK	2W	KF	
	413 E Arkansas	Welfare concern	Ongoing issues; Dog w/out water	2W	KF	
	1212 N 2nd	Dog @ large	P/U; Impounded; Owner notified	F/U	KF	
6/22/2022	736 S 3rd	Welfare concern	3 Dogs have been P/U; No contact regarding dog impounded	F/U	KF	
	412 W Tennessee	Dog @ large	Dog contained; F/U	F/U	KF	
	1220 N 6th	Welfare concern	Dog OK	1W	KF	
	220 E Texas	Dog bit child on bike; Skin not broken	Contact w/ dog owners; Citation written	2C	KF	
	Indian Nation Wholesale	Pet food donation	P/U	N/A	KF	
	5358 Stonebriar Cir	Question concerning ordinances	Combative	N/A	KF	
	1127 Stonebrook Cir	Welfare concern; Dog in crate in garage	Has water; OK	N/A	KF	
	1230 Stonebrook Cir	Dog @ large	Ongoing issue	1W	KF	
	1320 N 5th	*CE; Animal issues	D@L; T&D; Too many dogs; Not vaccinated; G&W	5W	KF	
	1324 N 5th	*CE; G&W	DT left	1W	KF	
6/23/2022	BECKHAM					

City of Durant

Neighborhood Services

Daily Animal Control Log (Fulton)

June-2022

Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment
6/24/2022	SE 2nd	Deceased dog	Dog over 100# in backyard; Bloating; Unable to safely move; Owner advised	N/A	KF	
	Shelter maintenance					
6/25/2022	BECKHAM					
6/26/2022	BECKHAM					
6/27/2022	W Main X NE 2nd	Welfare concern	Dog is OK; Given dog food	N/A	KF	
	711 Patriot's Way	3 Dogs @ large	Spoke to owner; Warning	1W	KF	
	1008 Parkland Dr	3 Dogs @ large	UTL; Extra patrol	F/U	KF	
	820 W Elm	*CE concern	F/U at PD request	F/U	KF	
	5th X Louisiana	Dog @ large	W/ construction crew; Warning	1W	KF	
	3677 Mockingbird Ln	Dog @ large	UTL; Extra patrol	F/U	KF	
6/28/2022	Walmart	Food donation	P/U	N/A	KF	
	910 W Georgia	Welfare concern; Citizen complaint	Dog is OK; Spoke to owner; Will lengthen tether	1W	KF	
	S 10th X Georgia	Dog @ large	P/U; Impounded; ATL owner	F/U	KF	
	High Meadows Apartments	Dog @ large	P/U; Impounded; ATL owner	F/U	KF	
	S 9th X Louisiana	Roadkill	P/U; Disposed	N/A	KF	
	Forest Hill Apartments	Dog @ large	P/U; Impounded; ATL owner	F/U	KF	
	6th X Pine	Van parked in middle of road	Spoke to owner; Will move immediately	1W	KF	
	Brianwood X Crooked Oak Trl	2 Dogs @ large	Returned home	N/A	KF	
	1017 Brookline Dr	2 Dogs @ large	UTL; Extra patrol	F/U	KF	
	1310 N 5th	Dog @ large; Chasing cats	Spoke to owner; Will contain	2W	KF	
	Stonebrook Cir	Dogs @ large	Spoke to owner; Will contain	2W	KF	
	1500 Blanchard	Camper parked in ROW	Spoke to owner; Combative; Will move w/in 7 days	1W	KF	
6/29/2022	820 W Elm	*CE; *PD; House condemned	Notice posted; PD, utilities notified	F/U	KF	
	BCAH	Dog euthanized	EUTH	N/A	KF	
	315 Magnolia	*CE; Welfare; Cow; Pool	5 warnings; F/U; Will remove calf from property; Utilizing empty City lot next door	5W	KF	
	408 E Beech	*CE; Fire permit check	Did have permit through 7/9	N/A	KF	
	415 E Arkansas	Welfare concern	Dogs are OK	N/A	KF	
	1008 E Main	Welfare concern	Dog is OK; Warning for too short of a cable	1W	KF	
6/30/2022	1604 Winchester Dr	Cats trapped	5 kittens P/U; Impounded	N/A	KF	
	315 Magnolia	Welfare	D/O Dog Food	F/U	KF	
	606 S 12th	D/O trap	Rented City trap	F/U	KF	
	Avalon	Welfare concern	Brian Stowe w/ dog; Given dog food	N/A	KF	
	415 S 2nd	Welfare concern	Spoke to owner; Given dog food; Rabies warning	1W	KF	
	15th X Mississippi	Dog @ large	Dog contained w/in fence; 1 warning	1W	KF	
	Shelter	25 Dogs for health certs	Rescue transporting 25 small dogs to out of state rescue	N/A	KF	

City of Durant

Neighborhood Services

Daily Animal Control Log (Fulton)

June-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	5	1 W	0	0	3	0	0	0	0	0	0	0	0	0	0
2	4	4W	0	2	0	0	0	0	0	0	0	0	0	0	0
3															
4	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0
5															
6	6	0	0	1	0	0	0	0	0	1	0	0	0	0	0
7	8	3W	0	2	0	1	0	0	0	0	0	0	0	0	0
8	4	1W	0	0	0	0	0	0	0	0	0	0	0	0	0
9	5	6W	0	40	0	0	0	11	0	0	0	0	0	0	0
10	6	3W	0	0	0	0	0	0	0	0	0	0	0	0	0
11	1	0	0	0	0	0	0	3	0	0	0	0	0	0	0
12															
13	13	8W ; 1C	0	2	0	0	0	0	0	1	0	0	0	0	0
14	4	0	0	2	0	0	0	0	0	0	0	0	0	0	0
15	7	1W	0	7	0	1	0	6	0	0	0	0	0	0	0
16	9	2W ; 1 C	0	1	0	0	0	0	0	0	0	0	0	0	0
17	3	0	0	0	0	0	0	1	0	0	0	0	0	0	0
18															
19															
20	10	1W ; 1C	0	1	1	0	0	6	0	0	0	0	0	0	0
21	8	4W	0	1	0	0	0	0	0	0	0	0	0	0	0
22	10	8W ; 2C	0	0	0	0	0	0	0	0	0	1	0	0	0
23	BECKHAM														
24	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25	BECKHAM														
26	BECKHAM														
27	6	2W	0	0	0	0	0	0	0	0	0	0	0	0	0
28	12	7W	0	3	0	0	0	0	0	0	0	0	0	0	0
29	6	6W	0	0	0	0	0	0	0	0	0	0	1	0	0
30	7	2W	0	0	0	0	0	24	0	0	0	0	0	0	0
31															
Total	136	57W ; 5C	0	64	4	2	0	51	0	2	0	1	1	0	0

Comments:

NOTE: June was mostly training for ACO Beckham so calls/ #s are combined for most days

Solo calls for Beckham- 19

Solo warning for Beckham- 2

Dog reclaim- 1

Cats> rescue- 4

TOTAL

Calls: 155

Warnings: 59

Citations: 5

Dogs P/U: 64

Cats P/U: 4

Dogs adopted: 2

Dogs to rescue: 51

Cats to rescue: 4

Dogs claimed by owner: 2

Bite calls: 1

Dogs euthanized: 1

City of Durant

Neighborhood Services

Daily Animal Control Log (Beckham)

June-2022

Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment
6/6/2022		Animal at large	Follow up		DB	
		Animal at large	Searched for animal		DB	
		Avalon - DO "Aggressive"	Follow up		DB	
	1319 W Texas	Water tampering	Talked to the house resident	2W	DB	
	Animal shelter	1 dog adopted	Helped someone get a dog		DB	
6/7/2022	1901 mason st	Snake in house	Captured snake		DB	
	11th/Louisiana	Animal at large	IDT		DB	
	2812 Sleepy Hollow	Dog at large	UTL		DB	
	713 west beech	Animal at large/ no water/ trash	Follow up		DB	
	220 S E 2nd street		Follow up	2W	DB	
	203 E Texas street	Permit check			DB	
	106 W Georgia	Animal neglect altercation	Follow up		DB	
	Animal shelter	Animal adopted			DB	
	2412 Sleepy Hollow	Animal at large	Dog picked up		DB	
6/8/2022	125 N 3rd	Skunk call	Follow up		DB	
	301 S 5th	Animal at large	Follow up		DB	
	4012 Wilson	Lost animal			DB	
	310 S 2nd	Multiple animals at large			DB	
6/9/2022	310 S 2nd	Holder welfare check neglect	Dogs taken		DB	
6/10/2022	221 W Louisiana	Animal at Large		2W	DB	
	415 E Arkansas	Animal at Large	UTL		DB	
	929 W Texas	Animal at Large	1 dog taken		DB	
	Food Court	Animal at Large	Dog found/kept	1W	DB	
	Washington/ Cedar				DB	
	BCAH	Medication for dogs	no help		DB	
6/13/2022	824 N 16th			2W	DB	
	713 N 5th	Animal at large	1 Citation issued	1C	DB	
	3rd/Beech	Animal at large	UTL		DB	
	300 Block W Pine	Animal at large	1 dog got		DB	
	318 W Pine	T + D, Furniture		2W	DB	
	907 Nt 4th brock			UTL/FU	DB	
	NE 2nd E Walbary	ware fare check	dogs ok		DB	
	118 Magnolia			3W	DB	
	817 NE 2nd	Dead dog	dog picked up		DB	
	624 NE 2nd	Door tag	placed on door		DB	
	312 N 5th APT A	dead squirrel	Picked up		DB	
6/14/2022	Walmart	Animal at large			DB	
	84 Madelin DR	stray dog	found		DB	
					DB	
	131 e Mulberry				DB	
6/15/2022	1102 W Evergreen	Complaint		UTL	DB	
	123 S 7th	Momma dog / 7 pups	picked up		DB	
	9th and elm				DB	
	713 W beech				DB	
	1224 Dallas St	CE,T D, Limbs on curb			DB	
	Shelter	Adoption	Animal adopted		DB	
	6 pups sent to rescue				DB	
	Shelter	Momma dog impounded			DB	
06/16/2022	Rocket park	Animal at large	no dog found		DB	
	521 N 4th	Rk	P/U		DB	
	1412 W Cedar	Animal at large	ID		DB	
	Gats D1	Welfare check	Dogs ok		DB	
	Gates D 13	Welfare check	Dogs ok		DB	
	Gates 2	Welfare check	UC, F/U		DB	
	2206 Mason	Stray cat			DB	
	1609 Olive	Animal at large			DB	
	1605	Welfare Check		2W	DB	
6/20/2022	1604 Winchester Way		1C		DB	
	3rd/ Tennessee	Abandoned Dogs	1C		DB	

City of Durant

Neighborhood Services

Daily Animal Control Log (Beckham)

June-2022

Date	Location/Address	Type of Call	Action Taken	Citation Issued	Initials	Comment
	807 Lynnwood	Welfare Check	OC		DB	
	111 Sunny meadows	Animal at Large	UTL		DB	
	4101 Sunnyside	Welfare Check	Citation		DB	
	708 S 14th	Animal at Large		1W	DB	
	416 W Mulberry	Borrowed Trap			DB	
	Loves on Main	snake in gas pump	snake removed		DB	
	1023 Chuckwa Dr	Black widow on door	Got rid of spider		DB	
6/21/2022	703 19th Ave	Welfare Check	dos ok		DB	
	Walmart	dog in car	Dog ok		DB	
	1316 N 2nd	Code violation			DB	
	310 S 2nd	Welfare Check			DB	
	103 W Georgia	Welfare Check			DB	
	512	Welfare Check			DB	
6/23/2022	1220 N 6th	Welfare Check			DB	
	Animal Shelter	Owner got dog from shelter			DB	
	223 S 14th Ave	Welfare Check	Dog ok		DB	
	Walmart	selling cats			DB	
	5612	Welfare Check	Dog ok		DB	
	1115 N Grand	Checked vacant house	Secure		DB	
	814 Nth 6th	checked Adatment crew			DB	
	624 Nth 6th	Welfare Check	dog ok		DB	
	602 N 2nd	Welfare check	dog ok		DB	
	607 N 2nd	Grass weeds			DB	
	904 N 2nd	Welfare check	dog ok		DB	
	701 N 19th	welfare check		1w	DB	
6/24/2022	321 SE 2nd	Dead animal			DB	
6/25/2022	117 Lynn Haven ST	Animal at Large		2W	DB	
	Auto Zone	dog in car		2W	DB	
	Water tower on Louisiana	Geese			DB	
	Avalon Apartments	Cow out	got it back home		DB	
	724 4th Ave	Raccoon in distress			DB	
6/26/2022	710 10th Ave	Welfare check	dog ok		DB	
	607 7th Ave	Welfare check	dog ok		DB	
6/29/2022	315 Magnolia	welfare check		4W	DB	
	408 E Beech	check for permits	had permit		DB	
	415 E Arkansas	Camper			DB	
	1008 E Main	welfare check	dog ok		DB	
6/30/2022	1604 Winchester	trao drop off			DB	
	606 S 12th	trap drop off			DB	
	315 Magnolia	dog food drop off			DB	
	1424 Maple				DB	



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Ryan Brewer, Parks and Recreation Manager
Re: Parks and Rec Department Monthly Report - June 2022

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

1. June 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: July 5, 2022
SUBJECT: Monthly Report for June 2022

Parks Department

The following work in June was completed

1. Mowed trimmed and general maintenance for the Parks
2. Continued work for the Unity Statue area at Carl Albert.
3. Finishing all the trainings for Civic Rec to get it ready to launch the new site.
4. Put up new lights around the light poles in the downtown business district of Durant and around City Hall.

Durant Multi Sports Complex

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

1. General park maintenance mowing edging trimming grass
2. Finished filling out Health Department packet to start serving hot foods at concession stands. Waiting on final inspection to start serving hot foods.
3. Working on field prep for the rugby tournament that will take place July 23
4. Wrapped up the Bryan County Sports baseball and softball league.

Swimming Pool

1. Since pool was opened on May 28th we average 100 patrons a day during open swim times
2. We had 17 pool parties during the month of June and have 31 planned for July.
3. Working on building a screen for a Movie at the pool event in July.

Lake Durant

1. General Park maintenance



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: David Houser, Chief
Re: Police Department Monthly Report

See/Review Attached Report

Five new recruits began training on June 27th. Two others recently completed certification and training. They are now actively policing as one-man units. The City of Durant continues to actively seek qualified applicants for police officers, conducting testing every two weeks.

Council Information / Action Requested

Information Only

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

None

ATTACHMENTS:

1. NIBRS MAY 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 May-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	May-22	May-21	YTD 2022
<i>NIBRS-GROUP "A" OFFENSES</i>			
ARSON	0	0	0
ASSAULT	7	13	44
BRIBERY	0	*	0
BURGLARY/BREAKING & ENTERING	7	15	53
COUNTERFEITING/FORGERY	0	*	11
DESTRUCTION/DAMAGE/VANDALISM	9	*	32
DRUG/NARCOTIC OFFENSES	49	*	186
EMBEZZLEMENT	2	*	5
EXTORTION/BLACKMAIL	0	*	0
FRAUD	12	*	39
GAMBLING	0	*	0
HOMICIDE	0	0	0
KIDNAPPING/ABDUCTION	0	*	0
LARCENY/THEFT	38	34	209
MOTOR VEHICLE THEFT	5	5	33
PORNOGRAPHY/OBSCENE MATERIAL	1	*	1
PROSTITUTION	0	*	0
ROBBERY	0	1	0
SEX OFFENSES/FORCIBLE	1	0	5
SEX OFFENSES/NONFORCIBLE	0	0	0
STOLEN PROPERTY	1	*	17
WEAPON LAW	1	*	11
TOTAL	133	68	646

* 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 May-22

OFFENSES	May-22	May-21	YTD 2022
<i>NIBRS-GROUP "B" OFFENSES</i>			
BAD CHECKS	0	*	0
CURFEW/LOITERING/VAGRANCY	0	*	1
DISORDERLY CONDUCT	8	*	54
DRIVING UNDER THE INFLUENCE	17	11	69
DRUNKENNESS	19	*	74
FAMILY OFFENSES/NONVIOLENT	1	*	8
LIQUOR LAW	3	*	5
PEEPING TOM	0	*	0
RUNAWAY	1	*	14
TESPASS OF REAL PROPERTY	5	*	11
ALL OTHER OFFENSES	101	*	315
TOTAL	155	11	551

* Stats were not individually reported using UCR system

CALLS FOR SERVICE	May-22	May-21	YTD 2022
Durant Police Department	2,485	2,391	10,019
Bryan County*	2,137	2,495	8,854
TOTAL CALLS FOR SERVICE	4,622	4,886	18,873

*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; Colbert PD; Department of Wildlife; 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 May-22

ARRESTS	May-22	May-21	YTD 2022
ADULT	213	203	801
JUVENILE	3	1	12
TOTAL	216	204	813

CITATIONS	May-22	May-21	YTD 2022
Traffic/Non-Traffic Citations	547	633	2081
Warnings	176	157	842

MOTOR VEHICLE COLLISIONS	May-22	May-21	YTD 2022
Injury Accidents	8	9	32
Property Damage Accidents	43	45	167
Private Property Accidents	17	10	66
Fatality Accidents	0	1	0
TOTAL ACCIDENTS	68	65	265

DOMESTIC VIOLENCE	Included in "A" Offnses-Assaults	4	9	20
EOD Actions		8	20	52

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	120	140.5	487
CHAPLAIN HOURS	14.5	26.25	138.5

GROUP "A" OFFENSES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YR TOTAL
ARSON	0	0	0	0	0								0
ASSAULT	4	12	8	13	7								44
BRIBERY	0	0	0	0	0								0
BURGLARY/B&E	8	11	8	19	7								53
COUNTFT/FORGERY	2	1	5	3	0								11
DESTRN/DAMG/VAND	2	8	7	6	9								32
DRUG/NARCOTIC	37	17	39	44	49								186
EMBEZZLEMENT	1	1	0	1	2								5
EXTORTION/BLKMAIL	0	0	0	0	0								0
FRAUD	10	3	5	9	12								39
GAMBLING	0	0	0	0	0								0
HOMICIDE	0	0	0	0	0								0
KIDNAP/ABDUCT	0	0	0	0	0								0
LARCENY/THEFT	39	37	54	41	38								209
MTR VEH THEFT	8	4	13	3	5								33
PORN/OBSC MATERIAL	0	0	0	0	1								1
PROSTITUTION	0	0	0	0	0								0
ROBBERY	0	0	0	0	0								0
SEX OFF/FORCIBLE	3	0	1	0	1								5
SEX OFF/NON-FORCE	0	0	0	0	0								0
STOLEN PROPERTY	3	3	4	6	1								17
WEAPONS	1	5	2	2	1								11
Group "A" TOTAL	118	102	146	147	133	0	0	0	0	0	0	0	646
GROUP "B" OFFENSES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YR TOTAL
BAD CHECKS	0	0	0	0	0								0
CURFEW/LOITER/VAGRANT	0	0	1	0	0								1
DISORDERLY CONDUCT	11	13	5	17	8								54
DUI	11	9	18	14	17								69
DRUNKENNESS	10	13	14	18	19								74
FAMILY OFFENSES/NON-V	0	4	1	2	1								8
LIQUOR	1	0	1	0	3								5
PEEPING TOM	0	0	0	0	0								0
RUNAWAY	3	4	3	3	1								14
TRESPASS OF REAL PROP	2	3	0	1	5								11
ALL OTHER OFFENSES	45	45	52	72	101								315
Group "B" TOTAL	83	91	95	127	155	0	0	0	0	0	0	0	551
DURANT PD CFS	1731	1648	2000	2155	2485								10019
BRYAN COUNTY LE CFS	1496	1424	1822	1975	2137								8854
Calls For Service TOTAL	3227	3072	3822	4130	4622	0	0	0	0	0	0	0	18873
ARRESTS-ADULT	134	135	131	188	213								801
ARRESTS-JUVENILE	3	3	1	2	3								12
Arrests TOTAL	137	138	132	190	216	0	0	0	0	0	0	0	813
CITATIONS	388	410	378	358	547								2081
WARNINGS	119	196	198	153	176								842
MVC INJURY	8	2	7	7	8								32
MVC PROP DAMAGE	26	33	37	28	43								167
MVC PRIVATE PROP	4	15	16	14	17								66
MVC FATALITY	0	0	0	0	0								0
MVC TOTAL	38	50	60	49	68	0	0	0	0	0	0	0	265
DOMESTIC VIOLENCE (ASLT)	4	4	5	3	4								20
EOD	10	10	11	13	8								52
RESERVE HOURS	132	70	71	94	120								487
CHAPLAIN HOURS	30	28	26.25	39.75	14.5								138.5



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Margret Southerland, Senior Citizen Center Director
Re: Ron Cross Senior Activity Center Report - June 2022

Ron Cross Senior Activity Center Report - June 2022

Council Information / Action Requested

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

ATTACHMENTS:

1. Ron Cross Senior Activity Center Report - June 2022



THE CITY OF DURANT

Ron Cross Senior Activity Center

07.1.2022

City Manager:

Highlights for 05.31 – 06.03:

Meeting with Unite Us and Kathy Fuss on sending referrals for seniors. Meeting with Alliance Health Durant Director of Food Services regarding their chef preparing the light refreshments and finger foods for the RCSAC Grand Opening. Working on Grants for THF and OK Commerce. Greenhouse Work, Decals for Center are ready for pick up along with the replacement at J&D. Coordinating with Cavins, Public Works on getting their work complete for the Fire Inspection to give to SONP. Finishing list needs for Asst. City Manager. Coordinating on replacement trim for RCSAC East Side of Building. Quote on replacement window in Dining Hall. RCSAC Weekly Report.

Highlights for 06.06 – 06.10:

Rotary Weekly Meeting, Working on Grand Opening, Worked over the weekend to ensure Grand Opening, Moved Furniture and Chairs for Grand Opening, Greenhouse work, Met with Sr. Citizens Advisory Committee on Decoration in the center. Met with Mays HH. IT and Parks mounting TV in the Dining Room and Gave Instruction on how to work the new TVs, Administrative Duties and Invoice Reconciliation, Gathered all necessary documents from the health inspection, fire inspection, and ADA forms for SODA and SONP. Made centerpieces and oversaw the shampooing of the center. Took pictures of after the cleaning crew cleaned. RCSAC Weekly Report.

Highlights for 06.13 – 06.17:

Grand Opening, Senior Empowerment Series Intro., Blood Pressure Clinic, Guest Appearance – Dr. Plumb, Father's Day Event, City Council, Met with Mays HH, SODA, and coffee with Elara Caring. Developed 4th of July/Veteran's Event. Provided SODA with C.O. Greenhouse work. Met with Mark Pierce on building issues. Post-Agenda Meeting. Met with additional community partners, Father's Day Event Prep, Administrative Duties and Invoice Reconciliation, RCSAC Weekly Report.

Highlights for 06.20 – 06.24:

Rotary Weekly Meeting, Met with Mark Pierce on building issues. Busy Blanket Presentation and Sign Ups, Met with Jim Swink on vegetation growth. Purchasing for the center. Webrestaurant, Gave Tours of the center and made announcements of events. New Window installed in Dining Room, Confirmed with Don Papin on 4th of July event, Administrative Duties and Invoice Reconciliation, Durant Lumber for soaker hoses and other Greenhouse needs. RCSAC Weekly Report.

Highlights for 06.27 – 07.01:

Rotary Weekly Meeting, Birthday Party and Blood Pressure Clinic, SOP for Tenants in RCSAC, Administrative Duties, Sally Papin Knitting and Quilting Circle Intro., IT and Mike Claborn installed outlet for SONP to have phone and internet in their office. Pest Control sprayed, Veteran's Wall signage up, Met with Mark Pierce on several building issues. Meeting with Gingerlei on Greenhouse Project, IT Administrative Duties and Invoice Reconciliation, 4th of July and Veteran Recognition Event and Event Prep. AED testing with Mike Claborn and Richard Ezell. Put together July's Calendar for the RCSAC.

All doors to tenant and admin offices are now keyed and able to lock. Met and Sat on the Blue Zones Food Committee Policy Monthly Board Meeting. RCSAC Weekly Update Report.

Warmest Regards,

Maggie Southerland, Sr. Center Coordinator



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Carl Meade, Street Department
Re: Street Department Monthly Report - June 2022

Council Information / Action Requested

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

ATTACHMENTS:

1. June 2022



THE CITY OF DURANT

Office of the Street Department

Monthly Report
June 1, 2021 – June 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 where the turn signal camera was off center.
4. During the month of May an estimated 150 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. 20 street cuts were repaired with asphalt after M&O completed fixing water leaks throughout the city.
6. We finished the Stonebriar and Briarcreek overlay project. We laid 1110 tons of asphalt on the roads.

Planned Tasks:

1. Continue our goal to provide better and safer streets by addressing any issues as they arise or are reported.
2. Address any and all signage issues throughout the city that need to be replaced or repaired.
3. Continue to repair street cuts as M&O repair water leaks.
4. We will start the Airport and EOC parking areas this next month.

Respectfully Submitted,

Carl Meade



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From:
Re: Administration

Council Information / Action Requested

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

ATTACHMENTS:



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Discussion, Consideration and Possible Action on a Final Plat Request for Property Location Near Main Street and Radio Road (PC2022-17).

Request: Consider a request from Durant Main Street Coffee LLC, for a Final Plat Request for property located near Main Street and Radio Road.

Current Zoning: C-2, Highway Commercial and Commercial Recreation

Surrounding Properties:

Direction	Zoning	Use
North	C-2	Commercial Uses
East	C-2	Commercial Uses
South	C-2	Commercial Uses
West	C-2	Commercial Uses

Lot Characteristics: (Current Lots)

Width	Triangle ~250 ft. Corner ~180 ft.
Depth	Triangle ~74 ft. Corner ~132 ft.
Total Area	Triangle ~0.42 acres (~18,500 sq. ft.) Corner ~0.54 acres (~23,760 sq. ft.)

Applicant: Durant Main Street Coffee, LLC

Background: The applicant approached staff regarding filing for a final plat request with the hopes of moving a lot line by approximately 40 feet to the East so that they would be able to place commercial businesses on both of these lots. This particular area is un-platted, which is why they are going through the final plat process. The applicant does have an application submitted to the Board of Adjustment for a variance to the setbacks for the triangle piece. Additionally, the applicant has an application to City Council for a Revocable Permit for the parking area along Main Street. The Revocable Permit is on the July City Council Agenda and the Board of Adjustment application is scheduled for their meeting in July.

Notifications have been made to the surrounding property owners and at the time of this report, a letter of support was received by staff.

Analysis: The subject property is approximately 1 acre total, with the triangle lot being approximately 18,000 square feet

and the corner lot being approximately 23,000 square feet. The lot line is shown to move to the east approximately 40 feet. The new triangle lot would be approximately 24,000 square feet and the corner lot would be approximately 19,000 square feet. There appears to be City Water and Sewer in the area. Both lots do meet current lot size requirements.

City Staff reviewed the plat and provided a comment that the applicant would need to provide a utility easement to ensure both lots were served by utilities. A utility easement is now shown on the plat, and is satisfactory to staff.

The current Future Land Use Map has this area as commercial; therefore, this request is generally in line with the Comprehensive Plan.

Planning Commission Recommendation: The Planning Commission recommended approval at their meeting.

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

Required Action: Hear the item and approve or deny the Final Plat request for property located near Main Street and Radio Road. Any specific conditions imposed by the Commission should be read into any approval motion.

Council Information / Action Requested

Planning Commission and City Staff recommend approval of the Final Plat request.

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

City Clerk
GIS
Community Development

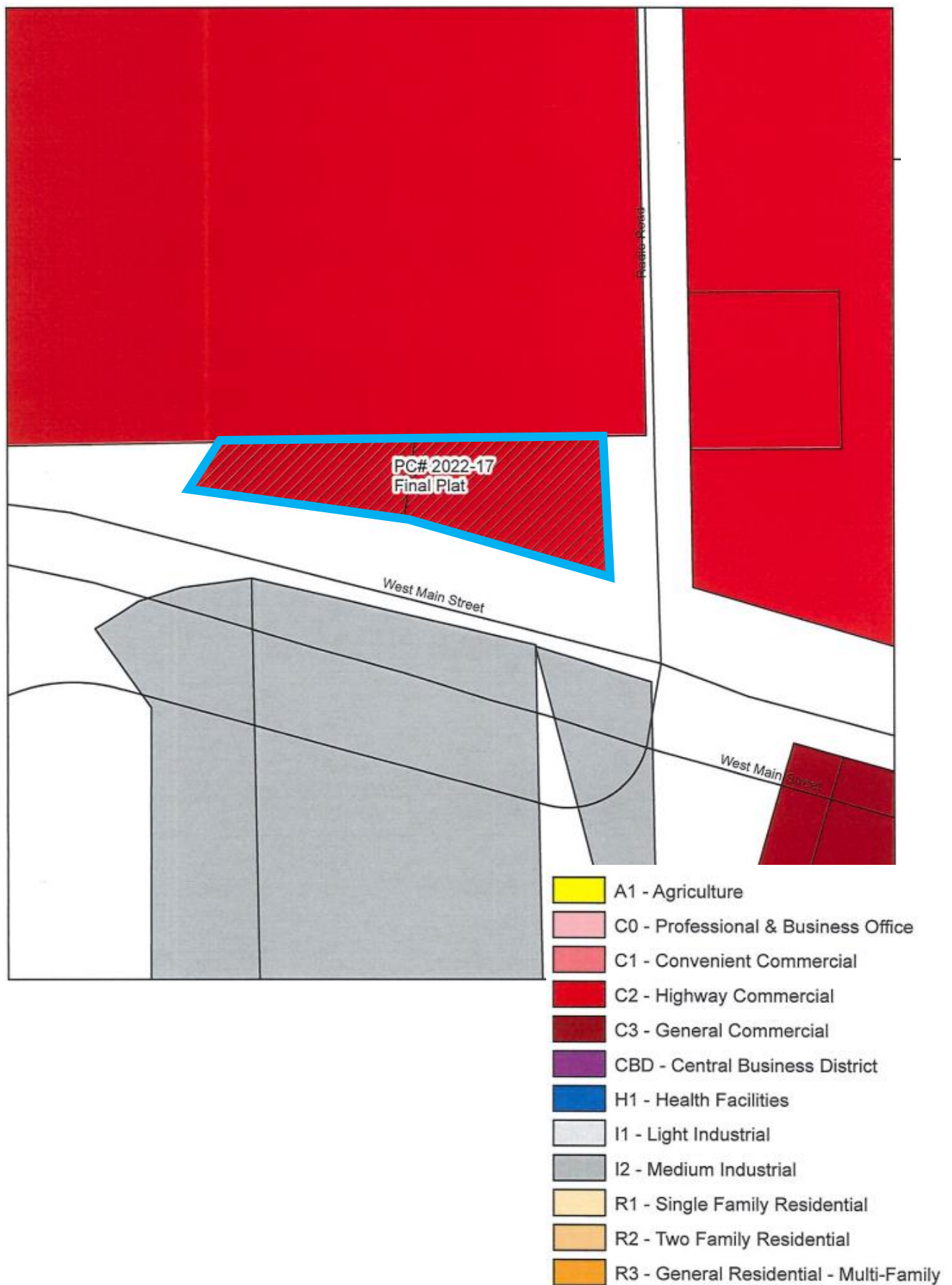
ATTACHMENTS:

1. PC 2022 17 Maps
2. PC2022-17 Sign Off Sheets
3. Application
4. Warranty Deed
5. Final Plat

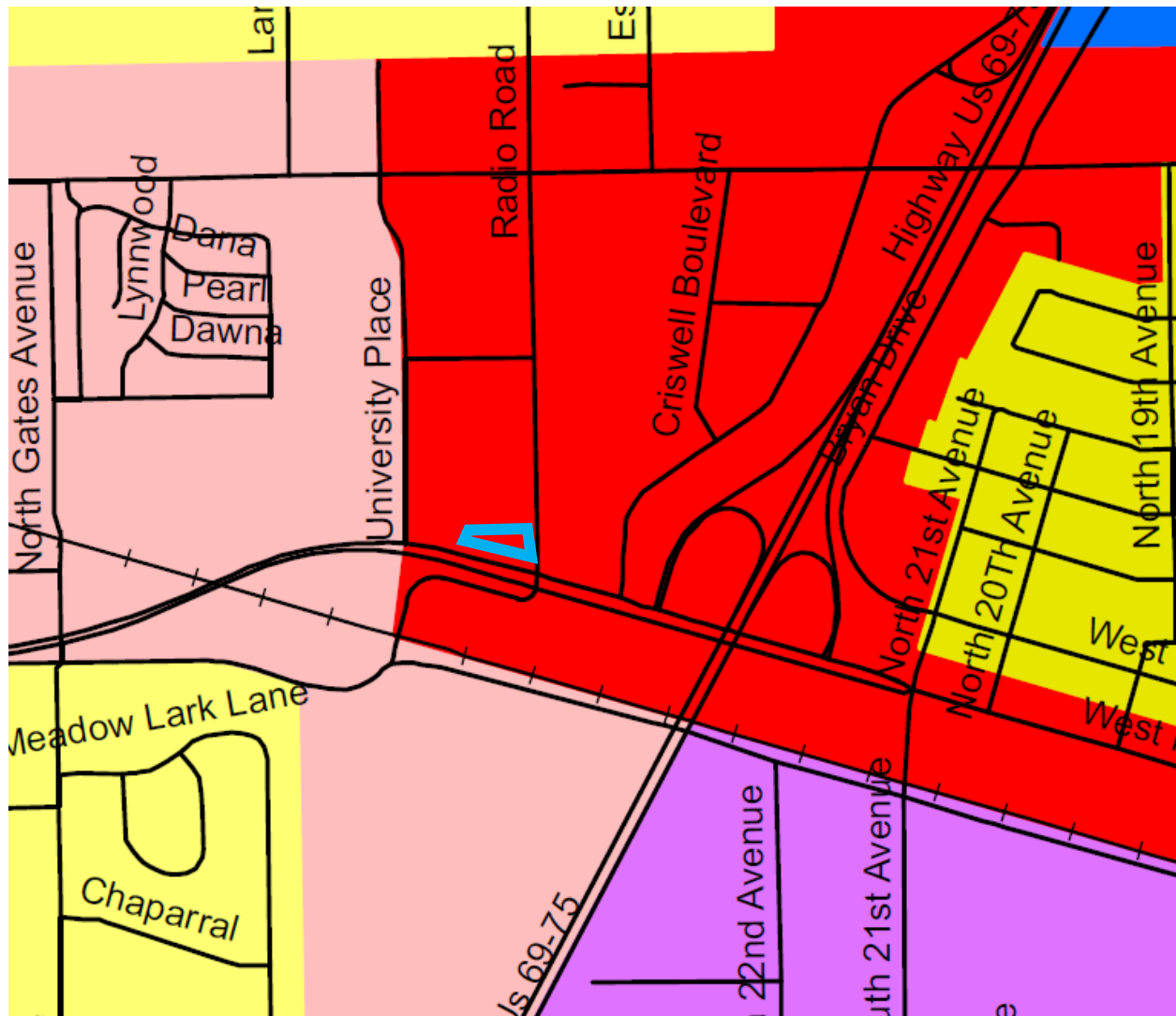
Aerial Map



Zoning Map

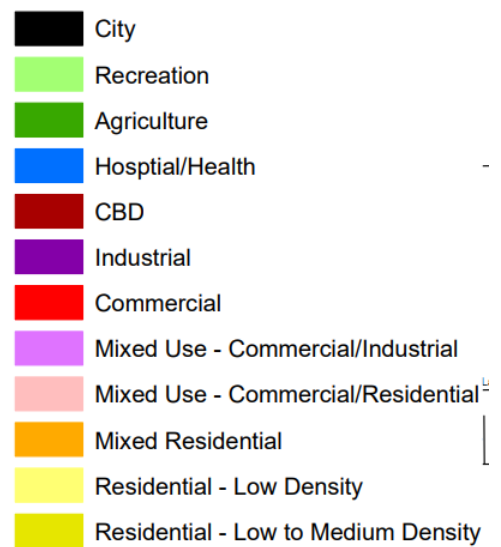


Future Land Use Map



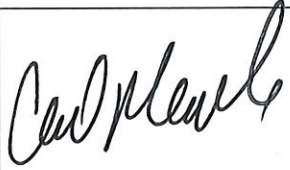
Location is approximate

Future Land Use



COMMUNITY DEVELOPMENT PLAT SIGN OFF SHEET

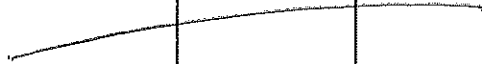
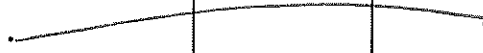
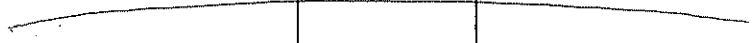
Main & Radio Rd. Final Plat PC2022-17

Department	Signature	Date	Notes
Com Dev Director Danielle O'Neal		6/16/22	
M&O Randy Cantrell		5-26-2022	Still needs private easement on North side of property for water line to lot 1. This will be private.
Streets Carl Meade		5-20-22	
Public Works Director Phillip Hightower	see att	5-20-22	
Fire Marshal Wade Boyd		5-17-22	No Comments
Building Inspector Mark Pierce		5-20-22	Easements
Engineer Brandon Wall		05/14/22	No Comments.

addressed

COMMUNITY DEVELOPMENT PLAT SIGN OFF SHEET

Main & Radio Rd. Final Plat PC2022-17

Department	Signature	Date	Notes
Com Dev Director Danielle O'Neal			
M&O Randy Cantrell			
Streets Carl Meade			
Public Works Director Phillip Hightower		5-20-22	
Fire Marshal Wade Boyd			
Building Inspector Mark Pierce			
Engineer Brandon Wall			

Subdivision/Plat Application

Sketch Plat: ☐

Preliminary Plat: ☐

Final Plat: ☒

Re-Plat: ☐

Petition# PC2022-17

Fee\$ \$300

Expedited Fee \$

APPLICANT INFORMATION

Name: Durant Main Street Coffee, LLC	Email: jimmy@burkcollinscompany.com	Phone #1 (817) 268-5489
Mailing Address: 500 Grapevine Highway #224		Phone #2 (817) 781-2914
City: Hurst	State: TX	Zip: 76054
		Fax# (817) 268-2240
Applicant's Interest in Property: Plans to redevelop for another commercial use.		

SURVEYOR INFORMATION

Name: Macbax Land Surveying, PLLC	Email: Jeremy@MBLS.US	Phone #1 (405) 872-7594
Mailing Address: 5744 Huettnr Ct. #100		Phone #2 (580) 276-0227
City: Norman	State: OK	Zip: 73069
		Fax# NA
Surveyor Oklahoma License Number: 8137		

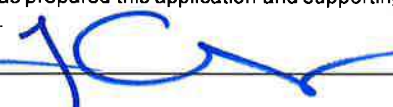
ENGINEER INFORMATION

Name: Kent Mace, PE	Email: Kent@MBLS.US	Phone #1 (405) 872-7594
Mailing Address: 5744 Huettnr Ct. #100		Phone #2 NA
City: Norman	State: OK	Zip: 73069
		Fax# NA
Engineer Oklahoma License Number: 27834		

LAND INFORMATION

Legal Description: See attached.	Parcel Number: 2502 W. Main A399-25-06S-08E-4-037-00 2510 W. Main A399-25-06S-08E-4-036-00
Proposed Subdivision Name: Durant Main Street Coffee	Current Zone: C-2
Proposed Use: Commercial retail	Proposed Zone: C-2
Current Property Owner's Name: Durant Main Street Coffee, LLC	

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:  Date: 5/2/2022

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:

To provide a national tea/coffee operation, free-standing, plus two additional national retail tenants in a separate 3,400 square foot building. Estimated annual sales of \$4,000,000 combined.

STATE HOW THE FOLLOWING ISSUES WILL BE ADDRESSED:

1. Parking:

With the new plan for 2 new structures and modification of the ingress-egress will require a new parking field, which will partially be part of a revocable permit application.

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

All required screening shall be installed as required by code.

3. Traffic Impacts:

The character of the parcel has undergone significant alterations with the removal of 3 different buildings and substituting 2 new state-of-the-art buildings – 3 areas of access will be reduced to 2 access drives.

4. Protection of Neighborhoods:

The integrity of the neighborhood should be improved as the subject parcel is completely surrounded by mature, stable retail users.

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

Variance for a building setback may be required by the board of adjustment committee. A revocable permit application and hearing will be required.

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

The redevelopment of the parcel will replace 3 local credit businesses with 3 national credit tenants with 100% new improvements. It should increase the identity to the area, increase sales tax exponentially, and bring 3 new tenants to Durant for the first time.

BAC

Bryan County Abstract Company
Serving Bryan County Since 1903

After recording return to:

Durant Main Street Coffee, LLC
500 Grapevine Hwy Ste 224
Hwst, TX 76054

I-2021-735606 Book 1567 Pg: 615
07/19/2021 3:46 pm Pg 0615-0616
Fee: \$ 20.00 Doc: \$ 1,800.00
Tammy Reynolds - Bryan County Clerk
State of Oklahoma



WARRANTY DEED STATUTORY INDIVIDUAL

Doc Stamps: \$1800.00

That Charles E. Watson, a single person, (the "Grantor"), in consideration of the sum of TEN & NO/100 Dollars and other valuable considerations, in hand paid, the receipt of which is hereby acknowledged, do (es) hereby, grant, bargain, sell and convey unto Durant Main Street Coffee, LLC, an Oklahoma limited liability company, (the "Grantee"), the following described real property and premises situate in Bryan County, State of Oklahoma, to wit:

A part of SE/4 SE/4 SE/4 of Section 25, Township 6 South, Range 8 East of the Indian Base and Meridian, in Bryan County, Oklahoma, described as Beginning 40 feet West of the Northeast Corner thereof; Thence South a distance of 132.1 feet, more or less to the North Right of Way line of U. S. Highway # 70 as described in Dedication Deed recorded in Book 405, Page 160; Thence North 73 degrees 01 minutes West along said Right of Way for a distance of 200 feet; Thence North 8 degrees 42 minutes East a distance of 74.55 feet to the North line; Thence East along the North line 180 feet to the Point of Beginning,

AND

A part of the SE/4 SE/4 SE/4 of Section 25, Township 6 South, Range 8 East of the Indian Base and Meridian, described as Beginning at a Point on the North Right of Way line of U. S. Highway No. 70, said Point bearing North 73 degrees 01 minutes West a distance of 200 feet from a Point on said North Right of Way line 40 feet West of the East line of said SE/4 SE/4 SE/4 of said Section 25; Thence from said Point of Beginning, run North 73 degrees 01 minutes West a distance of 136.7 feet; Thence Westerly on a curve to the left having a radius of 1844 feet a distance of 117.2 feet to a point on the North line of said SE/4 SE/4 SE/4 of said Section 25, said Point being 185.5 feet East of the Northwest Corner of said SE/4 SE/4 SE/4 of said Section 25; Thence East along the North line of said SE/4 SE/4 SE/4 of said Section 25 a distance of 254.5 feet more or less; to a Point 220 feet West of the Northeast corner of said SE/4 SE/4 SE/4 of said Section 25; Thence beginning a run South 8 degrees 42 minutes West a distance of 74.55 feet, more or less, to the Point of Beginning.

Together with all the improvements thereon and the appurtenances thereunto belonging, and warrant the title to the same. LESS AND EXCEPT any interest in and to oil, gas, coal, metallic ores and other minerals therein and thereunder previously reserved or conveyed of record and all rights, interests and estates of whatsoever nature incident thereto or arising thereunder, and SUBJECT TO easements, rights of way, restrictive covenants of record.

TO HAVE AND TO HOLD said described premises unto said Grantee, and to the heirs, successors and assigns forever, free, clear and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature.

STATE OF OKLAHOMA
Bryan County
Documentary Stamps \$ 1800.00

Streamline - Warranty Deed - Statutory Individual Rev 07/08/21


Charles E. Watson

State of: Oklahoma)
)SS.
County Of: Bryan)

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

~~Notary Public~~

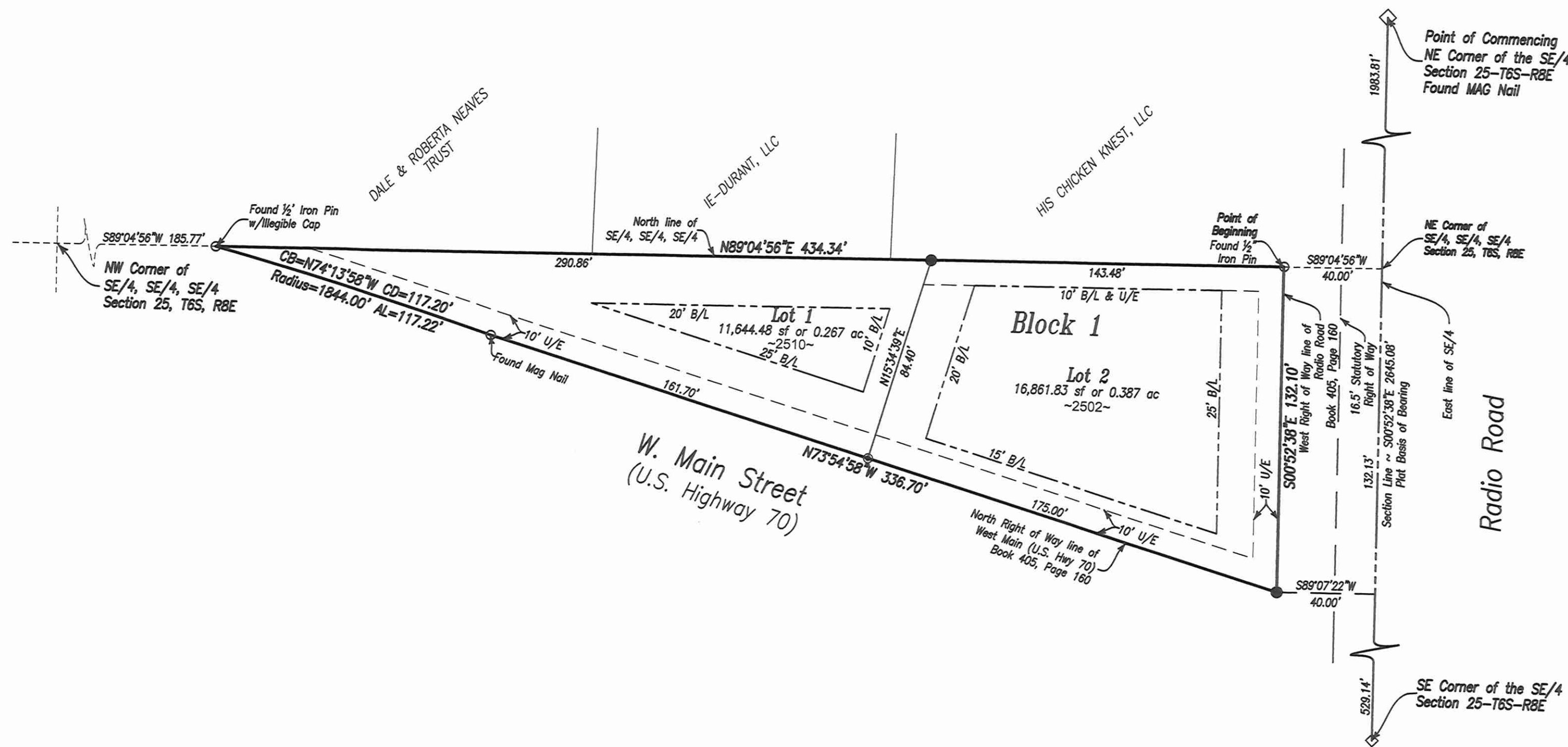
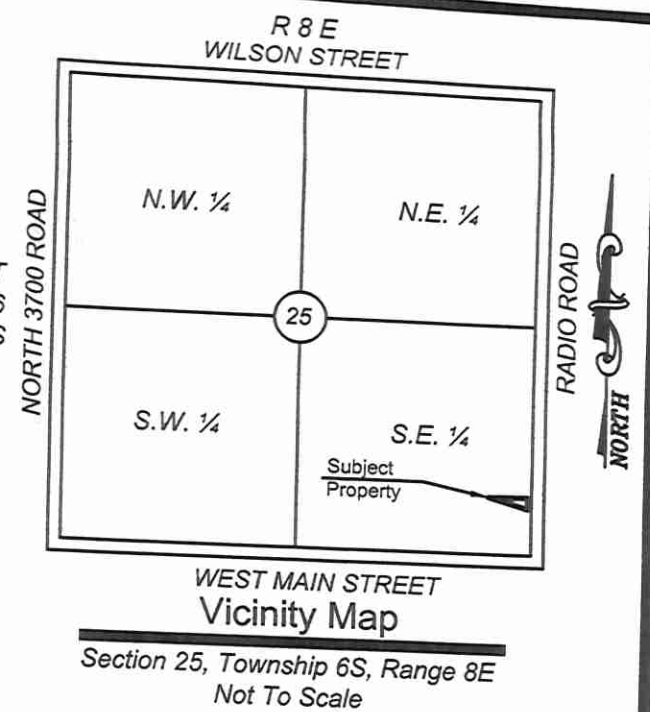
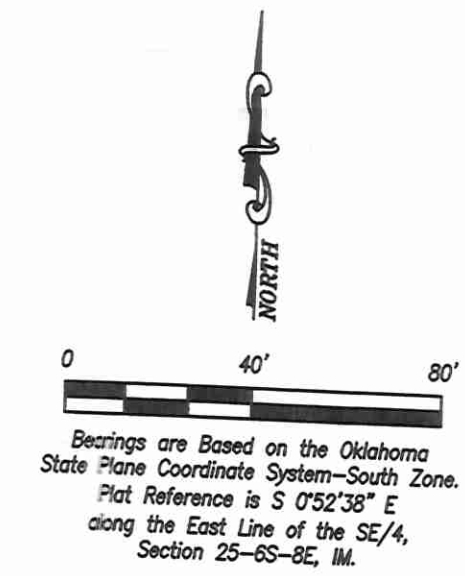
File No.: 2021050020
Name of Title Insurer: First American Title Insurance Company



Page 122 of 308

FINAL PLAT OF 2502 & 2510 W MAIN STREET

AN ADDITION TO DURANT, BRYAN COUNTY, OKLAHOMA
A PART OF THE SE/4, SECTION 25,
TOWNSHIP 6 SOUTH, RANGE 8 EAST, I.M.



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.

DATE PREPARED:

6/30/2022

OWNER/SUBDIVIDER

Durant Main Street Coffee, LLC
500 Grapevine Highway, Suite 224
Hurst, Texas 76054
817-268-5489

ENGINEER & LAND SURVEYOR



5744 Huettner Court, Suite 100
Norman, OK 73069
Telephone: (405) 872-7594
Email: kent@MBLS.us

Certificate of
Authorization
No. 8137

LEGEND

■	PERMANENT MONUMENT-SET 5/8" IRON PIN WITH ALUMINUM CAP	— — — — —	FENCE
●	SET 1/2" IRON PIN WITH CAP "MACBAX CA 8137"	— — — — —	SECTION LINE
●	SET MAG NAIL WITH SHINER "MACBAX CA 8137"	— — — — —	QUARTER SECTION LINE
●	SET COTTON SPINDLE WITH SHINER "MACBAX CA 8137"	— — — — —	BOUNDARY LINE
▲	FOUND MAG NAIL WITH FOUND IRON PIN	— — — — —	LOT LINES
◆	FOUND PLSS MONUMENT ADDRESS	— — — — —	EASEMENT LINES
—		U/E = UTILITY EASEMENT	
		D/E = DRAINAGE EASEMENT	
		L/E = LANDSCAPE EASEMENT	
		PED/E = PEDESTRIAN EASEMENT	
		B/L = BUILDING LINE	
		ROW = RIGHT OF WAY	

LEGAL DESCRIPTION

A part of SE/4 SE/4 of Section 25, Township 6 South, Range 8 East of the Indian Base and Meridian, Bryan County, Oklahoma, more particularly described as follows: COMMENCING at the Northeast Corner of said Southeast Quarter; THENCE S 00°52'38" E, along the east line of said Southeast Quarter, a distance of 1983.81 feet to the Northeast Corner of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter; THENCE S 89°04'56" W (Deed=West), along the north line of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter, a distance of 40.00 to the POINT OF BEGINNING; THENCE S 00°52'38" E (Deed=South), along the west line of a Public Highway described in Dedication Deed, recorded in Book 405, Page 160, distance of 132.10 feet (Deed) to the north line of West Main Street (U.S. Highway 70 as described in Dedication Deed, recorded in Book 405, Page 160); THENCE N 73°54'58" W (Deed=N 73°01'W), along said north line of West Main Street, a distance of 336.70 feet; THENCE Westerly along a curve to the left, having a chord bearing of N 74°13'58" W, a chord distance of 117.20 feet, a radius of 1844.00 feet, and an arc length of 117.22 feet (Deed=117.2 feet) to a point on the North line of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter, Point being 185.77 feet (Deed=185.5 feet) east of the Northwest Corner of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter; Thence N 89°04'56" E (Deed=East), along the north line of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter, a distance of 434.34 feet to the POINT OF BEGINNING, containing 28,506.31 square feet (0.654 acres) more or less.

CERTIFICATE OF COUNTY CLERK

I, Tammy Reynolds, County Clerk of Bryan County, Oklahoma, hereby certify that I have examined the records of said City and find that all deferred payments on unmatured installments have been paid in full and that there is no special assessment procedure now pending against the land on the Final Plat of 2502 & 2510 W. Main Street, to the City of Durant, Bryan County, Oklahoma. Signed by the County Clerk on this _____ day of _____, 2022.

County Clerk

OWNER'S CERTIFICATE AND DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

That we the undersigned, Durant Main Street Coffee, LLC, an Oklahoma limited liability company, do hereby certify that we are the owners of and the only person or persons, corporation or corporations having any right, title or interest in the land shown on the annexed plat of 2502 & 2510 W MAIN STREET, a subdivision of a part of the Southeast Quarter of Section 25, Township 6 South, Range 8 East, of the Indian Meridian, to the City of Durant, Bryan County, Oklahoma, and have caused the said premises to be surveyed and platted into lots, blocks, streets and easements as shown on said annexed plat. Said annexed plat represents a correct survey of all property included therein and is hereby, adopted as the plat of land under the name 2502 & 2510 W MAIN STREET. Durant Main Street Coffee, LLC, an Oklahoma limited liability company, dedicates all streets and easements shown on said annexed plat to the public for public highways, streets, and easements, for themselves, their successors and assigns forever and have caused the same to be released from all rights, easements and encumbrances except as shown on the Bonded Abstractor's Certificate.

In Witness Whereof, the undersigned have caused this instrument to be executed this 5th day of July, 2022.

Durant Main Street Coffee, LLC,
an Oklahoma limited liability company

Jimmy Cox, Manager

STATE OF TEXAS, COUNTY OF TARRANT §

Before me, the undersigned, a Notary Public, in and for said County and State, on this 5th day of July, 2022, personally appeared Jimmy Cox as Manager of Durant Main Street Coffee, LLC, an Oklahoma limited liability company, 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 and as the free and voluntary act and deed of Durant Main Street Coffee, LLC, an Oklahoma an Oklahoma limited liability company, for the uses and purposes therein set forth.

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

02-14-2026
My Commission Expires

Meliah Townsend
Notary Public



ACCEPTANCE OF DEDICATION BY CITY COUNCIL

Be it resolved by the Council of the City of Durant, Oklahoma that the dedications of streets and utility easements shown on the final plat of 2502 & 2510 W. Main Street, to the City of Durant, Bryan County, Oklahoma are hereby accepted. Adopted by the Council of the City of Durant, Oklahoma on this _____ day of _____, 2022.

City Clerk

Mayor

CERTIFICATE OF APPROVAL

I, _____, Chairman of the Planning Commission of the City of Durant, Oklahoma, hereby certify that the said Planning Commission approved the Final Plat of 2502 & 2510 W. MAIN STREET, to Durant, Oklahoma this _____ day of _____, 2022.

Chairman of Planning Commission

Planning Commission Secretary

COUNTY TREASURER'S CERTIFICATE

I, Prudy Sullivan-Holt, hereby certify that I am the duly elected and acting County Treasurer of Bryan County, State of Oklahoma, that the tax records of said County show all taxes are paid for the year _____ and all prior years on the land shown on the annexed plat of 2502 & 2510 W MAIN STREET, an addition to the City of Durant, Bryan County, Oklahoma that the required statutory security has been deposited in the office of the County Treasurer, guaranteeing payment of the current years taxes. In witness whereof, said County Treasurer has caused this instrument to be executed in the City of Durant, Bryan County, Oklahoma on this _____ day of _____, 2022.

County Treasurer

LAND SURVEYOR'S CERTIFICATE

I, Kent Mace, do hereby certify that I am a Professional Land Surveyor in the State of Oklahoma, and that the annexed plat of 2502 & 2510 W MAIN STREET, an addition to the City of Durant, Bryan County, Oklahoma, represents a survey made by me on the 30th day of June, 2022, and the monuments shown thereon exist and their positions are correctly shown, and this 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, and that said Final Plat complies with the requirements of Title 11 Section 41-108 of the Oklahoma State Statute.

Kent Mace
Kent Mace, PE, LS - LS #1873

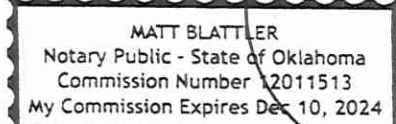
STATE OF OKLAHOMA, COUNTY OF CLEVELAND §

Before me, the undersigned, a Notary Public in and for said County and State, personally appeared Kent Mace, 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 the 30 day of June, 2022.

12-10-2024
My Commission Expires

Matt Blattler
Notary Public





The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Danielle O'Neal
Re: Discussion, Consideration and Possible Action of REVO2022-02 a Request for a Revocable Permit for Property Located Near Main Street and Radio Road.

Request: Consider a request from Durant Main Street Coffee, LLC, for a Revocable Permit Request for property located near Main Street and Radio Road.

Current Zoning: C-2, Highway Commercial and Commercial Recreation

Applicant: Durant Main Street Coffee, LLC

Background: The applicant approached staff regarding their desire to redevelop these two lots, and through their research, they discovered that the existing Right-of-Way was within their property lines. This Right-of-Way area is the area where they would like to place 31 of their parking spots. Therefore, the applicant is required to go through the revocable permit process.

Analysis: The applicant has submitted all required materials as stated within the revocable permit application. The plans provided show 31 parking spaces to be within the Right-of-Way area. Staff also met to discuss the project and the only question / concern that was mentioned was about should this be approved and later revoked, would the required parking still meet regulations. Staff is aware of the proposed uses and building sizes; however, the triangle lot is scheduled to go before the Board of Adjustment for a variance later this month. This could alter the size and proposed use of that piece, which could affect the total parking requirements. Additionally, the parking requirements for this development will most likely be based off of the number of square feet of floor space used for retail trade and areas used by the public. Staff has not received official plans to accurately determine the total number of parking spots that will be required. However, staff did want this question / concern mentioned since the revocable permit is for parking spots. Staff did sign off on the revocable permit with the only comment regarding the total number of parking spots that will be required compared to those within the Right-of-Way area. As a note, the Fire Marshal retired and did not review this application.

Staff Recommendation: Staff does not have any issues with the revocable permit, with the only comment being about the parking requirements compared to those within the Right-of-Way area.

Required Action: Hear the item and approve or deny the Revocable Permit for property located near Main Street and Radio Road. Any specific conditions imposed by the Council should be read into any approval motion and written within the agreement document.

Council Information / Action Requested

Staff does not have an issue with this application. The only comment / concern being listed is in regards to the parking requirements compared to the parking spots within the Right-of-Way.

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

City Clerk
Community Development

ATTACHMENTS:

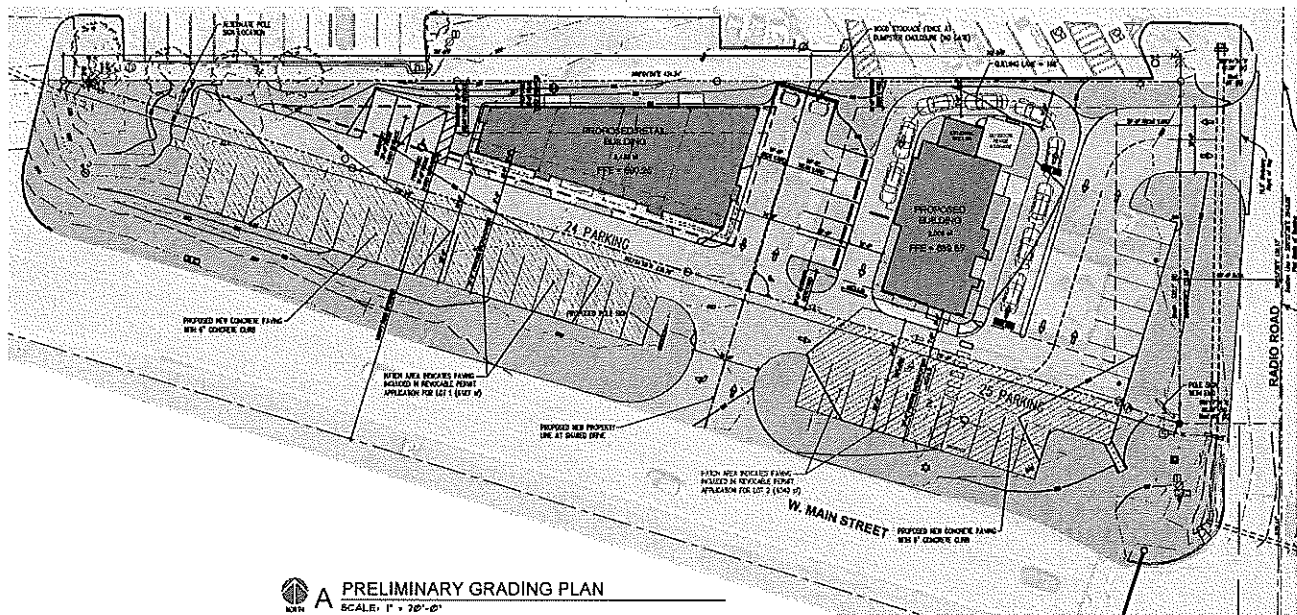
1. Revocable Permit Application Materials
2. Sign Off Sheets
3. 1918 Amending Code, Adding New SubChapter Revocable Permits, Establishing Regulations and Seeting Permit Fee FULLY SIGNED

APPLICATION FOR REVOCABLE PERMIT

TO THE HONORABLE MAYOR AND CITY COUNCIL
DURANT, OKLAHOMA

Come now the _____ and applies to the
City Council of Durant for a permit to 2502 W. Main Street
_____ within the City of Durant.

The description of said improvement is as follows:



LEGAL DESCRIPTION:

A part of SE/4 SE/4 SE/4 of Section 25, Township 6 South, Range 8 East of the Indian Base and Meridian, in Bryan County, Oklahoma, more particularly described as follows: COMMENCING at the Northeast Corner of said Southeast Quarter; THENCE S 00°52'38" E, along the east line of said Southeast Quarter, a distance of 1983.81 feet to the Northeast Corner of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter; THENCE S 89°04'56" W (Deed=West), along the north line of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter, a distance of 40.00 to the POINT OF BEGINNING; THENCE S 00°52'38" E (Deed=South), along the west line of a Public Highway described in Dedication Deed, recorded in Book 405, Page 160, distance of 132.10 feet (Deed) to the north line of West Main Street (U.S. Highway 70 as described in Dedication Deed, recorded in Book 405, Page 160); THENCE N 73°54'58" W (Deed=N 73°01'W), along said north line of West Main Street, a distance of 336.70 feet; THENCE; THENCE Westerly along a curve to the left, having a chord bearing of N 74°13'58" W, a chord distance of 117.20 feet, a radius of 1844.00 feet, and an arc length of 117.22 feet (Deed=117.2 feet) to a point on the North line of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter, Point being 185.77 feet (Deed=185.5 feet) east of the Northwest Corner of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter; Thence N 89°04'56" E (Deed=East), along the north line of the Southeast Quarter of the Southeast Quarter of said Southeast Quarter, a distance of 434.34 feet to the POINT OF BEGINNING, containing 28,506.31 square feet (0.654 acres) more or less.

And the location of said improvement and all existing utilities are shown on the attached survey.

By: _____
AGENT

REVO- 2022-02

REVOCABLE PERMIT

This Revocable Permit made and entered into this _____ day of _____, 20____, by and between THE CITY OF DURANT, hereinafter called First Party, and Burk Collins & Company
_____, owner, hereinafter called Second Party.

WITNESSETH:

WHEREAS, the Second Party desires to erect, construct, and maintain Private parking lot
_____ over, under, or on a portion of the public way or easement, or City
owned property at 2502 W. Main Street in Durant, Oklahoma.

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, it is mutually agreed by the parties hereto as follows:

1. First Party hereby grants Second Party a Revocable Permit for the purpose of erection, construction, and maintenance of said improvements over, under, or on a portion of the public way or easement, or City owned property at the above address in Durant, Oklahoma, in accordance with the attached plan.
2. Second Party agrees to erect, construct, and maintain said improvements in a safe and proper manner, with an attractive appearance, and further agrees to defend, protect, and save harmless said First Party and the City of Durant from any and all damages, claims, or causes of action whatsoever arising out of the erection, construction, maintenance, and existence of said structure(s) and/or improvement(s).
3. It is mutually agreed and understood between the parties hereto that by reason of the issuance of this permit, the Second Party acquires no property or contract rights and it is further agreed and understood that this Revocable Permit may be revoked or canceled at the discretion of the First Party at any time.
4. Second Party agrees that in the event of revocation, it will comply with the revocation order and will promptly restore the above described premises to the original condition at its own expense. It is expressly agreed and understood between parties hereto that should it become necessary to remove the structure(s) and/or improvement(s) permitted herein in whole or in part as to allow the City to utilize its easement or property in any manner permitted by law, the City and the City Engineer shall not be deemed responsible for any loss suffered by reason of such removal. Further, Second Party agrees and understands that he acts at his own risk erecting or constructing said structure(s) and/or improvement(s) within, over, under, or upon the City's public way, easement or property. The Second Party further agrees and understands that the Revocable Permit granted hereby is in no manner intended to convey any vested or other interest whatsoever in the subject public way, easement, on property nor shall it be so construed.
5. Second Party agrees that all construction within the right-of-way, easement, or City owned property will be in accordance with City standard specifications and all disturbed areas will be restored to its original condition, which shall include, but not limited to, backfilling all trenches, fill all holes caused by shrinkage, and cover all sodded areas with slab sod.

6. Second Party shall be responsible for locating and protecting all existing utilities and other improvements within the City right-of way. Excavators shall notify the pipeline operator immediately if the excavators' work damages a pipeline and shall call 911 or other local emergency response number immediately if the damage results in a release of natural gas or any other hazardous substance or potentially endangers life, health, or property. Contact OKIE at 840-5032 to locate utility improvements. For City utilities contact the following: For Sanitary Sewer and Water Lines, contact Water/Sewer Maintenance at 580-924-8923; for streets contact the Street Department at 580-931-6665.

7. Second Party shall be responsible for replacing all traffic control devices that are damaged, destroyed or removed during construction. Devices shall be in conformance with the "Manual on Uniform Traffic Devices." For traffic conduit location contact Public Works at 580-931-6630, 48 hours prior to construction.

8. Second Party shall not assign or transfer the permission granted by this Revocable Permit.

9. If application pertains to the placement of private water or sanitary sewer service lines, the following shall apply:

- a. Second Party shall, at his expense, disconnect his private line and reconnect to the City main, should the City construct or cause another to construct a main, which will serve the Second Party's premises
- b. Second Party shall, at his expense, relocate his private line should the right-of-way be needed for City or public purposes.

10. Second Party agrees that this Revocable Permit is subject to the following conditions:

- a. Second Party shall _____

IN WITNESS WHEREOF, the parties have caused this permit to be executed by their proper officers thereunto authorized the day and year first above written.

COMPANY

SIGNATURE TITLE

PRINT NAME

CITY CLERK

MAYOR

Reviewed for form and legality.

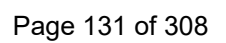
Date: June 17, 2022

The purpose of this letter is to confirm that I am the owner of the property at 2502 W. Main Street,
and that I have no objection to the installation of a private parking lot
on street right-of-way and/or easement along W. Main Street, Durant, Oklahoma
to serve 2502 W. Main Street, Durant, OK 74701.

NAME (PRINT OR TYPE) : STEVE HARRIMAN

Signature: Steve Harriman

Phone No. (Optional) 817-268-5489





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/9/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tower Street Insurance PO Box 803506 Dallas TX 75380 License#: BR-1607120 BURKCOL-01	CONTACT NAME: PHONE (A/C, No, Ext): 469-788-8888 FAX (A/C, No): 469-436-3898 E-MAIL ADDRESS: services@towersstreetinsurance.com <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Continental Casualty Company</td> <td>20443</td> </tr> <tr> <td>INSURER B: Valley Forge Insurance Company</td> <td>20508</td> </tr> <tr> <td>INSURER C: The Continental Insurance Company</td> <td>35289</td> </tr> <tr> <td>INSURER D: Accident Fund Ins Co of America</td> <td>10166</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Continental Casualty Company	20443	INSURER B: Valley Forge Insurance Company	20508	INSURER C: The Continental Insurance Company	35289	INSURER D: Accident Fund Ins Co of America	10166	INSURER E:		INSURER F:	
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INSURER F:															

COVERAGES **CERTIFICATE NUMBER: 359829107** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR		TYPE OF INSURANCE		ADDL SUBR INSD WVD		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS				
A	X	COMMERCIAL GENERAL LIABILITY				7011843217	10/31/2021	10/31/2022	EACH OCCURRENCE	\$ 1,000,000			
			CLAIMS-MADE	X	OCCUR				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000			
									MED EXP (Any one person)	\$			
									PERSONAL & ADV INJURY	\$ 1,000,000			
									GENERAL AGGREGATE	\$ 2,000,000			
		GEN'L AGGREGATE LIMIT APPLIES PER:							PRODUCTS - COMP/OP AGG	\$ 2,000,000			
			POLICY		PRO-JECT		LOC			\$			
		OTHER:											
B		AUTOMOBILE LIABILITY				7011833920	10/31/2021	10/31/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000			
	X	ANY AUTO							BODILY INJURY (Per person)	\$			
		OWNED AUTOS ONLY		SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$			
	X	HIRED AUTOS ONLY	X	NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident)	\$			
										\$			
C	X	UMBRELLA LIAB		X	OCCUR	7011844058	10/31/2021	10/31/2022	EACH OCCURRENCE	\$ 10,000,000			
		EXCESS LIAB			CLAIMS-MADE				AGGREGATE	\$ 10,000,000			
		DED	X	RETENTION \$ 10,000						\$			
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WCV6225412-0	10/31/2021	10/31/2022	X	PER STATUTE		OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In Nh)			Y/N	N/A					E.L. EACH ACCIDENT	\$ 1,000,000		
	If yes, describe under DESCRIPTION OF OPERATIONS below			N						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000		
										E.L. DISEASE - POLICY LIMIT	\$ 1,000,000		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: 2510 W Main Street, Durant, OK

CERTIFICATE HOLDER

CANCELLATION

City of Durant 300 W. Evergreen Durant OK 74701	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

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**Oklahoma
Natural Gas®**

A Division of ONE Gas

5848 E 15th St

Tulsa, OK 74114

918-831-8371 oklahomanaturalgas.com

June 29, 2022

Steve Harriman

Executive Vice President of Leasing & Finance

500 Grapevine Highway, Suite 224

Hurst, TX 76054

RE: 2502 & 2510 W Main Street

Letter of No Objection

Dear Mr. Harriman,

Oklahoma Natural Gas Company, a division of ONE Gas, Inc. ("ONG") has no objection to the release of the above-mentioned plat. The easements presently indicated on the plat of 2502 & 2510 W Main Street does satisfy the requirements of Oklahoma Natural Gas for the designated use of the property as can be determined presently. Additionally, the Deed of Dedication contains the requested language to our satisfaction. Please be advised that ONG has underground/aboveground facilities in the area. If you need our facilities relocated to accommodate your excavation or construction, ONG will provide you a cost estimate.

Prior to any excavation, please contact OKIE-ONE 1-800-522-6543 a minimum of forty-eight (48) hours for approximate location of our facilities. ONG will hold the damaging party responsible for any repairs to our facilities. If any repairs are necessary, ONG is not responsible for any damage to any structures or landscaping on or in the utility easement.

Sincerely,

Chandler Eidson

Manager of Engineering

2214 West Broadway
Ardmore, Oklahoma 73401



June 9, 2022

Durant Main Street Coffee LLC
500 Grapevine Hwy Ste 224
Hurst, TX 75054

steve@burkcollinscompany.com

DESCRIPTION OF WORK:

**Revocable Permit Application for
Electric Service**

PHYSICAL ADDRESS:

**2502 West Main, Durant, OK
2510 West Main, Durant, OK**

LEGAL DESCRIPTION:

Beg 40'W NE/C SESESE, S132.2' to N ROW Hwy, N7301W Along ROW W200', N842E
74.55 'to N Line E180'POB 25-6S-8E -2502 West Main, Durant.

Beg N ROW line Hwy 70, N7301W 200' From Pt on said N ROW line 40'W of E line of SESE to
N7301W 136 70'W on curve left radius 1844 117.2 to PT. on N line of SESESE 185.5 E of
NW/C of SESESE, E254.5' to Pt 220'W of NE/C of SESESE, 841W 74.55 POB 25 6S 8E – 2510
W Main, Durant

Legal descriptions from County Assessors site

PHYSICAL ADDRESS:

**2502 West Main, Durant, OK
2510 West Main, Durant, OK**

Your request for approval from Oklahoma Gas & Electric to allow an expansion to be built within
underground electric lines, has been reviewed. OG&E does not object to the installation of the
above referenced expansion, provided you do the following:

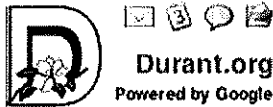
- 1.) Notify "Call-Okie" at 840-5032 at least 48 hours before digging to have all lines marked.
- 2.) Cannot build any structure over any OG&E facilities.
- 3.) No foundation shall be installed over any underground service line.
- 4.) Maintain a safe working distance of at least ten feet from any OG&E facility.
- 3.) OG&E would need to be reimbursed for any damage to its facilities.
- 4.) OG&E would not be held responsible for damaging a line, whether private or public.
- 5.) OG&E would need to be reimbursed ahead of time for the cost of relocating any facilities.

Please keep in mind, this letter does not give you permission for future encroachment in an
easement, without our prior knowledge and acceptance. Should local service be disrupted to any
OG&E customer because of work performed installing the structure, you and your contractors
will be responsible for any costs incurred by OG&E to restore service. If you have any questions,
or if I can provide you with any other information, please contact Jeremy Mullins at (580) 775-
3134.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jeremy Mullins".

Jeremy Mullens
Project Manager
mullenjl@oge.com



Audrey Hamilton <ahamilton@durant.org>

Fwd: 2502-2510 W. Main Street

1 message

Danielle O'Neal <doneal@durant.org>
To: Audrey Hamilton <ahamilton@durant.org>

Mon, Jun 27, 2022 at 10:25 AM

----- Forwarded message -----

From: **Steve Harriman** <steve@burkcollinscompany.com>
Date: Mon, Jun 27, 2022 at 8:58 AM
Subject: Fwd: 2502-2510 W. Main Street
To: Danielle O'Neal <doneal@durant.org>

Danielle,

Since requesting with them for a response since early June, this came in this morning.

Steve

Sent from my iPhone

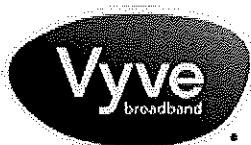
Begin forwarded message:

From: Jeff Beck <jeff.beck@vyvebb.com>
Date: June 27, 2022 at 8:23:28 AM CDT
To: Steve Harriman <steve@burkcollinscompany.com>
Subject: RE: 2502-2510 W. Main Street

Hi Steve,

We have no conflict with you proceeding with your project, provided the commercial power lines/poles that border the property on the east side of the property remain in place.

Thanks,



Jeff Beck

Director of Operations

Oklahoma and Arkansas

6/27/22, 10:26 AM

City of Durant Mail - Fwd: 2502-2510 W. Main Street

580-775-4131 (Mobile)

Jeff.Beck@Vyvebb.com

Vyve Broadband

1501 West Mississippi

Durant, OK 74701

VyveBroadband.com

From: Steve Harriman <steve@burkcollinscompany.com>

Sent: Saturday, June 25, 2022 10:55 PM

To: Jeff Beck <jeff.beck@vyvebb.com>

Subject: FW: 2502-2510 W. Main Street

* **Warning:** External sender. Think before you click. *

Jeff,

Any help you can provide me by Monday, June 27th, by furnishing the letter of no objection to our planned development in Durant would be much appreciated. I'm on a tight schedule, to say the least, with my submittals to the City of Durant.

Much thanks,

Steve

BURK COLLINS & CO., LTD.

Steve Harriman

Executive Vice President of Leasing & Finance

500 Grapevine Highway, Suite 224

Hurst, TX 76054

C: 817-781-2914

O: 817-268-5489

F: 817-268-2240

steve@burkcollinscompany.com

From: Steve Harriman
Sent: Friday, June 24, 2022 11:26 AM
To: Jeff.Beck@vyvebb.com
Subject: 2502-2510 W. Main Street

Jeff,

Here is a layout for your review.

BURK COLLINS & CO., LTD.

Steve Harriman

Executive Vice President of Leasing & Finance

500 Grapevine Highway, Suite 224

Hurst, TX 76054

C: 817-781-2914

O: 817-268-5489

F: 817-268-2240

steve@burkcollinscompany.com

From: Scanner <scanner@burkcollinscompany.com>
Sent: Friday, June 24, 2022 11:12 AM
To: Steve Harriman <steve@burkcollinscompany.com>
Subject: Attached Image

Disclaimer

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6/27/22, 10:26 AM

City of Durant Mail - Fwd: 2502-2510 W. Main Street

Danielle O'Neal
Community Development Director

City of Durant
300 W. Evergreen
Durant, OK 74701
Phone: (580) 931-6613

June 22, 2022

Durant Main Street Coffee LLC
Attention: Steve@BurkCollins Company.com
500 Grapevine Hwy Ste 224
Hurst, TX 75054

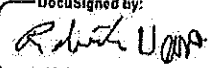
RE: Main Street & Radio Rd A399-25-06A-08E-4-036-00
2510 W. Main Street; Durant, OK

Dear Mr. Harriman,

We are aware of your planned development adjacent to our existing property currently leased by Chili's Bar & Grill. Based on the plan provide we do not have an objection to the site plan provide it has ample parking which would not effect our parcel. This letter does not authorize any type of cross parking easement with our tract. Please feel free to give us a call if you have any additional needs or requirement from the City of Durant.

Sincerely,

DocuSigned by:

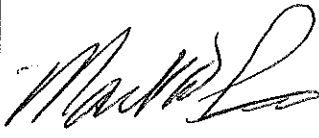


980K418677110480
Dale Neaves & Roberta Neaves Revocable Trust
Roberta Neaves, Trustee
5602 Stone Creek Drive
Durant, OK 74701

COMDEV REVOCABLE PERMIT SIGN OFF SHEET

Permit #: REVO2022-02

Address of Project: MAIN ST & RADIO RD

Department	Signature	Date	Notes
Com Dev Director Danielle O'Neal		7/5/22	parking requirements US, those in ROW
M&O Randy Cantrell		07-01-2022	No Comment
Streets Carl Meade		7-5-22	
Public Works Director Phillip Hightower	See att		
Fire Marshal			
Building Official Mark Pierce		7-5-22	Parking?
Engineer Brandon Wall		06/30/22	No Comments.

COMDEV REVOCABLE PERMIT SIGN OFF SHEET

Permit #: REVO2022-02

Address of Project: MAIN ST & RADIO RD

Department	Signature	Date	Notes
Com Dev Director Danielle O'Neal			
M&O Randy Cantrell			
Streets Carl Meade		7-5-22	
Public Works Director Phillip Hightower		6-29-22	
Fire Marshal			
Building Official Mark Pierce		7-5-22	Parking P
Engineer Brandon Wall	See att		

ORDINANCE NUMBER 1918

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF DURANT BY ADDING A NEW SUBCHAPTER PERTAINING TO REVOCABLE PERMITS; ESTABLISHING REGULATIONS FOR A REVOCABLE PERMIT AND SETTING A PERMIT FEE; AND DECLARING AN EMERGENCY

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

SECTION 1. Amending Title XV, Chapter 157 of the Durant Code of Ordinances by adding the following new sections.

§157.179 Revocable permit required.

No person shall erect or maintain any encroachment from that person's adjacent property, upon or over any street, alley, sidewalk or other public property without first obtaining a permit from the City Council in a manner set forth herein. As used herein, person shall indicate property owner including individual, corporation, limited liability company, partnership, or any other entity that owns real property.

(A) Application process.

An applicant for a revocable permit shall:

(1) File a written application therefor on forms furnished by the City that include the following: the date, the name of the applicant, the location of the proposed encroachment, including the legal description of the applicant's and record owner's adjacent property, engineering plans as required, and such other information as the City may deem necessary;

(2) A fee of three hundred dollars (\$300) will be assessed to permit applications requiring engineer plan review.

(3) Provide a copy of the recorded deed whereby the applicant establishes that he or she is the record owner of the adjacent property. All record owners of the property shall sign the application as well as the indemnification agreement described herein.

(B) Issuance of permit.

The City Council shall inspect or cause to be inspected the encroachment described in the application. If, in the sole judgment of the City Council, the issuance of a permit for the encroachment is in the best interest of the City, the City Council shall authorize the City Manager or his/her designee to issue the permit upon compliance with all other provisions hereof. No such permit shall be issued until approval by the City Council, verification of ownership, delivery of certificate of insurance, execution and recording of the indemnification agreement, and payment of the fee. The decision of the City Council shall be final and shall be based upon all circumstances surrounding the proposed encroachment. Circumstances to be considered by the City Council and the weight to be given to each shall be at the sole discretion of the City Council.

- (1) Non-permanent improvements/items located within the public right-of-way shall require approval of a revocable permit for non-permanent improvements/items to be installed by the property owner or tenant with property owner approval.
- (2) Such requests shall be evaluated based upon a standard of promoting public safety and the provision of accessible means of ingress and egress.

(C) Revocation of permit.

The City Council may revoke a permit issued under this section whenever the City Council, in its sole judgment, determines that such permit should be revoked. Such revocation may be on the grounds of public safety, public necessity, public good or any other cause which the City Council, in its sole judgment, determines to be applicable. The grounds for revocation of a permit under this section shall not be limited to the grounds set forth in this section.

(D) Notice of revocation.

Whenever the City Council revokes a permit under this section, and whenever an encroachment is constructed or maintained on or over any public property without obtaining a permit, the City Manager or his/her designee shall notify the record owner of the adjacent premises to remove such encroachment within such time as the City Council determines is reasonable under the circumstances.

(E) Removal by City.

If the record owner fails to comply with the order to remove the encroachment, the City Council may cause the encroachment to be removed and charge the costs thereof, plus up to fifteen percent (15%) of such costs for administration, to the record owners of the adjacent property. If any record owner fails or refuses to pay, when due, any charges imposed under this Section, the City Council may, in addition to taking other collection remedies, certify any unpaid charges, including interest, to the County Treasurer, to be levied against the adjacent property for collection by the County in the same manner as delinquent general taxes upon such adjacent property are collected.

(F) Nuisance declared.

The City Council hereby declares that the construction or maintenance of an encroachment upon or over any public property within the City, without obtaining a permit as required under this section, constitutes a public nuisance.

SECTION 2.

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 by the Mayor and City Council of the City of Durant this 29th day of October, 2020.



ODEN GRUBE, MAYOR
CITY OF DURANT, OKLAHOMA

ATTEST:



CYNTHIA J. PRICE
CITY CLERK





The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Danielle O'Neal
Lisa Taylor, Director
Re: Discussion, Consideration and Possible Action on Ordinance O-2022-17, Adding Chapter 114: Film and Video Production to the Durant Code of Ordinances
(1) Ordinance O-2022-17. Sections 1-2.
(2) Ordinance O-2022-17. Section 3. (Emergency Clause)

Request: Discussion, Consideration and Possible Action on Ordinance O-2022-17, Adding Chapter 114: Film and Video Production to the Durant Code of Ordinances.

Background: Staff is currently working with the Chamber of Commerce to explore the idea of being designated Film Friendly within the State of Oklahoma by the Oklahoma Film & Music Office. By becoming film friendly, the City of Durant would be featured on the Oklahoma Film and Music Office's website. This website is where various film and music productions will go to research communities that will fit their productions. A part of this process includes creating and establishing a film permit. Staff began researching and talking with other communities that have already become film friendly and those that have had films completed within their communities. Staff also met with other department heads to listen to any concerns or thoughts they had regarding the film permit process.

Analysis: Staff has created an ordinance and permit that keeps public health, safety and welfare in the forefront. The permit will be reviewed by all appropriate departments and approved by the City Manager or his or her designee. Should the production need assistance from City staff, the production would be required to pay for that expense. Staff did not want to have a permit fee at this point in time.

Staff Recommendation: Staff recommends approval of Ordinance O-2022-17.

Required Action: Hear the item and approve or deny Ordinance O-2022-17. Any specific conditions imposed by the Council should be read into any approval motion.

Council Information / Action Requested

Staff recommends approval of Ordinance O-2022-17.

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

City Clerk
Community Development
Economic Development

ATTACHMENTS:

1. Ordinance O-2022-17 Chapter 114
2. City of Durant film permit
3. Oklahoma-Film-Friendly-Community-Guide-2020-PRINT-1

ORDINANCE NO. O-2022-17

AN ORDINANCE ADDING CHAPTER 114: FILM AND VIDEO PRODUCTION TO THE DURANT CODE OF ORDINANCES AND DECLARING AN EMERGENCY

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

SECTION 1. Adding Chapter 114: Film and Video Production to the Durant Code of Ordinances to read as described below:

114.01 PURPOSE.

The purpose of this chapter is to regulate filming activity within the City of Durant in order to protect the public health, safety and welfare.

114.02 DEFINITIONS.

The following definitions shall apply for purposes of this article:

- (a) *City Manager* shall mean the City Manager of the City of Durant or his or her designee.
- (b) *Chief of Police* shall mean the Chief of Police of the City of Durant or his or her designee.
- (c) *City* shall mean the City of Durant.
- (d) *News Purposes* shall mean filming or videotaping of news events for television news casting by reporters, photographers or camerapersons employed by a newspaper, news service or similar entity where the event is not preplanned, and the film or tape is broadcast within 24 hours of the event, not including magazine or documentary programs.
- (e) *Filming Activity* shall mean the staging, shooting, filming, videotaping or other similar processes conducted for the making of motion pictures, television programs, commercials, music videos and commercial and non-theatrical film productions that will take place on publicly owned land and within the Right-Of-Way as well as anticipating the need for city services.
- (f) *Studio* shall mean a fixed place of business where filming activities are regularly conducted upon the premises.
- (g) *Film Permit* shall mean written authorization from the City of Durant to conduct the filming activity outlined in the permit.

114.03 PERMIT REQUIRED.

Except as otherwise provided in Section 114.04, it shall be unlawful without a film permit from the City for any person to engage in filming activity as defined in Section 114.02 at any place within the City, other than an established studio as defined in Section 114.02 or within an enclosed structure or building.

114.04 EXCEPTIONS.

The provisions of this chapter shall not apply to:

- (a) Noncommercial filming or videotaping activities conducted solely for private or family use;
- (b) Filming or videotaping activities conducted for use in a criminal investigation or civil or criminal court proceeding;
- (c) Filming or videotaping activities conducted for news purposes as defined in Section 114.02;
- (d) Filming or videotaping activities conducted for education, government and public access and local origination programs for cable television systems franchised within the City;
- (e) Any activity deemed to be in the public interest by the City Manager.

Nothing in this chapter shall limit the right of the City to suspend filming or videotaping activities excepted herein when found necessary for the protection of the public health, safety, or general welfare. Including when such filming activity poses an immediate hazard to person and/or property.

114.05 PERMIT APPLICATION.

The City of Durant shall develop an appropriate application form and furnish it to anyone who desires a film permit. An application must be filed with the City of Durant at least fifteen (15) days prior to the date on which the filming activity is proposed. Upon a showing of good cause, applications that are filed after the deadline shall be considered if there is sufficient time to process and investigate the application and for City staff to prepare for the filming activity, as determined by the City Manager.

114.06 APPLICATION REVIEW AND PERMIT CONDITIONS.

- (a) Before granting a film permit, the City Manager or his/her designee shall review the application and determine that the proposed filming or videotaping will not unreasonably interfere with the public health, safety, and general welfare, or unreasonably endanger any property. Appropriate City departments shall review the application and make comments as well. In granting a film permit, any reasonable conditions may be imposed as necessary to protect public health, safety, and general welfare, or property. Factors that may be taken into consideration in granting and conditioning a permit include but are not limited to noise, traffic, congestion, traffic hazards, fire hazards, environmental problems, interference with street maintenance work and whether the proposed activity would violate federal, state or local law.
- (b) Conditions which may be attached to the film permit may include but are not limited to the following:
 - (1) Requirements regarding the presence of City employees, such as police officers, at the permittee's expense;
 - (2) Requirements regarding traffic control, such as the placement of traffic control devices and signs at the permittee's expense;
 - (3) Requirements regarding cleanup and restoration of property used in the filming activity;
 - (4) Restrictions regarding the use of firearms and noise-creating or hazardous devices;
 - (5) Restrictions regarding stunts involving pyrotechnics, vehicle crashes and other hazardous materials and/or activity;
 - (6) Requirements regarding the time of the filming activity;
 - (7) Requirements regarding notification to nearby businesses and/or residences.

114.07 FEES.

The fee for permits issued pursuant to this ordinance shall be established from time to time by resolution of the City Council. The applicant shall pay such fee upon filing an application for a permit. An amount representing the cost of reimbursement of City personnel and other costs required for the filming activity shall be paid at time of permit issuance.

114.08 INSURANCE.

The applicant shall provide the City with evidence of insurance for general liability and covering any liability of the permittee, permittee's lessees, the City of Durant and their/its officers, employees and agents arising out of the filming activity. The insurance policy shall be in an amount not less than one million dollars (\$1,000,000.00) or such higher amount as determined by the City Manager in consultation with the City Attorney. The insurance policy shall be necessary to protect the City against foreseeable risks of bodily and personal injury liability and property damage arising from insurance coverage in a form and manner that is satisfactory in all respects to the City Attorney prior to the start of the filming activity.

114.09 INDEMNIFICATION AND LIABILITY.

The permittee shall hold harmless, indemnify, and defend the City of Durant and its officers, employees and agents from and against any and all losses, claims or judgements for damage to any person or property arising from the filming activity or issuance of the film permit.

114.10 PERMIT REVOCATION.

The City Manager may revoke the film permit if the permittee, or any agents, employees, volunteers or contractors of the permittee fail to comply with the permit conditions and requirements, or if it is determined after issuance that the permit application is materially false. The City Manager shall provide the permittee with grounds for revocation in writing within a reasonable time of revocation.

114.11 PERMIT SUSPENSION.

Any permit issued pursuant to the terms of this ordinance shall be subject to the immediate suspension by the City if it is found necessary for the protection of the public health, safety, or general welfare. A Durant police officer assigned to police the filming activity site may suspend the film permit when the filming activity poses an immediate hazard to persons and/or property, and the location manager will not, or cannot prevent the hazard after being instructed to do so by the officer.

114.12 APPEALS.

The permit applicant or permittee may appeal a permit denial, revocation, suspension or refusal to waive a deadline set forth in this ordinance. The appeal shall be filed in the City Clerk's office no later than five (5) business days after the date notice of the decision is given. The appeal shall be heard by the City Council no later than fifteen (15) business days after the appeal is filed. A decision shall be rendered no later than ten (10) business days after the appeal hearing. The decision of the City Council shall be final.

114.13 PENALTY.

SECTION 2. REPEALER CLAUSE.

All Ordinances or portions of ordinances in conflict with this Ordinance, or inconsistent with the regulations of this Ordinance, are hereby repealed to the extent necessary to give this Ordinance full force and effect.

SECTION 3. EMERGENCY CLAUSE.

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 by the Mayor and City Council of the City of Durant this 14th day of June, 2022.

Oden Grube, Mayor
City Of Durant, Oklahoma

ATTEST:

Cynthia J. Price, City Clerk



City of Durant
Film and Production Application

Background: In 2022, the Durant City Council adopted and approved Ordinance O-2022-17 as a means to enhance and assist film, music, television production endeavors within the city limits. Any city assistance that may be approved shall be for a limited period of time as specified by the city and must be included on the application. However, in no event shall any city assistance extend beyond thirty calendar days for any single production project.

In addition, the Durant Area Chamber of Commerce office may be able to assist in location scouting, finding office space, parking, storage, and other needs. They also may be able to provide assistance in casting calls and other press releases through their media contacts and social media. For more information: Contact the Durant Area Chamber of Commerce Office at (580) 924-0848.

Disclaimer: Unless otherwise indicated, the viewpoints, opinions, beliefs, attitudes, ideas or the like expressed during the creative process and product, broadcasted by any means are those of the production team, promoters, and or performers and do not represent those of the City of Durant, its boards, trusts, committees, officers or agents. The subject matter and content of product and promotion are not endorsed or sanctioned by the City of Durant, its boards, trusts, committees, officers or agents, except to the extent the city sponsors or co-sponsors the production and its broadcast. The City of Durant's seal shall not be used without specific authorization.

For information regarding the Film & Video Production Application, please contact the City of Durant Community Development:

300 W. Evergreen
Durant, OK 74701
(580) 931-6613



Film & Video Production Application Form
Retrun to City of Durant Community Development
300 W. Evergreen – Durant, OK 74701
(580) 931-6613 / comdev@durant.org

Application Received _____

Production Company Contact Information (please print):

Project Title _____

Company Name _____

Location/ Production Manager _____

Email _____

Telephone _____ Alt. Phone _____

Type of Film/ Recording Project (check all that apply):

Student	☐	Music Video	☐	Commercial	☐	Television Show	☐
PSA	☐	Documentary	☐	Organizational Use	☐	Sound Only	☐
Professional Film/ Indie	☐	Full Length Feature	☐	Personal Use	☐	Remote Recording	☐

Other type (please explain) _____

Is this project for a client? [☐] YES [☐] NO

Name of Client: _____

Is this production being held in conjunction with an event already approved through the Special Event Permit? [☐] YES [☐] NO

Status of Special Event Permit _____

Total Production Budget _____

Total Personnel _____ # Production Days _____ # Hotel Nights _____

Requested Locations (use additional sheets of paper if necessary)

Location (description & address)	Date(s)	Time In	Time Out

Type of Assistance being requested from the City of Durant (check all that apply and explain further on page 3):

Use of city buildings or land	
Street closures	
Sidewalks	
Parking lot/spaces	
Alleys	
Intermittent traffic control	
Other:	

Could any of the following be in use during filming (check all that apply and explain further on page 3):

Vehicle chases		Explosions	
Fire		Animals (type & number)	
Firearms/weapons		Night shoots	
Staged fighting		Heavy equipment	
Loud arguments		Nudity	
Youth(s) (18 years or younger)		Sound amplification equipment	
Flyovers (drone/airplane/helicopter)		Other:	

Do you have liability insurance? [] YES

For the amount required, review the City of Durant Code, O-2022-17, not less than \$1,000,000.00 needed. List certificate holder as the City of Durant, 300 W. Evergreen, Durant, OK 74701. Certificate copy needs to be provided to our offices with this permit application.

Is a copy of the script available for review if needed? [] YES [] NO [] N/A

Vehicle(s) in use or parked at site location(s) if known (use additional sheet of paper if needed):

Vehicle Description	State & Tag Number

USA / Drone information (use additional sheet of paper if needed):

Description, Weight, Section 333, & FAA Certificate of Waiver or Authorization	Model & Serial Number

Provide summary of any assistance being requested from the City of Durant (from pages 1 & 2) and explain content being used during the filming. If no assistance is needed, please state that as well (use additional sheet of paper if needed):

Attachments: [] YES [] NO _____ (Staff Initials & Date)

_____ General Location Release

_____ Other, list:_____

Application Comments and Review Outcome

Department	Approved Yes / No	Initials	Date	Estimated Support Value & Comments
Chief of Police				
Fire Chief				
Public Works Director				
Streets Manager				
Parks & Recreation Manager				
Airport Manager				
Community Development Director				
Public Information Officer				
City Clerk				

CITY MANAGER (Based on support requested by production & reviews):

Signature & Comments: _____ Permit awarded on _____ (Date) Support awarded on _____ (Date) Permit declined on _____ (Date) Support declined on _____ (Date) Organization notified on _____ (Date) Reasons for denial will be included in email notification.
--



JOIN THE **ACTION** IN OKLAHOMA: FILM FRIENDLY COMMUNITY GUIDE





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WELCOME LETTER

Dear Oklahoma Community Partners,

On behalf of the Oklahoma Film + Music Office (OF+MO), I would like to welcome you to participate in our Oklahoma Film Friendly Community Program and invite you to become a certified community. Whether you have previously hosted film or television productions or you're just now interested in getting started, there's a place for your community to join the action in Oklahoma's film and television industry!

Since our office was founded in 1979, we rely on the expertise of our locals throughout the state to assist our office in showcasing our diverse locations and distinct cultural offerings while consistently delivering the heartland hospitality our state is known for. After all, Oklahomans believe we are stronger together, so get ready - it's your time to shine!

Through the Oklahoma Film Friendly Community Program, our office will provide the necessary toolkit you'll need to be equipped to best serve both your community as well as the corresponding needs of film and television productions within your areas. The materials provided in this program will allow you to learn more about the benefits and impact of film and television productions in Oklahoma with expanded insight on how to best showcase your unique community with guidance on film etiquette, location agreements, permitting, photography and tracking the economic impact of film and television in your own communities!

By becoming certified, you are telling the entertainment industry that you value their creative and logistical needs, understand the positive impact their business can bring to your community, and are standing by to assist them. There is no better time than now to promote the assets in your community, as our industry is experiencing more film and television business than ever before in our state's history as we become a top entertainment center for business in the U.S.

Many of you know Yousef Kazemi, our Outreach and Production Manager, who will be your point-of-contact as we launch this unique and timely program. My entire team and I look forward to the opportunity to work with you, as our valued partner.

Best regards,



Tava Maloy Sofsky

Director

Oklahoma Film + Music Office
Tava.Sofsky@TravelOK.com

THE BENEFITS OF THE OKLAHOMA FILM + TELEVISION INDUSTRY

RIGHT now is an incredible time to be part of Oklahoma's growing film industry. The Oklahoma Film + Music Office (OF+MO) is working to ensure Oklahomans across the state can participate in and engage with the opportunities that film production brings when filming on-location. If you've decided your community is ready to join the action, the next step becomes the task of getting filmmakers to your area. With the Oklahoma Film Friendly Community Program, we invite you to be part of a statewide network of locations that films love to use for several reasons. Below, we've included some talking points that you can use to highlight what makes filming in Oklahoma and your community so beneficial for film productions.

LOCATIONS

What do film and real estate have in common? Location, location, location! Oklahoma is one of the most diverse states in terms of landscapes, with almost 70,000 square miles of land that varies from mountains to sand dunes, hardwood forests and prairies, spread among its 12 eco-regions. Highlight the unique locations that make your community special, whether it's your local landscape, a historic building, or a thriving Main Street. Film productions look for diversity in locations so that they're able to film multiple sets in one area. If your community can double as the quintessential 1950's small town, America or a landscape in Europe, use that to your advantage and let filmmakers know what you can do to help their vision come to life in your community.

INDUSTRY INFRASTRUCTURE

It takes a village to make a movie. Film productions use many different businesses during the production process, and letting productions know what's available in your community can help increase their presence in your area. If there's a green screen, recording studio, antique store, carpentry business or film school in your community, have that information ready to go. Knowing what businesses are film-friendly ready in your area can help attract productions as well as direct their dollars into small businesses in your community. Not sure where to start? See what businesses may have already registered in the Support Services section of our Production Directory (okfilmmusic.org/productiondirectory) and encourage other businesses to register as well.



SKILLED WORKFORCE

Oklahoma's incredible workforce features experienced, professional cast and crew members. Thousands of jobs are created each year as part of the film industry, not including the work that support services provide as a part of the Oklahoma film infrastructure. Much like our Support Service directory, we have a statewide Crew directory that can direct filmmakers to available crew in specific areas. Visit the Crew section of our Production Directory (okfilmmusic.org/productiondirectory) to browse who may already be registered in your community. Encourage skilled workers in your community to register, as it takes make-up artists, composers, chefs, tailors and more to make a movie! A complete list of related film jobs and descriptions can be found beginning in the Film Definitions section on page 32 of this handbook.

FILM INCENTIVES

The Oklahoma Film Enhancement Rebate Program offers one of the highest base rebate percentages in the nation at 35%. An additional 2% can be obtained by utilizing Oklahoma music recorded in the state, and with a low minimum spend of only \$50K (at least \$25K of which must be local spend), even small independent films will find the Oklahoma incentive easily accessible. There are no caps for how much a single project may obtain in rebates, but the program has an annual cap of \$8 million.

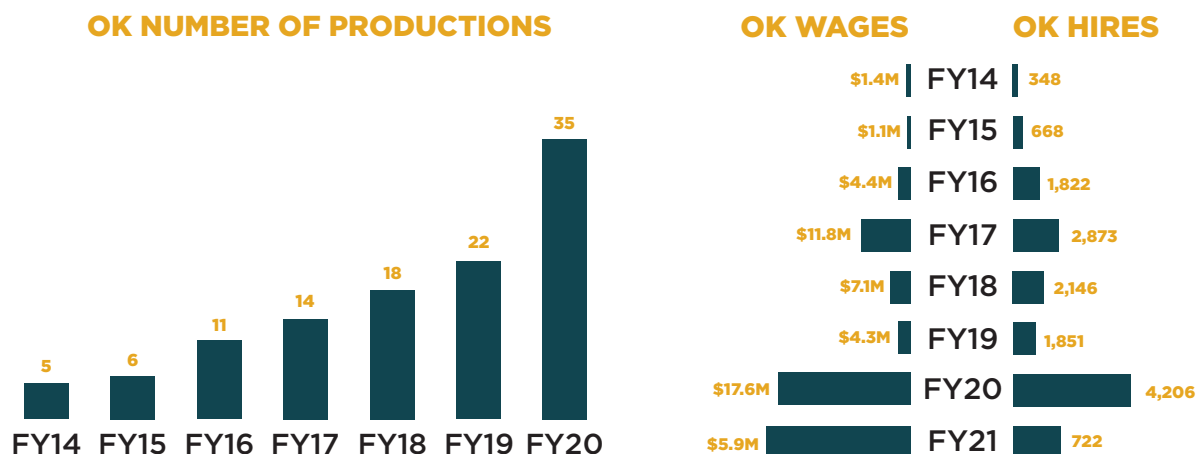
Visit okfilmmusic.org/incentives for more information on the Oklahoma Film Enhancement Rebate Program.

ECONOMIC IMPACT OF FILM/TV

IN an industry that relies on the dependability of state government and local support to establish its business, Oklahoma has proven its steadfast commitment to film and television. The Oklahoma Film Enhancement Rebate Program remains one of the strongest competitive film programs in the nation, and is the foundation for both the current and future development of the state's film, television and music industries.

Since the renewal of the Oklahoma Film Enhancement Rebate Program, which extended its sunset date until 2027, Oklahoma's film and television industry has seen an increased growth in production, setting a record most recently in 2019 with 39 film and television projects produced in our state utilizing the program.

The rebate program itself operates on the Fiscal Year (FY) calendar, which saw FY19 (July 1, 2018 – June 30, 2019), accounting for 22 film and television productions shot in Oklahoma utilizing the state's rebate program. This number has increased every year since FY14, and the number of films in FY20 is projected to reach almost 40. The economic impact of the 22 films that shot in FY19 amounts to \$9.3 million spent in Oklahoma, with \$4.3 million of that money being paid to Oklahoma film industry workers.



From FY11-FY19, the Oklahoma Film Enhancement Rebate Program incentivized films to spend over \$106 million in state. The Oklahoma spend for the years FY20-FY21 is projected to be over \$153 million. This industry is thriving, with more and larger films choosing to film in Oklahoma every year. The impact has the potential to grow small businesses across the state, as the film industry has incredible reach into other sectors of business. Hair stylists, accountants, truck drivers, hotels, carpenters, tailors, restaurants, and many more businesses have the potential to benefit from film productions using their communities as set locations.

Current information on the economic impact of film and television production in Oklahoma as well as a history of the Oklahoma Film Enhancement Rebate Program can be found on our website at okfilmmusic.org/economicimpact.

REEL FACTS ABOUT OKLAHOMA'S FILM +TV INDUSTRY



BEHIND THE SCENES OF "GREAT PLAINS"
PHOTO CREDIT: ZACHARY BURNS

- Oklahoma set a record in 2019 with 39 film and television projects produced in our state utilizing the Oklahoma Film Enhancement Rebate Program administered by OF+MO.
- In 2019, over 52 different communities served as location sites and were impacted by film and television productions in Oklahoma.
- Oklahoma City, Oklahoma was named one of MovieMaker Magazine's Top 13 Places to Live and Work as A Filmmaker (Big Cities) in 2019.
- While OF+MO remains the only government agency statewide to offer a film incentive program, the state has seen the creation of two additional film offices who support production in their respective cities and regions - the Tulsa Office of Film, Music, Arts and Culture (TFMAC), a division of Tulsa Regional Tourism; and the Cherokee Nation Film Office.
- Oklahoma offers over 30 film festivals, including the top-rated deadCenter Film Festival, which annually attracts over 25,000 attendees.
- Oklahoma has over 40 recording studios, including the state-of-the-art facilities around the state where several film productions have utilized the additional music incentive offered by the Oklahoma Film Enhancement Rebate Program to record their project's soundtrack or score with Oklahoma musicians and talent.
- Oklahoma has the longest stretch of drivable Route 66 miles in the United States.
- With 12 distinct eco-regions, Oklahoma has the most diverse terrain per miles in the United States.
- Oklahoma has 55,646 miles of shoreline - more than the Atlantic & Gulf Coasts combined.
- Oklahoma City and Tulsa have been named Top 20 Cities for lowest cost of living.
- Oklahoma has over 145 universities, community colleges and trade schools with new academic programs and curriculum solely focused on film production and training.

Visit page 8 of the Oklahoma Look Book (okfilmmusic.org/oklahomalookbook) for more cultural, natural and business statistics.



A CASE STUDY OF THE OKLAHOMA FILM “I CAN ONLY IMAGINE”

“I Can Only Imagine” tells the story behind the multi-platinum song of the same name, which found an audience with both pop and Christian fans everywhere. **The song was inspired by the true story of MercyMe lead singer Bart Millard whose life is explored on film.** Directed by brothers Jon and Andrew Erwin and filmed entirely in Oklahoma, “I Can Only Imagine” features an all-star cast, including Dennis Quaid (“The Day After Tomorrow”), Academy Award-winner Cloris Leachman (“Young Frankenstein”), country singer/actor Trace Adkins, and in his screen-debut, Broadway’s J. Michael Finley (“Les Miserables”).

After qualifying for the Oklahoma Film Enhancement Rebate Program, principal photography began on November 30, 2016, and concluded on February 3, 2017. **The film created more than 340 local jobs throughout the production’s nearly 270-day duration in Oklahoma, which included pre-production, production and post-production.** “I Can Only Imagine” was filmed throughout the communities of Oklahoma City, Jones, El Reno, Yukon, Del City, Bethany and Quartz Mountain with a direct in-state spend totaling over \$4 million.

THE SONG THAT STARTED IT ALL

- In April 2010, “I Can Only Imagine” was certified platinum by the Recording Industry Association of America (RIAA), signifying sales of over 1,000,000 digital downloads.
- It is the first single by any artist in the Christian music genre to go platinum. The song was certified 2x platinum in 2014.
- “I Can Only Imagine” earned two Gospel Music Association (GMA) Dove Awards in 2002; ‘Pop/Contemporary Recorded Song of the Year’ and ‘Song of the Year’.
- Millard also won “Songwriter of the Year” at the same ceremony.
- In November 2009, the song was played on board Space Shuttle Atlantis as a wake-up call for Barry E. Willmore during STS-129.
- Named Oklahoma’s state inspirational song in April 2018.



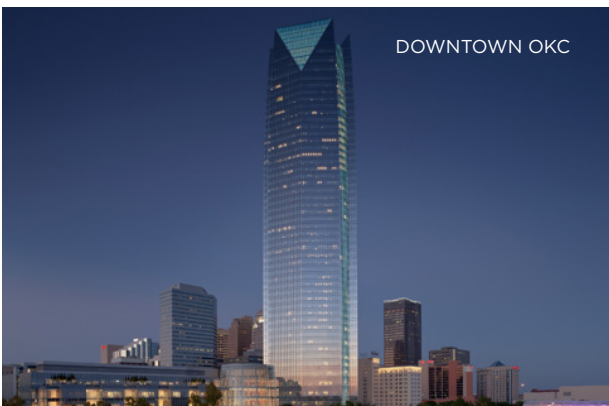
LOCATIONS FOR “I CAN ONLY IMAGINE”



“The majority of ‘I Can Only Imagine’ was shot throughout Oklahoma, including the Centennial Rodeo Opry, OKC Farmers Public Market and a farm in Yukon. Oklahoma was such a fit for the production that when Finely recorded the songs for ‘I Can Only Imagine’ inside **Del City’s Castle Row Studios**, the new studio ended up becoming a filming location too.” [NewsOK]

“I don’t think at the time they realized how much Oklahoma was a presence in everything we did, so I was excited that if it couldn’t be Greenville, Texas, then Oklahoma was the next best thing because MercyMe started there, and most of our formative years came out of that season being in **Oklahoma City**, just trying to survive.”

– Bart Millard, co-director



“I’ve never felt as embraced by a state as a filmmaker and a city as **Oklahoma City**. There’s something really magical about this state. The people are great, the crews are great, and the incentive is well-structured for a film like ours.”

–Jon Erwin, co-writer/co-director

ECONOMIC IMPACT OF “I CAN ONLY IMAGINE”

Despite the film’s ties to Oklahoma, “I Can Only Imagine” would not have been made in the state without the incentives afforded by the Oklahoma Film Enhancement Rebate Program. The film, which was shot entirely in Oklahoma, spent \$4,300,475 in Oklahoma and received a 37% rebate in the amount of \$1,591,176.

\$4.3 MILLION DIRECT OKLAHOMA SPEND

\$2,538,004 QUALIFYING WAGES PAID

82% LOCAL CAST & CREW



18% NON-LOCAL CAST & CREW



13,000 PEOPLE RESPONDED TO CALL FOR LOCAL EXTRAS

IN-STATE SPEND 64%
OUT-OF-STATE SPEND 36%



83
DAYS OF FILMING

\$146,771
SPENT ON FOOD + CATERING

\$200,775
SPENT ON TRANSPORTATION

\$222,786
SPENT ON LODGING + ACCOMMODATIONS

\$384,041
SPENT ON EQUIPMENT RENTAL

\$22,200
SPENT ON OKLAHOMA MUSIC

349
OKLAHOMA CAST + CREW HIRED

2334
ROOM NIGHTS BOOKED



“I CAN ONLY IMAGINE” THEATRICAL RELEASE

Distributed by Lionsgate and Roadside Attractions, ***the Oklahoma made film shattered box office expectations bringing in \$17.1 million during its opening weekend*** in theatres across North America.

The film took in an estimated \$17,064,640 for a ***per screen average of \$10,475 from 1,629 locations in North America***. The film received an A+ CinemaScore with an audience that was 67% female and 80% over 35. ***[Roadside Attractions release]***

“I Can Only Imagine” received ***130 million trailer views prior to its release***, an indication that the film would over perform. ***[Variety]***

The film also ranked as the ***#1 independent film in America upon its release and marked Roadside Attraction’s highest theatrical debut ever***.

Not only did the film earn a rare ***A+ CinemaScore*** from audiences who saw it and were asked to rate the movie on its first weekend, but also ***79% said they were planning on seeing it again. [Tulsa World]***

The film continued to attain a wide release, ***showing in 2,894 theatres and grossing over \$83,482,352***. It is currently ranked the ***5th highest grossing Music Biopic and 3rd highest grossing Christian film to date***.

2,894 THEATRES

\$83.4+ MILLION BOX OFFICES SALES

130 MILLION TRAILER VIEWS



ABOUT THE OKLAHOMA FILM FRIENDLY COMMUNITY PROGRAM

A division of the Oklahoma Tourism and Recreation Department, the Oklahoma Film + Music Office (OF+MO) first implemented its Film Friendly Program in 2010 hosting statewide workshops across all Tourism Countries to educate and assist communities with readying themselves for incoming film and television productions. These workshops have proven to be successful in providing information on best practices when working with film and television productions as well as identifying Oklahoma communities who are eager to recruit such business to their areas.

While we're proud to continue offering our educational workshops throughout the state, our new Oklahoma Film Friendly Community Program will help communities develop the necessary permits and protocol to address film and television production in their areas. It is our goal to establish certified film-friendly communities in all 77 Oklahoma counties that can assist film and television production companies on a local level, so that everyone who chooses may be represented in this booming industry. As such, these certified communities will work with OF+MO and their city leadership to establish a designated film liaison in their areas, as well as infrastructure and permits, which will better serve their areas and the film industry for years to come.

Those interested in receiving official designation from OF+MO as a certified Oklahoma Film Friendly Community may apply by contacting the office after reviewing the requirements detailed in this handbook.

Interested parties can also request a Film Friendly Community workshop by contacting Yousef Kazemi, Outreach + Production Manager, at Yousef.Kazemi@TravelOK.com.

All communities, regardless of their choice to seek official certification, are invited to submit information on their areas for the expanded statewide community profiles on our website. We would love to know what makes your area unique and what you can offer filmmakers by completing our survey found at okfilmmusic.org/film-community-survey.

Please follow us on social media (@okfilmmusic) or subscribe to our e-blasts and monthly newsletter for more information on upcoming OF+MO events and when we may be in your community at okfilmmusic.org/subscribe.

A woman wearing a cap and a vest is operating a professional video camera on a film set. The background is slightly blurred, showing other people and equipment. The text 'CERTIFYING YOUR FILM FRIENDLY COMMUNITY' is overlaid in large, white, outlined letters on the right side of the image.

CERTIFYING YOUR FILM FRIENDLY COMMUNITY

BEHIND THE SCENES OF "HOSEA"
PHOTO CREDIT: ZACHARY BURNS

STEP ONE: DESIGNATING YOUR COMMUNITY'S FILM FRIENDLY LIAISON

THE first step to becoming an OF+MO certified Film Friendly Community is establishing a designated liaison (point of contact) for your city or town. The best liaisons are often those who are enthusiastic, responsive and have a comprehensive knowledge of your area, including key relationships with city and community leaders. Having prior film and television experience is a plus, but is not required and should not supersede the aforementioned skillsets.

OF+MO requires that your Film Friendly Community Liaison already be working for the city, town or county in an official capacity such as with a Chamber of Commerce, CVB, tourism office, economic development office or city manager/leadership office.

Liaisons with such affiliations are more likely suited to:

- Establish connections with other city/county employees (police, fire, permitting, etc.).
- Resolve local production issues, should they arise.
- Help productions maximize their resources by establishing relationships with local entities (i.e. group hotel rates, catering, etc.).
- Enable a smooth transition when current liaisons vacate their positions.

While our office only establishes one liaison per Film Friendly Community, we strongly encourage partnerships within your area as your designated liaison may benefit from additional support, including local photographers, historians or other community members who can enhance your liaison's knowledge of what your area can offer.



STEP TWO: SHOWCASING YOUR COMMUNITY'S LOCATIONS

From the rolling plains and lush forests to rushing waters and sandy dunes, filmmakers are drawn to Oklahoma's picturesque beauty spread among its 12 eco-regions. As such, the Oklahoma Film + Music Office annually receives a high volume of locations requests from a variety of film and television productions. In some cases, these films have scripts set in Oklahoma, but more often than not, filmmakers are trying to double the state for other parts of the country or world. With this in mind, the demand is high to find a number of different location types, both scenic and practical, among our statewide communities.

Each OF+MO certified Film Friendly Community should have at least 12 locations submitted in the Oklahoma Locations Directory, housed on our official website at okfilmmusic.org/locationsdirectory.

The Oklahoma Locations Database features online photo galleries of thousands of different statewide locations, which visually showcase the state's history, architecture, diversity and more. It is the most frequent first stop for filmmakers considering production in Oklahoma, and it is the fastest, most efficient way for our office to visually market what we can offer to film and television productions.

All designated Film Friendly Community Liaisons will be assigned a unique login to this system by OF+MO, and each liaison is responsible for uploading their location photos, managing their location inventory and keeping their locations information up to date.

Having a location listed in the directory is not a guarantee of availability for filming as we recognize those requests must be evaluated on an individual basis, however, all listed locations should be amiable to the idea of filming and all liaisons should have permission from the owners of locations to be featured in the database before submitting them for inclusion in the Oklahoma Locations Directory. Owners of privately owned locations (such as homes) should also note that their contact information will not be published publicly as we will require any productions with interest in their locations to first submit initial information to our office or the designated liaison who will first vet the request before contacting the location owner.

More information on this topic can be found in the Photographing Locations section on page 22 of this handbook.



STILL FROM "BRAKING FOR WHALES"
📍 BLUE WHALE
CATOOSA, OKLAHOMA

STEP THREE: CREATING/ESTABLISHING A FILM PERMIT

Oklahoma attracts a variety of film and television production types with varying degrees of community impact. Larger productions such as studio or independent film/television production may require more assistance from your city and community leadership than say a reality series or short film project. In any event, one thing all of these projects should have in common is written permission to film in your area. This is why the third requirement for all OF+MO certified Film Friendly Communities is an established permit approved by your city leadership and/or Film Friendly Community Liaison for film and television requests.

Having a film permit will help bring crucial infrastructure and process to your city, which will better serve your community as Oklahoma's film and television industry continues to grow. For example, larger film productions may wish to close a street a certain time, change signage on buildings or bring a large number of production vehicles or extras to a city business or residential area. This may require additional permissions from the police or fire chief, city manager or parks department. Smaller productions such as docu-series may simply want to get b-roll (scenic imagery) of your downtown or parks without interrupting day-to-day activities.

Each filming request will likely be different than the next, however, having a baseline will create a system that will ensure an efficiently run process for all parties involved as we seek to create a smooth process for all.

A locations permit will not only provide a method to record all logistical intake information, but also additional details related to production insurance, location fees (if applicable) and more. In some cases, a production may also have a locations agreement in which they want a representative from the city to sign-off/authenticate. This is industry standard and should be reviewed by the city's legal department before signing.

Examples of location permits can be found on the Oklahoma Film Friendly Community Program page of our website.



COMMUNICATIONS

AS an officially certified Oklahoma Film Friendly Community, OF+MO will keep in close contact with our designated Liaisons regarding all upcoming film and television productions that may impact their areas. Our communications with you will include many opportunities to work with OF+MO to market your area's resources as it relates to location requests for potential projects, which we're actively working to recruit to Oklahoma. As your community's designated Liaison, please keep in mind your contact information will be published on your corresponding community's profile on our website, and as such, there may be instances where a production contacts you directly for locations assistance or information related to their film or television production. You're welcome to verify any such production requests with our office, however, please stay as actively engaged as possible with the production in respect to the time sensitive nature often associated with their requests as they may be considering multiple communities or states during their selection process. More specific information regarding potential projects and the development phase of production as it relates to locations and marketing will be discussed in the Film 101: The Production Process from Script to Screen section on page 18.

AT YOUR FINGERTIPS

Instantly access the Oklahoma Production, Locations and Music Directories with the OKLAHOMA FILM + MUSIC OFFICE APP to explore and connect with Oklahoma's talented crew, accommodating support services, diverse locations and legendary musicians. For more information, visit the iTunes Store.

CONNECT WITH OF+MO

YOUSEF KAZEMI

Outreach + Production Manager
Yousef.Kazemi@TravelOK.com

okfilmmusic.org
1-800-766-3456



@okfilmmusic | #OkieFilm



HEALTH + SAFETY

THE Oklahoma Film + Music Office (OF+MO) believes the highest priority to maintain our state's film and television industry is the safety of Oklahoma's filmmakers, crew members, talent, vendors, location owners and communities.

Amid the current COVID-19 Pandemic, OF+MO has updated its website to reflect current health and safety information from national and local industry organizations. We've also published our own "Considerations for Oklahoma Filmmaking During COVID-19" outlining suggestions for continued film and television production at this time. These considerations are not exhaustive nor comprehensive in scope. Guilds, unions, companies, studios, local, state and federal guidelines may be more comprehensive and restrictive in nature.

Please communicate with our office any new guidelines in place within your own community that may impact film and television production as we strive to keep everyone informed as it relates to the health and safety of all parties moving forward.

Visit okfilmmusic.org/reopeningoklahoma for these resources.

FILM 101: THE PRODUCTION PROCESS FROM SCRIPT TO SCREEN

BEHIND THE SCENES OF "TO THE STARS"

THE Oklahoma Film and Music Office (OF+MO) works with many different types of film and television productions – from student films to larger independent or studio-supported productions. One thing they all have in common is searching for the perfect location for their project. Many factors ultimately contribute to the selection process. The next few sections will outline the typical journey from script to screen for many film and television projects and how OF+MO and our Film Friendly Communities can assist in the locations process.

LOCATION SEARCH

During the development phase of a film or television production, OF+MO will receive a locations inquiry from a production company, producer, director or locations scout (see definitions on page 32). The client may send over reference items such as a script, treatment, creative deck, inspiration images and/or a locations breakdown in hopes of seeing how Oklahoma can visually match the creative and logistical needs of the particular project. The film representative may also ask questions related to the local weather, crew, infrastructure and our state's film incentives. In turn, our office may request additional details from the filmmaker before preparing items related to the project in order to get a better understanding of the film or television production's impact, including information related to project type, budget, cast/crew size, filming dates and more.

After this initial correspondence and based on the expressed needs of the project, OF+MO will assemble a customized locations package pulling reference images of sites that have been uploaded to our online database, the Oklahoma Locations Directory. This is the reason it is important to have as many examples of your community's locations and attractions updated and included in the database as possible. If the script calls for a general store or courtroom, we can quickly assemble these property types as all locations in the Oklahoma Locations Directory are tagged by city, county, category and keywords.



BEHIND THE SCENES OF "IN THE GAP"
DOWNTOWN TULSA, OKLAHOMA

No one knows your area better than you do, and there will be times we may turn to your community liaison to provide additional information on either locations we don't have in our database or those sites of which we may not be aware. In cases like these, we will distribute correspondence to our designated Film Friendly Community Liaisons with detailed information related to the locations query and/or package we are assembling.

Once the package is assembled, we email a private link to the requesting client. The client will generally provide feedback detailing which locations are of interest and may wish to arrange an advance locations scout (tour) wherein the requesting individual and/or the entire creative team will physically visit specific sites. Our office will contact the property owners at the requested locations and arrange those visits, or work with your designated Community Liaison when needed to do so. Location scouts help inform the film or television production by narrowing down which locations may be suitable for their project and determine if additional visits or research is needed. These advance visits may or may not need your assistance in the early stages, however, we will certainly try to keep you informed of any such visits to your areas.

Since the Oklahoma Locations Directory is available for public use, some film and television productions may also do their own research and may reach out directly to your community. Additionally, they may also hire a freelance location scout to pull location photos from their own files, or coordinate visits. If your community or office receives a direct inquiry, you should implement the same hospitality and service as you would if OF+MO were to contact you. We encourage you to ask the same intake questions as we would. Please refer to our project intake form in the Permitting tab on the Film Resources page of our website for initial intake information we generally request. The production may not be able to confirm all of the information upon immediate contact with your agency, however, procuring these details will help you judge your community's best approach to working with the inquiring film or television project. You may always contact our office to see if they have been working through our division in any capacity. Additional resources include verifying film titles, cast, crew or filmmakers on the Internet Movie Database (IMDB) or generally performing a web search of the provided information.

PRE-PRODUCTION

If Oklahoma is selected as the location for a film or television production, the production pace and associated outreach from the filmmakers will increase as they seek to secure locations and infrastructure, potentially including lodging, office space, catering, storage, rental cars, supplies, contract services and much more. This phase of production is generally referred to as pre-production, meaning the time before principal photography (filming) or production begins.

If a number of the film's chosen locations are in your community, your Film Friendly Community Liaison and local leadership may be called upon to help provide the aforementioned information in support of the production, particularly if your communities are outside the state's two largest production hubs - Oklahoma City and Tulsa. This is where the role of Film Friendly Community Liaison can become the most valuable.

One of the challenges for both community agencies and commercial entities previously unaccustomed to working with film and productions is often the available lease options for locations, including offices and commercial/industrial real estate. A film's production schedule may last anywhere from a couple weeks to a couple months or beyond. If a production is requesting rental spaces such as these in your community, please inform them in advance of your community's policies concerning business licenses and certificates of occupancy when applicable. Also, please notify the responsible community agencies for issuing required documents that they may receive said requests from film and television production in your area. Remind all parties that the realm of film and television production tends to operate on short term leases, which generally last from pre-production through production before a film completes work or "wraps" in your community.

PRODUCTION

Closer to the start of filming, the creative team will visit the desired location sites for a technical scout during which time the project's director, director of photography (camera), production designer and others plan out the specifics of shooting, including camera angles, lighting, etc. Scheduled dates for filming at the location will be determined in the production office based on factors such as availability of the talent and weather, which are always subject to change. Your Film Friendly Community Liaison may be asked to help with film permits or permissions when applicable outside of privately maintained locations.

Film and television productions frequently require the cooperation of other local government agencies and individuals, such as the city manager, transportation and parking authorities, parks department and fire/police/emergency services. Examples of production requests are a street closure, changes to signage on city structures or buildings, or bringing a large number of people (cast/crew/extras) or production vehicles to a specific area. This is why it is important for your designated Film Friendly Community Liaison to be associated in an official capacity with an established community agency as they may be called upon to collaborate with other respective agencies and individuals.

Keep in mind the evolving and fast-paced nature of film and television production in your community. While these projects can bring valuable economic impact to your community, they are also working within their own respective budgets to maintain their production schedule and stay within their budget. Positive attitudes and a willingness to be flexible are key ingredients to success while simultaneously working with these productions and maintain the best interest of your community. If you have questions about best practices or feel the production may be over extending its ask of the community, please consult our office as we want to ensure our Oklahoma communities are fairly treated and ensure a positive experience for all parties.

While many of us are familiar with production studios and companies such as Warner Bros or Netflix, most film and television productions establish an LLC or similar corporation specifically throughout the respective production process. They are created and dissolved around the dates of filming, so while the production may be distributed by Amazon or MGM, the company name may be unfamiliar, which again you may verify by contacting OF+MO as productions utilizing the state's film rebate have registered those names with our office.

Additionally, productions may choose to refer to their project by a code name or acronym either through electronic or posted correspondence signage in your community, including directional signage that may indicate where production operations are based to those working on the project. This is simply to keep their shooting schedule as efficient as possible without unsolicited public or media interference. OF+MO will typically be made aware of the production's wishes with respect to confidentiality before production begins, and can likewise make your community aware if you've not previously received such details.

Location contracts explaining the details of the shoot, including the agreed-upon location fees, liability insurance (covered by production) and how damage will be addressed should any occur (a rarity, but important to note as should be covered by production), are entered into by the location's manager or film producer and the property owner. In some cases, a locations contract may need to be approved by your community or city leadership. Find a sample of a locations agreement on the Oklahoma Film Friendly Community Program page on our website.

If a location is private property or your community does not require a general permit, the negotiations are often privately maintained between the production and property owner, and you may not receive notification of the production in your area depending on the show's impact. OF+MO can provide additional information on potential productions in your area by contacting us.

POST-PRODUCTION

When the filming has wrapped, the project enters the post-production phase, which generally includes editing the film, adding visual effects and more. Occasionally re-shoots or additional footage may be necessary due to scheduling, editing or creative reasons, in which case the production may return to your community.

It is critical to finalize any outstanding production issues within the first month after principal photography/production has completed. If there are any issues that need further resolution after this time, please contact OF+MO.

PHOTOGRAPHING LOCATIONS

THE importance of having location photos catalogued and included in the Oklahoma Locations Directory cannot be understated and is an essential part of becoming a certified Film Friendly Community.

Your community's certified Film Friendly Community Liaison will have access to the Oklahoma Locations Directory in hopes of continually adding new location listings and maintain your community's current entries ahead of production requests that are received. Additionally, OF+MO will soon implement a public photo submission page whereby your individual community property owners can submit their own locations for inclusion in the Oklahoma Locations Directory.

With respect to film incentives, which entice productions outside typical areas such as Los Angeles and New York, locations are equally as important to film and television productions – and they are often the first indicator of where a production will consider filming.

Among the considerations a production may have when choosing a location are:

- The visual appeal of the location based on the creative requirements (script).
- The film-friendliness of the location and respective community.
- The logistics of shooting and transporting a team to the desired location, including the cost and associated fees.

FINDING THE HIDDEN GEMS OF YOUR COMMUNITY

You're probably very familiar with tourist attractions in your community such as main streets, historic homes or museums, but often times, filmmakers are attracted to "out-of-the-box" locations, which might be in your own backyard. Generally, what may be considered outdated or the community eyesore could be exactly what a film needs. Having achieved statehood in 1907, Oklahoma tends to attract a fair share of period films from westerns to films taking place from the 1920's through the 1960's, making period architecture and associated properties of the time valuable. Additionally, abandoned or vacant properties such as jails, hospitals, police precincts or military buildings are even more lucrative to filmmakers because if those properties are in decent working condition they are able to control the setting and more freely work within the space versus an active location that presents obvious logistical concerns.

When deciding your community's priority locations to capture, think of places that are unique to your community that may not be found in main production hubs like Oklahoma City or Tulsa. Also consider locations in your community that don't favor Oklahoma and may resemble places from around the country or world. Oklahoma's diverse terrain spread among its 12 distinct eco-regions often have our state being represented on screen as alternative locations. From the sandy dunes of Little Sahara State Park in Waynoka to the stunning Italian villa architectural and landscape influences of the Philbrook Museum in Tulsa can truly set the scene for a number of unique locations – and your community can play a role!

Taking photos to expand your community's presence in the Oklahoma Locations Directory may seem like a daunting task, however, a basic understanding of preferred film location coverage and amateur photography skills are truly all that is required to capture the attention of filmmakers evaluating locations. If you need additional help or wish to designate the task to a third party, consider local photographers, students or historians. Your photos are only meant to entice potential location scouts and filmmakers with a general overview of what the location can offer. Each filmmaker will have their own ideas on how they want to ultimately photograph the property in their film or television project.

Most importantly, make sure to have enough accurate coverage to show the location in its truest form. For example, if you are photographing a church that has a telephone pole near its entrance, make sure to include that in your photos, even if the more eye-catching version of the picture would be to have left it out. This is to avoid misrepresenting the location. If a site is near a busy intersection or has these types of consideration, it is much better to account for them on the front end versus later. Keep in mind the logistics of what filming at each individual location site might entail depending on the size and scope of the production. Generally speaking, a film production will have with it, in some capacity, trucks, cabling, equipment and more; consider parking and other staging elements as well either on site or nearby.

UPLOADING IMAGES TO THE OKLAHOMA LOCATIONS DIRECTORY

Once you've procured your location photos, you will then need to upload them to the Oklahoma Locations Directory using the direct upload submission form found on our website at oklahoma.reel-scout.com/loc_add.aspx. The submission form allows you to directly add your photos to the directory by creating a location profile within the system. Fields on the submission form marked with an asterisk (*) are required, however, other areas of information that are unmarked may be left unpopulated if unknown. Requested information will include location name, category/type, address and description as well as the preferred contact name, e-mail address and phone number. Additional information may also be provided in the customized fields. We ask that you make the point of contact the property owner(s) unless they've specifically requested your designated Film Friendly Community Liaison be the initial priority contact.

Please only submit one (1) location at a time rather than grouping your community's locations all together. For example, if you are photographing a Main Street area that also has a nice lake nearby, the lake will need to be uploaded as a separate location, particularly if it is not visible from the Main Street area and/or has two distinct, separate addresses.

Please note that once you've uploaded a location profile using the submission form, **it will NOT immediately be available for public view** in the Oklahoma Locations Directory as OF+MO must first review and approve the listing. OF+MO does weekly reviews of all new entries to our databases, however, you are always welcome to contact us directly to let us know your submissions are pending review.

You're welcome to distribute a call for locations among your community's property owners (business/residential/other) who may be interested in listing their sites. You can work with those interested parties directly to have them submit their photos and information to your designated Film Friendly Community Liaison, or they are welcome to contact us directly for further help in the process.

PHOTOGRAPHY TIPS FOR SCOUTING LOCATIONS

- Get permission from the property owners before photographing individual sites for the Oklahoma Locations Directory.
- Horizontal or panoramic images are preferred over vertical images as most film and television productions are filmed in widescreen format. These give filmmakers the widest view of the location to assess all positive and negative features of the property.
- Include multiple photos of a location from different angles. Locations submitted with just one photo included cannot be used. It is suggested to take photos from one corner of the room and then the opposite corner showing the reverse view. The same is true of exteriors.
- When scouting a property, make sure to get both the outside (exterior) and inside (interior) of the location. If interior photos are not available or not allowed, please note this in the usage restriction on the location submission form.
- If you are submitting photos taken by someone other than yourself, please make sure to have permission from that individual to include in the Oklahoma Locations Directory and assign photo credit as required, particularly when it comes to professional photography. OF+MO prefers to have images without watermarks or other decals from professional photographers when possible.
- Location photos are different than tourism or marketing photos. Focus should be on the actual location itself, so please avoid submitting photos that showcase people, festivals, pets, etc. For example, showcasing photos of a business such as a restaurant/bar when empty is preferred over when customers are present.
- Avoid photos shot in inclement weather such as rain, snow, fog, etc. There can be some exceptions to this if photographing nature, however, it is preferred to have a “blank canvas” so to speak as those elements can often be added into film if a particular script calls for those conditions.
- One of the challenges most photographers face is lighting. Natural lighting is your friend! Use it when possible and note that the time of day your photos are taken will alter how locations appear. Early morning light is generally soft subtle, while afternoon light can be harsh, especially if your subject is in full sun or awkwardly shadowed. Evening light around magic hour (before sunset) can be warm and create a golden hue.
- Please make sure the photos you are submitting are not blurry or out of focus. Additionally, the resolution is very important as we want to have the clearest picture possible that is formatted for web viewing. A suggested resolution would be 1280 x 720 or greater when possible for those who are familiar with image settings.



BEING FILM FRIENDLY

All locations submitted for the Oklahoma Locations Directory must be film-friendly. This does not mean property owners guarantee filming for every requesting project, however, they must be willing to consider filming. OF+MO understands that every request must be treated individually as some property owners may not accept every project genre or budget and additionally they may have certain stipulations on what access a film may have to their location (interiors, private areas, etc.). OF+MO encourages these stipulations, if known, to be listed in the usage restriction field for each location profile in the database so as not to waste a client's time by setting false expectations.

OF+MO does not issue filming permits. Many statewide communities have created film permits and guidelines, and we hope to see additional permits instituted by communities should they choose to go through the certification process afforded by our Oklahoma Film Friendly Community Program. The decision to implement a filming permit(s) should ultimately be decided by community, and the guidelines of the permit will likely be unique to each community.

When discussing the impact of a film production on your community, we encourage you to ask questions related to pedestrian or vehicular traffic, noise, lighting, composting/trash, etc. The more facts you have upfront the better your community will be served and have a positive production experience. Some requests made by the film or television production may be unreasonable, which is understandable, however, we do encourage you to hear them out and always reach out to our office should there be any questions about best practices.

OF+MO is not involved and does not negotiate location fees for filming on-location as these agreements should be made between the production and the property owner. You may be asked by property owners questions related to location fees and usage. Because each project is different in terms of overall budgets and needs, we strongly encourage only those officially associated with the production discuss matters related to fees with property owners. This is to avoid negatively impacting negotiations for both parties. Several resources can be found on our website, including sample location agreements. Additionally, some government properties owned by the city, state, county or federal agencies have set location fees for their properties that may be designated on their permits.



POPULAR LOCATION TYPES FOR FILM + TV PROJECTS

OKLAHOMA attracts many diverse film and television projects each year with an even greater range of location needs among them. Our state has helped set the scene from everything to science fiction films taking place in other worldly galaxies far away, to sweeping family dramas on the rolling hills of the plains. With the growing number of films annually being produced in Oklahoma, the need for capturing scenic, practical and unique locations is critical.

Below are some suggested sites that are frequently sought after by filmmakers that might inspire you to get started scouting and cataloguing your own community.

- Main Streets, Town Squares
- Neighborhoods, particularly 19th and 20th century
- Landscapes and Notable Geography, including fields of crops, lakes/rivers/streams, mines, gorges, quarries, waterfalls, mountains, bluffs, hills
- Factories/Industrial, including mills, manufacturing plants, cotton gins, water wheels
- Native American sites, reservations, casinos
- Homes of all types, including mansions, estates, Victorian homes, mid-century modern, ranch-style, lake houses, farm houses, mobile homes, trailer parks, low-income housing, apartments, lofts, condos
- Anything closed or partially vacant, including prisons, hospitals, police stations, institutions, schools



FILMING IN REMOTE LOCATIONS

WHILE there are the creative and exciting elements of film and television production, the actual work that is performed is unusually unique to this specific industry. Communities should think of this like a convention visiting your area whose impact may include large equipment trucks, catering, construction, and potentially hundreds of cast/crew/extras – all of whom travel with the project from location to location. Understandably, the costs associated with this are an important factor for budget-conscious producers when deciding locations whose job it is to deliver film shoots on schedule and on budget. Producers must also take into account the environment and infrastructure of the location as it relates to every member of the production as filmmakers frequently work very long hours (12+) with overnights, untraditional of the typical 9-5 world.

Oklahoma City and Tulsa are Oklahoma's two main production hubs where most crew members and production vendors are located. When considering locations outside these cities, producers will first consider the distance as it relates to travel time and safety for the talent and crew. If the distance to the location is determined to be "outside the zone" (typically determined by local unions), productions will need to consider the additional costs of housing and living allowances as well as transporting the necessary production supplies, equipment and vehicles to that area.

Oklahoma is a right-to-work state, meaning both union and non-union members can be hired by film and television productions. The state's increased film activity has seen a more visible film union presence through the International Alliance of Theatrical Stage Employees (IATSE), Teamsters and other guilds. Most film or television productions from a major studio will already be union signatory shows, meaning they will have specific rules for what defines a production center and when a production must offer living allowances and other provisions. Some producers are able to negotiate zones with the unions based on their production specifics. At this time, most film and television productions in Oklahoma are independently produced without a studio behind the project and are considered non-union. Regardless, costs associated with travel and transportation to each location are important considerations for all projects whether union or non-union.

While these considerations may seem to prevent many communities from being considered as potential filming sites, it should be said that Oklahoma City and Tulsa do not host all productions happening in Oklahoma. Keep in mind:

- 1 The increased production activity in Oklahoma means the number of locations needed has increased and diversified. No one region can creatively accommodate every location request based on the geography of the State of Oklahoma.
- 2 Oklahoma tends to attract independent films who are able to better accommodate the need to travel to more locations. Additionally, OF+MO works with other production types, including docu-series/reality television, commercials, student short films, commercials and photoshoots, all of which travel and can have positive economic impacts on your community.
- 3 While your community may not host an entire film shoot, even hosting a few days can increase visibility and have a significant local economic impact.

There are several ways your community can start engaging film and television productions despite being further away from production centers by considering the following:

- 1 **Photograph Locations** – As previously discussed, take photos of the unique locations you have and make it a priority to shoot those locations that can't be found near production centers and are extremely unique to your area.
- 2 **Lodging** – Keep an aggregate list of available lodging in your area with consideration of the various levels and types as it relates to where “above the line” and “below the line” would stay. (See definition of terms starting on page 32.) Lodging should not just include your hotels, but also resorts, rental properties, condos, apartments and more, particularly as it relates to the executive level personnel who may require elevated accommodations outside the standard hotel chain.
- 3 **Neighboring Communities** – Consider partnering with the cities and towns nearest to your community to present an attractive regional package. Perhaps, you have one element the other community may not, and working together could create a winning situation for both destinations.
- 4 **Vendors** – If you're located far from Oklahoma's main production hubs, gauging your local resources and supplies will be one of the first items of consideration for a production determining if your community will be able to sustain their film or television project. This is where your local vendors could benefit from contracting with the production, and may even be able to create a cost-effective solution for filming in your area. Popular vendors to consider would be restaurants who could provide catering, antique dealers who could provide props, construction companies or supply stores that could provide lumber for set builds – there are many possibilities. If your local businesses are available to support the film and television production industry, encourage them to register their companies in the Oklahoma Production Directory, which lists vendors available to productions similarly the Oklahoma Locations Directory. Learn more details about the Oklahoma Production Directory by visiting okfilmmusic.org/productiondirectory.



WELCOMING a film or television production is understandably newsworthy and a great success worth promoting for your community, however, there are certain guidelines related to media exposure and specific production information that can be publicly released in your community. While serving both the community and hosting the visiting film or television production, keep in mind that heightened media or public attention can negatively hinder a film's production activity in your area should it result in unwelcomed interference or schedule delays. In an age of social media and minute-by-minute news, it can be difficult to contain the visible presence of a film and television production in your area. This is particularly true if the film in your community has celebrity talent associated with the project where media and community exposure can be of particular concern to both the production and the respective individual themselves. Confidentiality and respect can be key elements of success for a community looking to make the most of a production experience with high level talent. The more talent of this nature feels protected by the community, the more likely they are to engage in your community by visiting local restaurants, shops, attractions and more, making for greater overall impact and experience. The information and suggested guidelines below will help your community host the production while managing media and community engagement.

- Production companies generally wish to keep their projects confidential when they are in the development phase, particularly if they've only just begun researching and scouting locations. Resist informing local media of their presence at this time so as not to create false community expectations, particularly because scouting does not always confirm filming in your community as multiple cities, states and countries may be considered simultaneously during this phase of production development.
- If a project has selected your community for filming, you should immediately confirm if the production is working with a publicist or identify an alternative production representative who will handle all media inquiries. The publicist or representative should be notified of any interview requests, and can determine what, if anything, can be released. OF+MO typically receives this information as well, so if you have a question, please ask us. We are happy to help assist or provide guidance if you receive any media requests as well.

- Additionally, for film and television projects utilizing the Oklahoma Film Enhancement Rebate Program administered by OF+MO, productions may require certain details be kept confidential by law by requesting exemption from the Open Records Act, and furthermore may have provided us restrictions on issuing a press release. OF+MO will inform communities what press policies have been instituted, and we will work with both the production and communities to issue public information as we are able.
- Avoid publishing or sharing confidential information, including behind-the-scenes content of cast, crew or filming locations on social media or other platforms during production, unless the production has permitted public sharing. Some films may have prohibited social media during filming, while others may have created accounts from which you can share. Ask to avoid running the risk of sharing confidential or unauthorized details.
- Once a project has wrapped, there is greater opportunity to discuss with the production company promoting your experience and community. Often times, a production may be able to provide more for you after filming has wrapped, which can make for a more comprehensive story and better showcase your community's efforts and involvement.
- Media may wish to know the specific locations used in your community by the film or television production. If the production has approved that these discussions may occur, public locations may be fine to reveal, however, be cautious about revealing private property owner's information as they may wish to remain anonymous or keep their addresses confidential.
- Word about the film's presence in your community may stir interest from local citizens wishing to learn more about job opportunities associated with the film. Please check with the production representative to see how they are fielding such interest. Typically, OF+MO will post any cast or crew calls on the jobs page of our website.
- Despite how wonderful an experience your community may have with a production, there is always a chance you may receive an occasional complaint from a business owner, citizen or others who feel inconvenience. Address their concerns while remembering the benefits filming brought to the community and their stay is also limited.
- Some instances may occur in which a production may have a situation with local citizens, businesses, government entities or make an unusual filming request. If you're asked to intervene as the designated Film Friendly Liaison, this is where your connections with local officials may be resourceful. As previously discussed, please contact OF+MO if you need additional consultation, and know that while we want our communities to be hospitable, we value the need to safeguard and protect our local interests.

TRACKING THE IMPACT ON YOUR COMMUNITY

THE ways that your community can benefit from incoming productions are limitless. Local businesses can have opportunities to make thousands of dollars from film expenditures. Film needs range from lodging, to food, props, set design, transportation and more. Your community has the potential to make thousands of dollars in profit from a single film production!

A great way to make sure that people and businesses in your community are being utilized is to steer productions in their direction. Highlight businesses in your area in our office's Production Directory. Be sure to encourage local businesses to register in the directory. If you're not sure which businesses are eligible, take a moment to browse through our current listings to see what types of businesses are already registered. While productions are not in town, film business mixers are a great way to keep the community excited and connected.

It can be difficult to know exactly how much money a production spent in your specific community. In order for films to receive their rebate, they are required to list their expenditures, but these are for all statewide expenditures, and they are not broken down by community.

If you'd like to know the impact that a production had in your community, here are some ideas of acquiring that information:

- 1 Ask the production. If a production has spent a considerable amount of time in your community, ask the location manager (or whoever you've been in regular contact with) if they are able to give you an estimate of local expenditures. While they're not obligated to provide this information, they may be able to at least give you estimates. You can use this information to share the impact with your community and get them excited about hosting another production in the future.
- 2 Ask the vendors. Establish relationships with regular film vendors, and ask them to share data about how film productions used their services. You can ask a hotel manager how many nights the crew stayed, or what they spent. The same thing goes with other businesses. The film business mixers are a great way to build these relationships and encourage local vendors to share this information.

OF+MO is constantly updating statewide data related to film and television production in Oklahoma, and may reach out to you regarding your specific community's impact as well. We encourage you to share your impact results with our office, and likewise, we are available to do the same should you have any requests for information that we may be able to provide.

In addition to economic impact, another beneficial byproduct of being a filming location is film tourism. People will travel from far and wide to see the place where their favorite television show was filmed, or where their favorite actor stood. An example of this is The Outsiders House Museum in Tulsa, which is a local cultural icon that's filled with memorabilia from "The Outsiders", filmed by Francis Ford Coppola. People will visit the museum from out of state to experience the beloved movie set for themselves. If a film or television production has filmed at a unique location within your community or constructed a set (which you may ask them to leave behind if possible), consider exploring ways those properties and pieces could have a lasting impact on your community as a place to be seen.

FILM DEFINITIONS



1st Assistant Director (A.D.): Carries out the director's instructions and runs the set overseeing all department heads and ensuring the efficiency of the entire cast and crew. The 1st A.D. is responsible for preparing the production schedule and script breakdown, making sure shooting stays on schedule and on budget. The 1st A.D. also serves as a liaison between the director and the rest of the cast and crew.

2nd Assistant Director (A.D.): Works under the 1st A.D. and is responsible for distributing information and cast notifications, keeping track of hours worked by cast and crew, management of extras, signing actors in and out, preparing call sheets and is in charge of the production assistants.

Above-The-Line (ATL): Refers to the production's cast and crew considered to be the creative principal staff, including top-tier cast/actors (*SAG Schedule F/Run of Show*), director(s), producer(s) and writer(s). The opposite term is below-the-line.

Art Director: Reports to the production designer and directly supervises the art department as they design sets and create graphic art for the production design of the film. Works closely with the construction coordinator to oversee set construction.

B-Roll: The term used to describe supplemental or alternate footage intercut with the main shot or storyline. Often times, this footage involves showing scenery or action related to the main storyline to establish a setting or scene. Mostly filmed without audio recording.

Below-The-Line (BTL): Refers to the production's cast and crew who are not considered creative principals. Budget-wise it can also include the costs of material, music rights, publicity, and the majority of the working crew and department heads. The opposite term is above-the-line.

Best Boy: Chief technical assistant to either the gaffer or key grip. Responsible for the daily running of the lighting or grip department, including the daily scheduling of crew and equipment within that department. Also responsible for the routing and coiling of power cables necessary to run the lights for a specific shot.

Boom: An extendable and adjustable arm where a microphone can be mounted to record the dialogue and sound for a film. A boom operator is the individual who holds this equipment to record the audio of the film's scene.

Buyer: Responsible for purchasing or renting props, furniture, costumes and other items on behalf of the art department.

Call Sheet: The daily schedule distributed by a production to let every department know what time they are supposed to arrive and where they will report. Also includes a list of what daily scenes are being filmed and all associated details (who/what/when/where) and requirements for those scenes.

Camera Operator: Operates the camera under instruction from the director of photography.

Casting Director: Organize and facilitate the casting of actors for all roles in a film or television show.

Construction Coordinator/Manager: This person supervises and manages the physical construction of sets and reports to the art director and production designer.

Craft Services: Provides on-set snacks and drinks for cast and crew. This position is not the same as the caterer as craft services is generally provided 24/7 throughout the film's daily shooting schedule whereas the caterer would be tasked with primed meals, including breakfast, lunch and dinner.

Director: The person in charge of the overall cinematic vision of the film and the performance of the actors. Responsible for the complete artistic control of a film and for translating/interpreting a script for screen presentation.

Director of Photography (D.P.): In charge of the camera department and responsible for the overall look of the film from a cinematography perspective. Sets composition for each shot, including the camera placement, movement and lighting. Also responsible for the selection of the camera, film stock, lenses, lighting and color scheme.

Distribution: The term used to describe the process of making a movie available for viewing by an independent audience. Films may be exhibited directly to audiences through theatrical release, television broadcasting, or personal home viewing such as streaming services, DVD and video-on-demand. Distribution can be international, national, regional or even local in certain instances.

Dolly Grip: Prepares and operates the camera dolly, or a wheeled camera platform that moves on rails.

Executive Producer: Usually an investor in the film or someone who has arranged financing or in some cases arranging the film's on-screen talent, director or screenwriter.

Expatriate: Any individual who has previously resided in Oklahoma for at least one year, but does not currently reside in the State of Oklahoma.

Extra: A nonspeaking actor who appears in the background of a scene. These actors are typically found by casting directors or an open call announced by the production company.

Gaffer: Head of the electrical department, responsible for designing and implementing the lighting scheme for a production.

Greenlight: A production industry term indicative that a film is full-funded and ready to begin production.

Grip(s): Trained lighting and rigging technicians who work with both the electrical and camera departments to put in lighting setups, move set pieces and equipment around and rig camera mounts. Handle lighting equipment needed to diffuse and shape light at the direction of the D.P. The “Key Grip” is head of the department who coordinates all other grips in the crew, and receives direction from the gaffer.

Independent Film: Refers to a film or short film not associated with or produced by a major Hollywood film studio.

Line Producer: A line producer’s role may often be coupled with the title production manager/unit production manager depending on the format or budget of the project. Line producers help manage the budget of a film or television production and may also assist in the daily physical aspects of the film production.

Location Manager: Scouts and manages all filming locations. Negotiates contracts with property owners of shooting locations on behalf of the production company. Secures shooting permits and coordinates schedules with local officials including all fire, police and other governmental affairs. Makes sure there is proper parking for cast and crew at the locations, and that locations are left in good condition after filming is completed.

Location Scout: An individual who searches and photographs locations based on the needs of the script during the pre-production phase to determine where the film or television project will be filmed. The scout will prepare photo presentations for the director, producer or production designer, and may become the location manager once shooting begins, or works under him or her.

Post-Production: The final stage in a film’s production *after* principal photography. Involves picture editing, the addition of sound/visual effects, musical scoring, mixing, dubbing, distribution, etc.

Pre-Production: The planning stage in a film’s production after the project is finally greenlit, and *before* principal photography or actual shooting commences. Involves script treatment and editing/rewriting, scheduling, set design and construction, casting, budgeting and financial planning, and scouting/selection of locations.

Principal Photography: Refers to the filming of major and significant portions of a film production involving the main/lead actors/actresses; contrast to second-unit photography.

Producer: One or more persons who brings the entire project together and oversees all aspects of production. Duties include all logistical matters of a movie production such as scheduling, financing and budgeting, fund-raising and financing, acquiring, developing and finalizing a script/story, hiring key personnel for cast, crew, and director, arranging distribution of the film to theaters, serving as the liaison between the financiers and the film-makers, while managing the production from start to finish (post-production).

Production Assistant (P.A.): Entry level “gopher” position. This person assists with any odd jobs or errands needed both on and off the set; may be assigned to a specific production department or offer all-around assistance as needed.

Production Coordinator (P.O.C.): Serves under and assists the production manager/unit production manager (U.P.M.). Establishes the production office, books travel and lodging for the cast/crew, maintains all paperwork related to insurance, daily progress reports and other matters, coordinates communication with the set and delivery of props, costumes, etc., wraps out the production office and closes all outstanding accounts at the end of filming.

Production Designer: Works with the Director to achieve the overall look of the film from an artistic design perspective. Supervises set construction, scenery, costumes and any other item that will appear in front of the camera.

Production Manager/Unit Production Manager (U.P.M.): This individual is responsible for organizing the general business, finance and employment issues on a film production, including making business deals with local vendors and hotels, hiring and firing film crew, approving schedules and call sheets, and keeping track of the production’s budget.

Property Master: Responsible for purchasing, manufacturing, placing and maintaining any props that the actors may use and/or will be featured on set for the film production.

Schedule F: Refers to select members of SAG whose salaries are locked in at a certain weekly or cumulative threshold for their work on a particular film or television production.

Score: The musical component of a movie’s soundtrack, usually composed specifically for the film by a film composer. The background music in a film. May be orchestral, synthesized, or performed by a small group of musicians.

Scouting: Refers to the vital process in the pre-production stage of filmmaking wherein the search for locations based on a film or television project’s script begins.

Screen Actors Guild (SAG): The American labor union representing over 100,000 film and television principal and background actors worldwide.

Screenwriter: The writer of the original or adapted script that the production is filming.

Script Supervisor: Monitors the script during shooting to ensure there are no continuity errors that may negatively affect the film when it is pieced together in post-production; Tracks all the details of each day’s shooting, including both the number of scenes shot as well as the number of takes within each scene, what happened in the scene and any changes in the script that may impact future shooting days. Provides detailed reports to the production team and the editors.

Second-Unit Photography: Refers to the less intensive scenes (large crowd scenes, scenery, foreign location backgrounds, various inserts and b-roll, etc.) that are filmed by a smaller, secondary or subordinate crew, usually headed by a second-unit director; contrast to principal photography.

Set Decorator: Works with the production designer on set design and decoration overseeing the dressing of the set, including furnishing the interior and exteriors.

Short Film: Any motion picture not long enough to be considered a feature film. The Academy of Motion Picture Arts and Sciences (Academy Awards) define this as “an original motion picture that has a running time of 40 minutes or less”.

Sound Stage: A large, soundproof area/room in a studio used in film production, where elaborate sets may be constructed, to allow filmmakers greater control over climate, lighting, sound, security and spectators. Many industrial spaces with ceiling heights of 25ft-40ft have been converted into temporary sound stages for film productions in Oklahoma.

Stand-In: An individual who stands in place or substitutes for an actor during the lengthy preparation of a scene, but not during filming. This is not to be confused with a stunt double or body double, which can appear on camera during filming.

Transportation Coordinator: Head of the transportation department. Obtains and manages all vehicles and drivers needed for filming, including trucks, trailers (make-up, hair, talent, etc.), picture cars, honey wagons and rental cars for cast and crew to move from location to location.

Unions/Guilds: In the entertainment industry, many unions and guilds have been created to represent their members in negotiations for wages, benefits and working conditions. Typically, they are organized by specific worker types, such as actors, directors, and technical workers. Common unions and guilds include the Screen Actors Guild (SAG), the Directors Guild of America (DGA), the Writers Guild of America (WGA), the Producers Guild of America (PGA), the International Alliance of Theatrical Stage Employees, Movie Picture Technicians, Arts and Allied Crafts of the United States (IATSE) and Teamsters.

Video-on-Demand (VOD): A method of film distribution allowing users to access video entertainment directly from their televisions without needing a physical media format, such as a bluray, DVD or VHS tape, without the constraints of a typical, static broadcasting schedule.

“The Zone”: Typically refers to a 30-mile radius from a production hub/basecamp used by film projects to determine per diem, driving distances and other accommodations that may be needed for cast and crew members. The zone is particularly important on union films, which have strict guidelines on what productions must provide their cast and crew as it relates to the aforementioned considerations.



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The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Danielle O'Neal
Jeff Langford, Fire Chief
Re: Discussion, Consideration and Possible Action on Ordinance O-2022-18, Amending Section 93.01 (Adoption of Fire Prevention Code) of the Code of Ordinances of the City of Durant, Oklahoma
(1) Ordinance O-2022-18. Section 1-3.
(2) Ordinance O-2022-18. Section 4 (Emergency Clause).

Request: Discussion, Consideration and Possible Action on Amending Section 93.01 (Adoption of the Fire Prevention Code) of the Code of Ordinances of the City of Durant, Oklahoma

Background: As staff continues working through the various pieces of the Code of Ordinances, staff was made aware that the Fire Code did not have any specific mention as to the date that it was adopted nor what specifically was adopted for the Fire Code. Therefore, staff worked with City Management, the Fire Chief, the Fire Marshal as well as a consultant to draft an update to the Code of Ordinances that would correct those issues.

Analysis: The proposed ordinance adopts the 2018 International Fire Code including Appendix B,C and D as well as modifications made by the Oklahoma Uniform Building Code Commission as set forth in Title 748, Chapter 20, Subchapter 3 of the Oklahoma Administrative Code. The Fire Chief and Fire Marshal (now retired) did review the information and supported what had been drafted.

Staff Recommendation: Staff recommends approval of the amendments as presented.

Required Action: Hear the item and approve or deny the amendments to Section 93.01 (Adoption of Fire Prevention Code). Any specific conditions imposed by the Council should be read into any approval motion.

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
Neighborhood Services
Fire Department

ATTACHMENTS:

1. Ordinance O-2022-18 (Fire Code)

Ordinance No. O-2022-18

AN ORDINANCE AMENDING AND UPDATING SECTION 93.01, ADOPTION OF THE FIRE PREVENTION CODE, OF THE DURANT CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY

BE IT ORDAINED by the City Council of the City of Durant, Oklahoma

SECTION 1. Amending Section 93.01 of the Durant Code of Ordinances to read as follows:

~~There is adopted by the City Council for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion certain codes known as the International Fire Code approved by the International Code Council Inc., the Fire Prevention Code recommended by the National Fire Protection Association and the Life Safety Code recommended by the National Fire Protection Association, as may be amended, save and except such portions as may be hereinafter deleted, modified, or amended hereafter by this code. At least one copy of each code shall be kept on file in the office of the City Clerk. The International Fire Code, Fire Prevention Code, and the Life Safety Code are adopted and incorporated as fully as if set out at length herein; from the date on which this code shall take effect, the provisions thereof shall be controlling within the limits of the city.~~

The International Fire Code, 2018 edition, including Appendix B, C and D, as published by the International Code Council, Inc., including modifications by the Oklahoma Uniform Building Code Commission as set forth in Title 748, Chapter 20, Subchapter 3 of the Oklahoma Administrative Code; more specifically Sections 3, 7, 7.1, 8, 11, 12, 13, 13.2, 13.3, 13.4, and 13.5, effective September 14, 2021; hereinafter referred to as "IFC," is hereby adopted as the Fire Code of the City of Durant for regulating construction of new buildings, remodeling of existing buildings, additions to existing buildings, and change of occupancy group of existing buildings, with the same force and effect as if fully set out in this section with amendments thereto as prescribed in this section.

(a) The Fire Code shall not become effective until at least three (3) copies, including modifications prescribed in this section, have been filed in the office of the City Clerk.

(b) The following sections of the IFC are hereby amended, added, deleted, or substituted as noted:

(1) 101.1 Title: These regulations shall be known as the *Fire Code* of the City of Durant, hereinafter referred to as "this code."

(2) 101.2.1 Appendices: The provisions in appendices B, C and D are hereby adopted and are considered a part of this code. Appendices to the 2018 International Fire Code not specifically adopted herein are expressly excluded.

(Prior Code, § 93.01) (Ord. 1446, passed 9-14-2004)

SECTION 2. SEVERABILITY

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

SECTION 3. DECLARATION OF EMERGENCY

For the immediate preservation of the peace, health, and safety of the City of Durant, Oklahoma and of the inhabitants thereof, it is necessary that this ordinance shall be operative and go into effect immediately upon its passage, approval and publication.

PASSED AND ADOPTED by the Mayor and City Council of the City of Durant, Oklahoma on this 12th day of July 2022.

Oden Grube, Mayor
City of Durant, Oklahoma

ATTEST:

Cynthia J. Price, City Clerk



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: James Dalton, Assistant City Manager
Re: Discussion, Consideration, and Possible Action on an Inter-local Agreement Between the City of Durant, Oklahoma, Durant Emergency Management, Durant 9-1-1 Communications Center, and the Durant Independent School District (C-2022-37)

Council Information / Action Requested

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

ATTACHMENTS:

1. C-2022-37 Interlocal Agreement-City of Durant, Durant Emergency Management - Durant 9-1-1 Communications Center -Durant ISD Unsigned

**INTERLOCAL AGREEMENT BY AND BETWEEN THE CITY OF DURANT, OKLAHOMA,
DURANT EMERGENCY MANAGEMENT, DURANT 9-1-1 COMMUNICATIONS CENTER,
AND THE DURANT INDEPENDENT SCHOOL DISTRICT**

(Public Safety Pre Plan Project)

THIS AGREEMENT (“Agreement”), made and entered into this 14th day of July, 2022, by and between the City of Durant, Oklahoma (“Durant”), a municipal corporation, Durant Emergency Management, Durant 9-1-1 Communications Center, and Durant Independent School District (“Durant ISD”), a political subdivision of the State of Oklahoma.

Whereas, The City of Durant, Durant Emergency Management, Durant 9-1-1 Communications Center, and the Durant Independent School District have investigated and determined that it would be advantageous and beneficial to the Durant Independent School District and The City of Durant, Durant Emergency Management, and Durant 9-1-1 Communications Center to provide a collaborative tool to provide among other things, interactive pre-plan information, photographs, video feeds, school disaster recovery plans and Geographic Information System (“GIS”) maps in the event of a school emergency; and

WHEREAS, The City of Durant, Durant Emergency Management, Durant 9-1-1 Communications Center, and the Durant Independent School District have investigated and determined that there is a need for a comprehensive graphical interface that includes the different software systems and paper processes currently utilized by The City of Durant, Durant Emergency Management, Durant 9-1-1 Communications Center, and Durant ISD; and

WHEREAS, The City of Durant, Durant Emergency Management, Durant 9-1-1 Communications Center, Durant Police, and Durant Fire have been working in cooperation with the Durant Independent School District to develop a Public Safety Project (“Project”) that addresses these concerns; and

NOW, THEREFORE, in consideration of the covenants and conditions contained in this Agreement, The City of Durant, Durant Emergency Management, Durant 9-1-1 Communications Center, and the Durant Independent School District:

ARTICLE I

Purpose

The purpose of this Agreement is to provide a collaborative tool through implementation of the Project to offer, among other things, interactive pre-plan information, photographs, video feeds, school disaster recovery plans and GIS maps in the event of a school emergency.

ARTICLE II

Term/Termination

The initial term of this Agreement shall be for a period of 5 (5) years (“Initial Term”) commencing upon the last date of execution hereof (“Effective Date”). Thereafter, Durant Independent School District and The City of Durant, may mutually agree to renew this Agreement for five (5) additional one (1) year terms, by providing ninety (90) days written notice to Durant Independent School District before the end of the Initial Term or subsequent term, as applicable.

Otherwise, this Agreement shall terminate upon the earlier of the expiration of the term hereof or for any reason upon sixty (60) days written notice by either party.

IN WITNESS WHEREOF, the parties have executed this Agreement and caused this Agreement to be effective on the latest date as reflected by the signature below.

THE CITY OF DURANT, OKLAHOMA

By: _____ Date: _____

Name: _____

Title: _____

THE DURANT INDEPENDENT SCHOOL DISTRICT

By: _____ Date: _____

Name: _____

Title: _____



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Ken Eppler, Director
Re: Discussion, Consideration and Possible Action on the Mutual Aid Agreement Between the City of Durant, Oklahoma and the City of Denison, Texas. (C-2022-38)

Consider, by resolution, the approval of a Mutual Aid Agreement between the cities of Durant, Oklahoma and Denison, Texas. This agreement will be mutually beneficial to both cities and streamline the process of obtaining aid in the time of need. Resolution C-2022-38

Council Information / Action Requested

Approval of the proposed resolution.

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

See attachment:

ATTACHMENTS:

1. Council Info Form - Denison, TX MOU
2. MUTUAL AID AGREEMENT-Durant-Denison



THE CITY OF DURANT

Office of Emergency Management

Memorandum

Date: July 12, 2022
To: Mayor and City Council
From: Kenneth Eppler Emergency Management Director
Re: Acceptance of a Mutual Aid Agreement with the City of Denison, Texas

Council Information / Action Requested

- Request the Mayor and Council accept a Mutual Aid Agreement with the City of Denison, Texas by resolution.
- All actions should take no more than 5 minutes.

City Staff Information / Action Follow-up

- I, Kenneth Eppler, have provided all documental needed for the agreement with the City of Denison, Texas
- I, Kenneth Eppler, will act as the point of contact for the agreement.
- I, Kenneth Eppler, will submit a signed agreement to the city clerk staff for filing.
- I, Kenneth Eppler, will coordinate the distribution of the other signed copies of the agreement.
- I, Kenneth Eppler, will retain an original signed agreement at the EOC.

MUTUAL AID AGREEMENT - City of Durant

SECTION 1. This act may be cited as the Mutual Aid Agreement.

SECTION 2. The City Council of Durant, Oklahoma hereby authorizes the City Manager to enter into this agreement on behalf of the City of Durant, Oklahoma with The City of Denison, Texas, legally joining therein, in the form substantially as follows:

SECTION 3. The City of Denison, Texas by resolution hereby authorizes _____ to enter into this agreement on behalf of the City of Denison, Texas with The City of Durant, Oklahoma, legally joining therein, in the form substantially as follows:

Articles of Agreement

ARTICLE I - PURPOSE AND AUTHORITIES

This Agreement is made and entered into by and between the participating Member Cities which enact this Agreement, hereinafter called party cities. The purpose of this Agreement is to provide for mutual assistance between the cities entering into this Agreement in managing any emergency or disaster that has not been declared by the governor of the affected city(cities), whether arising from natural disaster, technological hazard, and man-made disaster, civil emergency aspects of resources shortages, community disorders, insurgency, or enemy attack. This Agreement shall also provide for mutual cooperation in emergency-related exercises, testing, or other training activities using equipment and personnel simulating performance of any aspect of the giving and receiving of aid by party cities or subdivisions of party cities during emergencies, such actions occurring outside actual declared emergency periods.

ARTICLE II - GENERAL IMPLEMENTATION

Each party city entering into this Agreement recognizes many emergencies transcend political jurisdictional boundaries and that intergovernmental coordination is essential in managing these and other emergencies under this Agreement. Each city further recognizes that there will be emergencies which require immediate access and present procedures to apply outside resources to make a prompt and effective response to such an emergency. This is because few, if any; individual cities have all the resources they may need in all types of emergencies or the capability of delivering resources to areas where emergencies exist. The prompt, full, and effective utilization of resources of the participating cities, including any resources on hand or available from any other source, that are essential to the safety, care, and welfare of the people in the event of any emergency, shall be the underlying principle on which all articles of this Agreement shall be understood. On behalf of the governing body of each city participating in the Agreement, the legally designated city official who is assigned responsibility for emergency management will be responsible for formulation of the appropriate inter-city mutual aid plans and procedures necessary to implement this Agreement.

ARTICLE III - PARTY CITY RESPONSIBILITIES

A. It shall be the responsibility of each party city to formulate procedural plans and programs for inter-city cooperation in the performance of the responsibilities listed in this article. In formulating such plans, and in carrying them out, the party cities, insofar as practical, shall:

Review individual city hazards analyses and, to the extent reasonably possible, determine all those potential emergencies the party city might jointly suffer, whether due to natural disaster, technological hazard, and man-made disaster, emergency aspects of resource shortages, civil disorders, insurgency, or enemy attack.

- i. Review party cities' individual emergency plans and develop a plan which will determine the mechanism for the inter-city management and provision of assistance concerning any potential emergency.
- ii. Develop inter-city procedures to fill any identified gaps and to resolve any identified inconsistencies or overlaps in existing or developed plans.
- iii. Assist in warning communities adjacent to or crossing the county boundaries.
- iv. Protect and assure uninterrupted delivery of services, medicines, water, food, energy and fuel, search and rescue, and critical lifeline equipment, services, and resources, both human and material.
- v. Inventory and set procedures for the inter-county loan and delivery of human and material resources, together with procedures for reimbursement or forgiveness.
- vi. Provide, to the extent authorized by law, for temporary suspension of any statutes or ordinances that restrict the implementation of the above responsibilities.

B. The Authorized Representative of a party city may request assistance of another party city by contacting the Authorized Representative of that city. The provisions of this agreement shall only apply to requests for assistance made by and to Authorized Representatives. Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing within 30 days of the verbal request. Requests shall provide the following information:

A description of the emergency service function for which assistance is needed, such as but not limited to fire services, law enforcement, emergency medical, transportation, communications, public works and engineering, building inspection, planning and information assistance, mass care, resource support, health and medical services, and search and rescue.

- i. The amount and type of personnel, equipment, materials and supplies needed, and a reasonable estimate of the length of time they will be needed.
- ii. The specific place and time for staging of the assisting party's response and a point of contact at that location.

C. There shall be frequent consultation between city officials who have assigned emergency management responsibilities and other appropriate representatives of the party cities with affected jurisdictions and the City Governments, with free exchange of information, plans, and resource records relating to emergency capabilities.

ARTICLE IV - LIMITATIONS

Any party city requested to render mutual aid or conduct exercises and training for mutual aid shall take such action as is necessary to provide and make available the resources covered by this Agreement in accordance with the terms hereof; provided that it is understood that the city rendering aid may withhold resources to the extent necessary to provide reasonable protection for such city. Each party city shall afford to the emergency forces of any party city, while operating within its city limits under the terms and conditions of this Agreement, the same powers (except that of arrest unless specifically authorized by the receiving city), duties, rights, and privileges as are afforded forces of the city in which they are performing emergency services. Emergency forces will continue under the command and control of their regular leaders, but the organizational units will come under the operational control of the emergency services authorities of the city receiving assistance. These conditions may be activated, as needed, or commencement of exercises or training for mutual aid and shall continue so long as the exercises or training for mutual aid are in progress, the city emergency remains in effect or loaned resources remain in the receiving city(s), whichever is longer.

ARTICLE V - LICENSES AND PERMITS

Whenever any person holds a license, certificate, or other permit issued by any city party to the Agreement evidencing the meeting of qualifications for professional, mechanical, or other skills, and when such assistance is requested by the receiving party city, such person shall be deemed licensed, certified, or permitted by the city requesting assistance to render aid involving such skill to meet an emergency, subject to such limitations and conditions as the law of the Requesting City may prescribe by executive order or otherwise.

ARTICLE VI - LIABILITY

Officers or employees of a party city rendering aid in another city pursuant to this Agreement shall be considered agents of the Requesting City for tort liability and immunity purposes; and no party city or its officers or employees rendering aid in another city pursuant to this Agreement shall be liable on account of any act or omission in good faith on the part of such forces while so engaged or on account of the maintenance or use of any equipment or supplies in connection therewith. Good faith in this article shall not include willful misconduct, gross negligence, or recklessness.

ARTICLE VII - SUPPLEMENTARY AGREEMENTS

Inasmuch as it is probable that the pattern and detail of the machinery for mutual aid among two or more cities may differ from that among the cities that are party hereto, this instrument contains elements of a broad base common to all cities, and nothing herein contained shall preclude any city from entering into supplementary agreements with another city or affect any other agreements already in force between cities. Supplementary agreements may comprehend, but shall not be limited to, provisions for evacuation and reception of injured and other persons and the exchange of medical, fire, police, public utility, reconnaissance, welfare, transportation and communications personnel, and equipment and supplies.

ARTICLE VIII – COMPENSATION

Each party city shall provide for the payment of compensation and death benefits to injured members of the emergency forces of that city and representatives of deceased members of such forces in case such members sustain injuries or are killed while rendering aid pursuant to this Agreement, in the same manner and on the same terms as if the injury or death were sustained within their own city.

ARTICLE IX - REIMBURSEMENT

Any party city rendering aid in another city pursuant to this Agreement shall be reimbursed by the party city receiving such aid for any loss or damage to or expense incurred in the operation of any equipment and the provision of any service in answering a request for aid and for the costs incurred in connection with such requests; provided, that any aiding party city may assume in whole or in part such loss, damage, expense, or other cost, or may loan such equipment or donate such services to the receiving party city without charge or cost; and provided further, that any two or more party cities may enter into supplementary agreements establishing a different allocation of costs among those cities. Article VIII expenses shall not be reimbursable under this provision.

ARTICLE X - EVACUATION

Plans for the orderly evacuation and inter-city reception of portions of the civilian population as the result of any emergency or disaster of sufficient proportions to so warrant, shall be worked out and maintained between

the party cities and the emergency management/services directors of the various jurisdictions where any type of incident requiring evacuations might occur. Such plans shall be put into effect by request of the city from which evacuees come and shall include the manner of transporting such evacuees, the number of evacuees to be received in different areas, the manner in which food, clothing, housing, and medical care will be provided, the registration of the evacuees, the providing of facilities for the notification of relatives or friends, and the forwarding of such evacuees to other areas or the bringing in of additional materials, supplies, and all other relevant factors. Such plans shall provide that the party city receiving evacuees and the party city from which the evacuees come shall mutually agree as to reimbursement of out-of-pocket expenses incurred in receiving and caring for such evacuees, for expenditures for transportation, food, clothing, medicines and medical care, and like items. Such expenditures shall be reimbursed as agreed by the party city from which the evacuees come. After the termination of the emergency or disaster, the party city from which the evacuees come shall assume the responsibility for the ultimate support of repatriation of such evacuees.

ARTICLE XI - IMPLEMENTATION

This Agreement shall become operative immediately upon its signing by any two (2) cities; thereafter, this Agreement shall become effective as to any other city upon its enactment by such city.

Any party city may withdraw from this Agreement by enacting a letter repealing the same, but no such withdrawal shall take effect until 30 days after the governing body of the withdrawing city has given notice in writing of such withdrawal to the governing body of all other party cities. Such action shall not relieve the withdrawing city from obligations assumed hereunder prior to the effective date of withdrawal.

Duly authenticated copies of this Agreement and of such supplementary agreements as may be entered into shall, at the time of their approval, be deposited with each of the party cities.

ARTICLE XII - VALIDITY

This Act shall be construed to effectuate the purposes contained in Article I hereof. If any provision of this Agreement is declared unconstitutional, or the applicability thereof to any person or circumstances is held invalid, the constitutionality of the remainder of this Act and the applicability thereof to other persons and circumstances shall not be affected thereby.

ARTICLE XIII - ADDITIONAL PROVISIONS

THIRD PARTY RIGHTS - Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Requesting City and the Assisting City.

WAIVER - No waiver of any provision in this Agreement shall be effective unless it is in writing, signed by the party against whom it is asserted, any such written waiver shall only be applicable to the specific instance to which it relates and shall not be deemed to be a continuing or future waiver.

ENTIRETY OF THE AGREEMENT – City of Durant, Oklahoma and the City of Sherman, Texas agree that this Interlocal Agreement sets forth the entire agreement between the parties and that there are no promises or understandings other than those stated herein. None of the provisions, terms or conditions contained in this Agreement may be added to, modified, superseded or otherwise altered, except through written consent and approval of both of the signatories. Any modifications to this Agreement shall be through written instrument executed by the parties. In the event of any conflict or inconsistency between this Agreement and the provisions in the incorporated Exhibits, the terms of this Agreement shall supersede and prevail over the terms in the Exhibits.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the

_____ day of _____, 202__.

City of Durant, Oklahoma

Witness

City Manager

Durant City Clerk

City of Denison, Texas

Witness

City Manager

Denison City Clerk

Emergency Manager City of Durant, Oklahoma

Emergency Manager City of Denison, Texas

Director

Director



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Ken Eppler, Director
Re: Discussion, Consideration and Possible Action on the Mutual Aid Agreement Between the City of Durant, Oklahoma and the City of Sherman, Texas.(C-2022-39)

Consider, by resolution, the approval of a Mutual Aid Agreement between the cities of Durant, Oklahoma and Sherman, Texas. This agreement will be mutually beneficial to both cities and streamline the process of obtaining aid in the time of need. Resolution C-2022-39

Council Information / Action Requested

Approval of the resolution.

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

See attachment:

ATTACHMENTS:

1. Council Info Form - Sherman, TX MOU
2. MUTUAL AID AGREEMENT-Durant-Sherman



THE CITY OF DURANT

Office of Emergency Management

Memorandum

Date: July 12, 2022

To: Mayor and City Council

From: Kenneth Eppler Emergency Management Director

Re: Acceptance of a Mutual Aid Agreement with the City of Sherman, Texas

Council Information / Action Requested

- Request the Mayor and Council accept a Mutual Aid Agreement with the City of Sherman, Texas by resolution.
- All actions should take no more than 5 minutes.

City Staff Information / Action Follow-up

- I, Kenneth Eppler, have provided all documental needed for the agreement with the City of Sherman, Texas
- I, Kenneth Eppler, will act as the point of contact for the agreement.
- I, Kenneth Eppler, will submit a signed agreement to the city clerk staff for filing.
- I, Kenneth Eppler, will coordinate the distribution of the other signed copies of the agreement.
- I, Kenneth Eppler, will retain an original signed agreement at the EOC.

MUTUAL AID AGREEMENT - City of Durant

SECTION 1. This act may be cited as the Mutual Aid Agreement.

SECTION 2. The City Council of Durant, Oklahoma hereby authorizes the City Manager to enter into this agreement on behalf of the City of Durant, Oklahoma with The City of Sherman, Texas, legally joining therein, in the form substantially as follows:

SECTION 3. The City of Sherman, Texas hereby authorizes _____ to enter into this agreement on behalf of the City of Sherman, Texas with The City of Durant, Oklahoma, legally joining therein, in the form substantially as follows:

Articles of Agreement

ARTICLE I - PURPOSE AND AUTHORITIES

This Agreement is made and entered into by and between the participating Member Cities which enact this Agreement, hereinafter called party cities. The purpose of this Agreement is to provide for mutual assistance between the cities entering into this Agreement in managing any emergency or disaster that has not been declared by the governor of the affected city(cities), whether arising from natural disaster, technological hazard, and man-made disaster, civil emergency aspects of resources shortages, community disorders, insurgency, or enemy attack. This Agreement shall also provide for mutual cooperation in emergency-related exercises, testing, or other training activities using equipment and personnel simulating performance of any aspect of the giving and receiving of aid by party cities or subdivisions of party cities during emergencies, such actions occurring outside actual declared emergency periods.

ARTICLE II - GENERAL IMPLEMENTATION

Each party city entering into this Agreement recognizes many emergencies transcend political jurisdictional boundaries and that intergovernmental coordination is essential in managing these and other emergencies under this Agreement. Each city further recognizes that there will be emergencies which require immediate access and present procedures to apply outside resources to make a prompt and effective response to such an emergency. This is because few, if any; individual cities have all the resources they may need in all types of emergencies or the capability of delivering resources to areas where emergencies exist. The prompt, full, and effective utilization of resources of the participating cities, including any resources on hand or available from any other source, that are essential to the safety, care, and welfare of the people in the event of any emergency, shall be the underlying principle on which all articles of this Agreement shall be understood. On behalf of the governing body of each city participating in the Agreement, the legally designated city official who is assigned responsibility for emergency management will be responsible for formulation of the appropriate inter-city mutual aid plans and procedures necessary to implement this Agreement.

ARTICLE III - PARTY CITY RESPONSIBILITIES

A. It shall be the responsibility of each party city to formulate procedural plans and programs for inter-city cooperation in the performance of the responsibilities listed in this article. In formulating such plans, and in carrying them out, the party cities, insofar as practical, shall:

Review individual city hazards analyses and, to the extent reasonably possible, determine all those potential emergencies the party city might jointly suffer, whether due to natural disaster, technological hazard, and man-made disaster, emergency aspects of resource shortages, civil disorders, insurgency, or enemy attack.

- i. Review party cities' individual emergency plans and develop a plan which will determine the mechanism for the inter-city management and provision of assistance concerning any potential emergency.
- ii. Develop inter-city procedures to fill any identified gaps and to resolve any identified inconsistencies or overlaps in existing or developed plans.
- iii. Assist in warning communities adjacent to or crossing the county boundaries.
- iv. Protect and assure uninterrupted delivery of services, medicines, water, food, energy and fuel, search and rescue, and critical lifeline equipment, services, and resources, both human and material.
- v. Inventory and set procedures for the inter-county loan and delivery of human and material resources, together with procedures for reimbursement or forgiveness.
- vi. Provide, to the extent authorized by law, for temporary suspension of any statutes or ordinances that restrict the implementation of the above responsibilities.

B. The Authorized Representative of a party city may request assistance of another party city by contacting the Authorized Representative of that city. The provisions of this agreement shall only apply to requests for assistance made by and to Authorized Representatives. Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing within 30 days of the verbal request. Requests shall provide the following information:

A description of the emergency service function for which assistance is needed, such as but not limited to fire services, law enforcement, emergency medical, transportation, communications, public works and engineering, building inspection, planning and information assistance, mass care, resource support, health and medical services, and search and rescue.

- i. The amount and type of personnel, equipment, materials and supplies needed, and a reasonable estimate of the length of time they will be needed.
- ii. The specific place and time for staging of the assisting party's response and a point of contact at that location.

C. There shall be frequent consultation between city officials who have assigned emergency management responsibilities and other appropriate representatives of the party cities with affected jurisdictions and the City Governments, with free exchange of information, plans, and resource records relating to emergency capabilities.

ARTICLE IV - LIMITATIONS

Any party city requested to render mutual aid or conduct exercises and training for mutual aid shall take such action as is necessary to provide and make available the resources covered by this Agreement in accordance with the terms hereof; provided that it is understood that the city rendering aid may withhold resources to the extent necessary to provide reasonable protection for such city. Each party city shall afford to the emergency forces of any party city, while operating within its city limits under the terms and conditions of this Agreement, the same powers (except that of arrest unless specifically authorized by the receiving city), duties, rights, and privileges as are afforded forces of the city in which they are performing emergency services. Emergency forces will continue under the command and control of their regular leaders, but the organizational units will come under the operational control of the emergency services authorities of the city receiving assistance. These conditions may be activated, as needed, or commencement of exercises or training for mutual aid and shall continue so long as the exercises or training for mutual aid are in progress, the city emergency remains in effect or loaned resources remain in the receiving city(s), whichever is longer.

ARTICLE V - LICENSES AND PERMITS

Whenever any person holds a license, certificate, or other permit issued by any city party to the Agreement evidencing the meeting of qualifications for professional, mechanical, or other skills, and when such assistance is requested by the receiving party city, such person shall be deemed licensed, certified, or permitted by the city requesting assistance to render aid involving such skill to meet an emergency, subject to such limitations and conditions as the law of the Requesting City may prescribe by executive order or otherwise.

ARTICLE VI - LIABILITY

Officers or employees of a party city rendering aid in another city pursuant to this Agreement shall be considered agents of the Requesting City for tort liability and immunity purposes; and no party city or its officers or employees rendering aid in another city pursuant to this Agreement shall be liable on account of any act or omission in good faith on the part of such forces while so engaged or on account of the maintenance or use of any equipment or supplies in connection therewith. Good faith in this article shall not include willful misconduct, gross negligence, or recklessness.

ARTICLE VII - SUPPLEMENTARY AGREEMENTS

Inasmuch as it is probable that the pattern and detail of the machinery for mutual aid among two or more cities may differ from that among the cities that are party hereto, this instrument contains elements of a broad base common to all cities, and nothing herein contained shall preclude any city from entering into supplementary agreements with another city or affect any other agreements already in force between cities. Supplementary agreements may comprehend, but shall not be limited to, provisions for evacuation and reception of injured and other persons and the exchange of medical, fire, police, public utility, reconnaissance, welfare, transportation and communications personnel, and equipment and supplies.

ARTICLE VIII – COMPENSATION

Each party city shall provide for the payment of compensation and death benefits to injured members of the emergency forces of that city and representatives of deceased members of such forces in case such members sustain injuries or are killed while rendering aid pursuant to this Agreement, in the same manner and on the same terms as if the injury or death were sustained within their own city.

ARTICLE IX - REIMBURSEMENT

Any party city rendering aid in another city pursuant to this Agreement shall be reimbursed by the party city receiving such aid for any loss or damage to or expense incurred in the operation of any equipment and the provision of any service in answering a request for aid and for the costs incurred in connection with such requests; provided, that any aiding party city may assume in whole or in part such loss, damage, expense, or other cost, or may loan such equipment or donate such services to the receiving party city without charge or cost; and provided further, that any two or more party cities may enter into supplementary agreements establishing a different allocation of costs among those cities. Article VIII expenses shall not be reimbursable under this provision.

ARTICLE X - EVACUATION

Plans for the orderly evacuation and inter-city reception of portions of the civilian population as the result of any emergency or disaster of sufficient proportions to so warrant, shall be worked out and maintained between

the party cities and the emergency management/services directors of the various jurisdictions where any type of incident requiring evacuations might occur. Such plans shall be put into effect by request of the city from which evacuees come and shall include the manner of transporting such evacuees, the number of evacuees to be received in different areas, the manner in which food, clothing, housing, and medical care will be provided, the registration of the evacuees, the providing of facilities for the notification of relatives or friends, and the forwarding of such evacuees to other areas or the bringing in of additional materials, supplies, and all other relevant factors. Such plans shall provide that the party city receiving evacuees and the party city from which the evacuees come shall mutually agree as to reimbursement of out-of-pocket expenses incurred in receiving and caring for such evacuees, for expenditures for transportation, food, clothing, medicines and medical care, and like items. Such expenditures shall be reimbursed as agreed by the party city from which the evacuees come. After the termination of the emergency or disaster, the party city from which the evacuees come shall assume the responsibility for the ultimate support of repatriation of such evacuees.

ARTICLE XI - IMPLEMENTATION

This Agreement shall become operative immediately upon its signing by any two (2) cities; thereafter, this Agreement shall become effective as to any other city upon its enactment by such city.

Any party city may withdraw from this Agreement by enacting a letter repealing the same, but no such withdrawal shall take effect until 30 days after the governing body of the withdrawing city has given notice in writing of such withdrawal to the governing body of all other party cities. Such action shall not relieve the withdrawing city from obligations assumed hereunder prior to the effective date of withdrawal.

Duly authenticated copies of this Agreement and of such supplementary agreements as may be entered into shall, at the time of their approval, be deposited with each of the party cities.

ARTICLE XII - VALIDITY

This Act shall be construed to effectuate the purposes contained in Article I hereof. If any provision of this Agreement is declared unconstitutional, or the applicability thereof to any person or circumstances is held invalid, the constitutionality of the remainder of this Act and the applicability thereof to other persons and circumstances shall not be affected thereby.

ARTICLE XIII - ADDITIONAL PROVISIONS

THIRD PARTY RIGHTS - Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Requesting City and the Assisting City.

WAIVER - No waiver of any provision in this Agreement shall be effective unless it is in writing, signed by the party against whom it is asserted, any such written waiver shall only be applicable to the specific instance to which it relates and shall not be deemed to be a continuing or future waiver.

ENTIRETY OF THE AGREEMENT – City of Durant, Oklahoma and the City of Sherman, Texas agree that this Interlocal Agreement sets forth the entire agreement between the parties and that there are no promises or understandings other than those stated herein. None of the provisions, terms or conditions contained in this Agreement may be added to, modified, superseded or otherwise altered, except through written consent and approval of both of the signatories. Any modifications to this Agreement shall be through written instrument executed by the parties. In the event of any conflict or inconsistency between this Agreement and the provisions in the incorporated Exhibits, the terms of this Agreement shall supersede and prevail over the terms in the Exhibits.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the

_____ day of _____, 202__.

City of Durant, Oklahoma

Witness

City Manager

Durant City Clerk

City Council of the City of Sherman, Texas

Witness

Mayor

Sherman City Clerk

Emergency Manager City of Durant, Oklahoma

Emergency Manager City of Sherman, Texas

Director

Director



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Phillip Hightower, Public Works Director
Re: Discussion, Consideration and Possible Action for Schiralli Construction Corporation (DU-20-03) Change Order #2 for a Necessary Road Bore Related to Sewer Improvements on University Boulevard (C-2021-85)

This Change Order is for Boring Radio Road on the north side of University Boulevard in order to put in the new 12" sewer line. By boring the road, we will not interrupt traffic flow in this area. This is the only public access to the homes on Radio Road. The cost of the road bore is \$120,000.00 as you can see in the attachment that is in your packet.

Council Information / Action Requested

Approval of Schiralli Construction Corporation (DU-20-03) Change Order #2 for A Necessary Road Bore Related to Sewer Improvements on University Boulevard (C-2021-85)

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

Upon council approval, inform Schiralli that the Change Order passed and they can continue work.

ATTACHMENTS:

1. 070622 Schiralli Durant Change Order 2

Date of Issuance: July 6, 2022	Effective Date: July 12, 2022
Owner: City of Durant	Owner's Contract No.: DU-20-03
Contractor: Schiralli Construction Corp.	Contractor's Project No.: DU-20-03
Engineer: Wall Engineering, LLC	Engineer's Project No.: DU-20-03
Project: University Blvd Improvements	Contract Name: One

The Contract is modified as follows upon execution of this Change Order:

Description: 80 ft. 18" bore W/Steel encasement and 12" SDR-26 PVC carrier pipe and all appurtenances
Additional days to complete bore- 28 Days Weather Days 3/15/22 through 7/05/22- 9 Days
Total Additional Days- 37 Days

Attachments: *[List documents supporting change]*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>3,096,505.16</u>	Original Contract Times: Substantial Completion: <u>210 Days</u> Ready for Final Payment: <u>240 Days</u> days or dates
[Increase] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : \$ <u>581,397.98</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : Substantial Completion: <u>96 days</u> Ready for Final Payment: <u>96 days</u> days
Contract Price prior to this Change Order: \$ <u>3,677,903.14</u>	Contract Times prior to this Change Order: Substantial Completion: <u>306 Days</u> Ready for Final Payment: <u>336 Days</u> days or dates
[Increase] of this Change Order: \$ <u>120,000.00</u>	[Increase] of this Change Order: Substantial Completion: <u>37 Days</u> Ready for Final Payment: <u>37 Days</u> days or dates
Contract Price incorporating this Change Order: \$ <u>3,797,903.14</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>343 Days September 12, 2022</u> Ready for Final Payment: <u>373 Days October 12, 2022</u> days or dates

By: BRANTON WALL
Title: Engineer (if required)
Date: 21108

Approved by Funding Agency (if applicable)

By: _____ Title: _____
Date: _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Title: _____
Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Title: VICE PRESIDENT
Date: 05 - July - 2022



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: Rebecca Payne, Grants Coordinator
Re: Discussion, Consideration and Possible Action for Core & Main, LP (DU-19-03) Change Order No. 1 for a Contract Amount Decrease Related to the Bureau of Reclamation WaterSMART Water Energy Efficiency Grant Project R19AP00124 for the City-Wide Automated Meter Reading (AMR) Conversion and Advanced Metering Infrastructure Project. (C-2020-18)

The City-Wide AMR Project has been successfully completed with an under-budget balance in the amount of \$502,264.23. Due to the exponential housing and commercial growth with rising material costs, the engineer and staff have recommended purchasing additional meters with some of the remaining balance, as inventory for meter installations to serve new utility customers. The cost of the meters is \$ 157,030 – which leaves a project contract deduction of \$345,234.23, as noted on the Change Order No. 1 attachments.

Council Information / Action Requested

Approve Core & Main, LP (DU-19-03) Change Order No. 1 for a Contract Amount Decrease Related to the Bureau of Reclamation WaterSMART Water Energy Efficiency Grant Project R19AP00124 and OK Water Resource Board ORF-19-0019-CW for the City-Wide Automated Meter Reading (AMR) Conversion and Advanced Metering Infrastructure Project. (C-2020-18)

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

The Grants Department will work with the project engineer and staff to complete documentation necessary for closeout.

ATTACHMENTS:

1. City-wide AMR Project Change Order No. 1

Change Order No. 1

Date of Issuance: 6/24/22
Owner: City of Durant
Contractor: Core & Main, LP
Engineer: Wall Engineering, LLC
Project: AMI Meter Improvements

Effective Date: 6/24/22
Owner's Contract No.: DU-19-03
OWRB CWSRF Project No.: ORF-19-0019-CW
Engineer's Project No.: DU-19-03
Contract Name: AMI Meter Improvements

The Contract is modified as follows upon execution of this Change Order:

Description:
See Attached Summary of Changes. Total Change Order- (\$345,234.23)

Attachments:

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ 3,514,078.00	Original Contract Times: Substantial Completion: 365 days Ready for Final Payment: 395 days days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ N/A	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: N/A Ready for Final Payment: N/A days
Contract Price prior to this Change Order: \$ 3,514,078.00	Contract Times prior to this Change Order: Substantial Completion: 365 days Ready for Final Payment: 395 days days or dates
[Decrease] of this Change Order: \$ 345,234.23	[Increase] [Decrease] of this Change Order: Substantial Completion: N/A Ready for Final Payment: N/A days or dates
Contract Price incorporating this Change Order: \$ 3,168,843.77	Contract Times with all approved Change Orders: Substantial Completion: 365 days Ready for Final Payment: 395 days days or dates

RECOMMENDED: By: <u>BRANDON</u> (Engineer (if required)) Title: <u>21103</u> Date: <u>06/30/22</u> Approved by Funding Agency (if applicable) By: _____ Date: _____ Title: _____	ACCEPTED: By: _____ Owner (Authorized Signature) Title: _____ Date: _____	ACCEPTED: By: _____ Contractor (Authorized Signature) Title: <u>Operations Manager</u> Date: <u>6/27/22</u>
---	---	---

EJCDC® C-941, Change Order.

Description of Changes	DECREASE in Contract Price	INCREASE in Contract Price
Bid Item		
Bid Item #5- 2" Neptune Mach 10 Water Meter- Deduct 51 ea. @ \$925.00	(\$45,325.00)	
Bid Item #7- 4" Neptune Mach 10 Water Mete -Deduct 1ea. @ \$2,995.00	(\$2,995.00)	
Bid Item #9- 8" EVO Q4 Mag Meter- Deduct 2ea. @ \$6,795.00	(\$13,590.00)	
Bid Item #10- 10" EVO Q4 Mag Meter- Deduct 1 ea. @ \$9,295.00	(\$9,295.00)	
Bid Item #11- EVO Sensus Protocol Encoder W/30' Cable- Deduct 6ea. @ \$315.00	(\$1,890.00)	
Bid Item #12- R900-V4 MIU PTT 6- Deduct 6 ea. @ \$150.00	(\$900.00)	
Bid Item #17- Carson Brooks 1419-12 Meter Box- Deduct 1264 ea. @ \$36.00	(\$45,504.00)	
Bid Item #18- Carson Brooks 1419-12 Lid Only- Deduct 1158 ea. @ \$16.00	(\$18,528.00)	
Bid Item #24- Remove/Replace Existing 2" Meters- Deduct 252ea. @ \$245.00	(\$61,740.00)	
Bid Item #28- Remove and Replace 8" Meter- Deduct 1 ea. @ \$2000.00	(\$2,000.00)	
Bid Item #30- Gateway Install DPW Assets- Deduct 1 ea. @ \$11,000.00	(\$11,000.00)	
Bid Item #31- Database/Software Including Working W/City on Integration (Duplicate Bid Item) Deduct 1 LS- \$16,000.00	(\$16,000.00)	
Bid Item #32- Mono-Pole- Deduct 5ea. @ \$26,000.00	(\$130,000.00)	
Bid Item #33- Install 5/8" X 3/4" Resetter- Deduct 106 ea. @ \$20.00	(\$2,120.00)	
Bid Item #34- Install Carson Brooks 1419-12 Meter Box- Deduct 1358 ea. @ \$49.00	(\$66,542.00)	
Bid Item # 35- Install Carson Brooks 1419-12 Lid Only - Deduct 928 ea. @ \$7.50	(\$6,960.00)	
Bid Item #36- Allowance for Non-Standard Installations- Deduct \$67,875.23	(\$67,875.23)	
Bid Item #2- 5/8" x 3/4" Neptune Mach 10 AMI Meter w/Antenna Add 288 ea @ \$275.00		\$79,200.00
Bid Item #3- 1" Neptune Mach 10 AMI Meter w/Antenna Add 192 ea @ \$365.00		\$70,080.00
Bid Item #19- 3" Neptune Fire Hydrant Meter 5 ea @ \$1550.00		\$7,750.00
	(\$502,264.23)	\$157,030.00
NET CHANGE IN CONTRACT PRICE		(-345,234.23)



Bid Proposal for Durant 2022 Additional Meters

CITY OF DURANT

Bid Date: 06/22/2022 05:00 pm

Core & Main 2404465

Core & Main

14701 E 116th ST N

Owasso, OK 74055

Phone: 918-586-7100

Fax: 918-586-7101

Seq#	Qty	Description	Units	Price	Ext Price
DUE TO CURRENT SUPPLY CHAIN DISRUPTIONS, MATERIALS ARE SUBJECT TO PRICING AT TIME OF SHIPMENT. MATERIAL AVAILABILITY AND TIMELINESS OF SHIPMENTS CANNOT BE GUARANTEED. THIS TERM SUPERSEDES ALL OTHER CONTRACTUAL PROVISIONS.					
10		ADDITIONAL METERS			
20	288	5/8X3/4 NEPTUNE MACH10 GAL R900I W/6' EXT ANTENNA EU1B2G1SG89	EA	275.00	79,200.00
30	192	1 MACH10 R900I GAL 6' ANTENNA EU1F2G1SG89	EA	365.00	70,080.00
40	5	3 FH MTR W/COUP R900 GAL PIT	EA	1,550.00	7,750.00
				SUBTOTAL	157,030.00

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: Discussion, Consideration and Possible Action on the Local 3061 International Association of Fire Fighters Collective Bargaining Agreement for FY 2022-2023.

The IAFF has ratified the CBA for 2022-2023.

Key changes:

Art 18 - Wages - 2% COLA effective July 1, 2022 and allowing step increase, amends Chief, shifting steps left and adding new Step at 1.75%; removes opening clause.

Art 31 - Vacation - clarifies highest rank has priority over seniority when selecting vacation leave.

Art 33 - Regular Firefighter Status - Renames Article 33 and removes language referencing Probationary Employee.

Clarifies when an employee is eligible for full-time Firefighter status.

Art 35 - clarifies that laundry can be done as needed.

Council Information / Action Requested

Staff recommends approval of the IAFF Collective Bargaining Agreement for FY 2022-2023.

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

ATTACHMENTS:

1. IAFF CBA FY 2022-23 Final

AGREEMENT BETWEEN

CITY OF DURANT, OKLAHOMA, EMPLOYER

AND

LOCAL 3061, INTERNATIONAL ASSOCIATION

OF FIREFIGHTERS, UNION

AFL-CIO/CLC, BARGAINING AGENT

FISCAL YEAR 2022-2023

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ARTICLE 1 PURPOSE OF AGREEMENT

It is the intent and purpose of this Agreement, entered into by and between the CITY OF DURANT, OKLAHOMA, hereinafter referred to as EMPLOYER, and LOCAL NO. 3061, INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, AFL-CIO/CLC, hereinafter referred to as UNION, to achieve and maintain harmonious relations between the parties hereto and to provide for the equitable and orderly adjustment of grievances which may arise during the term of this agreement.

ARTICLE 2 AUTHORITY AND TERM

Section 1. The Employer and the Union have, by these presents, reduced to writing the collective bargaining agreement resulting from negotiations entered into by the Employer and the Union.

Section 2. This Agreement shall become effective on July 1, 2022, and shall have a one-year term, through June 30, 2023.

Section 3. Whenever wages, rate of pay, or any other matters requiring appropriation of monies by the Employer are included as a matter of collective bargaining, it shall be the obligation of the Union to serve written notice of request for collective bargaining on the Employer at least one hundred twenty (120) days prior to the last day on which monies can be appropriated by the Employer to cover the Agreement period which is the subject of the collective bargaining procedure.

Section 4. It shall be the obligation of the Employer and the Union to meet at a reasonable time and confer in good faith with representatives of the Union or the Employer requesting a meeting for purpose of collective bargaining.

Section 5. In the event the Union and the Employer are unable, within thirty (30) business days from and including the date of the first meeting, to reach an agreement, any and all unresolved issues may be submitted to arbitration at the request of either party.

ARTICLE 3 RECOGNITION

Section 1. The Employer recognizes the Union as the sole and exclusive Bargaining Agent for all permanent firefighters of the Fire Department, except the Fire Chief and one designated Administrative Assistant.

Title II Article LI Sec. 51-102-1. Definition of a Firefighter:

“Fire fighters and police officers” shall mean the permanent paid members of any fire department or police department in any municipality within the State of Oklahoma but shall not include the chief of police and an administrative assistant and the chief of the fire department and an administrative assistant. The administrative assistant shall be that person so designated by the chief of the police department. “Police officers” as used herein shall be those persons as defined in Section 11-50-101 of this title.

ARTICLE 4 GRIEVANCE PROCEDURE

Section 1. The Union or any employee covered under this Agreement may file a grievance within ten (10) business days of alleged occurrence, as hereinafter defined, and shall be afforded the full protection of this Agreement.

Section 2. The Union President or his designated representative may report an impending grievance to the Fire Chief in an effort to forestall its occurrence; however the timeframes for filing a grievance under Section 1 shall only be waived or delayed through an agreement in writing between the parties.

Section 3. Any controversy between the Employer and the Union or any employee concerning the interpretation, enforcement or application of any provision of this Agreement and/or concerning any of the terms or conditions of employment contained in this Agreement, including discipline and discharge, shall be adjusted in the following manner.

- 3.A. The grievance shall be discussed by the employee(s) involved with the Chief or his designated representative. Said employee's Union President or his designated representative may be present at said discussion. The answer to the grievance shall be orally submitted by the Chief or his designated representative within ten (10) business days to the employee(s) involved and to the Union President.

- 3.B. If the grievance is not settled by the provisions of Section 3A, it shall be submitted in writing to the Union Grievance Committee. Within five (5) business days from the oral answer rendered by the Chief or his designated representative, the Union Grievance Committee shall determine, in their sole discretion and judgment, whether or not a grievance exists within the terms and conditions of this Agreement.
- 3.B.(1) If the Union Grievance Committee finds a grievance does exist, the Committee shall submit the grievance in writing to the Fire Chief for adjustment within seven (7) business days of the Chief's oral grievance response.
- 3.B.(2) If the Union Grievance Committee finds a grievance does not exist, no further proceedings shall be necessary.
- 3.C. The Fire Chief shall submit his answer in writing to the employee(s) involved and to the Union Grievance Committee within five (5) business days after receipt of the written grievance, (if any). If the grievance is not settled by the Chief's written grievance response, the grievance shall be sent in writing to the City Manager for an answer within five (5) business days after the date of the Chief's written response.
- 3.D. The City Manager shall submit his answer to the grievance in writing to the Fire Chief, the employee(s) involved, and the Union Grievance Committee within five (5) business days after receipt of the Union Grievance Committee's written grievance. If the Union Grievance Committee determines the City Manager's response has not resolved the grievance, the Union shall, within five (5) business days of the City Manager's response, provide written notice of intent to submit the grievance dispute to grievance arbitration for adjustment as follows:
- 3.D.(1) The parties shall request a list of seven (7) arbitrators from the Federal Mediation and Conciliation Service within five (5) business days from the date of the Union's notice to arbitrate the issue.
- 3.D.(2) Within ten (10) business days from the receipt of such list, a representative of the Union and Employer shall meet and alternately strike arbitrator names until the last arbitrator's name remains. That arbitrator shall be selected as the impartial arbitrator. Employer shall strike the first name.
- 3.D.(3) The parties shall provide notice to the FMCS of the arbitrator's selection within five (5) business days of the above arbitrator

selection process and a hearing shall be requested to be held within no more than sixty (60) days from the FMCS notice.

- 3.D.(4) Within twenty (20) business days after the conclusion of the hearing, the arbitrator shall issue a written opinion containing findings and recommendations with respect to the issues presented. A copy of the opinion shall be mailed, emailed or delivered to the Union and the Employer.
- 3.D.(5) With respect to the interpretation, enforcement or application of the provisions of this Agreement, the decision, findings, and recommendations of the arbitrator shall be final and binding on the parties to this Agreement.
- 3.D.(6) The arbitrator's authority shall be limited to the interpretation and application of the terms of this Agreement and/or any supplement thereto. The arbitrator shall have no jurisdiction to establish provisions of a new agreement or variation of the present Agreement or to arbitrate away, in whole or in part, any provisions or amendments thereof. This shall not preclude individual wage grievances.
- 3.D.(7) The cost of the impartial arbitrator shall be shared equally between the Union and the Employer. If a transcript of the proceedings is requested, then the party requesting the transcript shall pay for it or the parties may agree to share in the costs and both receive a copy of the transcript.

Section 4. All time limits set forth in this Article may be extended in writing by mutual consent, but if not so extended, they must be strictly observed. Unless the time limits are mutually extended by the parties, in the event the Union misses a time limit then the matter shall be considered settled/closed, if the City misses a time limit the grievance shall be considered denied and if appropriate be advanced to the next step.

Section 5. It is specifically and expressly understood that filing a grievance under this Article which has as its last step, final and binding arbitration, constitutes an election of remedies and a waiver of any and all rights by both parties to litigate or otherwise contest the last answer rendered through the Grievance Procedure in any Court or other appeal forum.

Section 6. In the event the City should find it necessary to file a grievance against the Union, then the City shall present the grievance to the President of the Union, or his designee, in writing. The Union shall respond in writing within ten (10) business days of receipt. If the grievance is not settled by the Union's response, the City may proceed to Step 3 D. (Except City and Union roles shall reverse.)

ARTICLE 5

MANAGEMENT RIGHTS AND RESPONSIBILITIES

Section 1. The Union recognizes the prerogative of the Employer to operate and manage its affairs in all respects and in accordance with its responsibilities and the powers or authority which the Employer has not officially abridged, delegated, granted or modified by this Agreement are retained by the Employer, and all rights, powers and authority the Employer had prior to the signing of this Agreement are retained by the Employer and remain exclusively without limitations within the rights of the Employer.

Section 2. Except as may be limited herein, the Employer retains its rights in accordance with the laws of the State of Oklahoma and the responsibilities and duties contained in the ordinances and regulations promulgated by the City of Durant. These rights include, but are not limited to:

- 2.A. The determination of Fire Department policy, including the right to manage the affairs of the Fire Department in all respects;
- 2.B. The right to assign working hours, including overtime;
- 2.C. The right to establish, modify or change work schedules, manning of shifts, assignments, etc.
- 2.D. The right to direct the members of the Fire Department, including the right to hire, terminate, suspend, demote, promote, transfer or take any other disciplinary action against employees of the Fire Department for just cause;
- 2.E. The determination of the table of organization of the Fire Department, including the right to organize and reorganize the Fire Department in any manner it chooses, including the size of the Fire Department, and the determination of job classification, ranks and positions based upon duties assigned;
- 2.F. The determination of safety, health and property protection measures for the Fire Department;
- 2.G. The allocation and assignment of work to all members within the Fire Department;
- 2.H. The sole judge to the qualifications of applicants and training of employees;
- 2.I. The scheduling of operations and the determination of the number and duration of hours of assigned duty per working period;
- 2.J. The establishment and enforcement of Fire Department rules, regulations, and orders;

- 2.K. The introduction of new, improved or different methods and techniques of operation of the Fire Department or changes in existing methods and techniques;
- 2.L. The determination of the amount of supervision necessary;
- 2.M. The control of the departmental budget;
- 2.N. The right to take whatever actions may be necessary to carry out the mission of the City in situations of emergency;
- 2.O. The right to relieve employees from duties because of lack of work, funds, or other legitimate reasons;
- 2.P. Organization of City government;
- 2.Q. Other matters as covered by the Personnel Manual that are not in conflict with provisions of this Agreement.

ARTICLE 6 PREVAILING RIGHTS

Section 1. All rules, regulations, fiscal procedures, working conditions, departmental practices and manner of conducting the operation and administration of the fire department currently in effect on the effective date of any negotiated agreement shall be deemed a part of said agreement unless and except as modified or changed by the specific terms of such agreement.

ARTICLE 7 PROHIBITION OF STRIKES

Section 1. During the term of this Agreement, the Union agrees to a prohibition of any job action, i.e., strikes, work slowdowns, mass absenteeism, or being a party to such activities.

Section 2. Upon notification confirmed in writing by the Employer to the Union that certain of its members are engaged in a job action, the Union shall immediately, in writing, order such members to cease the job action and return to work at once and provide the Employer with a copy of such an order. Additionally, a responsible official of the Union shall publicly order all employees participating in a job action to cease such action.

Section 3. Nothing contained in this Article shall be construed to limit, impair, or affect the right of the Union or any other member of the bargaining unit to the express or communication of a view, grievance, complaint or opinion on any matter related to conditions or compensation of employment, or their betterment so long as the same does not interfere with the full, faithful, and proper performance of duties of employment.

ARTICLE 8 PERSONNEL FILES

Section 1. A copy of all personnel records for a Fire Fighter concerning an investigation, complaint, reprimand, counseling sessions for violations of any rule, regulation, or policy within the City or Department or any other information or documentation which might be considered as being detrimental to the Fire Fighter's position advancement or future With the Department shall be furnished to the employee within three (3) days from the date of such action.

Section 2. A Fire Fighter shall be allowed to review his personnel file under supervision at any reasonable time upon written request to the Fire Chief.

ARTICLE 9 SENIORITY

Section 1. Seniority shall be defined as the length of service in the Fire Department of an employee calculated from the most recent date of his employment. If two or more employees began employment on the same date, then their seniority shall be determined by the composite score when hired.

Section 2. Article 38 provides a summary of job descriptions, responsibilities, duties and requirements for all positions within the bargaining unit. Any changes in the job descriptions will be by mutual Agreement.

ARTICLE 10 SUCCESSORS AND ASSIGNS

Section 1. This Agreement shall be binding upon the successors and assigns of the parties hereto during the term of this Agreement; and no provisions, terms or obligations herein contained shall be affected, modified, altered or changed in any respect whatsoever by the consolidations, merger or annexation, transfer or assignment of either party hereto, or affected, modified, altered or changed in any respect whatsoever by any change of any kind in the ownership or management of either party hereto, or by any change geographically of place of business of either party hereto.

ARTICLE 11 REGULAR AND SPECIAL MEETINGS

Section 1. The Union will be permitted to hold one regular monthly meeting and three special meetings each fiscal year on the Employer's premises, with the understanding that permission, time and location of such meetings must be approved by the Fire Chief or his designee prior to said meeting, said approval shall not be unreasonably denied.

Section 2. The Union and the Employer agree that bargaining unit members on duty at the sub-stations shall be allowed to attend all regular and special Union meetings.

Section 3. All regular and special meetings shall be set for 5:00 p.m. or later, and shall end by or prior to 10:00 p.m.

ARTICLE 12 DUES CHECK OFF

Section 1. The Employer agrees to deduct, each month, Union dues in an amount certified to be correct by the Secretary-Treasurer of the Union from the pay of those employees who individually request in writing that deductions be made; and such deductions shall continue until the employee requests in writing that deductions cease. All deductions will be for the month in which they are taken.

Section 2. The Employer shall remit, each month, the total amount of deductions to the Secretary-Treasurer of the Union. The Union shall pay the Employer a reasonable bookkeeping fee each month of five percent (5%) of the total amount of deductions.

Section 3. As to the deductions for dues the Union agrees: to be responsible for refunding any deductions which are refundable when an employee terminates or resigns; to be responsible for making a proper adjustment with the employee affected if the Employer makes an error or improper deduction; to indemnify, defend and hold the Employer harmless as to claims made, or suits instituted, against the Employer on account of payroll deductions for Union dues.

ARTICLE 13 BULLETIN BOARDS

Section 1. The Employer shall allow the Union to maintain a bulletin board at the Durant Central Fire Station not to exceed 48" x 48" in size. This board shall be used only for the following materials:

- 1.A. Union meetings;
- 1.B. Union elections;
- 1.C. Recreational and social affairs;
- 1.D. Reports of Union committees;
- 1.E. International Association of Fire Fighters and State Association notices;
- 1.F. Legislative enactments and judicial decisions affecting employees;
- 1.G. Minutes of Union meetings which do not violate the provisions of the following paragraph.

Section 2. Materials shall not contain anything reflecting upon the Employer or any of its employees.

ARTICLE 14

SAFETY AND HEALTH COMMITTEE

Section 1. The Union agrees to appoint two (2) members and the Employer agrees to appoint two (2) members to comprise the Joint Safety and Health Committee. The Union and the Employer agree to cooperate to the fullest extent in the promotion of safety and health through full disclosure of any information, results or surveys and/or studies, new forms, procedures, materials, equipment and any new concept in safety and health applicable to the Joint Safety and Health Committee.

Section 2. The Joint Safety and Health Committee shall meet quarterly and at such other times as deemed necessary by the Fire Chief and the Union.

Section 3. Committee members shall also be granted time off with pay to conduct investigations of safety and health problems with permission of the Fire Chief.

Section 4. All recommendations and reports from the Joint Safety and Health Committee shall be in writing and copies submitted to the Employer and Union.

ARTICLE 15

TRAINING POLICY

Section 1. Training will be conducted primarily on Tuesdays, Wednesdays and Thursdays at a minimum to consist of: one (1) hour of map study on streets, hydrants and addresses; two (2) hours on subject matter of the month, including practical factors training; and one (1) hour of physical fitness program. A committee to set the training policy will consist of the Executive Board and two (2) members appointed by the Employer.

Section 2. Apparatus and streets tests will only be given to those with less than three (3) years service, except and unless there is an unusual, observed or notified potential safety or operational issue. For those with more than three (3) years service, the Fire Chief, with input and or discussion with the Union President or designee(s) of the Executive Board, shall determine the appropriate additional and/or remedial training. In such cases, the reasons for such training shall be able to be articulated to the employee and/or Union upon inquiry and such reasons shall not be arbitrary, capricious or discriminatory. All other activities will continue after training has been completed.

ARTICLE 16 UNION BUSINESS

Section 1. It is understood that Union business shall not be conducted on the Employer's premises during regular working hours except to investigate grievances, attend negotiation meetings and/or Labor/Management meetings. The above activities will be permitted provided there are not uncompleted duties or work and provided it does not interfere with the operations of the Fire Department.

Section 2. The Union shall be granted time not to exceed four (4) shifts with pay per year to perform Union functions, including attendance at conventions, conferences and seminars. Two additional shifts shall be granted for the IAFF Convention to be held in August of each year. This time shall not interfere with the normal operations of the Fire Department.

ARTICLE 17 UNIFORMS

Section 1. The Employer shall provide bunker gear, station uniforms and safety clothing to members of the bargaining unit at no cost to the employee and bunker gear and safety clothing shall meet NFPA standards as approved by the Safety and Health Committee. Station uniforms provided by the Employer at no cost to the employee shall be 100% cotton or other material as approved by the Safety and Health Committee.

Section 2. The Employer will additionally provide shorts and t-shirts to each member of the bargaining unit. These may be worn after 5:00 p.m. Monday through Friday and on weekends. An allowance for footwear has been included in wages and shall be provided by the employee.

Section 3. The City and the bargaining unit are in agreement that, as budgetary resources are specifically made available/appropriated by action of the City Manager and City Council, Class A Uniforms are desired to be added to the clothing provided by the City to Employees.

Section 4 The Chief or his designee shall provide replacement clothing items when current bunker gear, pants, shorts or shirts are torn or damaged through normal wear and tear and/or job duties. Additionally, these same replacement clothing items shall be made available to the employee when clothing items become worn to the point that discoloration or department standards are not being maintained as determined by the Chief or his designee.

ARTICLE 18

WAGE ADJUSTMENT

Section 1. The Employer agrees to pay 0.7% longevity of completed years of service, with a cap of twenty (20) years for all bargaining unit members as of July 1, 1999.

Section 2. Incentive and Bonus Pay – A schedule listing for incentive and bonus pay is listed in Article 19.

Section 3. Wages are identified on the Wage Table (Appendix B).

Section 4. Working out of Classification - Any Driver, Lieutenant, or Captain who works out of their regular designated pay classification in a higher pay classification shall receive twenty dollars (\$20.00) for that shift after completing more than ten (10) hours out of class work in said shift.

ARTICLE 19

INCENTIVE AND EDUCATION PAY AND OTHER ALLOWANCES

Section 1. The Fire Marshal shall receive a city issued cell phone..

Section 2. Eligible members of the Bargaining Unit shall receive incentive pay and education pay as benchmarks are met in accordance with the following schedule:

**City of Durant and Firefighters Local 3061
Incentive and Education Pay for Benchmarks Met
and Other Allowances
One Year Contract**

Monthly Incentive Pay	
¹ Instructor Level 1 *	50
¹ Instructor Level 2 *	50
Arson Investigation	50
¹ Fire Officer 1 *	50
¹ Fire Officer 2 *	50
HazMat Tech	50
² NFA Leadership I, II, III: Strategies for Company Success	50
Confined Space Operations	50
Confined Space Technician	50
Structural Collapse Operations	50
Structural Collapse Technician	50
Swiftwater Rescue Technician	50
Swiftwater Rescue Operations	50
Trench Rescue Technician	50
Trench Rescue Operations	50
Vehicle Rescue Technician	50
Vehicle Rescue Operations	50

INCENTIVE PAY CAP	350 /month**
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Monthly Education Pay	
EMT Basic	100
EMT Intermediate	125
EMT Paramedic	200
³ Associate or 62 hrs ***	25
³ BS or BA ***	50
³ Fire Service Degree (BS) ***	75

Other Allowances	
Fire Marshal Cell Phone Allowance	City Cell Phone

- ¹ Incentive pay for these training incentives limited to the first six Fire Department bargaining unit members per year to be certified, who have been authorized for this training by the Fire Chief.
- ² All three NFA Leadership classes must be completed in order to earn \$50/month.
- ³ Education bonus pay shall be paid for highest level of education achieved only.
- ⁴ Effective FY 2011-12 (*Memorandum of Understanding 2011-12-1 approved by the City Council*), the following shall apply to the Fire Marshal position. The Fire Marshal shall ONLY receive incentive pay for Cleet Certification. Additionally, the Fire Marshal position shall be the only member of the bargaining unit eligible for incentive pay for Cleet Certification. Bonus pay will be granted to the Fire Marshal in the amounts stated above for Associates, BS, BA, BS in Fire Service, Advanced Arson Investigation, EMT Basic or Intermediate/Advanced, or EMT Paramedic. The Fire Marshal shall be the only member of the bargaining unit eligible for bonus pay for Advanced Arson Investigation. Advanced Arson Investigation course curriculum to be approved by the Fire Chief prior to enrollment.

Note:

Incentive pay for categories without an asterisk (*) are not limited in number, but scheduling of training for Fire Department bargaining unit members shall be approved by the Fire Chief to maintain constant manning and in accordance with the training priorities of the department. Maximum monthly incentive pay shall be \$350.

Section 3. In the event an employee receives discipline which results in time-off without pay, Incentive and Education pay shall be prorated by the number of shifts not worked within the month not worked. If the time-off occurs following the payment of Incentive and Education pay the following months payment shall be adjusted.

ARTICLE 20 SAVINGS CLAUSE

Section 1. If any provision of this Agreement or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end, the provisions of this Agreement are severable.

Section 2. It is understood that the foregoing is a complete understanding of all the terms and conditions of employment to be governed by this Agreement during the contract period and it cannot be altered in any manner, save by the complete written concurrence of the parties subscribing hereto.

Section 3. Any appendices of this Agreement shall be numbered, dated and signed by the Employer and the Union and shall be subject to the provisions of this Agreement unless the terms of said Appendices specifically delete or change a provision of this Agreement, and all appendices shall become a part of this Agreement as if specifically set forth herein.

Section 4. It is understood that all time limits found in this Agreement may be extended by mutual concurrence, but if not extended, they must be strictly adhered to.

ARTICLE 21 CALLBACK

Section 1. All members of the bargaining unit will be paid overtime and callback for emergencies, and will be paid at the rate of one and one-half (1 ½) times their regular hourly rate of pay in accordance with FLSA regulations. Voluntary overtime for constant manning will be paid at one and one-half (1 ½) times their regular hourly rate.

Section 2. Required off-duty training of Fire Department meetings will be paid at one and one-half (1 ½) times their regular hourly rate of pay in accordance with FLSA regulations.

Section 3. Department personnel assigned to "on-call status" shall be compensated at the rate of one and one-half (1 ½) times his time worked, for a minimum of two (2) hours if called back. Compensation shall be paid in accordance with FLSA regulations.

ARTICLE 22 INSURANCE

Section 1. It is agreed that members of the bargaining unit will, at all times, receive coverage and benefits under the City of Durant health insurance program equal to the coverage and benefits provided other City employees.

ARTICLE 23 CONSTANT MANNING

Section 1. Constant manning levels will be maintained on each shift at all times when more than three (3) members of the bargaining unit are off due to holiday, vacation, training leave, sick leave, and/or other approved leave.

Section 2. A voluntary constant manning list will be used to call from when manning drops below the eight (8) fire fighters per shift.

Section 3. Constant manning pay will be paid at the rate of one and one-half (1 ½) times their regular hourly rate of pay.

Section 4. These rules and regulations will be followed when using constant manning list to call in personnel.

The first person eligible to work whose name is on the voluntary constant manning list is to be notified by phone or other City approved notification system and asked to come in for call back time. If that person does not notify the Fire Department within five minutes and confirm that he/she is in route, they will be dropped to the bottom of the list and the next person will be notified. The first person who is contacted by the department will be required to standby to work in the event that no one on the list wishes to work. Anyone who is on vacation, holiday or any other scheduled department leave will be eligible to work, but will not be dropped for failure to work or for not responding to the notification. Definition for eligibility to work shall be defined as any person who is on the voluntary constant manning list and is not on duty that day.

ARTICLE 24 WORKING ON PERSONAL PROPERTY

Section 1. The Employer and the Union agree that members will not pull vehicles (cars, trucks), boats, or trailers inside the fire station. It is also agreed that bargaining unit members shall not use hand tools owned by the City to work on personal property.

ARTICLE 25 PURCHASING COMMITTEE

Section 1. On the effective date of this Agreement the Union will notify the Fire Chief of their selection of representatives to participate in a five-member Purchasing Committee, which will include three (3) members selected by the bargaining unit and two (2) members selected by the Fire Chief. The Committee is to study, advise, and make recommendations for the purchase of any new firefighting equipment.

ARTICLE 26 PROMOTIONAL POLICY

Section 1. Promotional qualifications for each position in the bargaining unit are as follows:

1.A.	<u>Rank</u>	<u>Certification Required</u>
	Firefighter	Firefighter I& II Certification required before end of probationary period
	Driver	Successful completion of Apparatus Operation Driving Course
	Lieutenant	Instructor I & Fire Officer I
	Captain	Instructor Level II or Public Information Officer & Fire Officer II & Arson Investigation (minimum 40hrs)
	Battalion Chief	All the above.

Note: To promote to the next higher rank, candidate must have satisfied all preceding prerequisites. For rank of Captain, an option is given between Instructor Level II or Public Information Officer. Fire Officer II & Arson Investigation is required. As of the approval date of the FY 2013-2016 contract, officers currently holding the position of Battalion Chief are exempt from the requirements stated above.

- 1.B. All promotional requirements for Lieutenant, Captain, and Battalion Chief positions shall be based on completion of the certification for the rank as administered by the Oklahoma State University Fire Training Service or other nationally accredited fire service program approved by the Fire Chief. Up to one year from date of appointment will be allowed to complete required certifications. If certifications are not completed by the end of one year, that member will drop back to the previous rank and the next senior member with time in rank will be promoted. Upon Promotion to one of these ranks, there shall be an increase in salary to the promoted individual of not less than 5%.
- 1.C. In the event OSU required courses are not available for candidate to take within one year of appointment to new rank, candidates will be allowed to complete required courses as they become available. If candidate is unable to enroll in courses due to capacity limitations or course is cancelled because of lack of students, candidate will be allowed to retain position until courses become available.

Section 2. No fire fighters having exercised his right to decline a promotion prior to the approval date of this contract shall be penalized for that decision in the next available promotion offered him. Seniority for promotion with the above-described exception shall

be determined by continuous time in rank. The individual having the longest continuous time in the highest rank shall have seniority over those having discontinuous, nonconcurrent, or lower ranking positions.

ARTICLE 27 WORK SCHEDULE

Section 1. All members of the bargaining unit who work 24-hour shifts shall be on a fourteen (14) day work period. All hours actually worked in excess of one hundred six (106) hours shall be paid at one and one-half (1 ½) times their regular rate of pay for each hour worked. All overtime shall be in compliance with the Fair Labor Standards Act.

The Fire Marshal position shall retain exempt status as defined by the Fair Labor Standards Act for administrative personnel. The regular work schedule for the Fire Marshal shall be Monday through Friday, 8:00am to 5:00pm with a one-hour lunch in order to best serve the needs of the community. The Fire Marshal shall conduct investigations and/or other departmental activity outside the above mentioned work schedule as necessary or as directed by the Fire Chief.

ARTICLE 28

Intionaly left blank. Deleted by the parties FY 21-22.

ARTICLE 29 HOLIDAYS

Section 1. Bargaining unit members shall receive twelve (12) paid holidays during each year of service to the Fire Department.

ARTICLE 30 SICK LEAVE

Section 1. Sick leave shall be accumulated at a rate of two hundred sixteen hours per year (8.30 hours per pay period) for 24 hour shift employees, except the Fire Marshall shall be accumulated at a rate eighty (80) hours per year (3.07 hours per pay period).
Section 2. Bargaining unit members shall be allowed to carry over or accumulate unused sick leave from year to year. The maximum carry over or accumulation allowed at year end, December 31st, shall be eight hundred (800) hours for the Fire Marshal, and two thousand, one hundred sixty (2,160) hours for all other members of the bargaining unit.

Section 4. The Employer agrees to buy back sick leave for employees retiring with over twenty (20) years of service at the rate of one (1) hour of buy-back credit for each three (3) hours of accumulated sick leave [max of seven hundred and twenty (720) hours pay].

ARTICLE 31 VACATION LEAVE

Sections 1 and 2 of this Article shall apply to all bargaining unit members with the exception of the Fire Marshal. Section 3 of this Article shall address vacation leave for the Fire Marshal.

Section 1. The parties agree that bargaining unit employees shall be granted the following shifts and hours of vacation leave with pay each complete year in which they have been in municipal service:

Bargaining Unit Employees' Years of Service	Each complete year in municipal service shall	
	...receive Shifts	... receive hours of Vacation Leave with pay
New Employee	--	<i>Not eligible to take earned vacation time off until completion of 9 months' service</i>
Less than 10 years	9	216 hours
More than 10 years (<i>but less than 15 years</i>)	12	288 hours
Over 15 years	15	360 hours

Section 2. Vacation leave for employees hired prior to July 1, 2021 shall not accrue to more than 1440 hours, employees hired on or after July 1, 2021 shall not accrue to more than 960 hours.

Section 3. The Fire Marshal shall receive vacation leave with pay each complete year in which he or she has been in service:

Fire Marshal's Municipal Years of Service	Each complete year in service shall	
	... receive hours of Vacation Leave with pay	
New Employee	<i>Not eligible to take earned vacation time off until completion of 9 months' service</i>	
Less than 10 years	80 hours	
More than 10 years (<i>but less than 15 years</i>)	120 hours	

Over 15 years

160 hours

3A. Vacation leave for Fire Marshall shall not accrue to more than 480 hours.

Section 4. Guidelines for all employee vacation leave are as follows:

- 4.A. Earned vacation leave shall accrue bi-weekly; however, new employees shall not be eligible to take earned vacation time off until after completion of nine (9) months' service.

Section 5. As soon as possible after January 1st of each year, the department head of each department shall post a sign-up sheet for employees to schedule their vacation for the calendar year. The department head shall approve all vacation requests, provided that operating requirements of the Employer are met. In case of conflict where two (2) or more employees desire to schedule vacations at the same time and not all requests can be granted, the employee with the highest rank and then the most seniority shall have priority.

Section 6. An authorized Employer holiday shall not constitute a vacation day and whenever an authorized holiday falls within an employee's vacation, he will be entitled to one additional day off.

Section 7. Bargaining unit members shall be allowed to schedule vacation leave at their discretion subject to the above requirements and that leave be taken in twenty-four (24) hour increments or one (1) shift up to a maximum of seven (7) shifts at any one time.

Section 8. When minimum staffing requirements are exceeded, a member of the bargaining unit will be able to take vacation leave in one (1) hour increments (2 hours minimum) with the approval of officer in charge.

ARTICLE 32 WORKERS' COMPENSATION

Section 1. Members of the bargaining unit shall be entitled to the same workers' compensation program as other City employees. In the event that the Employer establishes a Certified Workplace Plan for Workers' Compensation for City employees, all members of the Fire Department bargaining unit shall be included in this plan. The bargaining unit shall have the right to approve the provider network before implementation of this section.

ARTICLE 33 REGULAR FIREFIGHTER STATUS

Section 1. At the end of one (1) year, the employee shall be eligible to obtain regular firefighter status. The employee will be eligible for a step increase at the end of twelve (12) months

ARTICLE 34 DRESS CODE

Section 1. The parties agree that in line with law under OSHA Standards, Employees must not have facial hair or haircuts in general that would allow hair grooming and growth that “interferes with the use of SCBA”. Employees shall be allowed to have short haircut styles, mustaches, sideburns and small goatees that are trimmed in such a manner so that no hair interferes with the sealing surface of a SCBA respirator when in use. The parties agree the objective of this requirement is that trimmed hair shall present no hazard and does not violate OSHA standards.

Section 2. Body puncture/jewelry and non-offensive tattoos are allowed by the DFD so long as the body puncture/jewelry is not visible outside of clothing and the tattoos are not on an Employee’s face or upper neck. Further, if the Chief or designee unilaterally determine that a tattoo does not generally meet DFD management’s determination of being “non-offensive,” the employee will be required to keep the tattoo covered with a sleeve and/or have the tattoo removed/modified at the choice of the employee. (However, the sleeve order would remain in effect unless and until removal/modification is completed by the employee). The Fire Chief or designee while determining if a tattoo meets management’s determination of being “non-offensive” will seek input or have discussion with the Union President or designee(s) of the Executive Board.

ARTICLE 35 LAUNDRY

Section 1. The members of the bargaining unit agree to do all laundering of linens in the station. Laundry day shall be Monday as well as an on needed basis. The Employer will provide a washer and dryer for the bargaining unit to use.

ARTICLE 36

DRUG TESTING AND ASSISTANCE PROGRAM

Section 1. The City of Durant Drug and Alcohol Free Workplace Policy in effect on the date of this Agreement shall become part of this Agreement as Appendix "A" and be in full force for all employees of the Durant Fire Department with the following modifications.

1.A. If testing is requested upon reasonable cause or suspicion, the employer may require the employee to provide a urine sample, but shall allow a due process type hearing prior to having the sample tested. The hearing shall provide an opportunity for the employee to rebut any evidence of reasonable suspicion. The employee shall have the right to a representative at the hearing.

1.B. **Employee Testing:** The city shall not permit an employee to perform or continue to perform job functions, until an alcohol test is administered and the employee's breath concentration measures less than 0.04 percent.

1.C. **Return to Duty Testing:** An Employee who is not terminated is prohibited from working in a safety sensitive function after a positive drug test result, or an alcohol test result indicating a breath alcohol concentration of 0.04 or more, regardless of when the drug or alcohol was ingested and regardless of whether or not the employee is under the influence of alcohol or drugs, as defined by Federal, State or Local law. Employees are subject to the following return-to-duty guidelines:

Before an employee returns to duty, following a positive alcohol and/or drug test result, the employee shall undergo a return-to-duty alcohol test with a result indicating a breath alcohol concentration of less than 0.04 if the conduct involved alcohol, or a controlled substance test with a verified negative result if the conduct involved a controlled substance.

ARTICLE 37

EMERGENCY MEDICAL SERVICES

Section 1. The Durant Fire Department provides emergency medical service (EMS) assistance in line with those guidelines established within the EMS procedures of the DFD Rules and Regulations.

Section 2. Medical assist responses will be made to those emergencies where the life of our citizens are at stake and rapid intervention can make a difference in the outcome and/or calls that due to information given cannot be ruled out as life threatening emergencies.

**ARTICLE 38
JOB DESCRIPTIONS**

City of Durant Fire Department

- 38.1. Fire Marshal
- 38.2 Battalion Chief
- 38.3. Captain
- 38.4. Lieutenant
- 38.5. Driver
- 38.6. Firefighter

38.1. Fire Marshal

(City of Durant Fire Department)

Job Summary

Class specifications are intended to present a descriptive list of the range of duties performed by employee in the class. Specifications are not intended to reflect all duties performed within the job.

Definition

To provide a pro-active fire prevention program to include building inspection, enforcement of applicable codes and ordinances, conducting fire safety classes, and fire investigations.

Supervision Received

The Fire Marshal shall receive direction from the Fire Chief. This position has exempt status under the Fair Labor Standards Act.

Responsibilities and Duties

Essential & Marginal Function Statements

Essential and other important responsibilities and duties may include but are not limited to the following:

1. Perform and coordinate inspections of fire protection systems and equipment; inspection activities for various new construction projects; inspection of businesses prior to issuance of business Certificate of Occupancy; prepare a variety of reports as required.
2. Review and evaluate construction plans for various buildings, architectural plans, and fire protection systems to ensure compliance with applicable fire codes and regulations.
3. Address compliance issues with Federal, State and local codes applicable to fire safety; recommend policies, procedures and ordinance revisions as necessary.
4. Verify through on-site inspections that required facilities have prepared pre-fire plans which meet fire safety standards.
5. Develop and implement procedural methods and practices for reviewing plans, conducting inspections, investigating incidents and related activities as required.
6. Conduct fire and arson investigations to determine the origin and cause of fire incidents that cannot be determined or of incendiary nature. Follow proper chain-of-custody procedures for evidence collection and participate in prosecution activities as required.
7. Conduct interviews with bystanders and personnel at fire scenes; document fire scenes with photographs, sketches and diagrams.
8. Conduct follow-up investigations as required. Prepare reports on investigation activities performed; assist in the prosecution of violators.
9. Coordinate and maintain a variety of fire safety and prevention programs.

10. Prepare and present educational presentations regarding general fire safety, proper use of fire extinguishers, alarm systems and chemical storage safety precautions.

Job Requirements

Knowledge of

1. Fire Behavior and building construction
2. Fire investigation and documentation
3. Pertinent Federal, State, and local laws codes and regulations including those pertaining to fire prevention.
4. Department policies, rules and regulations.

Ability to

1. Prepare clear and concise operational work records and reports.
2. Properly interpret and enforce applicable laws, regulations and policies.
3. Review and interpret new construction and remodel plans, emergency plans and calculate occupancy loads.
4. Conduct thorough fact-finding investigations and enforce regulations firmly, tactfully and impartially. Communicate clearly and concisely, both orally and in writing.
5. Establish and maintain effective working relationships with those contacted in the course of work.
6. Establish and maintain cooperative working relationships with public safety and emergency service agencies.
7. Properly plan, implement, and evaluate effective fire prevention programs.
8. File, record, and document reports.
9. Maintain effective audio-visual discrimination and perception needed for:
 - 9.A. Making observations
 - 9.B. Communicating with others
 - 9.C. Reading and writing
 - 9.D. Operating assigned equipment and vehicles
 - 9.E. Exercising sound judgment and rational thinking
 - 9.F. Evaluating various options and alternatives, choose an appropriate and reasonable course of action

Other Significant Facts

Work Environment & Physical Requirements

Work is performed in both inside and outside environments. Work may require frequent standing, walking and bending. May be exposed to repetitive motion, vision to monitor, hazardous materials, dangerous machinery and potential physical harm when responding to fire and rescue emergencies. Must have ability to wear SCBA.

Education and Experience

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities. A typical way to obtain the knowledge and abilities would be:

Experience

Five years of increasingly responsible fire fighting or investigation experience.

Training

Education equivalent to High School Diploma.

Advanced training in fire fighting and prevention, fire investigation, safety, or related field is desirable.

Licensure or Certification

1. Possession of or ability to obtain, an appropriate, valid Oklahoma driver's license.
2. Possession of or ability to obtain, an appropriate, valid Fire Inspector I Certification within two years.
3. Possession of or ability to obtain, an appropriate, valid CPR Certification and First Responder Certification within two years.
4. Possession of certification in Fire Cause and Determination
5. Possession of or ability to obtain Cleet Certification if requested.

38.2. Battalion Chief (City of Durant Fire Department)

Job Summary

Under the supervision of the Fire Chief, coordinates and supervises all operations of one 24- hour shift including fire prevention, maintenance and inspection of equipment and station, staffing and pre-fire planning.

Responsibilities and Duties

1. Directs all activities of all fire companies on duty in saving of life and property during fires and may assist in performing these activities as necessary.
2. Coordinates training of all men on one 24-hour shift and conducts drills on a monthly basis.
3. Establishes and coordinates standardized operating procedures for department.
4. Responsible for maintenance and upkeep of all fire equipment and fire stations and inspects stations once a week.
5. Performs supervisory duties including performance evaluations, staffing, disciplinary action and execution of personnel policies and procedures.
6. Assists Fire Marshal in developing and coordinating pre-fire planning to establish appropriate firefighting procedures.
7. Establishes and enforces all safety policies and procedures.
8. Oversee purchasing for all supplies and equipment for the general maintenance and operations of the stations.
9. Maintains all departmental records on a daily basis.
10. Maintains continuous public relations.
11. Assists Fire Chief and Deputy Fire Chief in the preparation of the annual budget requests.
12. Calls for mutual aid from other fire departments and directs Durant Fire Department to provide mutual aid to other cities as necessary.
13. Responsible for keeping up with literature, advances in firefighting and fire prevention and actions by other departments in order to evaluate and improve departmental operations and self.
14. Assists with fire prevention activities as necessary.

15. Performs duties of Fire Chief in the absence of the Fire Chief and Deputy Fire Chief.
16. Performs other duties as required.

(Any changes to this job description shall be made only by mutual agreement by the parties.)

Job Requirements

1. Knowledge of fire fighting and rescue techniques.
2. Knowledge of principles of supervision.
3. Knowledge of fire department operations.
4. Knowledge of departmental regulations and other personnel policies and procedures.
5. Knowledge of other City departments and how they relate to the Fire Department.
6. Knowledge of correct safety policies, procedures, and regulations.
7. Knowledge of purchasing policies and procedures.
8. Knowledge of City building, hydrants and private fire fighting facilities.
9. Knowledge of the fire resistant properties of various building materials.
10. Skill in effective oral and written communication.
11. Skill in the utilization of pre-fire plans.
12. Ability to coordinate fire fighting and rescue activities in emergency situations.
13. Ability to prepare accurate and informative reports.
14. Ability to plan, organize and direct the work of others.
15. Ability to establish and maintain effective working relationships with subordinates, peers, other agencies and the public.
16. Ability to give clear, concise instructions in stressful situations.
17. Ability to make command decisions using good judgment and assume responsibility for their impact.
18. Ability to organize work and perform duties independently of close supervision.
19. Ability to use initiative in performing duties and suggesting improvements.

20. Employee must possess valid Oklahoma driver's license.

Other Significant Facts

Difficulty of Work

Work is managerial and supervisory in nature, requiring the employee to coordinate personnel and equipment to accomplish performance of overall goals. Employee must possess extensive knowledge of fire fighting skills and operations and be able to coordinate the activities of others performing skilled tasks.

Interpersonal Relations

Employee comes in frequent contact with the public, both in public relations activities and in stressful situations. Employee often must coordinate actions with Police Department, Fleet Maintenance and other City departments, as well as with utility companies and other fire departments. Social skills are very important in this position.

Working Conditions

Employee is based in an office at the Central Fire Station and makes regular rounds of all stations on one 24-hour shift. Employee assumes command at fire and usually directs fire-fighting operations. Employee may, at times, engage directly in fire fighting or rescue activities and is therefore occasionally subject to severe job hazards.

Physical Effort

Employee's job routinely requires minimal physical activity, although moderate to heavy activity may be required at times during fire fighting or rescue activities.

Supervision

Employee is responsible for one of three 24-hour shifts of fire-fighting personnel. Employee directly supervises one captain and one lieutenant at each substation and is responsible for all operations on that shift. Employee is subject to general review and direction by the Fire Chief.

Education and Experience

Employee is required to have been employed with the Durant Fire Department for a period of eight (8) continuous years' of service and must have held the position of Captain for two (2) years. Employees must be certified in Arson Investigation within two (2) years of appointment. Candidate must have completed prerequisites as outlined in Article 26 - Promotional Policy.

38.3. Captain **(City of Durant Fire Department)**

Job Summary

Under the supervision of the Battalion Chief, employee is responsible for the supervision and training of a company of firefighters, and the maintenance and upkeep of equipment.

Responsibilities and Duties

1. Directs activities of a fire company in saving lives and property during fires, emergency rescues, natural disasters, bomb threats and any other emergency situation.
2. Performs routine supervisory duties of one company, including performance evaluations, recommendation of disciplinary actions and execution of personnel policies and procedures.
3. Supervises the maintenance and upkeep of fire station and equipment.
4. Maintains company records including daily and monthly reports.
5. Assists Deputy Fire Chief in coordinating and conducting an on-going training program for a company of firefighters.
6. Developing pre-fire plans monthly.
7. Supervises one company, and assists in the performance of salvage and overhaul of fire damaged property.
8. Enforces all safety policies and procedures.
9. Responsible for keeping up with literature, advances in fire fighting and fire prevention in order to improve company and departmental operations.
10. Performs other duties as required. (Any changes to this job description shall be made only by mutual agreement by the parties.)

Job Requirements

1. Knowledge of fire fighting, rescue techniques and fire department operations.
2. Knowledge of principles of supervision.
3. Knowledge of departmental regulations and other personnel policies and procedures.
4. Knowledge of other City Departments and how they relate to the Fire Department.
5. Knowledge of correct safety policies, procedures and regulations.

6. Skill in planning, directing and evaluating the work of others.
7. Skill in the orientation and training of others in the operation of fire fighting equipment and the conduct of rescue operations.
8. Ability to coordinate fire fighting and rescue activities in emergency situations.
9. Ability to utilize pre-fire plans.
10. Ability to prepare accurate and informative reports.
11. Ability to establish and maintain effective working relationships with subordinates, peers, and other agencies and the public.
12. Ability to give clear, concise instructions in stressful situations.
13. Ability to make command decisions using good judgment.
14. Ability to perform duties independently of close supervision.
15. Ability to withstand heavy physical activity.
16. Employee must possess a valid Oklahoma driver's license.

Other Significant Facts

Difficulty of work

Work is supervisory in nature requiring employee to coordinate and supervise personnel and equipment in the performance of skilled tasks. Employee must possess knowledge of fire fighting skills and operations.

Interpersonal Relations

Employee comes in frequent contact with the public in stressful situations. Employee must coordinate actions with Police Department, and other City departments. Social skills are important in this position.

Working Conditions

Employee is based at an assigned station and works a 24-hour shift. Worker engages directly in fire fighting and rescue activities and is therefore intermittently subjected to severe job hazards and mental stress.

Physical Effort

Moderate to heavy physical activity is required during fire fighting, rescue and training activities.

Supervision

Employee is responsible for the supervision of one company of firefighters and is subject to review and direction by the Battalion Chief.

Education and Experience

Employee is required to have been employed with the Durant Fire Department for a period of six (6) continuous years' service and must have held the position of Lieutenant for two (2) years. Employee must be certified in Arson Investigation within two (2) years of appointment. Candidate must have completed prerequisites as outlined in Article 26 - Promotional Policy.

38.4. Lieutenant (City of Durant Fire Department)

Job Summary

Under the supervision of the Battalion Chief, employee is responsible for the supervision and training of a company of firefighters, and the maintenance and upkeep of equipment.

Responsibilities and Duties

1. Directs activities of an engine company in saving lives and property during fires, emergency rescues, natural disasters, bomb threats and any other emergency situation.
2. Performs routine supervisory duties of an engine company, including performance evaluations, recommendation of disciplinary actions and execution of personnel policies and procedures.
3. Supervises the maintenance and upkeep of sub-station and equipment.
4. Maintains station records including daily and monthly reports.
5. Supervises an engine company, and assists in the performance of salvage and overhaul of fire damaged property.
6. Enforces all safety policies and procedures.
7. May perform duties of Captain in that individual's absence, when the individual will be absent for 3 or more consecutive shifts.
8. Performs other duties as required.

(Any changes to this job description shall be made only by mutual agreement by the parties.)

Job Requirements

1. Knowledge of fire fighting, rescue techniques and fire department operations.
2. Knowledge of principles of supervision.
3. Knowledge of departmental regulations and other personnel policies and procedures.
4. Knowledge of other City Departments and how they relate to the Fire Department.
5. Knowledge of correct safety policies, procedures and regulations.

6. Skill in planning, directing and evaluating the work of others.
7. Skill in the orientation and training of others in the operation of fire fighting equipment and the conduct of rescue operations.
8. Ability to coordinate fire fighting and rescue activities in emergency situations.
9. Ability to utilize pre-fire plans.
10. Ability to prepare accurate and informative reports.
11. Ability to establish and maintain effective working relationships with subordinates, peers, and other agencies and the public.
12. Ability to give clear, concise instructions in stressful situations.
13. Ability to make command decisions using good judgment.
14. Ability to perform duties independently of close supervision.
15. Ability to withstand heavy physical activity.
16. Employee must possess a valid Oklahoma driver's license.

Other Significant Facts

Difficulty of work

Work is supervisory in nature requiring employee to coordinate and supervise personnel and equipment in the performance of skilled tasks. Employee must possess knowledge of fire fighting skills and operations.

Interpersonal Relations

Employee comes in frequent contact with the public in stressful situations. Employee must coordinate actions with Police Department, and other City departments. Social skills are important in this position.

Working Conditions

Employee is based at an assigned station and works a 24-hour shift. Worker engages directly in fire fighting and rescue activities and is therefore intermittently subjected to severe job hazards and mental stress.

Physical Effort

Moderate to heavy physical activity is required during fire fighting, rescue and training activities.

Supervision

Employee is responsible for the supervision of all personnel at the sub-station and is subject to review and direction by the Battalion Chief or Captain.

Education and Experience

Employee is required to have been employed with the Durant Fire Department for a period of four (4) continuous years' service and must have held the position of Driver (Apparatus Operator) for two (2) years. Candidate must have completed prerequisites as outlined in Article 26 - Promotional Policy.

38.5. Driver **(City of Durant Fire Department)**

Job Summary

Under the supervision of the Captain or Lieutenant, employee is responsible for the driving, operation and upkeep of apparatus and equipment for one station.

Responsibilities and Duties

1. Drives assigned fire fighting apparatus to and from fires and is responsible for proper operation of equipment at the fire scene.
2. Responsible for the maintenance and upkeep of equipment and apparatus including daily and weekly equipment checks, service testing equipment, recording and reporting mechanical failures or difficulties to supervisor and performing minor maintenance on apparatus as necessary.
3. Assists in the preparation of various company reports including daily and monthly training reports and injury reports. Attends fire training and drill sessions to receive instructions in all aspects of fire fighting.
4. Instructs relief drivers in the operation and maintenance of equipment.
5. Operates two-way radio to inform dispatcher of actions being taken.
6. Participates in pre-fire planning.
7. Assists in fire prevention activities as necessary.
8. Performs salvage and overhaul of fire damaged property as required.
9. Performs duties of Captain in that individual's absence.
10. Performs other duties as required. (Any change to this job description shall be made only by mutual agreement by the parties.)

Driver Assignments

1. The Senior Driver will drive lead from the Central Station.
2. The 2nd Senior Driver will drive back up to the Senior Driver.
3. The 3rd Senior Driver will be assigned to Sub-Station #2 as Driver.
4. The 4th Senior Driver will be assigned to Sub-Station #3 as Driver.

This will be the general rule on each shift unless other circumstances arise, such as disciplinary action or etc.

Any person working as duty exchange or on call back will work as assigned by the Battalion Chief in charge of that shift.

(Any changes to driver assignments shall be made only by mutual agreement between both parties.)

Job Requirements

1. Knowledge of fire fighting, rescue techniques and fire department operations.
2. Knowledge of equipment maintenance standards.
3. Knowledge of other City departments and how they relate to the Fire Department.
4. Knowledge of City streets and hydrant locations.
5. Knowledge of correct safety policies, procedures and regulations.
6. Skill in the operation of apparatus and equipment.
7. Skill in the operation of a two-way radio.
8. Ability to utilize pre-fire plans.
9. Ability to prepare accurate and informative reports.
10. Ability to establish and maintain effective working relationships with peers, subordinates, other City departments and the public.
11. Ability to make decisions using good judgment.
12. Ability to control emotion and actions, in stressful situations.
13. Ability to withstand heavy physical activity.
14. Employee must possess valid Oklahoma driver's license.

Other Significant Facts

Difficulty of Work

Tasks are skilled in nature and are acquired prior to assuming the position. Work is generally standardized but worker is required to make quick, accurate decisions in dealing with variables at the scene of a fire.

Interpersonal Relations

Employee often comes in contact with the public in stressful situations. Worker has frequent contact with fleet maintenance personnel and other departments regarding the maintenance and upkeep of apparatus and equipment.

Working Conditions

Employee is based at an assigned station and works a 24-hour shift. Worker engages directly in fire fighting and rescue activities and is therefore intermittently subject to severe job hazards and mental stress.

Physical Effort

Moderate to heavy physical activity is required during fire fighting, rescue, equipment maintenance and training activities.

Supervision

Employee is subject to review and direction by the Captain and supervises a company in the absence of the Captain.

Education and Experience

Applicants shall be required to have been employed with the Durant Fire Department for a period of eighteen (18) continuous months performing the duties as Fire Fighters and must be certified as Firefighter II. Candidate must have completed prerequisites as outlined in Article 26 - Promotional Policy.

38.6 Firefighter

(City of Durant Fire Department)

Job Summary

1. Under the direction of the Battalion Chief or Captain, firefighters respond to all alarms and calls to which their company is assigned, operate fire fighting equipment, and aid in protection of life and property.
2. For the first six (6) months after firefighter's hire date, s/he cannot act as a Driver. After six (6) months, firefighter will act as a Driver on vehicles without air breaks and only when assigned by the Battalion Chief or Captain. After eighteen (18) months, Driver can drive all other vehicles after passing the driving and pumping test(s) on the assigned apparatus.
3. In a reasonable length of time, firefighter shall learn all phases of fire service practices and keep abreast of fire fighting methods.
4. Perform other duties as required.

(Any changes to this job description shall be made only by mutual agreement by the parties.)

Education and Experience

Must receive Firefighter I & II Certification before end of probationary period.

Appendix A

7.00 DRUG AND ALCOHOL FREE WORKPLACE POLICY

AND

EMPLOYEE ASSISTANCE PROGRAM

7.01 POLICY STATEMENT

1. The City of Durant considers its employees to be its most valuable resource and is concerned about the health, safety, well being, and satisfactory work performance of all employees. The use, abuse, and dependence on alcohol and/or drugs can seriously affect the health of employees, jeopardize their own safety and that of others, as well as impair job performance.

2. It is the policy of the City of Durant to comply with all applicable state and/or federal laws in the administration of creating and sustaining a drug and alcohol free workplace.

3. It is the policy of the City of Durant that the unlawful manufacture, distribution, dispensing, possession, use of, or being under the influence of, a controlled substance or alcohol is prohibited in the workplace. Any employee determined to be in violation of this policy while on duty, on or in City property, or when wearing a City of Durant uniform, whether on or off duty, is subject to disciplinary action, which may include termination.

4. The City of Durant, pursuant to the Oklahoma Standards for Workplace Drug and Alcohol Testing Act, effective June, 1993, and as amended, and the Omnibus Transportation Employee Testing Act, effective 1991, and as amended, hereby declares and establishes the following Drug and Alcohol Free Workplace Policy for employees of the City of Durant (hereinafter referred to as the City).

5. This policy also applies to the abuse of alcoholic beverages. A person is under the influences of alcohol or drugs when that person does not have the normal use of mental or physical faculties by reasons of the introduction of alcohol or a drug or a combination of two or more such substances into the body.

6. Full details of the rules and procedures for drug and alcohol policy and testing are available from the Personnel Office or any City Department Head.

7. The City of Durant Drug and Alcohol Free Workplace Policy was implemented on February 15, 1999, and a period of 30 days notice was given to employees before implementation. At such time as changes to the policy may become necessary, the City will give at least 30 days notice before the changes shall take effect. The City shall post a copy of this policy as amended in a prominent employee access area and shall give a copy of this policy as amended to each employee and to each applicant for employment upon his or her receipt of a conditional offer of employment from the City.

7.02 GENERAL POLICY PROVISIONS

Any of the following actions are grounds for discipline, up to and including, termination of employment:

1. The use, sale, purchase, or possession of illegal drugs on or off the job, or the misuse of prescription drugs in a manner that affects the employee's work;
2. Possessing or using alcoholic beverages on the job or on the premises of the City, or in City vehicles or equipment;
3. Reporting to work under the influence of an illegal drug or alcohol. An employee may attend work under the influence of a prescription drug for which he or she has a valid prescription, and use of the drug will not affect the employee's job performance or endanger others.

7.03 TOBACCO USE

In keeping with the City's intent to provide a safe work environment, smoking and the use of smokeless tobacco is prohibited throughout the workplace and extends to 25 feet beyond any portion of City buildings or facilities. Any tobacco use in City-owned or leased vehicles is also prohibited.

This policy applies equally to all employees, customers, and visitors.

7.04 DRUG AND ALCOHOL TESTING

1. DEFINITIONS. As Used in this policy, the defining terms are as follows:

- A. "Alcohol: means ethyl alcohol or ethanol;
- B. "Applicant" means a person who has applied for a position with the City.
- C. "Breath alcohol technician 'BAT'" - an individual who instructs and assists in the alcohol testing process and operates an evidential breath-testing device (EBT).
- D. "Commercial Motor Vehicle" - a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle:
 - 1) Has a gross combination weight of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds, or
 - 2) Has a gross vehicle weight rating of 26,001 or more pounds; or
 - 3) Is designed to transport 16 or more passengers, including the driver; or
 - 4) Is of any size and is used in the transportation of hazardous materials requiring placards.
- E. "Confirmation test" means a drug or alcohol test on a sample to substantiate the results of a prior drug or alcohol test on the same sample and which uses different chemical principles and is of equal or greater accuracy than the prior drug or alcohol test.
- F. "Driver" - any person who operates a commercial motor vehicle (CMV). For the purposes of pre-employment testing, the term driver includes a person applying to drive a commercial motor vehicle.

- G. "Drug" means amphetamines, cannabinoids, cocaine, phencyclidine (PCP), hallucinogens, methaqualone, opiates, barbiturates, benzodiazepines, propoxyphen, synthetic narcotics, designer drugs, or a metabolite of any of the substances listed herein, and includes all substances, which are illegal under federal, State, or local laws, except that FHA/DOT required testing shall only test for marijuana metabolites, cocaine metabolites, amphetamines, opiate metabolites and phencyclidine (or other substances as may be permitted by the FHA/DOT for drivers of commercial motor vehicles);
- H. "Drug or alcohol test" means a chemical test administered for the purpose of determining the presence or absence of a drug or its metabolites or alcohol in a person's bodily tissue, fluids or products.
- I. "Employee Assistance Program" or "EAP" means an in-house or contracted program, which, at a minimum, provides drug and alcohol dependency evaluation and referral services for substance abuse counseling, treatment or rehabilitation.
- J. "Employee" means any person who is an employee of the City.
- K. "City" means the City.
- L. "Random selection basis" means a mechanism for selecting employees for drug or alcohol testing that:
- 1) Results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected, and
 - 2) Does not give the City discretion to waive the selection of any employee selected under the mechanism.
- M. "Reasonable suspicion" means a belief that an employee is using or has used drugs or alcohol in violation of the City's written policy drawn from specific objective and articulated facts and reasonable inferences drawn from those facts in light of experience, and may be based upon, among other things:

- 1) Observable phenomena, such as,
 - a) Physical symptoms or manifestations of being under the influence of a drug or alcohol while at work, on duty, or wearing a City uniform; or
 - b) Direct observation of drug or alcohol use while at work or on duty, or wearing a City uniform.
 - 2) A report of drug or alcohol use while at work or on duty, provided by reliable and credible sources and which has been independently corroborated,
 - 3) Evidence that an individual has tampered with a drug or alcohol test during his employment with the City, or
 - 4) Evidence that an employee is involved in the use, possession, sale, solicitation or transfer of drugs or alcohol while on duty or while on the City's premises or operating the City's vehicle, machinery or equipment.
- N. "Medical Review Officer (MRO)" means a person, qualified by the State Board of Health, who is responsible for receiving results from a testing facility which have been generated by the City's drug or alcohol testing program, and who has knowledge and training to interpret and evaluate an individual's test results together with the individual's medical history and any other relevant information.
- O. "Sample" means tissue, fluid or product of the human body chemically capable of revealing the presence of drugs or alcohol in the human body.
- P. "Safety-sensitive function"
- 1) All time waiting to be dispatched, unless the commercial motor vehicle driver has been relieved from duty by the employer.

- 2) All time inspecting equipment, or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time.
 - 3) All time spent at the driving controls of a commercial motor vehicle.
 - 4) All time loading or unloading a commercial motor vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded.
 - 5) All time spent performing the driver requirements associated with an accident.
 - 6) All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.
- Q. "Screening test" in alcohol testing it means an analytical procedure to determine whether an employee may have a prohibited concentration of alcohol in his or her system. In controlled substance testing it means an immunoassay screen to eliminate "negative" urine specimens from further consideration.
- R. "Substance abuse professional (SAP)" - a licensed physician (Medical Doctor or Doctor of Osteopathy), or a licensed or certified psychologist, social worker employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with knowledge of a clinical experience in the diagnosis and treatment of alcohol and controlled substances related disorders.
- S. "Testing Facility" means any person, including any laboratory, hospital, clinic, or either, on or off the premises of the City, which provides laboratory services to test for the presence of drugs or alcohol in the human body.

2. CIRCUMSTANCES UNDER WHICH TESTING WILL BE DONE AND PERSONS WHO ARE SUBJECT TO BE TESTED.

A. Applicant Testing. The City will require all applicants, upon receiving a conditional offer of employment, to undergo drug and/or alcohol testing, and will use a refusal to undergo such testing or a confirmed positive test result as a base for refusal to hire provided that such testing does not violate the Americans with Disabilities Act of 1990, 42 U.S.C. §121010 et seq., (hereinafter referred to as ADA). The ADA does not, in any way, preclude or interfere with the City's compliance with the Department of Transportation (hereafter referred to as DOT) new or existing drug and alcohol testing regulations. Such testing will be required of all applicants who have received a conditional offer of employment regardless of employment classification.

1) Tests required under the Department of Transportation regulations:

a) The City is not required to administer an alcohol test or controlled substances test if-

(i) The applicant has participated in a drug testing program within the previous thirty (30) days, that meets the requirements of the DOT, and

(ii) While participating in that program, either:

(A) Was tested for controlled substances within the past six (6) months from the date of application, or

(B) Participated in a random controlled substances testing program for the previous twelve (12) months from the date of application, and

(C) The City will check that no prior employer of the driver, of whom the City has knowledge, has records of a violation of another DOT agency within the previous six (6) months.

B. Employee Testing. Employees of the City will be subject to drug and/or alcohol testing under the applicable circumstances:

1. Reasonable Suspicion Testing. The City will require an employee to submit to drug and/or alcohol testing if there is reasonable suspicion that the employee is violating the City Drug and Alcohol Free Workplace Policy.
 - a) Observations of employee conduct while the employee is at work or on duty, which cause the City to require reasonable suspicion testing of an employee, shall be made by a supervisor or department head who has received training for the detection of symptoms or manifestations of being under the influence of a drug or alcohol. Testing will be required of all employees, regardless of classification when reasonable suspicion exists.
 - b) The driver of a commercial motor vehicle may be directed to undergo reasonable suspicion testing while the driver is performing safety sensitive functions, just before the driver is to perform safety sensitive functions, or just after the driver has ceased performing such functions.
 - c) If an alcohol test is not administered to a driver of a commercial motor vehicle within two (2) hours following the determination that reasonable suspicion exists, the Department Head shall prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered. If an alcohol test is not administered to a driver of a commercial motor vehicle within eight (8) hours following the determination, the City shall cease attempts to administer an alcohol test and shall cite in the record the reasons for not administering the test.
 - d) The City shall not permit an employee to perform or continue to perform job functions, until:
 - 1) An alcohol test is administered and the employee's breath alcohol concentration measures less than 0.02; or
 - 2) Twenty-four (24) hours have elapsed following the determination that there is reasonable suspicion to believe that the employee has violated the rules concerning the use of alcohol.
 - e) A written record shall be made of the observations leading to a controlled substance reasonable suspicion test and signed by the supervisor or department head who made the observations, within twenty-four (24) hours of the observed behavior or

before the results of the controlled substances test are released, whichever is earlier.

2. Post-Accident-Testing. The City will require an employee to undergo drug and/or alcohol testing if there is a reasonable suspicion the employee or another person sustained a work-related injury or the City's property was damaged as a direct result of use of drugs and/or alcohol by an employee in the workplace while performing job duties, operating a City vehicle or equipment, or wearing a City uniform. This includes damage to the City's equipment. Post-accident testing will be conducted when the amount of damage is reasonably estimated at the time of the accident to exceed \$500.00. An employee who is subject to post-accident testing shall remain readily available for such testing or may be deemed, by the City, to have refused to submit to testing. Nothing in this policy shall be construed to require the delay of necessary medical attention for injured people following an accident or to prohibit a driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care,

a. Drivers of commercial motor vehicles:

- 1) As soon as practical following an accident involving a commercial motor vehicle, the City shall test for alcohol substances, the surviving driver:
 - (A) Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved the loss of human life; or
 - (B) Who receives a citation within 8 hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved: (i) bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or (ii) one or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.
- 2) As soon as practicable following an occurrence involving a commercial motor vehicle, the City shall test for controlled substances, the surviving driver:
 - (A) Who was performing safety-sensitive functions with respect to the vehicle, if the accident involves loss of human life; or

(B) Who receives a citation within 32 hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved: (i) bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or (ii) one or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

- 3) No driver of a commercial motor vehicle required to take a post accident alcohol test shall use alcohol for eight (8) hours following the accident or until he/she undergoes a post-accident alcohol test, whichever occurs first.
- 4) If an alcohol test is not administered within two (2) hours following the determination that reasonable suspicion exists, the Department Head shall prepare and maintain on file a record stating the reason the alcohol test was not promptly administered.
- 5) If a controlled substance test is not administered within thirty-two (32) hours following the accident, the City shall cease attempts to administer a controlled substance test; and the Department Head will prepare and maintain on file, a record stating the reasons the test was not promptly administered.

3. Random Testing.

- a. The City requires drug and/or alcohol testing on a random selection basis, and shall be restricted to employees who perform safety sensitive functions in the following classifications and/or positions:
 - 1) Vehicle and equipment operator employees who are required to maintain a Commercial Drivers License (hereafter referred to as "CDL") and operate vehicles and/or equipment in excess of 26,001 pounds; or
 - 2) Mechanic employees who maintain equipment in excess of 26, 001 pounds; or

- 3) Any other employees involved in the repair, operation, or dispatching of vehicles and/or equipment (or as may be required by federal law), including employees operating their personal vehicle on city business as a part of their normal job duties.
- b. Random controlled substances testing shall be conducted in accordance with the following requirements:
- 1) The City will randomly select employees for testing at the highest minimum annual percentage rate established for the calendar year by the DOT rules to which the City is subject.
 - 2) The City will use a scientific valid method of random selection, which is matched with the driver's social security number or employee number.
 - 3) The City will ensure that random testing is unannounced and spread reasonably throughout the calendar year.
 - 4) The City will ensure that employees selected for random testing proceed immediately to the, testing site upon notification of being selected.
 - 5) In the event an employee, who is selected for random controlled substances testing, is on vacation or an extended medical absence, the City will select another driver for testing.
 - 6) No driver of a CMV shall report for duty, or remain on duty, requiring the performance of safety-sensitive functions while having a breath alcohol concentration of 0.04 or greater. The City, having actual knowledge that a driver has a breath alcohol concentration of 0.04 or greater shall not permit an employee to perform or continue to perform safety-sensitive functions.
 - 7) No driver of a CMV shall perform safety-sensitive functions within four (4) hours after using alcohol. The City, having actual knowledge that a driver has used alcohol within four (4) hours shall not permit a driver to perform or continue to perform safety-sensitive functions.

- 8) No driver of a CMV shall report for duty, or remain on duty, requiring the Performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to the instructions of a physician who has advised the driver that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle.
 - 9) The City, having actual knowledge that a driver has used a controlled substance shall not permit the driver to perform or continue to perform safety sensitive functions except as outlined in (H) above.
 - 10) No driver of a CMV shall report for duty, or remain on duty, requiring the performance of safety-sensitive functions if the driver tests positive for controlled substances. The City, having actual knowledge that a driver has tested positive for controlled substance shall not permit an employee to perform or continue to perform safety-sensitive functions except as outlined in (H) above.
 - 11) The City may require a driver to inform the City of any therapeutic drug use.
4. Post-Rehabilitation Testing. The City will require an employee to undergo drug and/or alcohol testing, without prior notice, for a period of up to two (2) years, commencing with the employee's return to work, in the following situations:
 - a. After the employee tested positive on a drug and/or alcohol test required by City; or
 - b. After having participated in a drug or alcohol treatment program.
 5. Return-To-Duty Testing for drivers of commercial motor vehicles. If the City decides to permit a driver of a commercial motor vehicle to return to a DOT safety sensitive duty following a positive test result for alcohol or controlled substances, the driver must receive an evaluation by a Substance Abuse Professional (SAP) and successfully comply with the SAP evaluation recommendation. A verified positive DOT drug test result, a DOT alcohol test with a result indicating an alcohol concentration of 0.04 or greater, a refusal to test (including by adulterating or substituting a urine specimen) or any other violation of the prohibition on the use of alcohol or drugs under a DOT agency regulation constitutes a DOT drug and alcohol regulation violation.

- a. An employee shall be evaluated by a Substance Abuse Professional who shall determine what assistance, if any, the employee needs in resolving problems associated with alcohol misuse and/or controlled substance abuse. The Substance Abuse Professional shall determine that the employee has properly followed any rehabilitation program prescribed.
- b. Before an employee returns to duty, following a positive alcohol and/or drug test result, the employee shall undergo a return-to-duty alcohol test with a result indicating a breath alcohol concentration of less than 0.02 if the conduct involved alcohol, or a controlled substances test with a verified negative result if the conduct involved a controlled substance.
- c. The employee shall be subject to unannounced follow-up alcohol and controlled substances tests, ordered by the Employees Department Head or his/her designee, following the employees return to duty. The number and frequency of such follow-up testing shall be as recommended by the Substance Abuse Professional and may consist of at least six (6) tests in the first twelve (12) months following the employee's return to duty. Follow-up tests also may be required for another 48 months of safety-sensitive duty following this first (12) month period. The Employees Department Head or his/her designee may direct the employee to undergo return-to-duty and follow-up testing for both alcohol and controlled substances if the Substance Abuse Professional determines that such testing is necessary.

3. TESTING DEFINED.

- A. All Drug and Alcohol Free Workplace testing of employees and applicants shall be conducted at a laboratory selected by the City, which has been approved, by the Substance Abuse and Mental Health Services Administration (hereafter referred to as "SAMHSA"), pursuant to federal and state law requirements.

- 1. The facility will be responsible for:

- a. Employing testing procedures that ensure privacy to employees and job applicants consistent with prevention tampering.

- b. Employing the split sample method of testing; in the event results of the test are challenged. Without a split sample, a challenged test is considered negative.
 - c. Employing methods of analysis that ensure reliable test results, including the use of gas chromatography/mass spectrometry to confirm positive test results.
 - d. Employing chain-of-custody procedures that ensure proper identification, labeling and handling of test samples.
 - e. Employing retention and storage procedures that ensure reliable results on confirmatory tests of original samples,
 - f. Employing alcohol-screening tests using approved evidential testing devices that test for prohibited alcohol concentration.
 - g. Maintaining SAMHSA approval of their facility.
2. The City, shall not permit a driver who refuses to submit to a post-accident alcohol or controlled substance test, a random post-accident or controlled substance test, a reasonable suspicion alcohol or controlled substance test, or a follow-up alcohol or controlled substance test to perform or continue to perform safety-sensitive functions,
- B. Employee consent will be obtained for each test. Refusal of an employee to consent and submit to testing will subject that employee to disciplinary action, which may include termination of employment.
- C. The City shall pay all costs of testing for drugs or alcohol required by the City, including confirmation tests required by this Policy. Provided however, an individual who requests a retest of a sample in order to challenge the results of a positive test shall pay all costs of their retest, unless the retest reverses the findings of the challenged positive test. In such case, the City shall reimburse the individual for the costs of the retest.

4. TESTING METHODS AND COLLECTION PROCEDURES TO BE USED:

A. Applicant Drug/or Alcohol Screening Process: The job application form of the City contains Notification of Drug/Alcohol Testing Policy of the City, in accordance with federal and state law. The applicant must sign the application form, acknowledging receipt of Notice of City's Drug and Alcohol Free Workplace Policy.

1. In order to achieve the City's goal in providing and maintaining a drug and alcohol free work environment for the safety and protection of employees and others, the following procedures are hereby established:

- a. Upon notification of the selected applicant the Human Resource Director will schedule the applicant for the drug screen/alcohol test.
- b. The applicant shall complete the "Applicant/Employee Consent for Drug Screen/Alcohol Test" form. The completed form shall be placed in an envelope with directions to the Medical facility.
- c. Applicants refusing to submit to the drug screen and/or alcohol test will be considered to have withdrawn their application for employment.
- d. The sample collection site will obtain the specimen from the applicant of sufficient quantity to allow for split sample testing. The specimen will be sent to the laboratory.
- e. The laboratory designated by the City shall perform an initial drug screen, which shall be a form of chemical identification with confirmation testing of any positive results with Gas Chromatography/Mass Spectrometry (GC/MS) or other reliable confirmation testing.
- f. The alcohol screening tests will be done using approved evidential testing devices that test for prohibited alcohol concentration.

5. APPLICANT TEST RESULTS.

A. Upon completion of testing, results of the drug screen/alcohol test shall be communicated to the Human Resource Director, after compliance with the procedures listed below:

1. Negative test result from drug screen and/or alcohol test.

- a) The collection site will notify the Human Resource Director the drug screen and or alcohol test was negative.
- b) The Human Resource Director will schedule the applicant for a pre-employment physical.

2. Positive test result from drug screen and/or alcohol test.

- a) The collection site Medical Review Officer shall compare the test results to the list of prescribed medications applicant identified as having taken.
- b) If a drug screen reveals a drug present which is questionable, the applicant will be contacted by the Medical Review Officer in order for the applicant to explain, in confidence, and/or provide additional documentation as the Medical Review Officer deems necessary to satisfy the Medical Review Officer that the presence of such drug is not unlawful.
- c) The applicant must provide the requested explanation and/or documentation as requested by the collection site Medical Review Officer within forty-eight (48) hours of time of request. Failure to provide information within the forty-eight (48) hours will result in applicant's drug screen being reported to the Human Resource Director as positive.
- d) If the applicant provides explanation and/or documentation within forty-eight (48) hours of the request, sufficient to satisfy the Medical Review Officer that the presence of the drug is lawful, the result of the drug screen test shall be reported to the Human Resource Director as negative.

6. EMPLOYEE DRUG/ALCOHOL TESTING PROCESS.

- A. Any drug or alcohol testing shall occur during or immediately after the regular work period of current employees and shall be deemed work time for purposes of compensation and benefits for current employees.
- B. A supervisor who has reasonable suspicion to believe an employee has ingested, inhaled or injected an illegal or unlawful drug, or has ingested an alcoholic beverage when reporting for duty, while on duty, or during standby or callback duty must act promptly to insure the following:
 - 1. Prohibit the employee from working or continuing to work.
 - 2. Notify the Department Head or the City Manager and request a personal observation of an employee's conduct to confirm that reasonable suspicion exists.
 - 3. Based on reasonable suspicion. Employees shall be required to submit to drug or alcohol testing. Prior to requiring such testing, the basis for the reasonable suspicion shall be communicated to the City Manager or his designee.
 - 4. The Supervisor or Department Head will immediately take the employee, to a collection facility selected by the City in compliance with state and federal regulations.
 - 5. Before testing, an employee shall sign a form consenting to testing. Failure or refusal to sign the consent form and to submit to testing will result in disciplinary action, which may include termination.
 - 6. Supervisors are prohibited from demanding or encouraging drug or alcohol testing without reasonable suspicion and without confirmation from a Department Head or the City Manager/designee.

7. Harassment, by any Supervisor or Department Head, of any employee who has, been requested or required to undergo a drug screen will subject the Supervisor or Department Head employees to disciplinary action, which may include termination.

7. EMPLOYEE TEST RESULTS:

- A. Upon completion of testing, results of the drug screen and/or alcohol test shall be communicated to the Personnel Director, after compliance with the procedures listed below.

1. Negative test result from drug screen and/or alcohol test.

- a) Collection site will notify Human Resource Director that drug screen and/or alcohol test was negative,

2. Positive test result from drug screen and/or alcohol test.

- a) The collection site Medical Review Officer shall compare the test results to the list of prescribed medications the employee identified as having taken.

- b) If a drug screen reveals a drug present which is questionable, the employee will be contacted by the Medical Review Officer in order for the employee to explain, in confidence, and/or provide additional documentation as the Medical Review Officer deems necessary to satisfy the Medical Review Officer that the presence of such drug is not unlawful. An employee shall be given the opportunity to explain, in confidence, the results of the test.

- c) The employee must provide the requested explanation and/or documentation as requested by the collection site Medical Review Officer within forty-eight (48) hours of time of request. Failure to provide information within the forty-eight (48) hours will result in employee's drug screen results as correct.

- d) If the employee provides explanation and/or documentation within forty-eight (48) hours of the request, sufficient to satisfy the Review Officer that the presence of the

drug is lawful, the result of the drug screen test shall be reported to the Human Resource Director as negative.

- e) An employee testing positive, to a drug screen and/or alcohol test shall result in the employee being subject to disciplinary action, which may include termination.
- f) The test results will not be disclosed to any person other than the employee, Human Resource Director, Department Head, City Manager and those involved directly on a need to know basis.
- g) Any employee tampering with the results of a drug screen/alcohol test will be terminated.

8. PERSONNEL ACTION FOLLOWING TESTING:

- A. Applicants who test positive for alcohol or drugs, or otherwise violate this policy, are subject to having their conditional offers of employment revoked. Employees who test positive for alcohol or drugs, or otherwise violated this policy, are subject to discipline, up to and including termination.
- B. No disciplinary action, except a temporary suspension or temporary transfer to another department, may be taken by the City against an employee based upon a positive test result unless the test result is confirmed by a second test, using gas chromatography-mass spectroscopy, or an equivalent scientifically accepted method of equal or greater accuracy as approved by rule of the State Board of Health at the cutoff levels determined by Board rule,
- C. The City may take disciplinary action against an employee who refuses to undergo drug or alcohol testing conducted in accordance with the provisions of the City's Policy, the Standards for Workplace Drug and Alcohol Free Workplace Free Act and/or the Omnibus Transportation Employee Testing Act.
- D. An employee discharged on the basis of a refusal to undergo drug and/or alcohol testing or a confirmed positive drug or alcohol test conducted in accordance with the provision of the City's Policy, the Standards for Workplace Drug and Alcohol Free Workplace Free Act and/or the Omnibus Transportation Employee Testing Act shall be considered to have been discharged for misconduct for purposes of unemployment compensation benefits.

E. An employee may appeal his/her disciplinary action or termination to the City Manager.

9. SUPERVISORS TRAINING AND EMPLOYEE EDUCATION:

A. Supervisors will be trained:

1. To recognize employees when they appear unfit for duty because of drugs or alcohol and how to determine reasonable suspicion.
2. To effectively and appropriately intervene in reasonable suspicious instances.
3. To understand the methods of the City Drug and Alcohol Free Workplace procedures.
4. To effectively and appropriately document reasonable suspicion cases prior to the test, and after the initial hearing.
5. In proper disciplinary measures.
6. In issues relative to privacy, search and seizure, and employee representation rights during investigations.

B. Employee education shall consist of:

1. Educating employees concerning the harmful effects of drugs and alcohol in the workplace.
 - a. The City shall provide educational materials that explain the City's policies and procedures with respect to meeting the requirements of this policy.

- b. The City shall ensure that a copy of these materials are distributed to each employee prior to the start of drug and/or alcohol testing and to each driver hired or transferred into a position requiring driving a commercial motor vehicle.
2. Encouraging employees to voluntarily seek assistance through the Employees Assistance Program;
3. Informing employees concerning the City's concern for correcting drug and alcohol use or dependency before it adversely affects an employee's work record and causes irreparable harm to the employee and the residents of the City.
4. The City shall provide written notice to representatives of employee organization s of the availability of this information.
5. The City Manager and/or his designee are designated by the City to answer questions concerning distributed materials and City Policies.

10. RECORD KEEPING AND CONFIDENTIALITY.

- A. City shall maintain all drug and alcohol test results and related information, including, but not limited to, interviews, reports, statements and memoranda, as confidential records, separate from other personnel records. Such records, including the records of the testing facility, shall not be used in any criminal proceeding, or any civil or administrative proceeding except in those actions taken by City or in any action involving the individual tested and the City or unless such records are ordered released pursuant to a valid court order.
- B. The records described in Paragraph I above, and maintained by the City, shall be the property of the City and, upon the request of the applicant or employee tested, shall be made available for inspection and copying to the applicant or employee. The City shall not release such records to any person other than the applicant, employee or the City's Medical Review Officer, unless the applicant or employee, in writing, following receipt of the test results, has expressly granted permission for the City to release such records or pursuant to a valid court order.

- C. A testing facility, or any agent, representative or designee of the facility, or any Medical Review Officer, shall not disclose to the City, based on the analysis of a sample collected from an applicant or employee for the purpose of testing for the presence of drugs or alcohol, any information relating to:
1. The general health, pregnancy or other physical or mental condition of the applicant or employee; or
 2. The presence of any drug other than the drug or its metabolites that the City requested be identified and for which a Medically acceptable explanation of the positive results, other than the use of drugs, has not been forthcoming from the applicant or employee, provided, however, a testing facility shall release the results of the drug or alcohol test and any analysis and information related thereto, to the individual tested upon his request and only after presenting proof of identification.

11. CITY RESPONSIBILITIES UNDER LAW.

- A. The City Manager is responsible for notification of the drug testing policy and procedure to employees as specified, and educating and training of employees, department heads, and supervisors as outlined.
- B. The City provides an Employee Assistance Program and will coordinate city education and training relative to drug testing and the benefits of voluntary admission into the EAP.

12. EMPLOYEE'S NOTICE TO THE CITY. It is mandatory that an employee notifies the City Manager, within five (5) working days, if he/she has been convicted of a criminal drug status violation.

13. CITY NOTICE TO FEDERAL GOVERNMENT. The City as a recipient of a grant from the Community Development Block Grant Program from the United States Department of Housing and Urban Development (HUD) and any other Federal grant that requires such notice shall notify the prospective agency within ten (10) days after receiving notice of any employee convicted of a criminal drug statute.

7.05 EMPLOYEE ASSISTANCE PROGRAM

1. Employees who violate the City's Drug and Alcohol Free Workplace Policy and have been with the City for more than three (3) years will be given the opportunity to participate in a drug and alcohol abuse treatment program:

- a. The treatment will be agreed to by the City Manager.
- b. The employee will be removed from his/her current position and immediately placed on a leave of absence. If an employee has earned days available, he/she must first utilize all available time accrued, then vacation, and then apply for additional unpaid leave, if necessary. In no case may the combination of paid and unpaid leave exceed six (6) consecutive months. Any employee seeking medical attention for drug or alcohol abuse will be entitled to benefits as described in the medical insurance plan.
- c. The employee will not be returned to active status until such time as a Medical Review Officer or Substance Abuse Professional certifies that the employee has successfully completed the appropriate treatment.
- d. When the employee is allowed to return to work, attempts will be made to place the employee back into his/her previously held position.
- e. No employee will be eligible for drug or alcohol abuse treatment, as described under this policy, more than once.
- f. The recurrence of a positive test or drug or alcohol problem may result in termination of employment.

2. Any employee who feels he/she has developed an addiction to, dependence upon, or problem with alcohol or drugs (legal or illegal), is encouraged to voluntarily seek assistance. The City supports sound treatment efforts. Whenever feasible, the City will assist employees in overcoming drug or alcohol abuse.

3. Any employee seeking medical attention for drug or alcohol abuse will be entitled to benefits as specified in the medical insurance plan. For qualified employees voluntarily enrolled in a formal treatment program, the City will grant paid rehabilitation leave of up to five (5) additional days of paid leave. For continued treatment, an employee must use his/her available leave balances. If the employee continues to require additional time off, he/she should request to be placed on unpaid leave. In order to receive the five (5) days paid rehabilitation leave, the employee must provide certifiable proof of enrollment in an approved treatment program.

4. Upon successful, certified completion of a rehabilitation program, attempts will be made to place the employee back into his/her previous position, if it is still available, or the next available position for which the employee is qualified.

APPENDIX B (NEW)			Durant Fire Department					
Pay Chart Rates Effective July 1, 2022								
Grade	Position Title		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FD -01	Annual			\$43,000.00	\$45,042.96	\$45,726.24	\$46,471.17	\$47,216.67
Firefighter	Pay Period			1,653.85	1,732.42	1,758.70	1,787.35	1,816.03
	Hourly			14.77	15.47	15.70	15.96	16.21
FD -02	Annual		\$46,789.10	\$47,556.51	\$48,324.36	\$49,123.77	\$49,955.32	\$50,829.53
Driver	Pay Period		1,799.58	1,829.10	1,858.63	1,889.38	1,921.36	1,954.98
	Hourly		16.07	16.33	16.59	16.87	17.15	17.46
FD -03	Annual		\$48,099.19	\$48,878.21	\$49,689.25	\$50,532.93	\$52,453.08	\$53,371.01
Lieutenant	Pay Period		1,849.97	1,879.93	1,911.12	1,943.57	2,017.43	2,052.73
	Hourly		16.52	16.79	17.06	17.35	18.01	18.33
FD -04	Annual		\$50,254.75	\$51,110.53	\$52,026.28	\$53,052.19	\$55,075.74	\$56,039.56
Captain	Pay Period		1,932.87	1,965.79	2,001.01	2,040.47	2,118.30	2,155.37
	Hourly		17.26	17.55	17.87	18.22	18.91	19.24
FD -05	Annual		\$53,576.75	\$54,691.04	\$55,838.97	\$57,020.83	\$58,269.98	\$59,289.70
Crew Chief	Pay Period		2,060.64	2,103.50	2,147.65	2,193.11	2,241.15	2,280.37
	Hourly		18.40	18.78	19.18	19.58	20.01	20.36
FD -06	Annual		\$65,565.94	\$67,052.96	\$68,578.87	\$70,143.90	\$71,749.06	\$73,395.38
Fire Marshal	Pay Period		2,521.77	2,578.96	2,637.65	2,697.84	2,759.58	2,822.90
	Hourly		22.52	23.03	23.55	24.09	24.64	25.20
* Annual salary and Pay Period amounts are show for illustrative purposes								

IN WITNESS THEREOF, the parties have hereunto set their hands this _____ day of July, 2022.

THE CITY OF DURANT, OKLAHOMA

BY _____
Oden Grube, Mayor

ATTEST:

Cynthia Price, City Clerk

INTERNATIONAL ASSOCIATION OF
FIRE FIGHTERS, LOCAL 3061 AFL-CIO/CLC

BY _____
Jake Midgely, President

ATTEST:

Jay Bergner, Secretary

APPROVED as to form:

Tom Marcum, City Attorney



The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: John Dean, City Manager
Re: Discussion, Consideration and Possible Action on a Contract with Durant Tourism Economic Development Authority (DTEDA) for Beautification Services.

DTEDA and City staff have been in discussions regarding the ability to provide better maintenance of the area in the vicinity of Hwy 69/75 and Main Street. The contract approved by the DTEDA will provide funding of \$102,000.00 for equipment and personnel in year one and \$42,500 each additional year.

Council Information / Action Requested

Staff recommends approval of the contract.

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

Purchase needed equipment and staff the position.

ATTACHMENTS:

1. DTEDA Contract for Beautification Services
2. DTEDA Contract Exhibit

Contract for Beautification Services

This contract is entered into this ____ day of _____ 2022, by and between The Durant Tourism Economic Development Authority ("Authority") and the City of Durant ("City").

1. The term of this agreement shall be for five years, from July 1, 2022 to June 30, 2027.
2. The parties hereto agree that the contract pertains to beautification services provided by the City in the area around the Main Street exit from US Highway 69/75. The City shall provide services in furtherance of the Memorandum of Understanding entered into by the parties to maintain the appearance of the cloverleaf, median, shoulder and verge as outlined in the map attached as exhibit A and incorporated herein by reference. The services to be provided by the City include but are not limited to:
 - a. Mowing, edging, trimming and weed eating;
 - b. Trash pick-up;
 - c. Application of fertilizer, weed killer, and pre-emergent;
 - d. Planting of appropriate grass seed for season;
 - e. Other tasks as deemed necessary by City or requested by Authority.
3. Compensation: The Authority shall pay to the City the sum of One Hundred Two Thousand Dollars (\$102,000.00) the first year, and Forty-Two Thousand Five Hundred Dollars (\$42,500.00) each year of the contract thereafter as a Fee for the services outlined in Paragraph 2 herein. The Fee shall cover anticipated costs to the City such as staffing, supplies, equipment, and insurance. The Fee shall be payable monthly at a rate of Eight Thousand Five Hundred Dollars (\$8,500.00) per month the first year and Three Thousand Five Hundred Forty-one Dollars and Sixty-seven Cents (\$3,541.67) per month each year thereafter.
4. Decelerator: In the event of a drop in revenue to the Authority of 15% below the three year rolling average, the Fee shall be reduced by 15%. If the revenue to the Authority drops by 25% or more below the three year rolling average, the Fee shall be reduced by 25%.
5. Cancellation: Either party hereto may cancel the agreement with sixty (60) days written notice to the other party. In the event of cancelation, City shall be entitled to re-imbursement of expenses incurred up to that point. City is to incur no further

expenses after notice of cancellation. Unless cancellation of the agreement by the Authority is for cause, no pro-rata reimbursement of the Fee will be due from the City.

6. Disputes: This contract shall be governed by the laws of the State of Oklahoma. Any dispute that arises out of this agreement shall be settled at mediation with venue in Bryan County, Oklahoma and the laws of the State of Oklahoma controlling.
7. Accountability: Authority is providing funding and expects that City 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.
8. Amendments: No amendments to the agreement shall be effective unless in writing and duly executed by each party hereto.
9. 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.
10. Assignment, Transfer, Delegation: No party to this agreement shall be entitled to assign, transfer, or delegate any of its rights or obligations under this agreement.
11. Miscellaneous: 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 contract for the purpose of soliciting funds from current or potential donors) the name of the other applicable party or its trustees.

NO PARTY SHALL BE LIABLE TO THE OTHER FOR DAMAGES OF ANY KIND OR NATURE AS A RESULT OF THIS CONTRACT OR THE RENDERING OF THE SERVICES.

Nothing contained in this contract 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 contract 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.

12. Force Majeure: If because of a Force Majeure, either party is unable to perform in whole or in part its obligations as set forth in this contract, 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 contract.

13. Notice: The parties may be officially noticed as set forth below:

Durant Tourism Economic Development Authority
c/o Chamber of Commerce
215 N. 4th Street
Durant, OK 74701

City of Durant
c/o Municipal Clerk
300 W. Evergreen Street
Durant, OK 74701

IN WITNESS WHEREOF, the parties have duly executed this Agreement on the day and year set forth herein above.

Chairman, Durant Tourism Economic
Development Authority

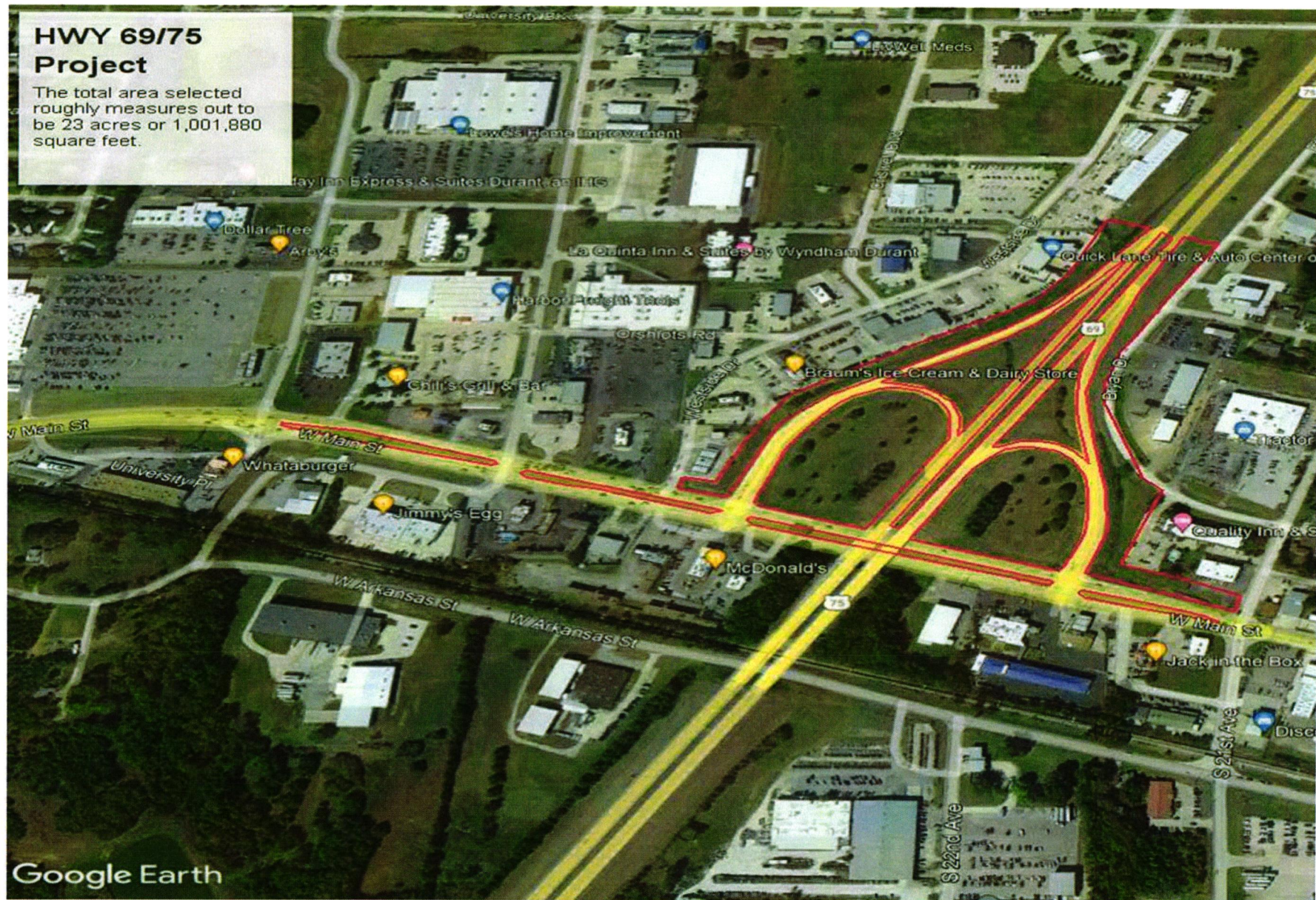
Date

City Manager, City of Durant

Date

HWY 69/75 Project

The total area selected
roughly measures out to
be 23 acres or 1,001,880
square feet.





The City of Durant

Memorandum

Date: 7/12/2022
To: Mayor and City Council
From: John Dean, City Manager
Ryan Brewer, Parks and Recreation Manager
Re: Discussion, Consideration and Possible Action on 6th Amended Resolution Establishing Fees and Costs Charged by the City of Durant, Durant City Utilities Authority, and Durant Airport Authority for Durant Services (R-2021-02F)

The changes to the schedule are the following additions:

1. An hourly rental fee of \$15.00 per hour for Baseball and Softball fields.
2. Language clarifying the free 1,500 pound dump for residential utility customers.

Council Information / Action Requested

Approval of 6th Amended Resolution Establishing Fees and Costs Charged by the City of Durant, Durant City Utilities Authority, and Durant Airport Authority for Durant Services (R-2021-02F)

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

ATTACHMENTS:

1. R-2021-02F 6th Amended Resolution Updating Fee Schedule

RESOLUTION NO. R-2021-02F

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 12th day of July, 2022, all rates will become effective the 12th day of July, 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 Monthly Rates			
Building #	Hangar Type & Number	Monthly Rate	Discounted Annual Rate*
4	Box Hangar (1-2)	\$400.00	\$4,400.00
4	Box Hangar (3-12)	\$310.00	\$3,410.00
8	Box Hangar (1-4)	\$440.00	\$4,840.00
8	Box Hangar (5-12)	\$350.00	\$3,850.00
10	T-Hangar (1-9)	\$230.00	\$2,530.00
10	T-Hangar (10)	\$340.00	\$3,740.00
12	T-Hangar (1)	\$230.00	\$2,530.00
12	T-Hangar (2)	\$340.00	\$3,740.00
12	T-Hangar (3-8)	\$230.00	\$2,530.00
12	T-Hangar (9)	\$260.00	\$2,860.00
12	T-Hangar (10)	\$310.00	\$3,410.00
24	Corp Hangar (A-D)	\$730.00	\$8,030.00
*For Annual payments, one year in advance, one month discount has been given (Discount does not apply for late payments)			
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	Small Turbo Props/Large Piston Ramp Fee	\$50.00 per night	
	Large/Twin Turbo Props Ramp Fee	\$75.00 per night	

discretion of the Airport Director	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
	Field Rental Fee	\$15.00 per hour
	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 (1 Year)	\$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
	Once per month City Residential customers may dump up to 1,500 pounds with the presentation of a current residential City Utility bill and valid ID.	Free
	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)