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** | **August 14, 2018**

AGENDA

DURANT CITY HALL
300 W. EVERGREEN, DURANT, OK
ROSCOE J. HATFIELD COUNCIL CHAMBERS

CALL TO ORDER

INVOCATION/FLAG SALUTE

ROLL CALL

ORDER OF BUSINESS

1. Presentations

a. Veteran of Foreign Wars to Present Appreciation Plague to City of Durant Animal Control Officer Sonya Page

2. 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 Special Called Meeting Minutes of July 10, 2018

b. Consider Approval of Regular Meeting Minutes of July 10, 2018

c. Consider Approval of Special Called Meeting Minutes of July 30, 2018

d. Consider Approval of Claims for July 2018

e. Consider Approval of Special Event Application from Light of Hope, Inc. for Lip Sync Battle (SEP-2018-23)

f. Consider Approval of Special Event Application from the Crisis

Control Center for a Candlelight Vigil for Domestic Violence Awareness (SEP #2018-22)

g. Consider Approval of Special Event Application from the Southeastern Oklahoma State University for a Domestic Violence March (SEP #2018-25)

h. Consider Approval of Special Event Application from Bryan County Relay for Life for Bryan County Relay for Life 5K and Fun Run (SEP-2018-24)

i. Consider Approval of Ricoh Copier Lease & Use Fees, Agreement # C-2017-53, RFAP #2019-53

j. Consider Approval of Laserfiche Software,Server and Support Allowing for Digital Storage of Documents (Contract C-2017-33, RFAP 2017-092)

k. Consider Approval of Request for Authorization to Purchase for Legal Services (RFAP #2019-48)

l. Consider Approval of Request for Authorization for Lake Durant Contract Labor (Park Ranger) (RFAP#2019-49)

m. Consider Approval of Request For Authorization To Purchase (RFAP # 2019-069) In The Amount Of $23,616 For Annual Digiticket Service

n. Consider Approval of Request For Authorization To Purchase (RFAP #2019-067) In The Amount Of $17,388.60 For Six Portable Police Radios

o. Consider Approval of Contract (C-2018-49) with Durant Independant School District for a School Resource Officer

p. Water and Wastewater Utility Infrastructure Improvements Funded By Community Development Block Grant (CDBG) Economic Development Infrastructure Finance Grant Award 17166 CDBG-ED 87 (C-2018-17) Related To The SteelFab, Inc. Facility To Create New Jobs At 446 Country Club Road.

1. Consideration For Approval of Construction Contract 2018-149 No.1 (C-2018-47) Documents With Sooner Site Utility And Construction, LLC. For Lift Station Utility Infrastructure Improvements Related To 17166 CDBG-ED 87 (C-2018-17) - Contingent Upon Legal Review And Approval Of Change Order No. 1.

2. Consideration For Approval of Change Order No.1 For Construction Contract 2018-149 No.1 (C-2018-47) With Sooner Site Utility And Construction LLC. For the Lift Station Utility Infrastructure Improvements Related To 17166 CDBG-ED 87 (C-2018-17)

3. Consideration For Approval of Construction Contract 2018-149 No. 2 (C-2018-48) Documents With W. Brown Enterprises, Inc. For Water Main & Sewer Main Utility Infrastructure Improvements Related To 17166 CDBG-ED 87 (C-2018-17) - Contingent Upon Legal Review And Approval Of Change Order No. 1.

4. Consideration For Approval of Change Order No.1 For Construction Contract 2018-149 No.2 (C-2018-48) With W. Brown Enterprises, Inc. For the Water Main & Sewer Main Utility Infrastructure Improvements Related To 17166 CDBG-ED 87 (C-2018-17)

3. Consider Items Removed from Consent

4. Administration

a. Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-64) for $500,000 for Phase 2 of the Carl Albert Swimming Pool Rehabilitation Project

b. Consider Award of Bid for Uniform Rental Services

c. Consider Approval of Contract for Uniform Rental Services (C-2018-43)

d. Consider Recommendation of Oklahoma Municipal Assurances Group (OMAG) to Deny Tort Claims

1. Consider Recommendation of Oklahoma Municipal Assurances Group (OMAG) to Deny Tort Claim of G. Jane Hicks;

2. Consider Recommendation of Oklahoma Municipal Assurances Group (OMAG) to Deny Tort Claim of Cathryn Phelps

e. Consider Approval of Resolution 2018-21 Declaring the Intent to Consider Approval of a Project Plan and Creation of a Tax Increment District Under the Local Development Act; Directing Preparation of a Project Plan; Appointing a Review Committee; Directing the Review Committee to Make Findings as to Eligibility and Financial Impact, if any, on Taxing Jurisdictions and Business Activities Within the District; Directing the Review Committee to Make a Recommendation with Respect to the Proposed Project; and Declaring an Emergency

f. Consider Approval of Utility Audit Agreement with AMERESCO, Inc., Through the Interlocal Purchasing System (TIPS), or Take Any Other Appropriate Action

g. Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-63) for the Purchase of Used Haul Vehicles for the Landfill in the Amount of $135,000 and to Grant Negotiating and Purchasing Authority to Staff.

h. Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-61) for $174,000 for the Design and Installation of a Fluoride Treatment System at our Water Treatment Plant

i. Consider Approval of Request for Authorization to Purchase 2019 Hino 338 Chassis with Heil PT 1000 20 Yard Rear Load Refuse Bed (RFAP#2019-60)

j. Enterprise Fleet Managment Police Vehicle Leasing

1. Consider Approval of Enterprise Fleet Management Equity Lease Menu Pricing - Open-End (Equity) Lease Rate Quote Number 3947038

2. Consider Entering Into a Master Equity Lease Agreement with Enterprise Fleet Management

3. Consider Entering Into a Maintenance Management and Fleet Rental Agreement with Enterprise Fleet Management

4. Consider Approval of Request For Authorization To Purchase (RFAP#2019-070) in the Amount of $120,000 for the Leasing and Upfit of Police Patrol Vehicles

k. Consider Approval of Resolution 2018-23 – A Resolution for the City of Durant Fee Schedule Update.

l. Consider Approval of Ordinance 1863 – An Ordinance Amending the Durant Code of Ordinances Sections 111.002 "Occupation Tax Levied" and Sections 111.009 "Certificate of Zoning Code Compliance"; Declaring an Emergency.

m. Consider Approval of Ordinance 1864 Amending City of Durant Code of Ordinances by Amending Title III, Administration, Section 37.003 to 37.010 and Adding Section 37.011, Purchasing System; Declaring an Emergency, or Take Any Other Appropriate Action

n. Presentation Of The Durant Master Plan Partially Funded By National Endowment For The Arts - Our Town Grant 16-4292-7067 For The South 9th Avenue (S9A) Arts District

1. Consideration To Approve The City Of Durant Arts District Master Plan As Presented.

o. Consideration For A Memorandum Of Agreement (MOA) With The Choctaw Nation To Create A Wetland In The Northeast Section Of The Former Country Club Property.

1. Consideration To Approve The Memorandum Of Agreement With Choctaw Nation To Create A Wetland As Determined By The United States Corps Of Engineers.

5. Public Hearings

a. Consider Approval of Ordinance 1861, a Rezoning Request from R-1 (Single-Family Residential) to R-3 (General Residential); Providing for an Emergency.

b. Consider Approval of Ordinance 1857, a Rezoning Request from R-1 (Single Family Residential) to C-2 (Highway Commercial and Commercial Recreation) for Property Located at 1925 W Main; Providing for An Emergency.

c. Consider Approval of Ordinance 1856, a Rezoning Request from R-1 (Single Family Residential) to C-3 (General Commercial) for Property Located at 1921 W Main; Providing for An Emergency.

d. Consider Approval of Ordinance 1858, a Rezoning Request from R-1 (Single Family Residential) to C-3 (General Commercial) for Property Located at 1919 W Main; Providing for An Emergency.

e. Consider Approval of Ordinance 1855, a Rezoning Request from R-1 (Single Family Residential) to C-2 (Highway Commercial and Commercial Recreation) for Property Located at 1911 W Main; Providing for An Emergency.

6. Information Items

a. City Clerk Monthly Report - July 2018

b. Community Development Monthly Report- July 2018

c. Durant Industrial Authority Monthly Report - July 2018

d. Emergency Management Report - July 2018

e. Financial Statements

f. Fire Department Monthly Report July 2018

g. Grants Department Report - July 2018

h. Landfill Monthly Reports - July 2018

i. Library Report for July 2018

j. Parks Department Monthly Report - July 2018

k. Planning Commission Regular Meeting Minutes - June 19, 2018

l. Police Department Monthly Report - June 2018

m. Solid Waste Department Monthly Report - July 2018

n. Street Department Report - July 2018

o. Utilities Department Monthly Report - July 2018

p. Waste Water Treatment Plant and Lab Monthly Report - July 2018

q. Water Treatment Plant Monthly Reports - July 2018

7. Citizen Comments on Non-Agenda Items

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 starting 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.

8. Executive Session

a. Consider Executive Session for Confidential Communication with Attorney Concerning Pending Claim Against the City of Durant - Thomas Billy, et al. v. City of Durant, Oklahoma (This Executive Session Authorized by Title 25, Section 307 B(4) of the Oklahoma State Statutes)

b. Consider Action Pursuant to 8(a) Above

c. Consider Executive Session to Discuss Hiring of City Treasurer (This Executive Session Authorized by Title 25, Section 307 B(1) of the Oklahoma State Statutes)

d. Consider Action Pursuant to 8(c) Above

9. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 4:32 p.m.on the 10th day of August, 2018.

_____

Cynthia J. Price, City of Durant

Agenda Item: 1.a.

The City of Durant

Durant Police Department

Memorandum

Date:	8/6/2018
To:	Mayor and City Council
From:	David Houser, Chief of Police
Re:	Veteran of Foreign Wars to Present Appreciation Plague to City of Durant Animal Control Officer Sonya Page

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Local VFW will present Animal Control Officer Sonya Page a plaque in appreciation for her efforts both on and off duty for the care she gave a veteran's pets. VFW representatives state that Sonya went above her normal duties to help their member in his time of need.

Council Information / Action Requested

None

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

None

Agenda Item: 2.a.

The City of Durant

Office of City Clerk

Memorandum

Date: 7/19/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Special Called Meeting Minutes of July 10, 2018

Council Information / Action Requested

Approval of Special Called Meeting Minutes of July 10, 2018

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

ATTACHMENTS:

Description	Type	Upload Date
Special Minutes 7.10.2018	Exhibit	7/19/2018

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 2nd day of July, 2018 and that an agenda of said meeting was posted at the place of such meeting at 5:10 p.m. on the 6th day of July, 2018.

MINUTES OF THE SPECIAL MEETING OF DURANT CITY Council Special Meeting OF July 10, 2018 AT 5:15 PM, Roscoe J. Hatfield Council Chambers, Durant City Hall, 300 W. Evergreen, Durant, OK

CALL TO ORDER

Mayor Tomlinson called the meeting to order at 5:25 p.m.

INVOCATION/FLAG SALUTE

Mayor Tomlinson provided an invocation. There was not a flag salute.

ROLL CALL

Present: Council Member Destry Hawthorne
Council Member Oden Grube
Council Member Mike Dills
Mayor Jerry Tomlinson

City Attorney Tom Marcum
City Manager Tim Rundel
City Clerk Cynthia J. Price

Absent: Vice-Mayor Chad Hitchcock (*denotes partial attendance)

Mayor Tomlinson declared a quorum.

1. Executive Session

a. Consider Discussion and Hiring for the Position of City Treasurer (This Executive Session Authorized by Title 25, Section 307 B(1) of the Oklahoma State Statutes)

Approved

Motion was made by Destry Hawthorne and seconded by Mike Dills to enter into executive session.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

Motion was made by Destry Hawthorne and seconded by Mike Dills to re-enter regular session.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

b. Consider Action Pursuant to 1(a) Above

No Action Taken

Adjournment

Motion was made by Destry Hawthorne and seconded by Oden Grube to adjourn meeting.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

Agenda Item: 2.b.

The City of Durant

Office of City Clerk

Memorandum

Date: 7/19/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of July 10, 2018

Council Information / Action Requested

Approval of Regular Meeting Minutes of July 10, 2018

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

ATTACHMENTS:

Description	Type	Upload Date
Regular Minutes.7.10.2018	Exhibit	7/31/2018

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 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 5:15 P.M. on the 6th day of July, 2018.

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT CITY COUNCIL OF July 10, 2018 AT 6:00 PM, Roscoe J. Hatfield Council Chambers, 300 West Evergreen, Durant, Oklahoma

CALL TO ORDER

Mayor Tomlinson called the meeting to order at 6:24 p.m.

INVOCATION/FLAG SALUTE

Police Chief Houser provided the invocation. Council Member Grube led the flag salute.

ROLL CALL

Present: Council Member Destry Hawthorne
Council Member Oden Grube
Council Member Mike Dills
Mayor Jerry Tomlinson

City Attorney Tom Marcum
City Manager Tim Rundel
City Clerk Cynthia J. Price

Absent: Vice-Mayor Chad Hitchcock

(*denotes partial attendance)

Mayor Tomlinson declared a quorum.

1. Presentations

a. Presentation of Employee Service Awards - 2nd Quarter 2018

Mayor Tomlinson presented Employee Service Awards. All attending council members and the city manager joined in the presentation to the following employees:

FIVE YEARS:
Shawn Watkins, Street Department, Certificate, Pin, $50
Jeremy Brooks, Police Department, Certificate, Pin, $50
Michael Goodlow, Police Department, Certificate, Pin, $50 Bradley K. Nelson, Police Department, Certificate, Pin, $50

FIFTEEN YEARS
Randall Cheney, Police Department, Certificate, Pin, $150

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TWENTY YEARS
Billy Jones, Police Department, Plaque, Certificate, Pin, $200

TWENTY FIVE YEARS
Chris Cicio, Police Department, Plaque, Certificate, Pin,
$250 Joe Sebourn, Police Department, Plaque, Certificate,
Pin, $250

2. 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 Special Called Meeting Minutes of June 12, 2018

b. Consider Approval of Regular Meeting Minutes of June 12, 2018

c. Consider Approval of Special Called Meeting Minutes of June 21, 2018

d. Consider Approval of Claims for June 2018

e. Consider Approval of Special Event Application from Durant Band Booster Club for Durant High School Home Game Tailgate Parties (SEP #2018-18)

f. Consider Approval of Special Event Application from Southeastern Oklahoma State University for Tailgate Alley (SEP #2018-19)

g. Consider Approval of Special Event Application from Bryan County Turning Point Coalition for Back 2 School Bash (SEP #2018-20)

h. Consider Approval of Special Event Application for Arnold/Young Family BBQ (SEP-2018-21)

i. Consider Approval of Request for Authorization to Purchase 2019-018 in the Budgeted Yearly Amount of $80,000 for Housing of Municipal Prisoners in the Bryan County Jail

j. Consideration To Approve Corrected Easements For Water And Wastewater Infrastructure Improvements Related To 17166 CDBG - ED 87 (C-2018-17) Benefitting The SteelFab, Inc. Project. Approved

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Mayor Tomlinson requested Item 2(j) be removed for further consideration.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve remaining consent items as presented.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

3. Consider Items Removed from Consent

3.(j) Rebecca Collins, Grants Coordinator, stated the easements had to be returned to SteelFab, Inc. for corrections and are expected to be signed by SteelFab, Inc. on Friday, July 13, 2018.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve corrected easements for water and wastewater infrastructure improvements related to 17166 CDBG-ED 87 (C-2018-17) benefitting the SteelFab Inc. Project contingent upon SteelFab, Inc. providing a signature on the corrected easements.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

4. Administration

a. Consider Approval of Collective Bargaining Agreement of International Association of Firefighters (IAFF)

Approved

Greg Buckley, Administrative Services Director and Interim Treasurer, addressed council and stated the Collective Bargaining Agreement for Fiscal Year 2018-2019 begins July 1, 2018 and recommended approval.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve Collective Bargaining Agreement of International Association of Firefighters (IAFF).

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

b. Consider Approval of Collective Bargaining Agreement with Fraternal Order of Police (FOP), Local 116 for Fiscal Year 2018-19 and Authorize the Mayor to Sign Agreement, or Take Any Other Appropriate Action

Approved

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Greg Buckley, Administrative Services Director and Interim Treasurer, addressed council and stated the Collective Bargaining Agreement for Fiscal Year 2018-2019 begins July 1, 2018 and recommended approval.

Motion was made by Mike Dills and seconded by Oden Grube to approve Collective Bargaining Agreement with Fraternal Order of Police (FOP), Local 116 for Fiscal Year 2018-19 and authorize Mayor to sign agreement or take any other appropriate action.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

c. Consider Approval of Memorandum of Understanding Between the City of Durant and the Durant Industrial Authority (C-2018-35)

   No Action Taken

d. Consider Approval of a Three (3) Year Agreement with Arledge and Associates for Annual Auditing Services, Per the Fee Schedule and Authorize City Manager to Sign the Agreement, or Take Any Other Appropriate Action

   Approved

Greg Buckley, Administrative Services Director and Interim Treasurer, addressed council and stated auditing services went out for bid upon the direction of council. Mr. Buckley stated the bid was advertised in the Durant Daily Democrat, on the city website (www.durant.org), and through the Oklahoma Municipal League. Approximately 19 bid notices were sent out to firms listed on the Oklahoma Accountancy Board's website which approves all accountants permitted to conduct government audits of certain public entities in Oklahoma. Three firms contacted the city clerk's office and requested Request for Qualification packets. One submittal was received from Arledge and Associates who currently provides auditing services for the City of Durant. Mr. Buckley recommended approval of Arledge and Associates. Council Member Grube suggested the agreement be written for one year only. City Attorney Tom Marcum stated the agenda item is written to request approval of a three year agreement and the vote would need to be made to approve or deny a three year agreement.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve a three (3) year agreement with Arledge and Associates for annual auditing services, per the fee schedule and authorize city manager to sign the agreement or take any other appropriate action.

Motion Passed with the following vote:

Ayes: Dills, Hawthorne, Tomlinson

Nays: Grube

Absent: Hitchcock

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e. Consider Approval of Utility Audit Agreement with AMERESCO, Inc., Through the Interlocal Purchasing System (TIPS), or Take Any Other Appropriate Action

Tabled

Greg Buckley, Administrative Services Director and Interim Treasurer, addressed council and stated the city has been working towards upgrading all meters to an automated water meter reading system. As part of that process, there have been discussions with Ameresco to assist with that project as well as conduct energy audits for water meters, pumps, electricity and overall cost savings in general operations. The cost savings generated would be used to pay for the upgrades. Randy Wills, Ameresco Representative, was in attendance and stepped forward to answer questions from council. Mr. Wills gave a brief overview of Ameresco. Mr. Wills stated it would take ninety days to complete the report and come back before council. Mr. Buckley stated the request before council is for authorization of an audit only and not any projects.

Motion was made by Destry Hawthorne and seconded by Mike Dills to table approval of Utility Audit Agreement with AMERESCO, Inc., through the Interlocal Purchasing System (TIPS).

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

f. Consider Approval of Ricoh Lease Agreement and Request for Authorization to Purchase for Ricoh Lease Agreement (RFAP #2019-013)

Approved

Marie Goolsby, Information Technology, addressed council and stated this is a 48 month lease agreement. Ms. Goolsby stated there are fifteen copiers however three of them are not on the original lease. The term of this lease would allow all of the copiers to be on the same time schedule and come due at once allowing for greater future discounts. Ms. Goolsby recommended approval.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve Ricoh Lease Agreement and Request for Authorization to Purchase for Ricoh Lease Agreement (RFAP #2019-013).

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

g. Consider Approval of Tyler Technologies Yearly Renewal and Request for Authorization to Purchase for Tyler Technologies (RFAP# 2019-012)

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Approved

Marie Goolsby, Information Technology, addressed council and stated this is the municipal software used throughout city known as Incode. The renewal quote is for Fiscal Year 2018-19. Ms. Goolsby recommended approval.

Motion was made by Mike Dills and seconded by Oden Grube to approve Tyler Technologies yearly renewal and Request for Authorization to Purchase for Tyler Technologies (RFAP #2019-012).

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

h. Consider Application for Appointment to the Board of Adjustment.

Approved

Matt Nahrstedt, Community Development Director and City Planner addressed council and stated this is a five member advisory board. A member moved out of the city limits leaving a vacancy. There is one application for consideration. Mr. Nahrstedt recommended Billy Blackburn for a three year appointment.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve appointment of Billy Blackburn to the Board of Adjustment.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

i. Consider Approval of Ordinance 1859 – An Ordinance to Amend § 156.061 STREETS and § 156.062 ALLEYS from All-Weather Surface to Sealed Surface; Providing for an Emergency.

Approved

Matt Nahrstedt, Community Development Director and City Planner addressed council and stated the proposed amendment is to minimize cost of maintenance. It would only affect substantially improved alleyways or new alleyways. Mr. Nahrstedt recommended approval.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve Ordinance 1859, Section 1, amending Section 156.061 STREETS and Section 156.062 ALLEYS from All-Weather Surface to Sealed Surface.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

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Absent: Hitchcock

Motion was made by Destry Hawthorne and seconded by Oden Grube to approve Ordinance 1859, Section 2, emergency clause.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

j. Consider Approval of Request for Authorization to Purchase to Cintas Uniform Company for Employee Uniforms (RFAP# 2019-01)
Approved

Marty Cook, Public Works Director, stepped forward. City Clerk Cynthia Price stated the uniform rental service contract expires in September 8, 2018. This will go out for bid in July 2018 and appear for award on the August 2018 regular council agenda. This Request for Authorization is for the remainder of the current contract only.

Motion was made by Destry Hawthorne and seconded by Oden Grube to approve Request for Authorization to Purchase to Cintas Uniform Company for Employee Uniforms (RFAP #2019-01).

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

k. Consider Authorization To Submit A Notice Of Intent (NOI) To Apply For Hazard Mitigation Funds Through The OK Emergency Management For Funding To Purchase And Install A Generator System At The New Emergency Operations Center At 5861 Cessna Drive.
Approved

Rebecca Collins, Grants Administrator, addressed council on behalf of James Dalton. Emergency Management Services Director. Oklahoma Emergency Management (OEM) has funding available and the request is for authorization to submit a Notice of Intent to apply for hazard mitigation funds from OEM for the purchase and installation of a generator system at the Regional Emergency Operations Center. If the OEM office approves the Notice of Intent, then an application for funds could be submitted. The cost of the project is $40,000

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($30,000 OEM funds, $10,000 match). Mr. Dalton relayed through Ms. Collins that this is a budgeted item.

Motion was made by Oden Grube and seconded by Mike Dills to approve authorization to submit a Notice of Intent (NOI) to apply for hazard mitigation funds through Oklahoma Emergency Management for funding to purchase and install a generator system at the Regional Emergency Operations Center at 5861 Cessna Drive.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

l. Request Authorization to Apply for Hazard Mitigation Grant Funding for a Generator for the Durant Regional Emergency Operations Center
Approved

Rebecca Collins, Grants Administrator, addressed council on behalf of James Dalton. Emergency Management Services Director.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve authorization to apply for Hazard Mitigation Grant Funding for a generator for the Durant Regional Emergency Operations Center contingent upon the Oklahoma Emergency Management approval of the Notice of Intent to apply for the grant.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

m. Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-025) for the Purchase and Installation of a New 500 HP Variable Frequency Drive (VFD) on the #3 Pump Located at the Headworks Facility and Consider Approval of the Supporting Budget Supplement
Approved

Marty Cook, Public Works Director, addressed council and stated that after 14 years of service, they have lost a 500 HP Variable Frequency Drive and Pump at the Public Works Station. Mr. Cook stated this is an emergency situation. Two bids were received. The lowest bid is $45,496.55 from Service Electric. Mr. Cook recommended approval of the RFAP for Service Electric.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve Request for Authorization to Purchase (RFAP #2019-025) to Service Electric in the amount of $45,496.55 for the purchase and installation of a new 500 HP Variable Frequency Drive (VFD) on the #3 Pump located at the Headworks Facility.

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Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve supporting Budget Supplement.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

n. Consideration To Approve Resolution 2018-19 To Support A 2018 WaterSMART Grant Application Through The U.S. Department Of Interior Bureau Of Reclamation For Automated Meter Reader Equipment

Approved

Rebecca Collins, Grants Coordinator, addressed council and stated the Choctaw Nation contacted the City of Durant regarding an opportunity for funding through the WaterSMART Small Scale Water Efficiency Program. This program would provide a 25% grant to purchase 300 meters in a targeted area to start the Automated Meter Reader (AMR) program. Choctaw Nation is providing the consultant who will write the application however it will be submitted by the City of Durant. No cash match is required. The $125,000 match would be city crews installing the meters purchased with the grant funds. Jay Neal stepped forward to answer questions from council. Mr. Neal stated the area targeted is a three block radius. The meters will be Neptune compatible. The project would be funded in Fall 2018 and take two years to complete.

Motion was made by Destry Hawthorne and seconded by Oden Grube to approve Resolution 2018-19 to support a 2018 WaterSMART Grant Application through the U.S. Department of Interior Bureau of Reclamation for automated meter reader equipment.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

o. Consider Authorization for City Attorney to Enter Vulcan Construction Materials, LLC v. City of Tishomingo, CV-17-08, as Amicus Curiae and Prepare a Brief on the Issues on Behalf of the

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City of Durant
Approved

City Attorney Tom Marcum addressed council and stated the City of Tishomingo has been named in a lawsuit and has asked him to file an amicus curiae or 'friend of the court' brief to outline any issues the City of Durant has that are similar to the City of Tishomingo for the judge to see that this has further reaching effects than just the City of Tishomingo and the mining companies. Choctaw Nation has agreed to assist with legal costs in amount of $5000. Mr. Marcum expects the cost of filing the brief to be between $5,000 and $10,000 total for the project. Discussion followed.

Motion was made by Destry Hawthorne and seconded by Mike Dills to authorize city attorney to enter Vulcan Construction Materials, LLC v. City of Tishomingo, CV-17-08, as Amicus Curiae and prepare a brief on the issues on behalf of the City of Durant.

Motion Passed with the following vote:

Ayes: Dills, Hawthorne, Tomlinson

Nays: Grube

Absent: Hitchcock

p. Consider Authorization to Begin Process of Vacating Alley Adjoining the South Side of Block 204, Lots 1 and 2

Approved

City Attorney Tom Marcum addressed council and stated there is indication there may still be an existing alleyway south of the former site of the Boulder Hotel. It appears on some surveys that the alleyway still exists. The developer has requested this this issue be addressed. Mr. Marcum stated he is asking for authorization to research only. If the alleyway does, in fact, need to be vacated, Mr. Marcum stated he would bring it back before council.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve authorization for city attorney to begin process of vacating alley adjoining the south side of Block 204, Lots 1 and 2.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

q. Presentation by City Engineer Brandon Wall Regarding

Infrastructure

No Action Taken

DRAFT

City Manager Tim Rundel introduced Brandon Wall of Wall Engineering who gave a presentation regarding infrastructure needs. Mr. Wall also provided a detailed summary of infrastructure needs over the next 0-2 years, 2-7 years, 7-15 years, and 15-30 years. Mr. Walls stated the costs presented do not account for inflation.

5. Public Hearings

a. Consider Approval of PC2018-11, a Final Plat for Westgate Addition Located West of the intersection of University Boulevard and N 49th Avenue

Approved

Matt Nahrstedt, Community Development Director and City Planner, addressed council and stated this property is 4.8 acres and currently zoned R-2, two family residential district however what is being proposed is a single family neighborhood. The Planning Commission unanimously recommended approval. One citizen expressed a concern.

Hearing opened to public.

Betty Colclazier - disapprove, concern about storm drainage. water.

Called 3 times for public comment. Public hearing closed.

Mr. Nahrstedt continued to answer questions from council.

Charlie Bachmann - speaker did not approach microphone to be placed on record.

Betty Colclazier - speaker did not approach microphone to be placed on record.

Motion was made by Destry Hawthorne and seconded by Mike Dills to approve PC2018-11, a final plat for Westgate Addition located west of the intersection of University Boulevard and N. 49th Avenue.

Motion Passed with the following vote:

Ayes: Dills, Hawthorne, Tomlinson

Nays: Grube

Absent: Hitchcock

b. Public Hearing: 2018 Land And Water Conservation Fund Application Requesting Funding For Lloyd Plyler Park Improvements

No Action Taken

DRAFT

Rebecca Collins, Grants Coordinator, addressed council and stated there is an opportunity through the current Land and Water Conservation Fund Project that is administered by the National Park Service and funded through the Oklahoma Tourism and Recreation Department to make additional improvements to Lloyd Plyler Park. Ms. Collins presented a sketch of proposed improvements. The grant requires that the project increases outdoor recreation. There is a 50% match which can include in-kind (labor and equipment). Ms. Collins stated she would bring this item back to council for the match commitment before the application is submitted

Hearing opened to public.

Call for public comment 3 times.

Public hearing closed.

6. Information Items

a. Airport Manager Monthly Report - June 2018

b. City Clerk Monthly Report - June 2018

c. Community Development Monthly Report - June 2018

d. Emergency Management Report - June 2018

e. Fire Department Monthly Report June 2018

f. Grants Department Report - June 2018

g. Landfill Information & Reports - June 2018

h. Library Report for June 2018

i. Parks Department Monthly Report - June 2018

j. Planning Commission Regular Meeting Minutes - May 15, 2018

k. Police Department Monthly Report - May 2018

l. Public Works Director Monthly Projects Report - June 2018

m. Solid Waste Department Monthly Report - June 2018

DRAFT

n. Street Department Report - June 2018

o. Utilities Department Monthly Report - May and June 2018

p. Waste Water Treatment Plant and Lab Monthly Report - June 2018

q. Water Treatment Plant Monthly Reports - June 2018

7. Citizen Comments on Non-Agenda Items

8. New Business

There was no new business.

ADJOURNMENT

Motion was made by Destry Hawthorne and seconded by Mike Dills to adjourn meeting.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Tomlinson

Absent: Hitchcock

DRAFT

Agenda Item: 2.c.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/2/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Special Called Meeting Minutes of July 30, 2018

Council Information / Action Requested

Approval of Special Called Meeting Minutes of July 30, 2018

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes 7.30.2018	Exhibit	8/2/2018

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 23rd day of July, 2018 and that an agenda of said meeting was posted at the place of such meeting at 4:15 p.m. on the 26th day of July, 2018. The Amended Agenda was posted at the place of such meeting at 1:55 p.m. on the 27th day of July, 2018.

MINUTES OF THE SPECIAL MEETING OF DURANT CITY Council Special Meeting OF July 30, 2018 AT 5:30 PM, Durant City Hall, Large Conference Room, 300 W. Evergreen, Durant, OK AMENDED

CALL TO ORDER

Mayor Tomlinson called the meeting to order at 5:36 p.m.

INVOCATION/FLAG SALUTE

Paul Buntz provided the invocation. City Manager Tim Rundel led the flag salute.

ROLL CALL

Present: Council Member Destry Hawthorne
Council Member Oden Grube
Council Member Mike Dills
Vice-Mayor Chad Hitchcock
Mayor Jerry Tomlinson

City Attorney Tom Marcum
City Manager Tim Rundel
City Clerk Cynthia J. Price

Absent: None (*denotes partial attendance)

Mayor Tomlinson declared a quorum.

1. Consider Approval of Memorandum of Understanding for Fiscal Relationship Between the City of Durant and the Durant Industrial Authority (C-2018-35)

Approved

City Manager Tim Rundel addressed council and stated Memorandum of Understanding presented to the council for consideration has been approved by the Durant Industrial Authority Board. Mr. Rundel stated that as of June 30, 2018, there is no longer a contract in place with the Durant Industrial Authority. The Durant Industrial Authority has requested a Memorandum of Understanding be put in place for the next six months. Discussion followed.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Memorandum of Understanding for Fiscal

Relationship Between the City of Durant and the Durant Industrial Authority (C-2018-56).

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

2. Enterprise Fleet Management Police Vehicle Leasing

1. Consider Submitting a Credit Application to Enterprise Fleet Management

2. Consider Entering Into a Master Eqiuity Lease Agreement with Enterprise Fleet Management

3. Consider Entering Into a Maintenance Management and Fleet Rental Agreement with Enterprise Fleet Management

Item 2.(1) Police Chief David Houser addressed council and stated the police department is looking at leasing police vehicles rather than purchasing them. This has been approved by the Capital Improvements Budget Plan. The credit application would be the first step to begin the leasing process. Discussion followed. City Attorney Marcum recommended council not enter into any agreements until the numbers are provided. City Manager Rundel recommended no action be taken on Sub-Sections 2 and 3 and these items be placed on the August 14, 2018 at which time numbers would be available and a representative from Enterprise could be in attendance to answer questions.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve submission of credit application to Enterprise Fleet Management.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Item 2.(2) No action taken.

Item 2.(3) No action taken.

3. The 2018 Land And Water Conservation Fund Grant Application For Lloyd Plyler Park Improvements

1. Consideration To Approve Resolution 2018-20 For Match Contribution Towards The 2018 Land And Water Conservation Fund Grant Application For Lloyd Plyler Park Improvements.

2. Consideration To Authorize The Mayor To Sign Relevant Documents To Be Included With The 2018 Land And Water Conservation Fund Grant Application.

Approved

Item 3.(1) Rebecca Collins, Grants Coordinator, addressed council and stated there have been a total of 5 public hearings regarding this project for Lloyd Plyler Park. Park improvements would include a splash pad, basketball court, sidewalks and additional parking. The City of Durant would be reimbursed for 50% of in-kind labor and equipment. Ms. Collins stated the grant requires a minimum of 10% cash but she believes 15% would give the city a competitive edge. The total grant project budget for the park site improvements is estimated in the amount of $375,570 with a grant request of $187,785 (Local cash - $52,785. Local In-Kind Labor & Equipment - $135,000).

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Resolution 2018-20 for match contribution towards the 2018 Land and Water Conservation Fund Grant Application for Lloyd Plyler Park Improvements contingent upon change of $187,500 to $187,785 and $52,500 to $52,785 and the total amount of $375,570.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to authorize the mayor to sign relevant documents to be included with the 2018 Land and Water Conservation Fund Grant Application.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

4. Asphalt Materials Purchase From Overland Corporation, Inc. - Materials And Manufacturing Through OK State Contract # SW0081 For 16753 CDBG 16 Street Improvements

1. Consideration To Approve Asphalt Materials Purchase From Overland Corporation, Inc. - Materials And Manufacturing Through OK State Contract # SW0081 Unit Cost Of $56.56 (Proposed August 2018 Index Cost Per Ton) For Approximately 664 Tons To Complete East Cedar Street Project No. 648 Improvements.

2. Consideration To Approve Asphalt Purchase From Overland Corporation, Inc. - Materials And Manufacturing Through OK State Contract # SW0081 Unit Cost Of $56.56 (Proposed August 2018 Index Cost Per Ton) For Approximately 531 Tons To Complete N.E. 3rd Street Project No. 647 Improvements.

Approved

Item 4.(1) Rebecca Collins, Grants Coordinator, addressed council and stated this amount is budgeted.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve asphalt materials purchase from Overland Corporation, Inc.- Materials and Manufacturing through Oklahoma State Contract #SW0081 Unit Cost of $56.56 (Proposed August 2018 Index Per Ton) for approximately 664 tons to complete East Cedar Street Project No. 648 Improvements.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Item 4.(2)

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve asphalt purchase from Overland Corporation, Inc.- Materials and Manufacturing through Oklahoma State Contract #SW0081 Unit Cost of $56.56 (Proposed August 2018 Index Per Ton) for approximately 531 tons to complete N.E. 3rd Street Project No. 647 improvements.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

5. Discussion And Consideration To Accept Donated Funds Contributed Towards A Splash Pad To Be Constructed At Lloyd Plyer Park

Approved

Rebecca Collins, Grants Coordinator, addressed council and stated that when former Council Member Bill Orr passed away on June 4, 2017, the Orr Family requested contributions for a splash pad be made in his honor. Ms. Collins stated $285 in contributions are being held that can be applied to the Lloyd Plyler Park Project which includes a splash pad. Lloyd Plyler Park is located in Ward 3 that Mr. Orr represented.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to accept donated funds contributed towards a splash pad to be constructed at Lloyd Plyler Park.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

6. Executive Session

a. Consider Discussion and Hiring for the Position of City Treasurer (This Executive Session Authorized by Title 25, Section 307 B(1) of the Oklahoma State Statutes)

Approved

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to enter into executive session.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to re-enter regular session.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

b. Consider Action Pursuant to 6(a) Above

No Action Taken

Adjournment

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to adjourn meeting.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Agenda Item: 2.d.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/1/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Claims for July 2018

Council Information / Action Requested

Approval of Claims for July 2018

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

ATTACHMENTS:

Description	Type	Upload Date
Payroll Claims - July 2018	Exhibit	8/1/2018
Regular Department Payment Register - July 2018	Exhibit	8/6/2018
Off Cycle Department Payment Register - July 2018	Exhibit	8/6/2018

PAYROLL CLAIMS SUMMARY
AS OF: JULY 31ST, 2018

001-GENERAL FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SALARIES AND BENEFITS						
CITY ADMINISTRATION	465,605.00	41,114.92	41,114.92	8.83	0.00	424,490.08
CITY CLERK	127,989.00	6,191.18	6,191.18	4.84	0.00	121,797.82
CITY TREASURER	143,122.00	4,825.48	4,825.48	3.37	0.00	138,296.52
LAW ENFORCEMENT (PD)	4,504,892.00	304,744.78	304,744.78	6.76	0.00	4,200,147.22
ANIMAL CONTROL (PD)	83,610.00	7,003.19	7,003.19	8.38	0.00	76,606.81
FINANCE DEPARTMENT	73,288.00	60.62	60.62	0.08	0.00	73,227.38
FIRE DEPARTMENT	2,897,563.00	235,549.59	235,549.59	8.13	0.00	2,662,013.41
PARKS, REC. & GEN. SVCS.	532,605.00	43,403.52	43,403.52	8.15	0.00	489,201.48
SWIMMING POOL	85,945.00	22,040.06	22,040.06	25.64	0.00	63,904.94
MUNICIPAL COURT	85,022.00	3,046.30	3,046.30	3.58	0.00	81,975.70
COMMUNITY DEVELOPMENT	282,669.00	20,156.79	20,156.79	7.13	0.00	262,512.21
PUBLIC LIBRARY	488,681.00	36,403.75	36,403.75	7.45	0.00	452,277.25
STREET DEPARTMENT	727,853.00	59,872.80	59,872.80	8.23	0.00	667,980.20
CIVIL EMERGENCY MGMT.	220,395.00	15,208.06	15,208.06	6.90	0.00	205,186.94
GENERAL GOVERNMENT	15,000.00	0.00	0.00	0.00	0.00	15,000.00
CITY GARAGE	211,175.00	15,139.35	15,139.35	7.17	0.00	196,035.65
TOTAL SALARIES AND BENEFITS	10,945,414.00	814,760.39	814,760.39	7.44	0.00	10,130,653.61

PAYROLL CLAIMS SUMMARY
AS OF: JULY 31ST, 2018

010-INFO. TECH. SERVICE FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SALARIES AND BENEFITS						
INFO. TECH. SERVICE FUND	210,992.00	16,664.50	16,664.50	7.90	0.00	194,327.50
TOTAL SALARIES AND BENEFITS	210,992.00	16,664.50	16,664.50	7.90	0.00	194,327.50

PAYROLL CLAIMS SUMMARY
AS OF: JULY 31ST, 2018

020-DURANT INDUSTRIAL AUTH.

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SALARIES AND BENEFITS						
ECON. DEV. ADMIN.	154,350.00	0.00	0.00	0.00	0.00	154,350.00
TOTAL SALARIES AND BENEFITS	154,350.00	0.00	0.00	0.00	0.00	154,350.00

PAYROLL CLAIMS SUMMARY
AS OF: JULY 31ST, 2018

101-SPECIAL 911 TAX FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SALARIES AND BENEFITS						
PD COMM CENTER	600,152.00	37,181.37	37,181.37	6.20	0.00	562,970.63
TOTAL SALARIES AND BENEFITS	600,152.00	37,181.37	37,181.37	6.20	0.00	562,970.63

PAYROLL CLAIMS SUMMARY
AS OF: JULY 31ST, 2018

206-DURANT AIRPORT AUTHORITY

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SALARIES AND BENEFITS						

PAYROLL CLAIMS SUMMARY
AS OF: JULY 31ST, 2018

405-DURANT UTILITIES AUTH.

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SALARIES AND BENEFITS						
PUBLIC WORKS ADMINISTRATI	163,933.00	11,888.47	11,888.47	7.25	0.00	152,044.53
UTILITY BILLING	406,651.00	39,932.68	39,932.68	9.82	0.00	366,718.32
WATER/SEWER LINE MAINT.	445,288.00	45,232.20	45,232.20	10.16	0.00	400,055.80
WATER TREATMENT PLANT	412,975.00	28,993.70	28,993.70	7.02	0.00	383,981.30
WASTEWATER TREATMENT	363,541.00	29,979.19	29,979.19	8.25	0.00	333,561.81
COLLECTION - SOLID WASTE	592,324.00	47,857.22	47,857.22	8.08	0.00	544,466.78
UTILITY GENERAL ADMIN.	120,000.00	0.00	0.00	0.00	0.00	120,000.00
DISPOSAL - SOLID WASTE	507,680.00	45,387.19	45,387.19	8.94	0.00	462,292.81
TOTAL SALARIES AND BENEFITS	3,012,392.00	249,270.65	249,270.65	8.27	0.00	2,763,121.35

PAYROLL CLAIMS SUMMARY
AS OF: JULY 31ST, 2018

500-MULTI-SPORTS COMPLEX

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SALARIES AND BENEFITS						
RECREATIONAL MARKETING	89,388.00	6,651.51	6,651.51	7.44	0.00	82,736.49
DURANT MULTI-SPORT COMP	291,576.00	21,141.53	21,141.53	7.25	0.00	270,434.47
TOTAL SALARIES AND BENEFITS	380,964.00	27,793.04	27,793.04	7.30	0.00	353,170.96

PAYROLL CLAIMS SUMMARY
AS OF: JULY 31ST, 2018

610-CEMETERY OPERATIONS FUND

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
SALARIES AND BENEFITS						
HIGHLAND CEMETERY	31,453.00	0.00	0.00	0.00	0.00	31,453.00
TOTAL SALARIES AND BENEFITS	31,453.00	0.00	0.00	0.00	0.00	31,453.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: N/A NON-DEPARTMENTAL BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	MISCELLANEOUS VENDOR					
	GREG OGLE	I-REC3 01602986	001-000-325.20-00 CONSTRUCTION	GREG OGLE: PERMIT REFUND	172783	154.00
			DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	154.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 001 CITY ADMINISTRATION BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001952 OFFICE DEPOT					
	I-168344038001	001-001-513.50-51	OFFICE SUPPLI BLUE FILE FOLDERS, WINDOW ENV	172830	228.63
01-002242 JP MORGAN CHASE - BANK					
	I- 1504-7985-0718	001-001-513.50-57	MMBRSHIP/LCNS ICMA MEMBERSHIP RENEWAL-G. BUC	000000	840.00
	I- 1504-7985-0718	001-001-513.70-72	TRAINING AND ONLINE SUBSCRIPTION PAYROLL	000000	89.00
	I-1504-7985-0718	001-001-513.70-77	MISC. MEETING BUSINESS LUNCHEON	000000	42.47
	I-2521-7989-0718	001-001-513.50-51	OFFICE SUPPLI OFFICE SUPPLIES	000000	69.20
	I-8665-4664-0718	001-001-513.70-72	TRAINING AND CMAO ANNUAL SUMMER CONFERENCE	000000	220.00
	I-8665-4664-0718	001-001-513.30-32	FREIGHT & POS SHIPPING CHARGES	000000	31.30
01-003248 FIVE STAR OFFICE SUPPLY					
	I-0237124-001	001-001-513.50-51	OFFICE SUPPLI ADMIN---EASY PEEL ADDRESS LABE	172771	31.97
	I-0237303-001	001-001-513.50-51	OFFICE SUPPLI YEARLY CALENDAR	172771	12.83
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	001-001-513.30-31	PHONE & TELEC ADMINISTRATION	172895	5.63
01-005430 VERIZON WIRELESS					
	I-07/2018-5457-0005	001-001-513.30-31	PHONE & TELEC KARI DOSH 580- 634-1710	172902	52.81
	I-07/2018-5457-0005	001-001-513.30-31	PHONE & TELEC 580-579-5347	172902	40.01
	I-07/2018-5457-0005	001-001-513.30-31	PHONE & TELEC MARIE 580-579-5943	172902	52.81
	I-07/2018-5457-0005	001-001-513.30-31	PHONE & TELEC TIM RUNDEL 580-579-6064	172902	52.81
01-005545 RANDY HOLLAR, LLC					
	I-1597	001-001-513.70-72	TRAINING AND INCODE TRAINING	172864	2,576.51
			DEPARTMENT 001 CITY ADMINISTRATION TOTAL:		4,345.98

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 002 CITY CLERK DEPARTMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000540 AT&T					
	I-07/2018-7608 1	001-002-514.30-31	PHONE & TELEC CITY CLERK	172699	12.43
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	001-002-514.30-31	PHONE & TELEC CLERK	172895	14.02
	I-194147	001-002-514.30-31	PHONE & TELEC COMMON COST	172895	52.81
01-005430 VERIZON WIRELESS					
	I-07/2018-5457-0005	001-002-514.30-31	PHONE & TELEC CINDY PRICE 580-579-4471	172902	0.00
			DEPARTMENT 002 CITY CLERK DEPARTMENT TOTAL:		79.26

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 003 CITY TREASURER DEPT. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000540 AT&T					
	I-07/2018-7608 1	001-003-515.30-31	PHONE & TELEC TREASURER	172699	0.00
01-000944 CRAWFORD & ASSOCIATES P					
	I-11612	001-003-515.30-51	CONTRACT LABO CONSULTING AND SUPPORT STAFF	172737	9,933.12
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	001-003-515.30-31	PHONE & TELEC TREASURE	172895	0.80
01-005983 FIDUCIARY SERVICES, LLC					
	I-06-26/29-2018	001-003-515.30-51	CONTRACT LABO CONSULTANT CONTRACT LABOR	172763	3,032.99
	I-07-1/6-2018	001-003-515.30-51	CONTRACT LABO CONSULTANT CONTRACT LABOR	172763	3,596.09
	I-07-10/13-2018	001-003-515.30-51	CONTRACT LABO CONSULTANT CONTRACT LABOR	172763	3,160.49
	I-07-16/20-2018	001-003-515.30-51	CONTRACT LABO CONSULTANT CONTRACT LABOR	172763	3,766.09
			DEPARTMENT 003 CITY TREASURER DEPT. TOTAL:		23,489.58

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 004 LEGAL SERVICES-ATTORNEY BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-004546 MARCUM, THOMAS					
	I-#18 GENERAL	001-004-516.30-77	INTERNAL LEGA JULY LEGAL SERVICES	172818	5,127.50
	I-#18 LITIGATION	001-004-516.30-77	INTERNAL LEGA JULY LEGAL SERVICES	172818	980.00
	I-#18 MUNICIPLE CRT	001-004-516.30-77	INTERNAL LEGA JULY LEGAL SERVICES	172818	227.50
			DEPARTMENT 004 LEGAL SERVICES-ATTORNEY TOTAL:		6,335.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 005 POLICE - LAW ENFORCEMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000057 BRYAN AGRI PRODUCTS					
	I-633771	001-005-521.50-58	BUILDING MAIN 1 GAL VEGETATION CONTROL SPRAY	172712	69.00
01-000274 O'REILLY AUTO PARTS					
	I-0345-382774	001-005-521.50-63	VEHICLE MAINT A/C EXPANSION VALVE #350	172829	32.05
01-000293 INTERNATIONAL ASSOCIATI					
	I-0010471	001-005-521.50-57	MMBRSHIP/LCNS IACP / DRE MEMBERSHIP 2018	172792	175.00
	I-0015002	001-005-521.50-57	MMBRSHIP/LCNS IACP / DRE MEMBERSHIP 2018	172792	100.00
01-000309 US CELLULAR					
	I-0258269543	001-005-521.30-31	PHONE & TELEC PD NARCOTICS 580-775-3782	172900	49.39
	I-0258269543	001-005-521.30-31	PHONE & TELEC PIO 580-775-3783	172900	59.84
	I-0258269543	001-005-521.30-31	PHONE & TELEC ANIMAL CONTROL 580-775-5235	172900	59.84
	I-0258269543	001-005-521.30-31	PHONE & TELEC MARK LASITER 580-775-4111	172900	0.00
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-260163	001-005-521.50-63	VEHICLE MAINT DRAW DOWN PO - JIMMIE'S AUTO	172802	36.99
	I-260169	001-005-521.50-63	VEHICLE MAINT DRAW DOWN PO - JIMMIE'S AUTO	172802	58.00
	I-260204	001-005-521.50-62	JANITORAL SUP UNIT 887 - BATTERIES	172802	261.98
	I-260485	001-005-521.50-58	BUILDING MAIN HOSE REEL	172802	187.99
	I-261656	001-005-521.50-63	VEHICLE MAINT SPOT LIGHT BULB #346	172802	130.00
	I-262112	001-005-521.50-63	VEHICLE MAINT PD # 579 JIMMIES AUTO BRAKE PA	172802	487.94
	I-262779	001-005-521.50-63	VEHICLE MAINT PD # 118 / o2 Sensor	172802	54.17
01-000346 DURANT AREA CHAMBER OF					
	I-5117	001-005-521.70-72	TRAINING AND LEADERSHIP DURANT TRAINING	172748	350.00
01-000381 OKLAHOMA NATURAL GAS					
	I-JULY 2018	001-005-521.30-33	UTILITIES POLICE 210476717 1434922 91	172851	22.07
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018-129232856	001-005-521.30-33	UTILITIES 3104 CARL ALBERT DR	172831	2,157.13
	I-07/2018-35948044	001-005-521.30-33	UTILITIES POLICE-ELECTRIC	172831	545.04
01-000540 AT&T					
	I-07/2018-7608 1	001-005-521.30-31	PHONE & TELEC POLICE	172699	423.86
01-000579 CASTEEL'S TIRE BARN INC					
	I-1-GS175828	001-005-521.50-63	VEHICLE MAINT 4 TIRES PD UNIT 034	172719	513.88
01-000613 SHIPMAN COMMUNICATIONS					
	I-64164	001-005-521.50-69	OTHER EQUIP P MOTOROLA PORTABLE REPAIR	172874	540.00
	I-64781	001-005-521.50-63	VEHICLE MAINT GUN RACK FOR UNIT + INSTALL	172874	450.00
01-000790 SIRCHIE FINGER PRINT					
	I-0356093-IN	001-005-521.50-69	OTHER EQUIP P BOXES FOR GUN STORAGE,TIES	172875	175.74
01-000820 OK DEPT OF PUBLIC SAFET					

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 005 POLICE - LAW ENFORCEMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000820 OK DEPT OF PUBLIC SAFET continued					
	I-10-1826640	001-005-521.50-69	OTHER EQUIP P MDT DATA CHARGE (MONTHLY)	172840	245.00
	I-10-1826641	001-005-521.50-69	OTHER EQUIP P MDT DATA CHARGE (MONTHLY)	172841	245.00
	I-10-1826642	001-005-521.50-69	OTHER EQUIP P MDT DATA CHARGE (MONTHLY)	172842	245.00
	I-10-1826643	001-005-521.50-69	OTHER EQUIP P MDT DATA CHARGE (MONTHLY)	172843	245.00
01-000898 INDIAN NATION WHOLESALE					
	I-6945617	001-005-521.50-62	JANITORAL SUP Hi- Density Trash bags, paper	172795	180.90
	I-6956192	001-005-521.50-62	JANITORAL SUP JANITORIAL SUPPLIES	172795	31.23
01-001105 BRYAN COUNTY ANIMAL					
	I-07.27.18	001-005-521.50-74	(D) DRUG DOG, K-9 VET SERVICES, SUPPLIES	172713	27.50
01-001149 RICHARD EZELL					
	I-07.11.18- 07.13.18	001-005-521.70-72	TRAINING AND PER DIEM-SOCIAL/CRIMINAL INVES	172761	136.50
01-001575 JONATHAN D CARGILL, PHD					
	I-07.12.18	001-005-521.70-72	TRAINING AND 2 MMPI INTERPRETATIONS	172716	130.00
01-001984 B J'S TIRE, INC.					
	I-083821	001-005-521.50-63	VEHICLE MAINT DRAW DOWN - PD FLAT REPAIR	172702	10.00
	I-083835	001-005-521.50-63	VEHICLE MAINT DRAW DOWN - PD FLAT REPAIR	172702	10.00
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	001-005-521.50-58	BUILDING MAIN PEST CONTROL SERVICES	172693	598.50
01-002242 JP MORGAN CHASE - BANK					
	I-8820-3809-0718	001-005-521.50-62	JANITORAL SUP PD JANITORIAL SUPPLIES	000000	60.94
	I-8820-3809-0718	001-005-521.50-51	OFFICE SUPPLI PD OFFICE SUPPLIES	000000	24.97
01-002585 LEADSONLINE LLC					
	I-246327	001-005-521.50-57	MMBRSHIP/LCNS ANNUAL MEMBERSHIP FEE-DEPT	172815	1,188.00
01-002601 ONE STOP RENTAL INC					
	I-61118-1	001-005-521.50-63	VEHICLE MAINT REPLACE VEHICLE STRIPING	172850	80.00
	I-61818-2	001-005-521.50-63	VEHICLE MAINT REPLACE VEHICLE STRIPING	172850	290.00
	I-62218-1	001-005-521.50-63	VEHICLE MAINT REPLACE VEHICLE STRIPING	172850	290.00
01-002736 BRYAN COUNTY SHERIFF'S					
	I-JULY 2018	001-005-521.70-81	BRYAN CO. JAI MONTHLY JAIL INVOICE BILLING	172715	7,000.00
01-003128 JOE SEBOURN					
	I-07.16.18- 07.19.18	001-005-521.70-72	TRAINING AND PER DIEM- ARMORER CLASS NORMAN	172872	136.50
01-003373 NAVSURFWARCENDIV					
	I-N00164LE0338-18	001-005-521.50-80	FORENSIC EQUI EQUIP LEASE-NIGHT SURVEILLANCE	172826	1,500.00
01-003817 TEXOMA MAINTENANCE &					
	I-21567	001-005-521.50-58	BUILDING MAIN SERV AGRMT-CHG FILTERS,TUNE UP	172889	139.17

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 005 POLICE - LAW ENFORCEMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	001-005-521.30-31	PHONE & TELEC POLICE DEPT	172895	11.94
01-004182 BATTERIES PLUS					
	I-P2582340	001-005-521.50-54	UNIFORMS STREAMLIGHT FLASHLIGHTS - 9	172704	386.55
01-004537 HALE, ALBERT A (DREW)					
	I-07.16.18- 07.19.18	001-005-521.70-72	TRAINING AND PER DIEM-ARMORER CLASS NORMAN	172786	136.50
01-004546 MARCUM, THOMAS					
	I-#18 LITIGATION	001-005-521.30-78	LABOR UNION C PD LEGAL SERVICES	172818	122.50
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-005-521.50-52	FUEL POLICE	172747	7,497.99
01-005168 CASTEEL'S TIRE (CALERA)					
	I-1-63403	001-005-521.50-62	JANITORAL SUP PD UNIT 346 Y PIPE EXHAUST	172718	550.00
	I-1-GS63600	001-005-521.50-63	VEHICLE MAINT PD 063 TIRES (4)	172718	493.52
	I-1-GS63718	001-005-521.50-63	VEHICLE MAINT PD 579 TIRES	172718	234.22
01-005318 SPENCER, NICHOLAS K					
	I-07.16.18- 07.19.18	001-005-521.70-72	TRAINING AND PER DIEM-ARMORER CLASS NORMAN	172882	136.50
01-005654 HOYTE CHRYSLER JEEP DOD					
	I-1014608CHR	001-005-521.50-63	VEHICLE MAINT PD # 978 LOWER RADIATOR HOSE	172790	45.76
	I-1014773CHR	001-005-521.50-63	VEHICLE MAINT PD #579 LOWER A-FRAME REAR	172790	183.20
01-005929 NETWORKFLEET, INC					
	I-OSV000001456513	001-005-521.30-54	PD VEHICLE GP GLOBAL POSITIONING UNITS POLIC	172827	634.50
01-005960 WILKEY PLUMBING, LLC					
	I-3008	001-005-521.50-58	BUILDING MAIN CHECKED LEAKING P-TRAP ON AC	172912	135.00
01-006003 CHERRY CLEANING SOLUTIO					
	I-1576	001-005-521.30-48	JANITORIAL SE JANITORIAL CLEANING	172725	1,398.28

DEPARTMENT 005 POLICE - LAW ENFORCEMENT TOTAL: 31,720.58

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 006 POLICE - ANIMAL CONTROL BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000164 DURANT TRUE VALUE LUMBE					
	I-613380	001-006-523.50-58	BUILDING MAIN WIRE,BROOMS, GLOVES	172752	46.46
	I-613654	001-006-523.50-58	BUILDING MAIN BUILDING SUPPLIES	172752	29.47
	I-613892	001-006-523.50-58	BUILDING MAIN BUILDING SUPPLIES	172752	4.37
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-262792	001-006-523.50-63	VEHICLE MAINT MISC VEH PARTS, SUPPLIES	172802	7.02
01-001105 BRYAN COUNTY ANIMAL					
	I-07.09.18	001-006-523.30-15	VETERINARY SE EUTHANASIA'S	172713	40.00
01-001896 ANIMAL CARE EQUIPMENT &					
	I-64049	001-006-523.50-69	OTHER EQUIP P DART SUPPLIES, CLEANER, KENNEL	172697	318.90
01-002242 JP MORGAN CHASE - BANK					
	I-8820-3809-0718	001-006-523.50-58	BUILDING MAIN BUILDING MAINTENANCE SUPPLIES	000000	22.19
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-006-523.50-52	FUEL ANIMAL CONTROL	172747	385.11
			DEPARTMENT 006 POLICE - ANIMAL CONTROL TOTAL:		853.52

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 007 FINANCE DEPARTMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003248	FIVE STAR OFFICE SUPPLY					
		I-0237124-001	001-007-517.50-51	OFFICE SUPPLI A/P FOLDERS	172771	125.28
				DEPARTMENT 007 FINANCE DEPARTMENT TOTAL:		125.28

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 008 FIRE DEPARTMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000164 DURANT TRUE VALUE LUMBE					
	I-613364	001-008-522.50-58	BUILDING AND MISC REPAIR PARTS	172752	24.99
01-000253 GENE'S TIRE SERVICE INC					
	I-162448	001-008-522.50-63	VEHICLE MAINT REPAIR FLAT--FIRE MARSHALL TRU	172776	10.00
01-000274 O'REILLY AUTO PARTS					
	I-0345-386908	001-008-522.50-61	MINOR TOOLS A MISC REPAIR PARTS	172829	103.84
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-262042	001-008-522.50-61	MINOR TOOLS A MISC REPAIR PARTS	172802	223.98
01-000381 OKLAHOMA NATURAL GAS					
	I-JULY 2018	001-008-522.30-33	UTILITIES FIRE122 212845862 2523315 45	172851	27.95
	I-JULY 2018	001-008-522.30-33	UTILITIES FIRE124 212845862 2523317 45	172851	117.52
	I-JULY 2018	001-008-522.30-33	UTILITIES FIRE#3 212762353 2514273 00	172851	107.91
01-000403 ADVANCED CARE MEDICAL E					
	I-451709	001-008-522.50-61	MINOR TOOLS A GLUCOMETER, TEST STRIPS, OXYGE	172692	170.00
	I-451710	001-008-522.50-61	MINOR TOOLS A GLUCOMETER, TEST STRIPS, OXYGE	172692	40.00
	I-451714	001-008-522.50-61	MINOR TOOLS A GLUCOMETER, TEST STRIPS, OXYGE	172692	10.00
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018-35948044	001-008-522.30-33	UTILITIES FIRE DEPT-ELECTRIC	172831	2,507.19
01-000457 OKLAHOMA FIRE CHIEFS AS					
	I-2018-2019 DUES	001-008-522.50-57	MMBRSHIP/LCNS ANNUAL MEMBERSHIP DUES	172845	180.00
01-000540 AT&T					
	I-07/2018-7608 1	001-008-522.30-31	PHONE & TELEC FIRE	172699	199.01
01-000613 SHIPMAN COMMUNICATIONS					
	I-65270	001-008-522.50-63	VEHICLE MAINT E-3 TOMAR	172874	65.00
	I-65314	001-008-522.70-80	PAGERS & RADI 3-NEW AND EAR PCS FOR RADIOS	172874	1,879.50
01-000898 INDIAN NATION WHOLESALE					
	I-6942228	001-008-522.50-62	JANITORAL SUP STYROFOAM CUPS	172795	58.64
01-000925 OVERHEAD DOOR COMPANY					
	I-69299	001-008-522.50-58	BUILDING AND DOOR REPAIRS	172852	595.00
01-001884 TEXOMA JANITORIAL SUPPL					
	I- 7626	001-008-522.50-62	JANITORAL SUP PAPER TOWELS, SOAP, AIR FRESH	172888	71.40
01-002010 DAVIS FLEET PARTS					
	I-665091	001-008-522.50-61	MINOR TOOLS A MISC REPAIR PARTS	172742	21.71
	I-665314	001-008-522.50-61	MINOR TOOLS A MISC REPAIR PARTS	172742	10.51
01-002043 ADVANTECH PEST SERVICES					

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 008 FIRE DEPARTMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002043 ADVANTECH PEST SERVICES continued					
	I-07.03.18	001-008-522.50-58	BUILDING AND PEST CONTROL SERVICES	172693	899.46
01-002242 JP MORGAN CHASE - BANK					
	I- 2290-3789-0718	001-008-522.50-62	JANITORAL SUP SUPPLIES FOR (3) STATIONS	000000	356.18
	I-2290-3789-0718	001-008-522.50-63	VEHICLE MAINT LED CONVERSION KIT #E2 HDLIGHT	000000	199.99
01-003482 DASH MEDICAL GLOVES					
	I-INV1112231	001-008-522.50-68	SAFETY CLOTHI MEDICAL GLOVES	172740	121.80
01-004272 FASTENAL					
	I-OKDUR76818	001-008-522.50-63	VEHICLE MAINT BOLTS, SCREWS, LIGHTS, AIR #E2	172762	5.00
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-008-522.50-52	FUEL FIRE	172747	1,498.64
01-004998 FOUR FEATHERS ALARM, LL					
	I-30644	001-008-522.50-58	BUILDING AND FIRE ALARM MONITORING JULY	172772	119.81
01-005120 REPAIR VIGOROUSLY LLC					
	I-05.31.18	001-008-522.50-63	VEHICLE MAINT TRT TRAILER REPAIRS	172868	761.57
01-005430 VERIZON WIRELESS					
	I-07/2018-542025457	001-008-522.30-31	PHONE & TELEC FD 775- 4911	172902	10.42
01-006003 CHERRY CLEANING SOLUTIO					
	I-1576	001-008-522.30-48	JANITORIAL SE JANITORIAL CLEANING	172725	263.93
			DEPARTMENT 008 FIRE DEPARTMENT	TOTAL:	10,660.95

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 009 PARKS, REC. & GEN. SVCS. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000164 DURANT TRUE VALUE LUMBE					
	I-613233	001-009-532.50-69	OTHER EQUIP P PARKS - KEYS	172752	17.48
	I-613256	001-009-532.50-66	IRRIGATION SU PARKS - WASHERS FOR WATER HOSE	172752	1.79
	I-613470	001-009-532.50-61	MINOR TOOLS A DRAW DOWN FOR VARIOUS ITEMS	172752	13.99
	I-613499	001-009-532.50-61	MINOR TOOLS A DRAW DOWN FOR VARIOUS ITEMS	172752	3.38
	I-613652	001-009-532.50-61	MINOR TOOLS A DRAW DOWN FOR VARIOUS ITEMS	172752	7.94
	I-613680	001-009-532.50-61	MINOR TOOLS A DRAW DOWN FOR VARIOUS ITEMS	172752	97.96
	I-613727	001-009-532.50-61	MINOR TOOLS A DRAW DOWN FOR VARIOUS ITEMS	172752	28.99
	I-613853	001-009-532.50-61	MINOR TOOLS A DRAW DOWN FOR VARIOUS ITEMS	172752	16.00
	I-613992	001-009-532.50-61	MINOR TOOLS A DRAW DOWN FOR VARIOUS ITEMS	172752	3.38
01-000309 US CELLULAR					
	I-0258269543	001-009-532.30-31	PHONE & TELEC DMSC #580-775-1412	172900	0.00
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-260553	001-009-532.50-68	TRACTOR & MOW BLADES, BOLTS #K20	172802	319.70
	I-261498	001-009-532.50-68	TRACTOR & MOW BATTERY #K20	172802	111.99
	I-261992	001-009-532.50-68	TRACTOR & MOW BATTERY #21	172802	130.99
	I-261992	001-009-532.50-68	TRACTOR & MOW 2-SPARK PLUGS #C6	172802	3.92
	I-262114	001-009-532.50-63	VEHICLE MAINT BATTERY #250	172802	154.99
01-000381 OKLAHOMA NATURAL GAS					
	I-JULY 2018	001-009-532.30-33	UTILITIES PARKS 211474003 2123338 91	172851	116.61
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018- 35948058	001-009-532.30-33	UTILITIES PARKS	172831	1,158.20
	I-07/2018-129166792	001-009-532.30-33	UTILITIES 801 N 1ST #TRAFI	172831	1.07
	I-07/2018-129217298	001-009-532.30-33	UTILITIES 902 S 5TH	172831	25.69
	I-07/2018-129626704	001-009-532.30-33	UTILITIES OG&E 313 NE 4 SPLASH PAD	172831	36.94
	I-07/2018-35948044	001-009-532.30-33	UTILITIES PARKS-ELECTRIC	172831	1,998.21
	I-07/2018-35948044	001-009-532.30-33	UTILITIES CEMETERY-ELECTRIC	172831	35.71
01-000540 AT&T					
	I-07/2018-7608 1	001-009-532.30-31	PHONE & TELEC PARKS	172699	129.33
01-000624 CINTAS CORP					
	I-618819054	001-009-532.50-54	UNIFORMS UNIFORMS	172727	88.15
	I-618819699	001-009-532.50-54	UNIFORMS UNIFORMS	172727	88.15
	I-618820367	001-009-532.50-54	UNIFORMS UNIFORMS	172727	88.15
	I-618821025	001-009-532.50-54	UNIFORMS UNIFORMS	172727	88.15
01-001263 LYNCH LAWN & LANDSCAPE					
	I-6763	001-009-532.30-65	MOWING CONTRA (14) MOWINGS MEDIAN GROUP #1	172817	394.98
01-001984 B J'S TIRE, INC.					
	I-083851	001-009-532.50-68	TRACTOR & MOW SIDE WALL BOOT -- TRACTOR TIRE	172702	195.00
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	001-009-532.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 009 PARKS, REC. & GEN. SVCS. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002242 JP MORGAN CHASE - BANK					
	I-2313-4871-0718	001-009-532.50-83	HORTICULTURAL FLOWERS ON MAIN STREET	000000	159.76
	I-2313-4871-0718	001-009-532.50-69	OTHER EQUIP P PUMP FOR ROUNDUP SPRAYER	000000	59.99
	I-2313-4871-0718	001-009-532.50-61	MINOR TOOLS A 2-DUMMY CAMERAS - DREAM COURT	000000	33.21
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	001-009-532.30-31	PHONE & TELEC PARKS	172895	0.00
01-004272 FASTENAL					
	I-OKDUR77037	001-009-532.70-74	SAFETY EQUIPM SAFETY GLASSES, VEST, EAR PLUG	172762	185.23
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-009-532.50-52	FUEL PARKS	172747	2,500.86
01-005321 BLAKE GOODE & FANNIN BA					
	I-JULY 2018 BYPASS	001-009-532.30-65	MOWING CONTRA (4) BRUSHHOGGING FY 18/19	172777	7,714.29
	I-JULY 2018 C ALBERT	001-009-532.30-65	MOWING CONTRA (13) MOWINGS FOR FY 18/19	172777	2,550.00
	I-JULY 2018 CLOVER#1	001-009-532.30-65	MOWING CONTRA (13) MOWINGS FOR FY 18/19	172777	900.00
	I-JULY 2018 HWY69/75	001-009-532.30-65	MOWING CONTRA (4) BRUSHHOGGING FY 18/19	172777	7,142.86
	I-JULY 2018 LIBRARY	001-009-532.30-65	MOWING CONTRA (13) MOWINGS FOR FY 18/19	172777	1,491.68
	I-JULY 2018 SLATON	001-009-532.30-65	MOWING CONTRA (13) MOWINGS FOR FY 18/19	172777	1,591.68
01-005789 BLUE RIVER VENTURES, IN					
	I-BC26875	001-009-532.50-69	OTHER EQUIP P REAR TYNE TILLER	172708	838.00
01-005811 CENTERPOINT ENERGY SERV					
	I-072018-63266327	001-009-532.30-33	UTILITIES USAGE PW ACCT. #6326	172723	14.54
01-005871 ELITE SIX LLC					
	I-110	001-009-532.30-65	MOWING CONTRA (13) MOWINGS FY 18/19	172756	2,883.32
01-006009 UNITED AG & TURF					
	I-P38171	001-009-532.50-68	TRACTOR & MOW DECK DRIVE BELT #C5	172897	62.39
	I-P38803	001-009-532.50-68	TRACTOR & MOW BLADES FOR JD MOWERS	172897	198.54

DEPARTMENT 009 PARKS, REC. & GEN. SVCS. TOTAL: 33,983.58

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 012 CITY SWIMMING POOL BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000380 LOCKE SUPPLY COMPANY					
	I-34738578-00	001-012-536.50-58	BUILDING AND POOL - AMP BREAKER	172816	127.05
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018-35948044	001-012-536.30-33	UTILITIES POOL-ELECTRIC	172831	17.29
01-000540 AT&T					
	I-07/2018-7608 1	001-012-536.30-31	PHONE & TELEC SWIMMING POOL	172699	84.84
01-000898 INDIAN NATION WHOLESALE					
	C-6951959	001-012-536.50-81	POOL CONCESSI CONCESSION ITEMS FEFUND	172795	15.60-
	I-6942037	001-012-536.50-81	POOL CONCESSI CONCESSION ITEMS	172795	268.61
	I-6942229	001-012-536.50-81	POOL CONCESSI CONCESSION ITEMS	172795	43.98
	I-6946496	001-012-536.50-81	POOL CONCESSI CONCESSION ITEMS	172795	240.44
	I-6951452	001-012-536.50-81	POOL CONCESSI CONCESSION ITEMS	172795	279.59
	I-6951958	001-012-536.50-81	POOL CONCESSI CONCESSION ITEMS	172795	15.60
	I-6957818	001-012-536.50-81	POOL CONCESSI CANDY, CHIPS, GATORADE	172795	256.66
01-001884 TEXOMA JANITORIAL SUPPL					
	I- 7546	001-012-536.50-62	JANITORIAL SU TRASH LINERS, TOWELS, PINE SOL	172888	193.45
	I-7700	001-012-536.50-62	JANITORIAL SU TRASH LINERS, TOWELS, PINE SOL	172888	44.90
01-002059 MUNICIPAL INDUSTRIES IN					
	I-37772	001-012-536.50-53	CHEMICALS, DR CHLORINE & STABLILIZER	172825	1,913.29
	I-37827	001-012-536.50-53	CHEMICALS, DR STABILIZER AND CHLORINE	172825	1,913.29
01-002242 JP MORGAN CHASE - BANK					
	I- 2313-4871-0718	001-012-536.50-81	POOL CONCESSI POP FOR CONCESSION	000000	82.28
	I-2313-4871-0718	001-012-536.50-81	POOL CONCESSI POP FOR THE POOL	000000	284.00
01-002347 WHOLESALE EQUIPMENT					
	I-048816	001-012-536.50-53	CHEMICALS, DR CARBON DIOXIDE FOR POOL	172911	50.00
	I-048820	001-012-536.50-53	CHEMICALS, DR CARBON DIOXIDE FOR POOL	172911	60.00
	I-054225	001-012-536.50-53	CHEMICALS, DR CARBON DIOXIDE LEASED CYLINDER	172911	60.00
	I-054230	001-012-536.50-53	CHEMICALS, DR CARBON DIOXIDE FOR POOL	172911	60.00

DEPARTMENT 012 CITY SWIMMING POOL TOTAL: 5,979.67

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 013 MUNICIPAL COURT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002545 KENNETH D RAINBOLT					
	I-ENDING 06/23/18	001-013-512.30-37	MUNICIPAL JUD COURT JUDGE COMPENSATION	172863	3,125.00
01-003458 AMERICAN MUNICIPAL SERV					
	I-38909	001-013-512.30-78	MC BAD DEBT BAD DEBT COLLECTION FEES	172696	1,023.00
	I-39056	001-013-512.30-78	MC BAD DEBT BAD DEBT COLLECTION FEES 18/19	172696	1,067.74
01-005545 RANDY HOLLAR, LLC					
	I-1597	001-013-512.70-72	TRAINING & TR INCODE TRAINING	172864	2,576.51
01-005674 IN SYNCH SYSTEMS, LLC					
	I-4516	001-013-512.30-79	DIGITICKET SE E-CITATION SUPPORT/INTERFACE	172794	595.00
			DEPARTMENT 013 MUNICIPAL COURT TOTAL:		8,387.25

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 014 COMMUNITY DEVELOPMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000484 PRICE'S PRINTING					
	I-56242	001-014-525.50-51	OFFICE SUPPLI LETTERHEAD ENVELOPES	172859	290.00
01-000540 AT&T					
	I-07/2018-7608 1	001-014-525.30-31	PHONE & TELEC COMMUNITY DEVELOPMENT	172699	0.00
01-001850 JACK R SKAGGS					
	I-JULY 2018	001-014-525.30-51	GENERAL CONTR CD - JACK SKAGGS HEARINGS	172876	500.00
01-003479 TEXOMA MILLWRIGHT & WEL					
	I-18-2391	001-014-525.20-55	NUISANCE ABAT CD - TEXOMA MILLWRIGHT	172890	125.00
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	001-014-525.30-31	PHONE & TELEC COMMUNITY DEVELOPEMENT	172895	14.00
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-014-525.50-52	FUEL COMMUNITY DEVELOPMENT	172747	160.26
01-005858 TIMOTHY LEE RUNDEL					
	I-9198	001-014-525.70-85	MEETING EXPEN CD-ROMA=BOA/PC MEETING	172893	121.85
01-005922 KENNETH TURNER					
	I-308368	001-014-525.20-55	NUISANCE ABAT CD - KENNETH TURNER ABATEMENT	172896	150.00
	I-308369	001-014-525.20-55	NUISANCE ABAT CD - KENNETH TURNER ABATEMENT	172896	250.00
	I-308370	001-014-525.20-55	NUISANCE ABAT CD - KENNETH TURNER ABATEMENT	172896	125.00
	I-308371	001-014-525.20-55	NUISANCE ABAT CD - KENNETH TURNER ABATEMENT	172896	75.00
	I-308372	001-014-525.20-55	NUISANCE ABAT CD - KENNETH TURNER ABATEMENT	172896	200.00
	I-308373	001-014-525.20-55	NUISANCE ABAT CD - KENNETH TURNER ABATEMENT	172896	75.00
01-005949 GRAYSTONE MEDIA GROUP					
	I-2578	001-014-525.30-39	LEGAL PUBLICA BLANKET PO---PUBLICATION REIMB	172782	409.70
01-005958 INSTITUTE FOR BUILDING					
	I-9	001-014-525.30-51	GENERAL CONTR AGREEMENT PROFESSIONAL SERVIC	172798	18,170.33
			DEPARTMENT 014 COMMUNITY DEVELOPMENT TOTAL:		20,666.14

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 015 PUBLIC LIBRARY BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000071 MICROMARKETING LLC					
	I-725908	001-015-571.50-56	BOOKS AND PUB AUDIO BOOK TITLES FOR COLL DEV	172821	74.99
	I-726501	001-015-571.50-56	BOOKS AND PUB AUDIO BOOK TITLES FOR COLL DEV	172821	39.99
	I-729455	001-015-571.50-56	BOOKS AND PUB AUDIO BOOK TITLES FOR COLL DEV	172821	39.99
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018-129612836	001-015-571.30-33	UTILITIES LIBRARY 1515 W MAIN #1	172831	25.69
	I-07/2018-35948044	001-015-571.30-33	UTILITIES LIBRARY-ELECTRIC	172831	3,809.32
01-000484 PRICE'S PRINTING					
	I-56285	001-015-571.50-51	OFFICE SUPPLI LARGE POSTER PRINTING	172859	36.85
01-000540 AT&T					
	I-07/2018-7608 1	001-015-571.30-31	PHONE & TELEC LIBRARY	172699	101.80
	I-07/2018-LIBRARY	001-015-571.30-31	PHONE & TELEC DWR LIBRARY	172699	297.01
01-001610 AMAZON.COM CREDIT PLAN					
	I-434356668798	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	47.88
	I-434669334548	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	196.95
	I-444955767984	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	18.00
	I-445574599596	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	63.32
	I-455755747663	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	24.99
	I-468599869699	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	17.96
	I-636336459693	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	149.25
	I-695368633979	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	6.99
	I-847796456875	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	5.99
	I-936857455837	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	58.68
	I-999665798788	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172694	5.99
01-001884 TEXOMA JANITORIAL SUPPL					
	I-7628	001-015-571.50-58	BUILDING AND JANITORIAL SUPPLIES	172888	150.35
	I-7698	001-015-571.50-58	BUILDING AND TRASH CANS AND DOLLIES	172888	177.90
	I-7754	001-015-571.50-58	BUILDING AND CLEANING ITEMS	172888	125.25
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	001-015-571.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39
01-002242 JP MORGAN CHASE - BANK					
	I- 2521-9340-0718	001-015-571.50-58	BUILDING AND LIBRARY MAINT. SUPPLIES	000000	137.71
	I-0338-3322-0718	001-015-571.30-31	PHONE & TELEC LIBRARY EFAX	000000	169.50
	I-0338-3322-0718	001-015-571.30-31	PHONE & TELEC COMM DEV EFAX	000000	169.50
	I-2521-9340-0718	001-015-571.50-56	BOOKS AND PUB CURRENT MONTHLY MOVIE TITLES	000000	389.28
	I-2521-9340-0718	001-015-571.50-32	POSTAGE & FRE MONTHLY FEE PRO PLAN	000000	15.99
	I-2521-9340-0718	001-015-571.70-51	OK LITERACY C MISC. LITERACY SUPPLIES	000000	952.50
01-002586 GALE (A PART OF CENGAGE					
	I-63969127	001-015-571.50-56	BOOKS AND PUB LARGE PRINT FICTION TITLES	172775	22.50
	I-64030689	001-015-571.50-56	BOOKS AND PUB LARGE PRINT FICTION TITLES	172775	181.54
	I-64098784	001-015-571.50-56	BOOKS AND PUB LARGE PRINT FICTION TITLES	172775	43.49

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 015 PUBLIC LIBRARY BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002586 GALE (A PART OF CENGAGE continued					
	I-64098977	001-015-571.50-56	BOOKS AND PUB LARGE PRINT FICTION TITLES	172775	129.55
	I-64106449	001-015-571.50-56	BOOKS AND PUB LARGE PRINT FICTION TITLES	172775	23.25
	I-64107063	001-015-571.50-56	BOOKS AND PUB LARGE PRINT FICTION TITLES	172775	45.73
	I-64114825	001-015-571.50-56	BOOKS AND PUB LARGE PRINT FICTION TITLES	172775	59.22
01-002631 INGRAM LIBRARY SERVICES					
	I-35363038	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	60.06
	I-35410521	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	32.76
	I-35474718	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	2.97
	I-35503116	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	123.96
	I-35597157	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	10.81
	I-35625698	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	24.17
	I-35645904	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	125.48
	I-35649038	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	26.09
	I-35660351	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	105.07
	I-35686511	001-015-571.50-56	BOOKS AND PUB MISC. LIB. MATERIALS QTR.	172797	9.73
01-002915 BALLOONS-N-STUFF, LLC					
	I-07.27.18	001-015-571.50-99	HUMANITIES PR MAGIC SHOW & BOUNCE HOUSE	172703	375.00
01-003178 JUNIOR LIBRARY GUILD					
	I-419365	001-015-571.50-56	BOOKS AND PUB JLG RENEWAL SUB. #9005003	172808	1,940.50
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	001-015-571.30-31	PHONE & TELEC LIBRARY	172895	8.75
01-004434 EBSCO SUBSCRIPTION SERV					
	I-1000084075-1	001-015-571.50-56	BOOKS AND PUB LEARNING EXPRESS RENEWS	172755	1,804.00
01-004971 MULLEN, ANGIE					
	I-07.01.18- 07.23.18	001-015-571.70-72	TRAINING AND BANK AND CITY HALL QTR. TRAVEL	172823	28.08
01-004998 FOUR FEATHERS ALARM, LL					
	I-30644	001-015-571.50-58	BUILDING AND FIRE ALARM MONITORING JULY	172772	69.87
	I-31039	001-015-571.30-51	GENERAL CONTR SECURITY SYSTEM DEVICES	172772	989.77
01-005244 THE LIBRARY CORPORATION					
	I-63108	001-015-571.50-61	MINOR TOOLS A DATA SERVER SUPPORT RENEWAL	172891	576.00
01-005454 CENGAGE LEARNING, INC.					
	I-64004840	001-015-571.50-98	REFERENCE MAT E-REFERENCE SUB. RENEWAL	172721	300.00
01-005642 VYVE					
	I-JULY 2018	001-015-571.30-33	UTILITIES LIB. 301109243 1515 W MAIN ST	172906	121.19
			DEPARTMENT 015 PUBLIC LIBRARY TOTAL:		14,849.55

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 016 STREET DEPARTMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000097 CONSOLIDATED TRAFFIC					
	I-43761	001-016-541.50-73	SIGNAL LIGHT SCHOOL ZONE LIGHT BASE	172733	140.00
01-000164 DURANT TRUE VALUE LUMBE					
	I-613224	001-016-541.50-61	MINOR TOOLS A SHOVELS	172752	57.98
	I-613324	001-016-541.50-61	MINOR TOOLS A SHOVELS	172752	21.96
	I-613420	001-016-541.50-61	MINOR TOOLS A SHOVELS	172752	12.75
	I-613442	001-016-541.50-61	MINOR TOOLS A SHOVELS	172752	8.50
	I-613465	001-016-541.50-61	MINOR TOOLS A SHOVELS	172752	8.50
	I-613932	001-016-541.50-61	MINOR TOOLS A ROLLER PAN CLEANER, PAINT SUPP	172752	70.13
01-000180 WARREN CAT POWER & MACH					
	I-PS140280009	001-016-541.50-63	VEHICLE MAINT TILT CYL, SPRAY NOZZLE #CB34	172909	19.57
	I-PS140280092	001-016-541.50-63	VEHICLE MAINT TILT CYL, SPRAY NOZZLE #CB34	172909	53.72
01-000260 GRAHAM INTERNATIONAL IN					
	I-60099727	001-016-541.50-63	VEHICLE MAINT TURBO #83	172779	1,856.62
01-000274 O'REILLY AUTO PARTS					
	I-0345-385362	001-016-541.50-63	VEHICLE MAINT RADIATOR #37	172829	208.05
01-000275 OVERLAND CORP					
	I-691	001-016-541.50-95	PAVING MAINTE ASPHLAT FOR PATCHING	172853	1,181.87
	I-712	001-016-541.50-95	PAVING MAINTE ASPHALT FOR PATCHING	172853	674.89
	I-721	001-016-541.50-95	PAVING MAINTE ASPHALT FOR PATCHING	172853	597.43
	I-743	001-016-541.50-95	PAVING MAINTE ASPHALT FOR PATCHING	172853	285.12
	I-752	001-016-541.50-95	PAVING MAINTE ASPHALT FOR PATCHING	172853	311.78
	I-761	001-016-541.50-95	PAVING MAINTE ASPHALT FOR PATCHING	172853	301.78
01-000309 US CELLULAR					
	I-0258269543	001-016-541.30-31	PHONE & TELEC STREET ON CALL #580-775-3415	172900	49.39
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-259639	001-016-541.50-63	VEHICLE MAINT BATTERY #22	172802	130.99
	I-261259	001-016-541.50-63	VEHICLE MAINT THERMOSTAT #37	172802	18.30
	I-261353	001-016-541.50-63	VEHICLE MAINT FRONT ROTORS, BALL JOINTS #37	172802	254.39
	I-261409	001-016-541.50-63	VEHICLE MAINT UPPER & LOWER BALL JOINT #37	172802	103.45
01-000525 THE SIGN DEPOT,LLC					
	I-21816	001-016-541.50-67	SIGNS STREET MARKER---NOLAN AVE.	172892	154.34
01-000540 AT&T					
	I-07/2018-7608 1	001-016-541.30-31	PHONE & TELEC STREET DEPT	172699	12.04
01-000624 CINTAS CORP					
	I-618819052	001-016-541.50-54	UNIFORMS UNIFORMS	172727	111.53
	I-618819697	001-016-541.50-54	UNIFORMS UNIFORMS	172727	111.53
	I-618820365	001-016-541.50-54	UNIFORMS UNIFORMS	172727	118.27
	I-618821023	001-016-541.50-54	UNIFORMS UNIFORMS	172727	118.27

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 016 STREET DEPARTMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001093 TEXOMA BUSINESS SERVICE					
	I-94649	001-016-541.30-51	CONTRACT LABO (2) TEMP WORKERS	172886	744.00
	I-94677	001-016-541.30-51	CONTRACT LABO (2) TEMP EMPLOYEES FOR 3 MONTH	172886	992.00
	I-94706	001-016-541.30-51	CONTRACT LABO (2) TEMP EMPLOYEES FOR 3 MONTH	172886	992.00
	I-94737	001-016-541.30-51	CONTRACT LABO (2) TEMP EMPLOYEES FOR 3 MONTH	172886	620.00
01-002010 DAVIS FLEET PARTS					
	I-665384	001-016-541.50-63	VEHICLE MAINT CAB AIR BRAKE SWITCH #82	172742	202.20
	I-665505	001-016-541.50-63	VEHICLE MAINT CAB AIR BRAKE SWITCH #82	172742	9.74
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	001-016-541.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39
01-002242 JP MORGAN CHASE - BANK					
	I-2275-0461-0718	001-016-541.50-51	OFFICE SUPPLI INK & OFFICE SUPPLIES	000000	74.91
	I-6993-0767-0718	001-016-541.50-69	OTHER EQUIP P SOLENOID PACK #225	000000	160.00
01-002451 PAVING MAINTENANCE SUPP					
	I-26005474	001-016-541.50-96	PAVEMENT MARK PAINT FOR SCHOOL CROSSWALKS	172857	820.00
01-002960 IWORQ SYSTEMS INC					
	I-10435	001-016-541.50-49	COMPUTER SOFT WORK MANAGEMENT PROGRAM	172799	1,800.00
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	001-016-541.30-31	PHONE & TELEC STREET	172895	0.67
01-004203 MCCRAW'S OIL & PROPANE					
	I-187515	001-016-541.50-95	PAVING MAINTE PROPANE	172819	63.00
01-004272 FASTENAL					
	I-OKDUR76147	001-016-541.70-74	SAFETY EQUIPM SAFETY ITEMS	172762	63.89
	I-OKDUR77077	001-016-541.50-61	MINOR TOOLS A 10-SAW BLADES	172762	714.42
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-016-541.50-52	FUEL STREET	172747	4,896.98
01-005654 HOYTE CHRYSLER JEEP DOD					
	I-CHCS43286	001-016-541.50-63	VEHICLE MAINT IGNITION SWITCH #225	172790	440.20
01-005706 SOUTHEASTERN ICE					
	I-10-806504	001-016-541.50-58	BUILDING AND ICE	172881	120.00
01-005879 R K HALL LLC / DBA RUST					
	I-146272	001-016-541.50-95	PAVING MAINTE CONCRETE FOR OVERLAND DRIVE	172861	381.50
	I-146927	001-016-541.50-95	PAVING MAINTE SAND FOR SPILL ON W. MAIN & UN	172861	281.25
01-006009 UNITED AG & TURF					
	I-E07484	001-016-541.50-69	OTHER EQUIP P BOX BLADE	172897	950.00
	I-P38651	001-016-541.50-69	OTHER EQUIP P UMBRELLAS FOR LAYDOWN MACHINE	172897	218.88

DEPARTMENT 016 STREET DEPARTMENT TOTAL: 21,839.18

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 018 CIVIL EMERGENCY MGMT. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000164 DURANT TRUE VALUE LUMBE					
	I-614130	001-018-519.50-70	NEW SIREN MAI PLUG, SILICON, ETC.	172752	30.46
01-000309 US CELLULAR					
	I-0258142131	001-018-519.30-31	PHONE & TELEC E7776 4398 4613 8758 8759 8760	172900	71.10
	I-0258269543	001-018-519.30-31	PHONE & TELEC EM JAMES DALTON 580-775-3661	172900	60.37
	I-0258269543	001-018-519.30-31	PHONE & TELEC EM UNPUBLISHED #580-775-5888	172900	60.66
01-000381 OKLAHOMA NATURAL GAS					
	I-JULY 2018	001-018-519.30-33	UTILITIES DEOC BLDG 211473996 2579350 36	172851	37.29
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018-130624979	001-018-519.30-33	UTILITIES 5861 CESSNA RD DEOC BUILDING	172831	369.33
01-000500 RAYMOND'S AUTO SUPPLY I					
	I-492954	001-018-519.50-70	NEW SIREN MAI 8-OPTIMA GEL CELL BATTERIES	172865	1,946.80
	I-493000	001-018-519.50-70	NEW SIREN MAI 8-OPTIMA GEL CELL BATTERIES	172865	6.81
01-000540 AT&T					
	I-07/2018-7608 1	001-018-519.30-31	PHONE & TELEC EMERGENCY MANAGEMENT	172699	74.32
	I-07/2018-DREOC	001-018-519.30-31	PHONE & TELEC 5861 CESSNA DREOC	172699	273.41
01-001884 TEXOMA JANITORIAL SUPPL					
	I-7811	001-018-519.50-62	JANITORAL SUP TRASH CAN, WAX, TOWELS, SOAP	172888	516.55
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	001-018-519.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39
01-002242 JP MORGAN CHASE - BANK					
	I-2275-4257-0718	001-018-519.50-54	UNIFORMS BLANKET PO FOR UNIFORMS	000000	511.10
	I-2275-4257-0718	001-018-519.50-63	VEHICLE MAINT BLANKET PO	000000	343.96
	I-2275-4257-0718	001-018-519.70-74	SAFETY EQUIPM CPR/AED TRAINING	000000	243.13
	I-2275-4257-0718	001-018-519.50-51	OFFICE SUPPLI OFFICE SUPPLIES	000000	106.03
	I-2275-4257-0718	001-018-519.50-54	UNIFORMS SHIRTS, RAIN GEAR, BELTS, JACK	000000	213.60
	I-2275-4257-0718	001-018-519.70-74	SAFETY EQUIPM CABINET, FIRE EXT, SIGNAGE	000000	963.35
	I-2275-4257-0718	001-018-519.50-63	VEHICLE MAINT 2-CAMERA SYSTEMS & INSTALL	000000	1,590.00
	I-2275-4257-0718	001-018-519.50-49	COMPUTER SOFT SLR 5700 MODEL & PROJECTOR	000000	578.98
	I-2275-4257-0718	001-018-519.50-57	MMBRSHIP/LCNS SAM'S RENEWAL	000000	100.00
	I-2275-4257-0718	001-018-519.70-74	SAFETY EQUIPM EM - AED, CABINET, SIGN	000000	915.00
	I-2275-4257-0718	001-018-519.50-58	BUILDING AND EM - A/C REPAIR	000000	369.76
	I-2275-4257-0718	001-018-519.70-74	SAFETY EQUIPM FIRST AID KIT, SUPPLIES	000000	385.26
	I-2275-4257-0718	001-018-519.50-61	MINOR TOOLS & RADIOS, HOTSPOTS, BATTERY PACK	000000	1,020.67
01-002710 JAMES DALTON					
	I-07.10.18- 07.12.18	001-018-519.70-72	TRAINING AND PER DIEM REIMBURSEMENT	172739	136.50
01-003248 FIVE STAR OFFICE SUPPLY					
	I-0237411-001	001-018-519.50-51	OFFICE SUPPLI MARKERS, HOLE PUNCH, BINDERS	172771	57.20

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 018 CIVIL EMERGENCY MGMT. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-018-519.50-52	FUEL EM MGMT	172747	359.11
01-004998 FOUR FEATHERS ALARM, LL					
	I-30644	001-018-519.50-58	BUILDING AND FIRE ALARM MONITORING JULY	172772	40.12
01-005430 VERIZON WIRELESS					
	I-07/2018-02 015817	001-018-519.30-31	PHONE & TELEC DATA PLAN EM NEW TRAILER	172902	31.21
			DEPARTMENT 018 CIVIL EMERGENCY MGMT. TOTAL:		11,712.47

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 019 GENERAL GOVERNMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000007 DEALERS ELECTRICAL SUPP					
	I-4698327-00	001-019-569.50-58	BUILDING MAIN LIGHT AT UTILITY BATHROOM	172744	18.24
01-000074 BIG FIVE COMMUNITY SVC					
	I-21	001-019-569.70-65	BIG FIVE TRAN TRANSPORT SERVICES BY SORT	172706	3,750.00
01-000164 DURANT TRUE VALUE LUMBE					
	I-613948	001-019-569.50-58	BUILDING MAIN NEW SPRAYER FOR SINK	172752	14.99
01-000262 JERRY TOMLINSON					
	I-JULY 2018	001-019-569.70-22	COUNCIL MEMBE MAYOR COMPENSATION	172894	250.00
01-000378 JAMES' GLASS OF DURANT					
	I-9581	001-019-569.50-58	BUILDING MAIN BACK DOOR FOR UTILITY DEPT.	172801	1,505.00
01-000381 OKLAHOMA NATURAL GAS					
	I-JULY 2018	001-019-569.30-33	UTILITIES CITY HALL 210476745 1434958 91	172851	142.03
	I-JULY 2018	001-019-569.30-33	UTILITIES DPS BLDG 211474141 2123450 27	172851	44.24
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018-129501066	001-019-569.30-33	UTILITIES 4201 N SERVICE ROAD	172831	35.70
	I-07/2018-129652900	001-019-569.30-33	UTILITIES 206 N 3 #STREETSCAP	172831	30.52
	I-07/2018-129780045	001-019-569.30-33	UTILITIES 2797 S 9TH SIGNAL	172831	41.99
	I-07/2018-129780066	001-019-569.30-33	UTILITIES 2615 S 9 SIGNAL	172831	42.92
	I-07/2018-129780346	001-019-569.30-33	UTILITIES 2801 SE 3 AV SIGNAL	172831	37.44
	I-07/2018-129780364	001-019-569.30-33	UTILITIES 5276 W MAIN SIGNAL	172831	37.44
	I-07/2018-129826738	001-019-569.30-33	UTILITIES 1.5 MS HWY 78 W.2	172831	25.69
	I-07/2018-130283888	001-019-569.30-33	UTILITIES 1608 N 9TH GG	172831	375.51
	I-07/2018-130327858	001-019-569.30-33	UTILITIES LIGHTS 16715 US HIGHWAY 70	172831	123.41
	I-07/2018-130534609	001-019-569.30-33	UTILITIES 1500 SE 3	172831	115.57
	I-07/2018-130960195	001-019-569.30-33	UTILITIES 2595 S 9 #TRAFF	172831	134.14
	I-07/2018-35948044	001-019-569.30-33	UTILITIES GEN GOVT-ELECTRIC	172831	18,875.95
	I-07/2018-35948044	001-019-569.30-33	UTILITIES GENERAL GOV.	172831	72.55
	I-07/2018-35948044	001-019-569.30-33	UTILITIES SIRENS/16 ACCTS	172831	412.64
01-000451 OKLAHOMA MUNICIPAL LEAG					
	I-067610	001-019-569.70-05	ASSOCIATION M 2018-2019 OML ANNUAL SERV FEES	172849	19,232.94
01-000476 PARKER & MITCHELL INC					
	I-24346	001-019-569.50-58	BUILDING MAIN SENIOR CENTER - HVAC	172854	70.00
01-000540 AT&T					
	I-07/2018-229-2594	001-019-569.30-31	PHONE SERVICE ONENET SERVICE LONG DISTANCE	172699	2.45
	I-07/2018-229-2602	001-019-569.30-31	PHONE SERVICE ONENET SERVICE LONG DISTANCE	172699	80.67
	I-07/2018-7608 1	001-019-569.30-31	PHONE SERVICE COMMON COSTS	172699	1,840.07
01-000672 SOUTHERN OKLAHOMA					
	I-FY 18-19	001-019-569.70-05	ASSOCIATION M MEMBERSHIP DUES FY 18/19	172877	3,964.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 019 GENERAL GOVERNMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000944 CRAWFORD & ASSOCIATES P					
	I-11612	001-019-569.20-21	PRORATED AUDI AUDIT CONSULTING & PREPARATION	172737	1,041.06
01-001671 SOUTHEASTERN ELECTRIC					
	I-JULY 2018	001-019-569.30-33	UTILITIES GG SEC LIGHT ONLY 16370-001	172879	64.73
	I-JULY 2018	001-019-569.30-33	UTILITIES GG SEC LIGHT ONLY 16370-002	172879	10.79
	I-JULY 2018	001-019-569.30-33	UTILITIES GG CAMELOT ENTRANCE 16370-021	172879	10.79
	I-JULY 2018	001-019-569.30-33	UTILITIES GG REMINGTON STR LT 16370-015	172879	86.31
	I-JULY 2018	001-019-569.30-33	UTILITIES GG LIGHTS CAMELOT 16370-019	172879	21.58
	I-JULY 2018	001-019-569.30-33	UTILITIES GG SIREN RIDGEMONT 16370-009	172879	30.00
	I-JULY 2018	001-019-569.30-33	UTILITIES GG LIGHTS CAMELOT 16370-020	172879	21.58
	I-JULY 2018	001-019-569.30-33	UTILITIES REMINGTON SEC. LIGHT 16370-013	172879	10.79
01-001752 OKLAHOMA STATE BUREAU O					
	I-JUNE 2018	001-019-569.70-61	C.L.E.E.T. LA FORENSIC FEES COLL JUNE 2018	172846	507.30
	I-JUNE 2018 AFIS	001-019-569.70-61	C.L.E.E.T. LA AFIS FEES COLLECTED JUNE 2018	172846	623.61
01-001855 AMERICAN LEGAL PUBLISHI					
	I-0123490	001-019-569.30-69	MUNICIPAL COD CODE OF ORDINANCES & UPDATES	172695	10.00
01-001884 TEXOMA JANITORIAL SUPPL					
	I- 7752	001-019-569.50-62	JANITORIAL SU PAPER TOWELS	172888	65.90
	I-7807	001-019-569.50-62	JANITORIAL SU HAND SOAP, TOILET PAPER	172888	103.90
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	001-019-569.30-41	PEST CONTROL PEST CONTROL SERVICES	172693	300.39
01-002242 JP MORGAN CHASE - BANK					
	I-1504-7985-0718	001-019-569.50-62	JANITORIAL SU BLANKET----JANITORIAL SUPPLIES	000000	201.56
	I-2313-4871-0718	001-019-569.50-65	OTHER SUPPLIE DREAM COURT EVENT	000000	334.02
	I-2521-7989-0718	001-019-569.70-23	COUNCIL MEMBE GG- COUNCIL SNACKS 6-12-2018	000000	22.34
	I-8665-4664-0718	001-019-569.70-23	COUNCIL MEMBE FOOD FOR COUNCIL MEETING	000000	63.97
01-002989 C.L.E.E.T.					
	I-JUNE 2018	001-019-569.70-61	C.L.E.E.T. LA FEES COLLECTED 6/1/18-6/29/18	172732	667.56
01-003189 BRYAN CO RWD #2					
	I-JULY 2018	001-019-569.30-33	UTILITIES BOY SCOUTS ACCT #3093	172711	9.25
	I-JULY 2018	001-019-569.30-33	UTILITIES REMINGTON HILLS ACCT#3801	172711	9.25
01-003644 BRYAN COUNTY ELECTION					
	I-ELECTION 6/26/18	001-019-569.30-70	MUNICIPAL ELE BALLOT PRINTING COSTS--6/26/18	172714	1,394.40
01-003677 DURANT MAIN STREET					
	I-FY 2016-2017	001-019-569.70-45	MAIN STREET P FY 16/17 CONTRACT INCENTIVE	172750	4,000.00
	I-FY 2017-2018	001-019-569.70-45	MAIN STREET P PROMOTION OF EDC	172750	4,000.00
01-004735 OKLAHOMA UNIFORM BUILDI					
	I-07/2018-TITLE 748	001-019-569.70-60	UBCC FEES DUE TITLE 748 MONTHLY COLLECTION	172848	136.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 019 GENERAL GOVERNMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-019-569.50-52	GENERAL GOV C GEN GOV	172747	3.13
01-004998 FOUR FEATHERS ALARM, LL					
	I-30644	001-019-569.50-58	BUILDING MAIN FIRE ALARM MONITORING JULY	172772	79.89
01-005700 DESTRY K HAWTHORNE					
	I-JULY 2018	001-019-569.70-22	COUNCIL MEMBE COUNCIL MEMBER COMPENSATION	172787	150.00
01-005701 CHAD HITCHCOCK					
	I-JULY 2018	001-019-569.70-22	COUNCIL MEMBE COUNCIL MEMBER COMPENSATION	172789	50.00
01-005723 PEOPLEFACTS, LLC					
	I-2018050487	001-019-569.20-24	EMPL. PHYSICA BLANKET PO-BACKGROUND CHECKS	172856	192.12
	I-2018060467	001-019-569.20-24	EMPL. PHYSICA BLANKET PO-BACKGROUND CHECKS	172856	176.82
01-005917 ODEN GRUBE					
	I-JULY 2018	001-019-569.70-22	COUNCIL MEMBE COUNCIL MEMBER COMPENSATION	172784	150.00
01-005930 MIKE DILLS					
	I-JULY 2018	001-019-569.70-22	COUNCIL MEMBE COUNCIL MEMBER COMPENSATION	172745	150.00
01-005949 GRAYSTONE MEDIA GROUP					
	I-2578	001-019-569.30-38	ADVERTISING- BLANKET PO----LEGAL PUBLISHING	172782	752.54
	I-2578	001-019-569.30-70	MUNICIPAL ELE ORDINANCE & RESOLUTION PUBLISH	172782	676.50
01-005970 JAMES CRAWFORD ELECTRIC					
	I-16218	001-019-569.50-58	BUILDING MAIN SENIOR CENTER - ELECTRICAL	172800	245.00
01-006003 CHERRY CLEANING SOLUTIO					
	I-1576	001-019-569.30-48	JANITORIAL SE JANITORIAL CLEANING	172725	1,323.03

DEPARTMENT 019 GENERAL GOVERNMENT TOTAL: 68,972.21

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 021 CITY GARAGE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-259429	001-021-541.50-63	VEHICLE MAINT UPPER ARM BUSHINGS #332	172802	26.78
	I-260286	001-021-541.50-71	OIL AND LUBRI OIL & RADIATOR FLUID	172802	1,176.68
	I-260910	001-021-541.50-71	OIL AND LUBRI FILTER	172802	19.00
	I-261182	001-021-541.50-71	OIL AND LUBRI FILTERS	172802	121.84
	I-261985	001-021-541.50-61	MINOR TOOLS A TOOL SPARK TESTER	172802	10.35
	I-262780	001-021-541.50-71	OIL AND LUBRI OILS & LUBS DRAW DOWN---AUGUST	172802	87.21
01-000540 AT&T					
	I-07/2018-7608 1	001-021-541.30-31	PHONE & TELEC GARAGE	172699	17.89
01-000543 STEGER LUMBER COMPANY					
	I-10096080	001-021-541.50-58	BUILDING AND MATERIALS FOR ADD ON	172883	1,029.93
	I-10096219	001-021-541.50-58	BUILDING AND MATERIALS FOR ADD ON	172883	415.00
01-000579 CASTEEL'S TIRE BARN INC					
	I-1-GS175400	001-021-541.50-63	VEHICLE MAINT 2 FRONT TIRES #333	172719	132.78
	I-1-GS175450	001-021-541.50-63	VEHICLE MAINT 2-TIRES #332	172719	132.78
01-000624 CINTAS CORP					
	I-618819053	001-021-541.50-54	UNIFORMS UNIFORMS	172727	50.29
	I-618819698	001-021-541.50-54	UNIFORMS UNIFORMS	172727	43.53
	I-618820366	001-021-541.50-54	UNIFORMS UNIFORMS	172727	43.53
	I-618821024	001-021-541.50-54	UNIFORMS UNIFORMS	172727	43.53
01-001332 RED RIVER CHEMICAL PROD					
	I-7535	001-021-541.50-62	JANITORIAL SU TOWELS, SOAP, TOILET PAPER	172866	437.50
01-002010 DAVIS FLEET PARTS					
	I-664609	001-021-541.50-71	OIL AND LUBRI FILTERS	172742	460.10
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	001-021-541.50-58	BUILDING AND PEST CONTROL SERVICES	172693	296.97
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	001-021-541.50-52	FUEL GARAGE	172747	160.04
01-005035 MIKE'S A-PLUS AUTO SERV					
	I-07.09.18	001-021-541.50-63	VEHICLE MAINT #332 ALIGNMENT	172822	65.00
			DEPARTMENT 021 CITY GARAGE	TOTAL:	4,770.73

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 023 SENIOR CITIZENS CENTER BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000381 OKLAHOMA NATURAL GAS					
	I-JULY 2018	001-023-592.30-33	UTILITIES SR BLDG 210474645 1433280 27	172851	54.74
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018-35948044	001-023-592.30-33	UTILITIES SENIOR CENTER-ELECTRIC	172831	1,393.71
01-000624 CINTAS CORP					
	I-618819056	001-023-592.50-58	BUILDING AND DRAIN CLEANING	172727	25.43
	I-618819701	001-023-592.50-58	BUILDING AND DRAIN CLEANING	172727	25.43
	I-618820369	001-023-592.50-58	BUILDING AND DRAIN CLEANING	172727	25.43
	I-618821027	001-023-592.50-58	BUILDING AND DRAIN CLEANING	172727	25.43
01-004998 FOUR FEATHERS ALARM, LL					
	I-30644	001-023-592.50-58	BUILDING AND FIRE ALARM MONITORING JULY	172772	69.87
	I-WO-5171	001-023-592.50-58	BUILDING AND ALARM BATTERY TROUBLE, RESET	172772	282.40

DEPARTMENT 023 SENIOR CITIZENS CENTER TOTAL: 1,902.44

FUND 001 GENERAL FUND TOTAL: 270,827.37

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 010 INFO. TECH. SERVICE FUND
DEPARTMENT: 020 INFO. TECH. SERVICE DEPT. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000309 US CELLULAR					
	I-0258142131	010-020-560.30-31	PHONE & TELEC MONTHLY RECURRING CHARGES	172900	50.00
	I-0258269543	010-020-560.30-31	PHONE & TELEC IT DUWAYNE #580-775-3780	172900	0.00
01-002242 JP MORGAN CHASE - BANK					
	I-0338-3322-0718	010-020-560.30-31	PHONE & TELEC EFAX FOR CITY CLERK	000000	189.00
	I-0338-3322-0718	010-020-560.80-03	NETWORK HARDW NETWORK HARDWARE UPGRADE	000000	689.13
	I-0338-3322-0718	010-020-560.50-65	NETWORK EQUIP NETWORK EQUIPMENT	000000	903.38
	I-0338-3322-0718	010-020-560.50-69	OTHER EQUIP P PARTS & ACCESSORIES	000000	49.38
	I-2275-4257-0718	010-020-560.50-69	OTHER EQUIP P PARTS & ACCESSORIES	000000	401.56
	I-2521-7989-0718	010-020-560.50-70	PHOTOCOPY PAP 10 CASES OF COPY PAPER	000000	239.90
01-003115 MARIE GOOLSBY					
	I-07.18.18- 07.19.18	010-020-560.70-72	TRAINING & TR PER DIEM, MILEAG REIMBURSEMENT	172778	227.68
01-003739 CDW GOVERNMENT, INC.					
	I-NLX5277	010-020-560.50-49	NETWORK PRINT TONER FOR AP & WWTP LAB	172720	131.08
	I-NMN2983	010-020-560.50-49	NETWORK PRINT HP126A LASERJET IMAGING DRUM	172720	249.00
	I-NMT9223	010-020-560.50-49	NETWORK PRINT TONER FOR AP & WWTP LAB	172720	65.54
01-005304 RICOH USA, INC. (FINANC					
	I-100768006	010-020-560.30-35	COPIER LEASE COPIER LEASE & USER FEES	000000	1,070.80
01-005430 VERIZON WIRELESS					
	I-07/2018-5457 0003	010-020-560.30-40	INTERNET SERV IT DATA PLAN/TABLETS	172902	226.76
	I-07/2018-5457-0002	010-020-560.80-03	NETWORK HARDW EQUIPMENT CHARGES	172902	0.00
	I-07/2018-5457-0005	010-020-560.30-31	PHONE & TELEC MARIE GOOLSBY 580-579-4480	172902	52.81
	I-07/2018-5457-0005	010-020-560.30-31	PHONE & TELEC D WINGFIELD 580-775-3780	172902	52.94
	I-07/2018-5457-0005	010-020-560.30-31	PHONE & TELEC EQUIPMENT CHARGES	172902	0.00
	I-07/2018-545700006	010-020-560.10-25	VEHICLE & CEL 911 CENTER	172902	40.01
01-005642 VYVE					
	I-JULY 2018	010-020-560.30-40	INTERNET SERV FD 301020649 1200 GAIL FARRELL	172906	87.78
	I-JULY 2018	010-020-560.30-40	INTERNET SERV IT 301027153 300 W EVERGREEN	172906	80.90
	I-JULY 2018	010-020-560.30-40	INTERNET SERV EM 301084275 2808 ENTERPRISE	172906	69.57
	I-JULY 2018	010-020-560.30-40	INTERNET SERV FD 301086688 120 N 1ST AVE	172906	0.00
	I-JULY 2018	010-020-560.30-40	INTERNET SERV PD 301178940 3200 CARL ALBERT	172906	215.20
	I-JULY 2018	010-020-560.30-40	INTERNET SERV FD 301019440 120 N 1ST AVE B	172906	46.90
	I-JULY 2018	010-020-560.30-40	INTERNET SERV GG 301082830 3801 N 1ST AVE	172906	66.67
	I-JULY 2018	010-020-560.30-40	INTERNET SERV GG 301316440 300 EVER UPSTAIRS	172906	3.72
	I-JULY 2018	010-020-560.30-88	VYVE SRVC AGR IT 301386077 LANDFILL FIBER	172906	500.00
	I-JULY 2018	010-020-560.30-40	INTERNET SERV IT 303386073 INTERNET WTP	172906	325.00
	I-JULY 2018	010-020-560.30-88	VYVE SRVC AGR IT 301386084 PD FIBER OPTIC	172906	400.00
	I-JULY 2018	010-020-560.30-88	VYVE SRVC AGR IT 301386088 CITY HALL FIBER	172906	148.93
	I-JULY 2018	010-020-560.30-88	VYVE SRVC AGR IT 301386081 FIRE DEPT	172906	500.00
01-005825 CIVICPLUS, INC.					
	I-171198	010-020-560.30-89	WEBSITE SERVI WEBSITE DESIGN & DEVELOPMENT	172731	10,870.75
	I-171199	010-020-560.30-60	MASS NOTIFICA CIVICREADY MASS NOTIFICATION	172731	5,512.51

DEPARTMENT 020 INFO. TECH. SERVICE DEPT.TOTAL: 23,466.90

FUND 010 INFO. TECH. SERVICE FUND TOTAL: 23,466.90

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 015 CAPITAL IMPROVEMENTS FUND
DEPARTMENT: 009 PARKS & GENERAL SERVICES BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000163 DURANT IRON & METAL INC					
	I-10874	015-009-532.62-16	FY17 L&W GRAN FENCE MATERIALS, SUPPLIES	172749	205.20
01-001197 THE SHERWIN WILLIAMS CO					
	I-8352-1	015-009-532.62-16	FY17 L&W GRAN FENCE PAINT AROUND BB COURT	172873	124.25
01-002242 JP MORGAN CHASE - BANK					
	I-2313-4871-0718	015-009-532.62-16	FY17 L&W GRAN SAKCRETE	000000	196.05
01-002347 WHOLESALE EQUIPMENT					
	I-054238	015-009-532.62-16	FY17 L&W GRAN FENCE & GATE MATERIALS	172911	95.68
			DEPARTMENT 009 PARKS & GENERAL SERVICES TOTAL:		621.18

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 015 CAPITAL IMPROVEMENTS FUND
DEPARTMENT: 019 GENERAL GOVERNMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001313 LANDMARK BANK					
	I-07/2018-140500578	015-019-569.85-65	FY17 SWC TRUC INT 2 2016 FREIGHTLINER TRUCKS	172810	468.85
	I-07/2018-140500578	015-019-569.85-65	FY17 SWC TRUC PRIN 2016 FREIGHTLINER TRUCKS	172810	6,138.59
	I-07/2018-40500588	015-019-569.85-69	FY17 SWC 2016 INT. 2017 MACK ROLL OFF	172811	256.83
	I-07/2018-40500588	015-019-569.85-69	FY17 SWC 2016 PRIN. 2017 MACK ROLL OFF	172811	2,995.62
	I-07/2018-414050049	015-019-569.85-63	FY15 (4) PD T PRINCIPAL 4 2015 TAHOES PD	172812	2,755.80
	I-07/2018-414050049	015-019-569.85-63	FY15 (4) PD T INTEREST 4 2015 TAHOES PD	172812	111.06
	I-07/2018-414050057	015-019-569.85-67	FY17 SWC MACK INT. 2017 MACK SIDELOAD TRUCKS	172813	375.89
	I-07/2018-414050057	015-019-569.85-67	FY17 SWC MACK PRIN 2017 MACK SIDELOAD TRUCKS	172813	4,602.56
01-002229 FIRST UNITED BANK & TRU					
	I-07/2018-402677793	015-019-569.85-68	FY17 SWC 2-FO PRIN. 2- 2016 FORD F-350	172768	1,398.81
	I-07/2018-402677793	015-019-569.85-68	FY17 SWC 2-FO INT. 2- 2016 FORD F-350	172768	135.82
01-003224 VISION BANK					
	I-07/2018-428001469	015-019-569.85-62	FY14 STREET D PRIN2 DUMP TRUCKS STREET DEPT	172904	4,748.71
	I-07/2018-428001469	015-019-569.85-62	FY14 STREET D INT 2 DUMP TRUCKS STREET DEPT	172904	88.36
01-005498 RONALD F. ARNETT					
	I-07/2018-C-2013-38	015-019-569.85-61	FY14 OLD COUN COUNTRY CLUB PROPERTY INTEREST	172871	14.32
	I-07/2018-PC201338	015-019-569.85-61	FY14 OLD COUN COUNTRY CLUB PRIN. C-2013-38	172871	5,985.86
01-005943 BLUE STAR INTEGRATIVE S					
	I-1705.01.07	015-019-569.61-56	FY17 S.9TH AR ARCHITECTURAL SERVICES	172709	14,059.01
			DEPARTMENT 019 GENERAL GOVERNMENT	TOTAL:	44,136.09

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 015 CAPITAL IMPROVEMENTS FUND
DEPARTMENT: 021 CITY GARAGE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000328	JIMMIE'S AUTO SUPPLY LL					
		I-260396	015-021-541.61-61	MINOR TOOLS A A/C FREON RECOVERY RRR MACHINE	172802	3,995.00
				DEPARTMENT 021 CITY GARAGE	TOTAL:	3,995.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 015 CAPITAL IMPROVEMENTS FUND
DEPARTMENT: 065 EAKER FIELD AIRPORT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002445	LBR INC AIRPORT CONSULT					
		I-5215	015-065-503.80-35	ENGINEERING R ENGINEERING, DESIGN AND CONSTR	172814	293,424.00
		I-5220	015-065-503.80-50	FY16 ENGINEER ENGINEERING, DESIGN RUNWAY OVE	172814	67,624.20
				DEPARTMENT 065 EAKER FIELD AIRPORT TOTAL:		361,048.20

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 015 CAPITAL IMPROVEMENTS FUND
DEPARTMENT: 505 2009A U.S.S.T.R.N. EXP. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001197 THE SHERWIN WILLIAMS CO					
	I-0756-7	015-505-555.61-24	FY17 LANDFILL PAINT FOR MULTI-USE BLDG	172873	523.29
01-002242 JP MORGAN CHASE - BANK					
	I-7793-6577-0718	015-505-555.61-24	FY17 LANDFILL OSB, CHIP, TRIM BOARDS & MATER	000000	180.30
			DEPARTMENT 505 2009A U.S.S.T.R.N. EXP.TOTAL:		703.59
			FUND 015 CAPITAL IMPROVEMENTS FUNDTOTAL:		410,504.06

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 020 DURANT INDUSTRIAL AUTH.
DEPARTMENT: 017 ECON. DEV. ADMINISTRATION BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION		CHECK#	AMOUNT
01-000346 DURANT AREA CHAMBER OF						
	I-JULY 2018 COPIER	020-017-537.50-50	PHOTOCOPIES	MONTHLY COPIER RENT	172748	160.00
	I-JULY 2018 RENT	020-017-537.30-15	OFFICE SPACE	DIA MONTHLY OFFICE RENT	172748	1,225.00
01-000540 AT&T						
	I-07/2018-7608 1	020-017-537.30-31	PHONE & TELEC	ECONOMIC DEVELOPMENT	172699	0.00
01-000620 AT&T MOBILITY (CINGULA						
	I-752164X08012018	020-017-537.30-31	PHONE & TELEC	DIA MONTHLY CELL PHONE BILLING	172701	55.95
01-000944 CRAWFORD & ASSOCIATES P						
	I-11612	020-017-537.20-21	AUDIT FEES (P	AUDIT CONSULTING & PREPARATION	172737	387.53
01-005783 PAUL S. BUNTZ						
	I-9	020-017-537.30-51	CONTRACT LABO	PROFESSIONAL SERVICES	172855	3,623.75
01-005807 LOUCINDA FRENCH						
	I-06.09.18- 06.23.18	020-017-537.50-62	JANITORIAL SE	DIA OFFICE CLEANING	172773	30.00
			DEPARTMENT 017 ECON. DEV. ADMINISTRATIONTOTAL:			5,482.23

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 020 DURANT INDUSTRIAL AUTH.
DEPARTMENT: 067 INDUSTRIAL PROJECTS BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-001602	OKLAHOMA DEPARTMENT OF					
		I-07/2018-10712	020-067-596.66-12	BL - CDBG LOA LOAN 10712 PMT 174OF 240	172835	2,083.34
		I-07/2018-11124ED87	020-067-596.66-13	CG - CDBG LOA 11124 ED 87	172836	1,666.67
		I-07/2018-12491ES	020-067-596.66-17	ES - CDBG LOA CDBG #12491 - EAGLE SUSPENSION	172837	1,666.48
		I-07/2018-9131CDBG	020-067-596.66-11	CMP - CDBG LO 9131CDBG-EDIF99-	172838	1,250.00
		I-07/2018-CDBG#1210	020-067-596.66-15	EB - CDBG LOA EARTH BIOFUELS CDBG	172839	354.17
01-001922	CENTER ECONOMIC DEV LAW					
		I-12845	020-067-596.72-01	HICKORY TIF P LEGAL SERVICES	172722	6,214.84
		I-12874	020-067-596.72-01	HICKORY TIF P LEGAL SERVICES	172722	11,539.45
01-005269	CHERYL JACKSON					
		I-07/2018-INTEREST	020-067-596.68-01	CG LAND ACQUI INTEREST CARDINAL GLASS LAND	172726	535.38
		I-07/2018-LAND PRIN	020-067-596.68-01	CG LAND ACQUI CARDINAL GLASS LAND PRINCIPAL	172726	1,872.23
01-005270	JOHN JACKSON					
		I-07/2018-INTEREST	020-067-596.68-01	CG LAND ACQUI INTEREST CARDINAL GLASS LAND	172806	535.38
		I-07/2018-LAND PRIN	020-067-596.68-01	CG LAND ACQUI CARDNIAL LAND PURCHASE	172806	1,872.22

DEPARTMENT 067 INDUSTRIAL PROJECTS TOTAL: 29,590.16

FUND 020 DURANT INDUSTRIAL AUTH. TOTAL: 35,072.39

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 101 SPECIAL 911 TAX FUND
DEPARTMENT: 007 911 COMMUNICATIONS CTR. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000540 AT&T					
	I-07/2018-7608 1	101-007-527.30-31	PHONE & TELEC 911 COMM CENTER	172699	1,082.29
	I-07/2018-E 911	101-007-527.30-31	PHONE & TELEC E-911 PHONE	172699	1,715.36
	I-07/2018-E911 WIRE	101-007-527.30-31	PHONE & TELEC E911 DURANT WIRELESS	172699	212.79
01-000820 OK DEPT OF PUBLIC SAFET					
	I-21-1900063	101-007-527.30-53	COMMUNICATION MONTHLY USER ACCESS FEE	172844	700.00
01-000944 CRAWFORD & ASSOCIATES P					
	I-11612	101-007-527.20-21	PRORATED AUDI AUDIT CONSULTING & PREPARATION	172737	38.99
01-001671 SOUTHEASTERN ELECTRIC					
	I-JULY 2018	101-007-527.30-33	UTILITIES 911TWR #303-294-6712 16370-016	172879	40.11
	I-JULY 2018	101-007-527.30-33	UTILITIES BOSWELL 1PH 16370-018	172879	0.00
01-002242 JP MORGAN CHASE - BANK					
	I- 8820-3809-0718	101-007-527.70-72	TRAINING & TR AIRFARE X 2 APCO CONF 2018	000000	401.92
01-004826 CHEROKEE TELEPHONE COMP					
	I-07/2018-19791SD91	101-007-527.30-31	PHONE & TELEC PD-911 COMM	172724	281.00
	I-07/2018-2226878	101-007-527.30-31	PHONE & TELEC 911 DLS ACHILLE TOWER	172724	43.25
01-005430 VERIZON WIRELESS					
	I-07/2018-5457-0002	101-007-527.30-53	COMMUNICATION PD AIR CARDS	172902	1,891.75

DEPARTMENT 007 911 COMMUNICATIONS CTR. TOTAL: 6,407.46

FUND 101 SPECIAL 911 TAX FUND TOTAL: 6,407.46

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 125 5% LODGING TOURISM TAX
DEPARTMENT: 070 ECONOMIC DEVELOPMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000944 CRAWFORD & ASSOCIATES P					
	I-11612	125-070-518.20-21	PRORATED AUDI AUDIT CONSULTING & PREPARATION	172737	17.36
01-004546 MARCUM, THOMAS					
	I-#18 DIA	125-070-518.20-05	LEGAL FEES LEGAL SERVICES	172818	210.00
			DEPARTMENT 070 ECONOMIC DEVELOPMENT TOTAL:		227.36
			FUND 125 5% LODGING TOURISM TAX TOTAL:		227.36

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 206 DURANT AIRPORT AUTHORITY
DEPARTMENT: 065 EAKER FIELD BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000381 OKLAHOMA NATURAL GAS					
	I-JULY 2018	206-065-503.30-33	UTILITIES AIRPORT 210477682 1435694 64	172851	102.68
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018- 35948058	206-065-503.30-33	UTILITIES AIRPORT	172831	1,993.62
	I-07/2018-129313772	206-065-503.30-33	UTILITIES DURANT AIRPORT	172831	25.69
	I-07/2018-130578288	206-065-503.30-33	UTILITIES 10 WALDRON DR #N HAN	172831	53.96
	I-07/2018-35948044	206-065-503.30-33	UTILITIES AIRPORT-ELECTRIC	172831	122.75
01-000540 AT&T					
	I-07/2018-7608 1	206-065-503.30-31	PHONE & TELEC AIRPORT	172699	123.17
	I-07/2018-920-0574	206-065-503.30-31	PHONE & TELEC AIRPORT 580-920-0574	172699	227.08
01-000944 CRAWFORD & ASSOCIATES P					
	I-11612	206-065-503.20-21	PRORATED AUDI AUDIT CONSULTING & PREPARATION	172737	60.63
01-001204 COUSINS ELECTRONIC SERV					
	I-07272018	206-065-503.50-69	EQUIPMENT & G AWOS ELECTRONIC BOARDS REPLACE	172736	3,740.90
	I-7152018	206-065-503.30-55	AWOS TELECOM AWOS MAINTENANCE	172736	250.00
01-001861 D/W AVIATION					
	I-117	206-065-503.30-66	OPERATOR'S SH 6-MONTH PAYMENTS TO FBO	172738	10,000.00
	I-JULY 2018	206-065-503.30-66	OPERATOR'S SH 6-MONTH PAYMENTS TO FBO	172738	1,665.35
01-001884 TEXOMA JANITORIAL SUPPL					
	I-7701	206-065-503.50-58	TERMINAL BLDG CENTER PULL TOWELS, HAND SOAP	172888	103.90
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	206-065-503.50-58	TERMINAL BLDG PEST CONTROL SERVICES	172693	300.39
01-002831 BLACKBURN PLUMBING					
	I-WO-0007587	206-065-503.50-58	TERMINAL BLDG PUMP, PLUMBING FOR ICE MAKER	172707	600.00
01-003224 VISION BANK					
	I-07/2018-428002756	206-065-503.90-90	FY16 10 T HAN INT. 2016 AIRPORT 10-T-HANGAR	172905	1,159.17
	I-07/2018-428002756	206-065-503.90-89	FY16 10 T HAN PRIN. 2016 AIRPORT 10-T-HANGAR	172905	3,334.25
01-003237 JOHNSON'S HEATING AND A					
	I-020535	206-065-503.50-58	TERMINAL BLDG FILTERS, CONDENSOR FAN MOTOR	172807	1,025.00
	I-020606	206-065-503.50-58	TERMINAL BLDG NEW THERMOSTAT, SOUTH ROOM	172807	205.00
	I-020635	206-065-503.50-58	TERMINAL BLDG FAN MOTOR SOUTH AC UNIT	172807	535.00
01-003734 AVFUEL CORPORATION					
	I-010943889	206-065-503.70-84	CREDIT CARD E CREDIT CARD EXPENSE	000000	80.00
	I-010943889	206-065-503.70-86	JET FUEL PURC JET FUEL PURCHASES	000000	37,523.62
	I-010943889	206-065-503.70-87	AVIATION GASO AV GAS PURCHASES	000000	28,228.53
01-004546 MARCUM, THOMAS					
	I-#18 AIRPORT	206-065-503.30-51	CONTRACT LABO AIRPORT LEGAL SERVICES	172818	595.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 206 DURANT AIRPORT AUTHORITY
DEPARTMENT: 065 EAKER FIELD BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	206-065-503.50-52	FUEL FOR SERV AIRPORT	172747	95.43
01-004988 DIRECTTV					
	I-34664296132	206-065-503.30-33	UTILITIES MONTHLY SERVICE AIRPORT	172746	184.23
01-004998 FOUR FEATHERS ALARM, LL					
	I-30644	206-065-503.50-58	TERMINAL BLDG FIRE ALARM MONITORING JULY	172772	39.92
01-005817 WISE ELECTRIC CO.					
	I-8051-18	206-065-503.50-69	EQUIPMENT & G RUNWAY LIGHTING REPAIRS	172914	1,765.00
01-005904 DBT TRANSPORTATION SERV					
	I-3900	206-065-503.30-55	AWOS TELECOM WEATHER DATA SERVICE QUARTERLY	172743	250.00
01-005956 MUNICIPAL CONSULTING G					
	I-RUNWAY EXTENSION	206-065-503.80-52	RUNWAY REHAB CONST. ADMIN. INDPDNT FEE ESTI	172824	1,437.50
01-005965 KSA ENGINEERS, INC.					
	I-71968	206-065-503.30-51	CONTRACT LABO BASIC MARKET ASSESSMENT CONSUL	172809	9,495.00
01-005970 JAMES CRAWFORD ELECTRIC					
	I-16230	206-065-503.50-58	TERMINAL BLDG WIRE UP ICE MAKER	172800	174.00
01-006003 CHERRY CLEANING SOLUTIO					
	I-1576	206-065-503.30-48	JANITORIAL SE JANITORIAL CLEANING	172725	397.78
01-006009 UNITED AG & TURF					
	I-P37712	206-065-503.50-69	EQUIPMENT & G FUEL TANK #252	172897	732.70
	I-P37972	206-065-503.50-69	EQUIPMENT & G PAD, BRACKET, STRAP, S#252	172897	411.42
01-006014 TEXAS ACCESS CONTROLS					
	I-340098262	206-065-503.50-58	TERMINAL BLDG LABOR & TIME REPAIRS ON DOORS	172885	356.25

DEPARTMENT 065 EAKER FIELD TOTAL: 107,394.92

FUND 206 DURANT AIRPORT AUTHORITY TOTAL: 107,394.92

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 210 U A BONDS SINKING FUND
DEPARTMENT: N/A NON-DEPARTMENTAL BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000551	FIRST UNITED BANK & TRU					
		I-07/2018-SER 2009A	210-000-101.06-04	2009A INT. A SERIES 2009A INTEREST	172764	15,241.25
		I-07/2018-SER 2009A	210-000-101.06-03	2009A PRIN. SERIES 2009A PRINCIPAL	172764	22,500.00
		I-07/2018-SER 2009B	210-000-101.06-10	2009B INT. AC DCUA SALES/TAX REV 2009B INT	172765	5,258.23
		I-07/2018-SER 2009B	210-000-101.06-09	2009B PRIN. A DCUA SALES/TAX REV 2009B PRIN	172765	7,500.00
01-002229	FIRST UNITED BANK & TRU					
		I-07/2018-400695201	210-000-101.06-13	2010 DCUA INT INT UTILITY SYS SALES TAX REV	172767	14,384.58
		I-07/2018-400695201	210-000-101.06-12	2010 DCUA PRI PRINCIPAL UTILITY SYS SALES TA	172767	22,500.00
		I-07/2018-DCUA 2013	210-000-101.24-03	2013 PRIN. AC 2013 DCUA USSTR NOTE PRINCIPAL	172769	39,166.67
		I-07/2018-DCUA 2013	210-000-101.24-04	2013 INT. ACT 2013 DCUA USSTR NOTE INTEREST	172769	2,935.50
		I-07/2018-DCUA2012A	210-000-101.23-04	2012A INT. AC DCUA 2012A NOTE INTEREST	172770	6,491.88
		I-07/2018-DCUA2012A	210-000-101.23-03	2012A PRIN. A DCUA 2012A NOTE PRINCIPAL	172770	77,500.00

DEPARTMENT NON-DEPARTMENTAL TOTAL: 213,478.11

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 210 U A BONDS SINKING FUND
DEPARTMENT: 046 DCUA 2007 MISC NOTE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000551	FIRST UNITED BANK & TRU					
		I-07/2018-USSTRN07	210-046-528.90-95	INTEREST EXPE 2007 SALES TAX REVENUE INT	172766	12,310.08
		I-07/2018-USSTRN07	210-046-528.90-96	PRINCIPAL PYM 2007 SALES TAX REVENUE PRIN	172766	23,333.34
				DEPARTMENT 046 DCUA 2007 MISC NOTE TOTAL:		35,643.42
				FUND 210 U A BONDS SINKING FUND TOTAL:		249,121.53

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 215 D.C.F.A. REVENUE FUND
DEPARTMENT: 078 GEN. GOVT. & DEBT SERVICE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000944	CRAWFORD & ASSOCIATES P					
		I-11612	215-078-528.20-21	PRORATED AUDI AUDIT CONSULTING & PREPARATION	172737	147.43
				DEPARTMENT 078 GEN. GOVT. & DEBT SERVICETOTAL:		147.43
				FUND 215 D.C.F.A. REVENUE FUND TOTAL:		147.43

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 220 DURANT TIF AUTHORITY
DEPARTMENT: 067 2017 CMC TIF A/B BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000944	CRAWFORD & ASSOCIATES P					
		I-11612	220-067-596.20-21	PRORATED AUDI AUDIT CONSULTING & PREPARATION	172737	62.50
				DEPARTMENT 067 2017 CMC TIF A/B TOTAL:		62.50
				FUND 220 DURANT TIF AUTHORITY TOTAL:		62.50

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 250 C. D. B. G.
DEPARTMENT: 134 ODOC16753 STREET IMP BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000163 DURANT IRON & METAL INC					
	I-10877	250-134-596.60-01 16CDBG 16753	CULVERT MATERIALS	172749	325.30
01-000164 DURANT TRUE VALUE LUMBE					
	I-613507	250-134-596.60-01 16CDBG 16753	FORM MATERIALS--EAST CEDAR	172752	137.25
01-000871 OKLAHOMA CONTRACTOR'S					
	I-0349620-IN	250-134-596.60-01 16CDBG 16753	DRAINAGE GRATES	172847	1,012.71
01-005879 R K HALL LLC / DBA RUST					
	I-145145	250-134-596.60-01 16CDBG 16753	CONCRETE MATERIALS--E. CEDAR	172861	18.60
	I-145564	250-134-596.60-01 16CDBG 16753	CONCRETE MATERIALS--E. CEDAR	172861	763.00
	I-145875	250-134-596.60-01 16CDBG 16753	CONCRETE MATERIALS--E. CEDAR	172861	742.00
	I-146441	250-134-596.60-01 16CDBG 16753	CONCRETE MATERIALS--E. CEDAR	172861	106.00
	I-146928	250-134-596.60-01 16CDBG 16753	CONCRETE MATERIALS--E. CEDAR	172861	490.50
			DEPARTMENT 134 ODOC16753 STREET IMP	TOTAL:	3,595.36
			FUND 250 C. D. B. G.	TOTAL:	3,595.36

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 315 R.L.WILLIAMS LIBRARY FUND
DEPARTMENT: 015 R.L.WILLIAMS LIBRARY BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002097 RACING J SIGNS & DESIGN					
	I-1743A	315-015-571.50-56	BOOKS, TAPES, 95/SCREEN PRINTING GILDAN TEE	172862	807.50
			DEPARTMENT 015 R.L.WILLIAMS LIBRARY TOTAL:		807.50
			FUND 315 R.L.WILLIAMS LIBRARY FUNDTOTAL:		807.50

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: N/A NON-DEPARTMENTAL BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	MISCELLANEOUS VENDOR					
	HELEN COPELAND	I-REC# 01567865	405-000-361.24-00	TAP FEES: WAT HELEN COPELAND: TAP REFUND	172788	2,374.80
				DEPARTMENT NON-DEPARTMENTAL TOTAL:		2,374.80

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 024 PUBLIC WORKS ADMIN. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000540 AT&T					
	I-07/2018-7608 1	405-024-565.30-31	PHONE & TELEC PUBLIC WORKS	172699	30.09
01-002242 JP MORGAN CHASE - BANK					
	I-7793-6577-0718	405-024-565.50-57	MMBRSHIP/LCNS MARTY COOK LICENSE RENEWAL	000000	46.00
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	405-024-565.30-31	PHONE & TELEC PUBLIC WORKS	172895	0.97
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	405-024-565.50-52	FUEL PUBLIC WORKS ADMIN	172747	72.67
01-005929 NETWORKFLEET, INC					
	I-OSV000001462863	405-024-565.50-64	GPS FOR PW VE GPS TRACKING SYSTEM	172827	758.00
			DEPARTMENT 024 PUBLIC WORKS ADMIN.	TOTAL:	907.73

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 025 UTILITY BILLING BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000164 DURANT TRUE VALUE LUMBE					
	I-613333	405-025-550.50-58	BUILDING MAIN KEYS CUT FOR BACK DOOR	172752	13.52
	I-613665	405-025-550.50-58	BUILDING MAIN KEYS CUT FOR BACK DOOR	172752	10.14
01-000624 CINTAS CORP					
	I-618819057	405-025-550.50-54	UNIFORMS UNIFORMS	172727	348.50
	I-618819702	405-025-550.50-54	UNIFORMS UNIFORMS	172727	14.50
	I-618820370	405-025-550.50-54	UNIFORMS UNIFORMS	172727	137.05
	I-618821028	405-025-550.50-54	UNIFORMS UNIFORMS	172727	18.80
01-001952 OFFICE DEPOT					
	I-168348740001	405-025-550.50-51	OFFICE SUPPLI LETTER OPENERS	172830	9.90
01-003458 AMERICAN MUNICIPAL SERV					
	I-39004	405-025-550.30-58	BAD DEBT COLL BAD DEBT COLLECTION FEES	172696	86.56
01-005430 VERIZON WIRELESS					
	I-07/2018-542025457	405-025-550.30-31	PHONE & TELEC UTILITY 8168 8175 8203	172902	142.57
01-005598 DATAPROSE, LLC					
	I-DP1801910	405-025-550.30-32	FREIGHT & POS POSTAGE USED	172741	3,259.16
	I-DP1801910	405-025-550.30-33	UTILITY BILLI BILL PACKAGE SERVICES	172741	860.83
			DEPARTMENT 025 UTILITY BILLING	TOTAL:	4,901.53

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 026 WATER/SEWER LINE MAINT. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000309 US CELLULAR					
	I-0258269543	405-026-551.30-31	PHONE & TELEC M/O ON CALL#580-775-2973& 3180	172900	98.78
01-000540 AT&T					
	I-07/2018-7608 1	405-026-551.30-31	PHONE & TELEC W/S LINE MAINTENANCE	172699	497.14
01-000579 CASTEEL'S TIRE BARN INC					
	I-1-GS175245	405-026-551.50-63	VEHICLE MAINT 4 TIRES FOR #24	172719	513.88
01-000624 CINTAS CORP					
	I-618819050	405-026-551.50-54	UNIFORMS UNIFORMS	172727	82.34
	I-618819695	405-026-551.50-54	UNIFORMS UNIFORMS	172727	82.34
	I-618820363	405-026-551.50-54	UNIFORMS UNIFORMS	172727	82.34
	I-618821021	405-026-551.50-54	UNIFORMS UNIFORMS	172727	82.34
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	405-026-551.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39
01-002242 JP MORGAN CHASE - BANK					
	I- 8295-6928-0718	405-026-551.50-76	WATER MAIN MA FILTER, MISC PVC PARTS	000000	76.98
	I-8295-6928-0718	405-026-551.50-57	MMBRSHIP/LCNS WATER/WWTP LICENSE RENEWAL	000000	598.00
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	405-026-551.30-31	PHONE & TELEC INFORMATION TECHNOLOGY	172895	0.36
	I-194147	405-026-551.30-31	PHONE & TELEC M/O	172895	0.19
01-004272 FASTENAL					
	I-OKDUR71489	405-026-551.70-74	SAFETY EQUIPM MACHINE MONTHLY CHARGES	172762	323.17
	I-OKDUR75744	405-026-551.50-61	MINOR TOOLS A MISC TOOLS	172762	555.69
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	405-026-551.50-52	FUEL M & O	172747	2,404.05
01-005168 CASTEEL'S TIRE (CALERA)					
	I-1-62382	405-026-551.50-63	VEHICLE MAINT FLAT REPAIR, PATCH	172718	32.95
01-005430 VERIZON WIRELESS					
	I-07/2018-542025457	405-026-551.30-31	PHONE & TELEC M/O JAY NEAL 579-0867	172902	52.81
	I-07/2018-581700003	405-026-551.30-31	PHONE & TELEC M/O DATA LIFT STATIONS	172902	169.85
01-005879 R K HALL LLC / DBA RUST					
	I-139646	405-026-551.50-65	CONCRETE AND BLOCKS	172861	101.00
01-005947 CORE & MAIN LP					
	I-J111280	405-026-551.50-76	WATER MAIN MA STOCK WATER PARTS	172735	1,984.34
	I-J111300	405-026-551.50-77	SEWER MAIN MA STOCK SEWER PARTS	172735	1,890.80
	I-J132807	405-026-551.50-79	METER MAINT & STOCK METERS	172735	1,880.00

DEPARTMENT 026 WATER/SEWER LINE MAINT. TOTAL: 11,809.74

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 027 WATER TREATMENT PLANT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000309 US CELLULAR					
	I-0258269543	405-027-552.30-31	PHONE & TELEC WTP ON CALL 580-774-4774	172900	49.39
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-261812	405-027-552.50-69	OTHER EQUIP P 2-BATTERIES, CABLES FOR PUMP	172802	421.39
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018- 35948058	405-027-552.30-33	UTILITIES WTP	172831	20,849.40
01-000540 AT&T					
	I-07/2018-7608 1	405-027-552.30-31	PHONE & TELEC WTP	172699	12.04
01-000624 CINTAS CORP					
	I-618819049	405-027-552.50-54	UNIFORMS UNIFORMS	172727	68.84
	I-618819694	405-027-552.50-54	UNIFORMS UNIFORMS	172727	68.84
	I-618820362	405-027-552.50-54	UNIFORMS UNIFORMS	172727	68.84
	I-618821020	405-027-552.50-54	UNIFORMS UNIFORMS	172727	68.84
01-000824 HACH COMPANY					
	I-11041736	405-027-552.50-53	CHEMICALS, DR CALIBRATE METERS QUARTERLY	172785	2,921.75
01-001152 IDEXX DISTRIBUTION CORP					
	I-3034416062	405-027-552.50-53	CHEMICALS, DR SUPPLIES BACTERIOLOGICAL TESTS	172793	1,392.22
01-001587 A*B*C OCCUPATIONAL SAFE					
	I-52819	405-027-552.70-74	SAFETY EQUIPM FIRE EXT REPAIR/RECHARGED	172691	120.00
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	405-027-552.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39
01-002317 DURANT POWER EQUIPMENT					
	I-212793	405-027-552.50-69	OTHER EQUIP P WEEDEATER PARTS	172751	129.87
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	405-027-552.30-31	PHONE & TELEC WTP	172895	1.47
01-004801 ARGO AIR					
	I-4010	405-027-552.50-58	BUILDING AND REPAIRS TO A/C AT HIGH SERVICE	172698	138.00
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	405-027-552.50-52	FUEL WTP	172747	277.01
01-005230 ENVIRONMENTAL RESOURCE					
	I-44687	405-027-552.50-53	CHEMICALS, DR WATER TEST	172758	120.00
	I-44895	405-027-552.50-53	CHEMICALS, DR TOC, CHLORITES, THMS & HA5S LA	172758	80.00
	I-44920	405-027-552.50-53	CHEMICALS, DR TOC, CHLORITES, THMS & HA5S LA	172758	195.00
01-005430 VERIZON WIRELESS					
	I-07/2018-581700003	405-027-552.30-31	PHONE & TELEC WTP DATA	172902	406.97

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 027 WATER TREATMENT PLANT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-005430 VERIZON WIRELESS continued					
	I-07/2018-581700004	405-027-552.30-31	PHONE & TELEC WTP DATA USAGE SOSU WATER	172902	75.06
01-005440 BRENNTAG SOUTHWEST, INC					
	C- BSW982659	405-027-552.50-53	CHEMICALS, DR SUPPLIES RETURN	172710	86.33-
	I-BSW999817	405-027-552.50-53	CHEMICALS, DR CHLORINE	172710	4,087.13
01-005565 EVOQUA WATER TECHNOLOGI					
	I-903622835	405-027-552.50-53	CHEMICALS, DR CHLORINE DIOXIDE GENER SERVICE	172760	566.50
	I-903629663	405-027-552.50-53	CHEMICALS, DR CHLORITES	172760	21,041.24
01-005889 WATER TECH, INC.					
	I-67441	405-027-552.50-53	CHEMICALS, DR ALUM CHEMICALS	172910	2,941.98
	I-67688	405-027-552.50-53	CHEMICALS, DR WTP - ALUM	172910	2,918.15
	I-68319	405-027-552.50-53	CHEMICALS, DR ALUM----DRAW DOWN	172910	2,959.85
01-005976 RICKS BOOTS AND OUTFITT					
	I-07.18.18	405-027-552.50-54	UNIFORMS STEEL TOE BOOTS--JOHN ROSS	172869	150.00
			DEPARTMENT 027 WATER TREATMENT PLANT TOTAL:		62,343.84

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 028 WWTP BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000309 US CELLULAR					
	I-0258269543	405-028-553.30-31	PHONE & TELEC WWTP ON CALL 580-775-4812	172900	0.00
01-000381 OKLAHOMA NATURAL GAS					
	I-JULY 2018	405-028-553.30-33	UTILITIES WWTP 211477529 2126160 64	172851	243.01
01-000445 BEMAC SUPPLY					
	I-S2082505.001	405-028-553.50-69	OTHER EQUIP P WWTP PLUMBING PARTS	172705	4.53
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018- 35948058	405-028-553.30-33	UTILITIES WWTP	172831	12,428.27
	I-07/2018-35948044	405-028-553.30-33	UTILITIES WWTP-1124 DAVIS	172831	377.99
01-000540 AT&T					
	I-07/2018-7608 1	405-028-553.30-31	PHONE & TELEC WWTP	172699	65.48
01-000624 CINTAS CORP					
	I-618819058	405-028-553.50-54	UNIFORMS UNIFORMS	172727	80.10
	I-618819703	405-028-553.50-54	UNIFORMS UNIFORMS	172727	80.10
	I-618820371	405-028-553.50-54	UNIFORMS UNIFORMS	172727	80.10
	I-618821029	405-028-553.50-54	UNIFORMS UNIFORMS	172727	80.10
01-000824 HACH COMPANY					
	I-11060654	405-028-553.50-53	CHEMICALS, DR PH METER, SPECTROPHOMETER BULB	172785	331.75
01-001132 NORTH CENTRAL LABORATOR					
	I-409995	405-028-553.50-53	CHEMICALS, DR WWTP LAB SUPPLIES	172828	1,020.71
01-001671 SOUTHEASTERN ELECTRIC					
	I-JULY 2018	405-028-553.30-33	UTILITIES WWTP 3P.SEWERLIFT 16370-014	172879	32.55
01-001908 CONTINENTAL RESEARCH CO					
	I-466523-CRC-1	405-028-553.50-53	CHEMICALS, DR WWTP - CHEMICALS	172734	798.00
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	405-028-553.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39
01-002422 POLYDYNE, INC.					
	I-1262604	405-028-553.50-53	CHEMICALS, DR POLYMER	172858	513.00
01-002746 HUTHER & ASSOCIATES, IN					
	I-6558	405-028-553.50-76	BIO-MONITORIN BIOMONITORING TEST	172791	1,525.00
01-002840 THE UPS STORE - #4911					
	I-0043	405-028-553.30-32	FREIGHT AND P IDABEL BAC-T'S SHIPPING CHARGE	172899	31.63
01-003452 ESBENSHADE INC					
	I-426579	405-028-553.30-36	SLUDGE DISPOS SLUDGE DISPOSAL FY 18/19	172759	3,600.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 028 WWTP BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-004627 ELLIOTT ELECTRIC SUPPLY					
	I-97-08535-01	405-028-553.50-69	OTHER EQUIP P CONTROL PANEL PARTS ON DIGESTE	172757	69.40
	I-97-08535-02	405-028-553.50-69	OTHER EQUIP P CONTROL PANEL PARTS ON DIGESTE	172757	76.51
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	405-028-553.50-52	FUEL WWTP	172747	217.22
01-004998 FOUR FEATHERS ALARM, LL					
	I-30644	405-028-553.50-58	BUILDING AND FIRE ALARM MONITORING JULY	172772	39.92
01-005230 ENVIRONMENTAL RESOURCE					
	I-44796	405-028-553.30-37	METALS TESTIN METAL TESTING - LAB TESTING	172758	2,370.00
	I-45089	405-028-553.30-37	METALS TESTIN BIS 2	172758	855.00
01-005430 VERIZON WIRELESS					
	I-07/2018-581700003	405-028-553.30-31	PHONE & TELEC WWTP DATA	172902	126.78
01-005752 INDUSTRIAL ELECTRONIC S					
	I-03440948	405-028-553.50-69	OTHER EQUIP P HYDRORANGER FOR HEADWORKS	172796	1,576.00
01-005811 CENTERPOINT ENERGY SERV					
	I-072018-63266327	405-028-553.30-33	UTILITIES USAGE WWTP ACCT.#6327	172723	489.67
			DEPARTMENT 028 WWTP	TOTAL:	27,413.21

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 029 COLLECTION - SOLID WASTE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION		CHECK#	AMOUNT
01-000164 DURANT TRUE VALUE LUMBE						
	I-613460	405-029-554.50-58	BUILDING AND	PAINT FOR TOOL ROOM, 3-SHOVELS	172752	65.98
	I-613461	405-029-554.50-58	BUILDING AND	PAINT FOR TOOL ROOM, 3-SHOVELS	172752	25.47
	I-613687	405-029-554.50-79	DUMPSTERS	24-KEYED DUMPSTER LOCKS	172752	143.76
01-000328 JIMMIE'S AUTO SUPPLY LL						
	I-259444	405-029-554.50-63	VEHICLE MAINT	HOSES #14, ALSO SORD TRUCK	172802	68.34
	I-259452	405-029-554.50-63	VEHICLE MAINT	HOSES #14, ALSO SORD TRUCK	172802	68.34
	I-259676	405-029-554.50-63	VEHICLE MAINT	HOSES #14, ALSO SORD TRUCK	172802	68.34
	I-260542	405-029-554.50-63	VEHICLE MAINT	2-BOXES OF GREASE	172802	99.80
	I-260632	405-029-554.50-63	VEHICLE MAINT	FLOOR DRY, HYD HOSE	172802	51.20
	I-262320	405-029-554.50-63	VEHICLE MAINT	SAFETY TAPE #13	172802	45.00
01-000540 AT&T						
	I-07/2018-7608 1	405-029-554.30-31	PHONE & TELEC	SANITATION	172699	18.06
01-000624 CINTAS CORP						
	I-618819051	405-029-554.50-54	UNIFORMS	UNIFORMS	172727	145.90
	I-618819696	405-029-554.50-54	UNIFORMS	UNIFORMS	172727	216.31
	I-618820364	405-029-554.50-54	UNIFORMS	UNIFORMS	172727	145.31
	I-618821022	405-029-554.50-54	UNIFORMS	UNIFORMS	172727	270.30
01-001420 UNITED ENGINES LLC						
	I-2133853	405-029-554.50-63	VEHICLE MAINT	PADDLE ASSEMBLY FOR TRUCK #14	172898	3,204.90
	I-2135044	405-029-554.50-63	VEHICLE MAINT	PTO SWITCH #5	172898	62.37
01-002010 DAVIS FLEET PARTS						
	I-664240	405-029-554.50-63	VEHICLE MAINT	WATER PUMP #9	172742	200.85
01-002043 ADVANTECH PEST SERVICES						
	I-07.03.18	405-029-554.50-58	BUILDING AND	PEST CONTROL SERVICES	172693	300.39
01-002242 JP MORGAN CHASE - BANK						
	I-2532-5980-0718	405-029-554.50-63	VEHICLE MAINT	SWEEP BLADE, CHECK PTO #10	000000	1,585.98
	I-2532-5980-0718	405-029-554.50-63	VEHICLE MAINT	REPAIRS ON TRUCK #10	000000	551.95
01-002894 STERICYCLE INC						
	I-4007901560	405-029-554.70-73	SHARPS DISPOS	QUARTERLY CHARGES & DISPOSAL	172884	1,399.05
01-003102 ROLL OFFS USA OF AMERIC						
	I-0042896-IN	405-029-554.50-79	DUMPSTERS	4-4 YD DUMPSTERS	172870	1,820.00
	I-0042995-IN	405-029-554.50-79	DUMPSTERS	2-3 YD DUMPSTERS, 50 CASTERS	172870	1,907.00
	I-0043022-IN	405-029-554.50-79	DUMPSTERS	4-2 YD DUMPSTERS	172870	1,980.00
01-003490 WILLIAMS REFUSE EQUIPME						
	I-4609	405-029-554.50-83	POLYCARTS	20 POLYCART WHEELS & 50 LIDS	172913	1,533.34
01-004272 FASTENAL						
	I-OKDUR76147	405-029-554.70-74	SAFETY EQUIPM	SAFETY ITEMS	172762	62.00

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 029 COLLECTION - SOLID WASTE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION		CHECK#	AMOUNT
01-004980	DOUGLASS DISTRIBUTING						
		I-JULY 2018	405-029-554.50-52	FUEL	SW COLLECTION	172747	7,885.46
01-005168	CASTEEL'S TIRE (CALERA)						
		I-1-GS63471	405-029-554.50-63	VEHICLE MAINT	4-TIRES #10	172718	1,318.20
		I-1-GS63555	405-029-554.50-63	VEHICLE MAINT	FRONT TIRES #10	172718	1,029.00
01-005813	TEXOMA ENGRAVING, LLC						
		I-9663	405-029-554.50-54	UNIFORMS	6-SHIRTS WITH LOGO	172887	288.00

DEPARTMENT 029 COLLECTION - SOLID WASTE TOTAL: 26,560.60

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 030 UTILITY GENERAL ADMIN. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000944	CRAWFORD & ASSOCIATES P					
		I-11612	405-030-555.20-21	PRORATED AUDI AUDIT CONSULTING & PREPARATION	172737	884.29
01-005934	RED RIVER TAX AGENCY					
		I-0013	405-030-555.70-79	CDL RENEWAL F EMPLOYEE CDL RENEWALS	172867	75.50
01-006003	CHERRY CLEANING SOLUTIO					
		I-1576	405-030-555.30-48	JANITORIAL SE JANITORIAL CLEANING	172725	398.15
				DEPARTMENT 030 UTILITY GENERAL ADMIN. TOTAL:		1,357.94

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 031 "LAKE DURANT" BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION		CHECK#	AMOUNT
01-000445	BEMAC SUPPLY						
		I-S2088429.001	405-031-552.50-58	BUILDING AND	MIXING CARTRIDGES FOR BATHROOM	172705	113.58
01-001671	SOUTHEASTERN ELECTRIC						
		I-JULY 2018	405-031-552.30-33	UTILITIES	LAKE GATE TRAILER 16370-003	172879	152.34
		I-JULY 2018	405-031-552.30-33	UTILITIES	LAKE 16370-004	172879	323.11
		I-JULY 2018	405-031-552.30-33	UTILITIES	LAKE PICNIC AREA 16370-006	172879	41.12
		I-JULY 2018	405-031-552.30-33	UTILITIES	LAKE CG WATER TOWER 16370-010	172879	139.91
		I-JULY 2018	405-031-552.30-33	UTILITIES	LAKE RV PADS 16370-012	172879	312.05
01-003189	BRYAN CO RWD #2						
		I-JULY 2018	405-031-552.30-33	UTILITIES	LAKE DURANT ACCT #1833	172711	90.35
		I-JULY 2018	405-031-552.30-33	UTILITIES	WARD ACCT #1834	172711	51.45
01-003402	MICHAEL WARD						
		I-970198	405-031-552.30-51	CONTRACT LABO	JULY CONTRACTOR FEES	172908	1,520.85
01-004980	DOUGLASS DISTRIBUTING						
		I-JULY 2018	405-031-552.50-52	FUEL	LAKE DURANT	172747	13.62

DEPARTMENT 031 "LAKE DURANT" TOTAL: 2,758.38

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 049 DISPOSAL - SOLID WASTE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000263 GRAINGER INC					
	I-9860864082	405-049-554.50-61	MINOR TOOLS A 1 1/2 FIREHOSE NOZZLE	172781	435.20
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-260030	405-049-554.70-59	LANDFILL EQUI HYDRAULIC LINE #38	172802	306.35
	I-260389	405-049-554.50-61	MINOR TOOLS A 2-AIR HOSES FOR THE SHOP	172802	186.90
	I-260458	405-049-554.50-58	BUILDING AND A/C COIL CLEANER	172802	37.10
	I-261011	405-049-554.50-82	COMPACTORS HYDRAULIC HOSE-WESTSIDE COMP.	172802	241.18
	I-261052	405-049-554.50-82	COMPACTORS EASTSIDE COMP HOSE FITTING	172802	9.96
	I-261153	405-049-554.50-65	OILS & LUBRIC OIL STABILIZER	172802	30.95
	I-261302	405-049-554.50-65	OILS & LUBRIC HYDRAULIC FLUID	172802	223.60
	I-261618	405-049-554.70-59	LANDFILL EQUI FUEL FILTER #8	172802	45.12
	I-262153	405-049-554.50-82	COMPACTORS HYDRAULIC HOSE FOR MCD'S	172802	41.40
	I-262316	405-049-554.50-82	COMPACTORS HYDRAULIC HOSE #C23	172802	45.01
01-000445 BEMAC SUPPLY					
	I-S2088918.001	405-049-554.70-59	LANDFILL EQUI 1 1/2 INCH BALL VALVE	172705	31.15
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018- 35948058	405-049-554.30-33	UTILITIES LANDFILL	172831	782.77
01-000484 PRICE'S PRINTING					
	I-56246	405-049-554.50-51	OFFICE SUPPLI KENNY COOPER BUSINESS CARDS	172859	29.00
01-000540 AT&T					
	I-07/2018-7608 1	405-049-554.30-31	PHONE & TELEC LANDFILL	172699	0.00
01-000624 CINTAS CORP					
	I-618819059	405-049-554.50-54	UNIFORMS UNIFORMS	172727	117.19
	I-618819704	405-049-554.50-54	UNIFORMS UNIFORMS	172727	117.19
	I-618820372	405-049-554.50-54	UNIFORMS UNIFORMS	172727	117.19
	I-618821030	405-049-554.50-54	UNIFORMS UNIFORMS	172727	117.19
01-000751 MCGEE COMPANY					
	I-40211421-00	405-049-554.70-59	LANDFILL EQUI PATCHES, BUFFING WHEEL, GLUE	172820	170.02
01-000816 PUSH & PULL POWER					
	I-12124	405-049-554.70-59	LANDFILL EQUI REBUILD HYDRAULIC #68	172860	750.00
01-001680 CAROLINA SOFTWARE					
	I-68491	405-049-554.50-49	COMPUTER SOFT WASTEWORKS SUPPORT	172717	200.00
01-001884 TEXOMA JANITORIAL SUPPL					
	I-7760	405-049-554.50-62	JANITORIAL SU TOILET PAPER, TOWELS, CUPS	172888	222.70
	I-7809	405-049-554.50-62	JANITORIAL SU 2-MOP HANDLES, 4 MOP HEADS	172888	51.90
01-002010 DAVIS FLEET PARTS					
	I-664025	405-049-554.70-59	LANDFILL EQUI LANDFILL - AIR LINES #82	172742	49.12
	I-664367	405-049-554.70-59	LANDFILL EQUI CLUTCH FAN BEARING ASSEM #39	172742	1,259.57

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 049 DISPOSAL - SOLID WASTE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002010 DAVIS FLEET PARTS continued					
	I-664595	405-049-554.70-59	LANDFILL EQUI PTO #33	172742	488.79
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	405-049-554.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39
01-002961 SOUTHERN OK REGIONAL DI					
	I-0000682726	405-049-554.30-44	SOLID WASTE D DISPOSAL FEES FOR FY 18/19	172878	38,504.98
01-004143 TOUCHTONE COMMUNICATION					
	I-194147	405-049-554.30-31	PHONE & TELEC LANDFILL	172895	1.31
01-004203 MCCRAW'S OIL & PROPANE					
	I-188298	405-049-554.50-65	OILS & LUBRIC 250 GALLONS HYDRAULIC OIL	172819	1,375.00
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	405-049-554.50-52	FUEL LANDFILL/SW DISP	172747	530.31
	I-JULY 2018 LANDFILL	405-049-554.50-52	FUEL LANDFILL DIESEL	172747	6,792.44
01-005070 G & K PRINTING COMPANY					
	I-07.30.18	405-049-554.50-53	PUBLICATIONS LANDFILL TICKETS	172774	385.00
01-005073 GRAHAM TRUCK TIRE CENTE					
	I-506484	405-049-554.70-59	LANDFILL EQUI RECAP TRAILER TIRES	172780	2,252.10
01-005437 YELLOWHOUSE MACHINERY C					
	I-341891	405-049-554.70-59	LANDFILL EQUI WATER PUMP REBUILD KIT #790	172915	305.51
	I-350547	405-049-554.70-59	LANDFILL EQUI PINS, BUSHINGS FOR JD BACKHOE	172915	3,255.66

DEPARTMENT 049 DISPOSAL - SOLID WASTE TOTAL: 59,809.25

FUND 405 DURANT UTILITIES AUTH. TOTAL: 200,237.02

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 500 MULTI-SPORTS COMPLEX
DEPARTMENT: 011 DURANT MULTI-SPORTS CMPLX BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000309 US CELLULAR					
	I-0258142131	500-011-535.30-31	PHONE & TELEC DMSC 580-775-2390	172900	12.22
01-000328 JIMMIE'S AUTO SUPPLY LL					
	I-260521	500-011-535.50-72	TRACTOR MAINT BATTERY FOR JD MOWER	172802	93.99
	I-262890	500-011-535.50-63	VEHICLE MAINT BATTERY, WIPER BLADES	172802	106.09
01-000450 OKLAHOMA GAS AND ELECTR					
	I-07/2018- 35948058	500-011-535.30-33	UTILITIES EXP MULTI-SPORTS	172831	1,749.33
01-000540 AT&T					
	I-07/2018-7608 1	500-011-535.30-31	PHONE & TELEC DMSC	172699	111.77
01-000624 CINTAS CORP					
	I-618819055	500-011-535.50-54	UNIFORMS UNIFORMS	172727	33.59
	I-618819700	500-011-535.50-54	UNIFORMS UNIFORMS	172727	33.59
	I-618820368	500-011-535.50-54	UNIFORMS UNIFORMS	172727	33.59
	I-618821026	500-011-535.50-54	UNIFORMS UNIFORMS	172727	33.59
01-000944 CRAWFORD & ASSOCIATES P					
	I-11612	500-011-535.20-21	PRORATED AUDI AUDIT CONSULTING & PREPARATION	172737	30.97
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	500-011-535.50-58	BUILDING & GR PEST CONTROL SERVICES	172693	300.39
01-002831 BLACKBURN PLUMBING					
	I-P070918.24	500-011-535.50-58	BUILDING & GR PORTABLE TOILETS	172707	130.00
01-004980 DOUGLASS DISTRIBUTING					
	I-JULY 2018	500-011-535.50-52	FUEL DMSC	172747	64.78
01-005789 BLUE RIVER VENTURES, IN					
	I-BC26875	500-011-535.50-69	OTHER EQUIP P REAR TYNE TILLER	172708	838.00
01-005947 CORE & MAIN LP					
	I-J063221	500-011-535.50-58	BUILDING & GR WATER VALVE FOR FOOTBALL FIELD	172735	640.40

DEPARTMENT 011 DURANT MULTI-SPORTS CMPLXTOTAL: 4,212.30

FUND 500 MULTI-SPORTS COMPLEX TOTAL: 4,212.30

PACKET: 09214 AP JULY CLAIMS 08/15/18
VENDOR SET: 01
FUND : 610 CEMETERY OPERATIONS FUND
DEPARTMENT: 050 HIGHLAND CEMETERY BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000540 AT&T					
	I-07/2018-7608 1	610-050-572.30-31	PHONE & TELEC CEMETERY	172699	0.00
01-001263 LYNCH LAWN & LANDSCAPE					
	I-6763	610-050-572.30-51	MOWING CONTRA (15) MOWINGS HIGHLAND CEMETERY	172817	11,835.00
01-001671 SOUTHEASTERN ELECTRIC					
	I-JULY 2018	610-050-572.30-33	UTILITIES CMTRY SEC. LIGHT 16370-007	172879	8.99
01-002043 ADVANTECH PEST SERVICES					
	I-07.03.18	610-050-572.50-58	BUILDING AND PEST CONTROL SERVICES	172693	300.39
01-005321 BLAKE GOODE & FANNIN BA					
	I-JULY 2018 PIONEER	610-050-572.30-51	MOWING CONTRA (13) MOWINGS PIONEER CEMETERY	172777	850.00
			DEPARTMENT 050 HIGHLAND CEMETERY TOTAL:		12,994.38

FUND 610 CEMETERY OPERATIONS FUND TOTAL: 12,994.38

REPORT GRAND TOTAL: 1,325,078.48

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2017-2018	001-001-513.30-32	FREIGHT & POSTAGE	31.30	500	31.32				
	001-001-513.50-51	OFFICE SUPPLIES	69.20	4,000	756.93				
	001-001-513.70-72	TRAINING AND TRAVEL	2,796.51	5,000	2,070.48-	Y			
	001-001-513.70-77	MISC. MEETING EXPENSES	42.47	1,000	637.53				
	001-005-521.50-51	OFFICE SUPPLIES	24.97	7,500	3,382.42				
	001-005-521.50-54	UNIFORMS	386.55	20,000	7,908.11				
	001-005-521.50-62	JANITORAL SUPPLIES	60.94	5,000	2,108.41				
	001-005-521.50-63	VEHICLE MAINTENANCE	1,110.00	60,000	7,702.66-	Y			
	001-005-521.50-69	OTHER EQUIP PARTS & MAINT	980.00	25,000	3,660.68				
	001-006-523.50-58	BUILDING MAINTENANCE	22.19	1,500	803.78				
	001-008-522.50-63	VEHICLE MAINTENANCE	961.56	20,000	2,911.20				
	001-009-532.50-61	MINOR TOOLS AND EQUIPMENT	33.21	5,000	2,175.59				
	001-009-532.50-69	OTHER EQUIP PARTS & MAINT.	59.99	7,000	804.84				
	001-009-532.50-83	HORTICULTURAL SUPPLIES	159.76	1,000	840.24				
	001-012-536.50-81	POOL CONCESSION	284.00	5,965	48.60				
	001-013-512.30-78	MC BAD DEBT COLLECTION FE	1,023.00	20,000	105.00				
	001-013-512.70-72	TRAINING & TRAVEL	2,576.51	3,000	48.78-	Y			
	001-014-525.30-39	LEGAL PUBLICATIONS REIMB	409.70	4,000	1,415.29				
	001-014-525.70-85	MEETING EXPENSES	121.85	150	0.00				
	001-015-571.30-31	PHONE & TELECOMMUNICATION	339.00	5,000	310.36-	Y			
	001-015-571.50-32	POSTAGE & FREIGHT	15.99	2,500	1,000.00				
	001-015-571.50-56	BOOKS AND PUBLICATIONS	389.28	50,000	4,175.11				
	001-015-571.70-51	OK LITERACY COALITION GRAN	952.50	1,000	47.50				
	001-016-541.30-51	CONTRACT LABOR	744.00	30,000	4,472.62				
	001-016-541.50-69	OTHER EQUIP PARTS & MAINT	160.00	15,000	2,519.67				
	001-016-541.50-95	PAVING MAINTENANCE	1,181.87	60,000	12,451.67-	Y			
	001-018-519.50-49	COMPUTER SOFTWARE & ACCES.	578.98	6,450	107.17-	Y			
	001-018-519.50-51	OFFICE SUPPLIES	106.03	1,500	379.09				
	001-018-519.50-54	UNIFORMS	724.70	2,000	449.96				
	001-018-519.50-57	MMBRSHIP/LCNSE/CRTFCATION/	100.00	1,000	636.00				
	001-018-519.50-58	BUILDING AND MAINTENANCE	369.76	5,000	900.77-	Y			
	001-018-519.50-61	MINOR TOOLS & EQUIP	1,020.67	9,896	8,402.82-	Y			
	001-018-519.50-63	VEHICLE MAINT	1,933.96	5,000	494.39-	Y			
	001-018-519.70-74	SAFETY EQUIPMENT	2,506.74	4,000	89.26				
	001-019-569.20-24	EMPL. PHYSICALS & DRUG TES	368.94	5,000	5,868.00-	Y			
	001-019-569.30-38	ADVERTISING- GEN FUND	752.54	6,000	1,220.28				
	001-019-569.30-70	MUNICIPAL ELECTION EXP.	676.50	6,000	5,065.90				
	001-019-569.50-58	BUILDING MAINT. & SUPPLIES	1,505.00	15,000	9,205.86-	Y			
	001-019-569.50-62	JANITORIAL SUPPLIES	201.56	3,000	77.19				
	001-019-569.50-65	OTHER SUPPLIES, EQUIP & SE	334.02	2,500	1,970.98				
	001-019-569.70-23	COUNCIL MEMBER RELATED EXP	86.31	2,500	1,950.55				
	001-019-569.70-65	BIG FIVE TRANSPORTION SERV	3,750.00	15,000	0.00				
	010-020-560.30-31	PHONE & TELECOMMUNICATIONS	189.00	3,300	65.40				
	010-020-560.50-65	NETWORK EQUIPMENT & MAINT	903.38	11,000	342.63				
	010-020-560.50-69	OTHER EQUIP PARTS & MAINT	450.94	12,000	7,193.92				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	OVER BUDG
	010-020-560.50-70	PHOTOCOPY PAPER	239.90	3,000	1,181.33				
	010-020-560.80-03	NETWORK HARDWARE UPGRADE	689.13	8,500	629.46-	Y			
	015-009-532.62-16	FY17 L&W GRANT EXP CA PARK	196.05	251,900	119,272.81				
	015-019-569.61-56	FY17 S.9TH ARTS DIST.NEA G	14,059.01	75,000	0.00				
	015-505-555.61-24	FY17 LANDFILL BLDG CONSTRU	703.59	8,800	3,640.40		46,840	41,680.40	
	101-007-527.30-53	COMMUNICATION SERVICE FEES	700.00	40,000	2,721.24				
	206-065-503.30-51	CONTRACT LABOR	9,495.00	23,000	9,037.85-	Y			
	206-065-503.50-58	TERMINAL BLDG. MAINTENANCE	1,025.00	4,000	3,998.78-	Y			
	206-065-503.50-69	EQUIPMENT & GROUNDS MAINT.	1,765.00	15,000	2,800.53				
	405-024-565.50-57	MMBRSHIP/LCNSE/CRTFCATION/	46.00	600	323.00				
	405-025-550.30-58	BAD DEBT COLLECTION FEES	86.56	12,000	4,827.21				
	405-026-551.50-57	MMBRSHIP/LCNSE/CRTFCATION/	598.00	500	1,856.80-	Y			
	405-026-551.50-61	MINOR TOOLS AND EQUIPMENT	555.69	5,000	648.03-	Y			
	405-026-551.70-74	SAFETY EQUIPMENT	323.17	5,000	2,578.05				
	405-027-552.50-53	CHEMICALS, DRUGS, AND LAB	2,941.98	325,000	52,215.29				
	405-028-553.50-69	OTHER EQUIP PARTS & MAINT	1,580.53	80,000	38,271.77-	Y			
	405-029-554.50-63	VEHICLE MAINTENANCE	5,342.83	60,000	1,392.59-	Y			
	405-049-554.70-59	LANDFILL EQUIP. REPAIR	305.51	145,000	9,329.92				
	** 2017-2018 YEAR TOTALS **		72,148.33						
2018-2019	001-000-325.20-00	CONSTRUCTION PE*NON-EXPENS	154.00	225,000-	212,659.00-				
	001-001-513.30-31	PHONE & TELECOMMUNICATION	204.07	2,220	2,015.93				
	001-001-513.50-51	OFFICE SUPPLIES	273.43	3,000	2,587.67				
	001-001-513.50-57	MMBRSHIP/LCNSE/CRTFCATION/	840.00	4,500	3,120.00				
	001-001-513.70-72	TRAINING AND TRAVEL	89.00	9,000	8,127.00				
	001-002-514.30-31	PHONE & TELECOMMUNICATION	79.26	700	520.74				
	001-003-515.30-31	PHONE & TELECOMMUNICATION	0.80	40	39.20				
	001-003-515.30-51	CONTRACT LABOR	23,488.78	0	28,055.66-	Y			
	001-004-516.30-77	INTERNAL LEGAL SVCS	6,335.00	90,000	83,665.00				
	001-005-521.30-31	PHONE & TELECOMMUNICATION	604.87	10,000	9,395.13				
	001-005-521.30-33	UTILITIES	2,724.24	30,000	27,275.76				
	001-005-521.30-48	JANITORIAL SERVICES CONTRA	1,398.28	26,130	183.49-	Y			
	001-005-521.30-54	PD VEHICLE GPS HARDWARE &	634.50	13,450	1,875.15				
	001-005-521.30-78	LABOR UNION CONTRACT LEGAL	122.50	10,000	9,877.50				
	001-005-521.50-52	FUEL	7,497.99	69,000	61,172.51				
	001-005-521.50-57	MMBRSHIP/LCNSE/CRTFCATION/	1,463.00	3,500	2,037.00				
	001-005-521.50-58	BUILDING MAINTENANCE	1,129.66	10,000	7,202.06				
	001-005-521.50-62	JANITORAL SUPPLIES	1,024.11	5,000	4,017.16				
	001-005-521.50-63	VEHICLE MAINTENANCE	2,289.73	60,000	57,698.11				
	001-005-521.50-69	OTHER EQUIP PARTS & MAINT	715.74	25,000	24,116.97				
	001-005-521.50-74	(D) DRUG DOG, EQUIP., SUPP	27.50	2,000	1,719.00				
	001-005-521.50-80	FORENSIC EQUIPMENT	1,500.00	2,000	183.90				
	001-005-521.70-72	TRAINING AND TRAVEL	1,026.00	25,000	21,032.00				
	001-005-521.70-81	BRYAN CO. JAIL PAYMENT	7,000.00	80,000	11,159.00				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	001-006-523.30-15	VETERINARY SERVICES	40.00	1,000	722.00				
	001-006-523.50-52	FUEL	385.11	6,000	5,614.89				
	001-006-523.50-58	BUILDING MAINTENANCE	80.30	1,500	1,513.70				
	001-006-523.50-63	VEHICLE MAINTENANCE	7.02	1,000	1,090.00				
	001-006-523.50-69	OTHER EQUIP PARTS & MAINT	318.90	2,000	1,352.85				
	001-007-517.50-51	OFFICE SUPPLIES	125.28	0	94.58				
	001-008-522.30-31	PHONE & TELECOMMUNICATION	209.43	4,500	4,290.57				
	001-008-522.30-33	UTILITIES	2,760.57	26,000	23,239.43				
	001-008-522.30-48	JANITORIAL SERVICES CONTRA	263.93	1,260	3,706.70-	Y			
	001-008-522.50-52	FUEL	1,498.64	17,500	15,906.89				
	001-008-522.50-57	MMBRSHIP/LCNSE/CRTFCATION/	180.00	3,000	2,680.00				
	001-008-522.50-58	BUILDING AND MAINTENANCE	1,639.26	12,000	9,742.97				
	001-008-522.50-61	MINOR TOOLS AND EQUIPMENT	580.04	35,000	34,472.61				
	001-008-522.50-62	JANITORAL SUPPLIES	486.22	6,000	5,955.07				
	001-008-522.50-63	VEHICLE MAINTENANCE	80.00	20,000	19,548.52				
	001-008-522.50-68	SAFETY CLOTHING	121.80	15,000	12,433.60				
	001-008-522.70-80	PAGERS & RADIOS	1,879.50	6,000	4,360.50				
	001-009-532.30-31	PHONE & TELECOMMUNICATION	129.33	1,900	1,770.67				
	001-009-532.30-33	UTILITIES	3,386.97	20,000	16,613.03				
	001-009-532.30-65	MOWING CONTRACTS	24,668.81	163,740	71,793.94				
	001-009-532.50-52	FUEL	2,500.86	20,000	17,499.14				
	001-009-532.50-54	UNIFORMS	352.60	5,700	4,200.00				
	001-009-532.50-58	BUILDING AND MAINTENANCE	300.39	6,000	7,102.34				
	001-009-532.50-61	MINOR TOOLS AND EQUIPMENT	171.64	5,000	4,994.41				
	001-009-532.50-63	VEHICLE MAINTENANCE	154.99	5,000	4,960.01				
	001-009-532.50-66	IRRIGATION SUPPLIES	1.79	3,500	3,498.21				
	001-009-532.50-68	TRACTOR & MOWER MAINTENANC	1,022.53	25,000	23,315.47				
	001-009-532.50-69	OTHER EQUIP PARTS & MAINT.	855.48	8,000	7,092.88				
	001-009-532.70-74	SAFETY EQUIPMENT	185.23	1,000	814.77				
	001-012-536.30-31	PHONE & TELECOMMUNICATION	84.84	1,000	915.16				
	001-012-536.30-33	UTILITIES	17.29	3,000	2,982.71				
	001-012-536.50-53	CHEMICALS, DRUGS, AND LAB	4,056.58	18,000	13,871.42				
	001-012-536.50-58	BUILDING AND MAINTENANCE	127.05	6,000	5,872.95				
	001-012-536.50-62	JANITORIAL SUPPLIES	238.35	500	261.65				
	001-012-536.50-81	POOL CONCESSION	1,171.56	5,500	4,587.38				
	001-013-512.30-37	MUNICIPAL JUDGE SERVICES	3,125.00	30,000	2,100.00				
	001-013-512.30-78	MC BAD DEBT COLLECTION FE	1,067.74	18,000	6,919.25				
	001-013-512.30-79	DIGITICKET SERVICE AGREEME	595.00	25,500	1,289.00				
	001-014-525.20-55	NUISANCE ABATEMENT SERVICE	1,000.00	50,000	49,000.00				
	001-014-525.30-31	PHONE & TELECOMMUNICATION	14.00	400	352.45				
	001-014-525.30-51	GENERAL CONTRACT LABOR	18,670.33	211,942	6,601.96-	Y			
	001-014-525.50-51	OFFICE SUPPLIES	290.00	1,500	860.92				
	001-014-525.50-52	FUEL	160.26	1,500	1,339.74				
	001-015-571.30-31	PHONE & TELECOMMUNICATION	407.56	4,800	4,019.89				
	001-015-571.30-33	UTILITIES	3,956.20	8,000	4,043.80				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	001-015-571.30-51	GENERAL CONTRACT LABOR	989.77	6,000	5,411.23				
	001-015-571.50-51	OFFICE SUPPLIES	36.85	10,000	8,957.82				
	001-015-571.50-56	BOOKS AND PUBLICATIONS	5,521.85	50,000	30,793.85				
	001-015-571.50-58	BUILDING AND MAINTENANCE	961.47	20,000	12,599.17				
	001-015-571.50-61	MINOR TOOLS AND EQUIPMENT	576.00	2,500	1,639.00				
	001-015-571.50-98	REFERENCE MATERIALS	300.00	1,800	1,500.00				
	001-015-571.50-99	HUMANITIES PROGRAMS	375.00	2,800	2,815.25				
	001-015-571.70-72	TRAINING AND TRAVEL	28.08	4,500	4,476.02				
	001-016-541.30-31	PHONE & TELECOMMUNICATION	62.10	800	737.90				
	001-016-541.30-51	CONTRACT LABOR	2,604.00	30,000	15,120.00				
	001-016-541.50-49	COMPUTER SOFTWARE & ACCES.	1,800.00	3,600	1,800.00				
	001-016-541.50-51	OFFICE SUPPLIES	74.91	400	250.00				
	001-016-541.50-52	FUEL	4,896.98	52,000	47,103.02				
	001-016-541.50-54	UNIFORMS	459.60	8,200	5,867.00				
	001-016-541.50-58	BUILDING AND MAINTENANCE	420.39	1,000	579.61				
	001-016-541.50-61	MINOR TOOLS AND EQUIPMENT	894.24	7,000	5,992.00				
	001-016-541.50-63	VEHICLE MAINTENANCE	3,297.23	45,000	42,528.37				
	001-016-541.50-67	SIGNS	154.34	15,000	9,768.12				
	001-016-541.50-69	OTHER EQUIP PARTS & MAINT	1,168.88	15,000	14,868.36				
	001-016-541.50-73	SIGNAL LIGHT MAINTENANCE	140.00	32,000	31,584.00				
	001-016-541.50-95	PAVING MAINTENANCE	2,896.75	60,000	30,719.47				
	001-016-541.50-96	PAVEMENT MARKING MATERIALS	820.00	5,000	3,433.61				
	001-016-541.70-74	SAFETY EQUIPMENT	63.89	3,500	3,400.80				
	001-018-519.30-31	PHONE & TELECOMMUNICATION	571.07	5,000	4,428.93				
	001-018-519.30-33	UTILITIES	406.62	12,000	11,593.38				
	001-018-519.50-51	OFFICE SUPPLIES	57.20	1,500	1,292.80				
	001-018-519.50-52	FUEL	359.11	5,000	4,640.89				
	001-018-519.50-58	BUILDING AND MAINTENANCE	340.51	6,000	5,162.10				
	001-018-519.50-62	JANITORAL SUPPLIES	516.55	2,000	1,953.51				
	001-018-519.50-70	NEW SIREN MAINT	1,984.07	10,000	7,386.83				
	001-018-519.70-72	TRAINING AND TRAVEL	136.50	4,000	3,863.50				
	001-019-569.20-21	PRORATED AUDIT & FIN. CONS	1,041.06	44,831	12,075.46				
	001-019-569.30-31	PHONE SERVICE - COMMON COS	1,923.19	22,000	20,076.81				
	001-019-569.30-33	UTILITIES	20,822.81	240,000	219,177.19				
	001-019-569.30-41	PEST CONTROL SERVICES	300.39	1,000	699.61				
	001-019-569.30-48	JANITORIAL SERVICES CONTRA	1,323.03	18,500	6,397.44-	Y			
	001-019-569.30-69	MUNICIPAL CODE UPDATE	10.00	5,000	3,484.00				
	001-019-569.30-70	MUNICIPAL ELECTION EXP.	1,394.40	6,000	4,605.60				
	001-019-569.50-52	GENERAL GOV COMMON FUEL CO	3.13	200	333.80				
	001-019-569.50-58	BUILDING MAINT. & SUPPLIES	428.12	15,000	14,003.13				
	001-019-569.50-62	JANITORIAL SUPPLIES	169.80	3,000	3,325.35				
	001-019-569.70-05	ASSOCIATION MEMBERSHIPS	23,196.94	25,000	2,067.59				
	001-019-569.70-22	COUNCIL MEMBER COMPENSATIO	750.00	12,000	3,200.00				
	001-019-569.70-45	MAIN STREET PROGRAM MATCH	8,000.00	30,000	8,000.00-	Y			
	001-019-569.70-60	UBCC FEES DUE TO STATE OF	136.00	2,500	2,364.00				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	001-019-569.70-61	C.L.E.E.T. LAW ENF. TRAINI	1,798.47	2,500	1,313.90				
	001-021-541.30-31	PHONE & TELECOMMUNICATION	17.89	100	82.11				
	001-021-541.50-52	FUEL	160.04	2,200	2,039.96				
	001-021-541.50-54	UNIFORMS	180.88	4,500	3,500.00				
	001-021-541.50-58	BUILDING AND MAINTENANCE	1,741.90	7,000	5,330.62				
	001-021-541.50-61	MINOR TOOLS AND EQUIPMENT	10.35	6,000	6,699.27				
	001-021-541.50-62	JANITORIAL SUPPLIES	437.50	1,200	762.50				
	001-021-541.50-63	VEHICLE MAINTENANCE	357.34	3,500	3,142.66				
	001-021-541.50-71	OIL AND LUBRICANTS	1,864.83	40,000	39,575.68				
	001-023-592.30-33	UTILITIES	1,448.45	15,000	13,551.55				
	001-023-592.50-58	BUILDING AND MAINTENANCE	453.99	7,000	6,098.98				
	010-020-560.10-25	VEHICLE & CELL PHONE ALLOW	40.01	4,471	4,071.19				
	010-020-560.30-31	PHONE & TELECOMMUNICATIONS	155.75	3,300	3,144.25				
	010-020-560.30-35	COPIER LEASE & USE FEES	1,070.80	32,000	16.26-	Y			
	010-020-560.30-40	INTERNET SERVICE / GMAIL	1,122.50	17,500	17,315.00				
	010-020-560.30-60	MASS NOTIFICATION SYSTEM	5,512.51	5,250	262.51-	Y			
	010-020-560.30-88	VYVE SRVC AGRMT FIBER OPTI	1,548.93	28,800	34,151.07				
	010-020-560.30-89	WEBSITE SERVICES	10,870.75	20,000	9,129.25				
	010-020-560.50-49	NETWORK PRINTER SUPPLIES	445.62	9,000	8,951.21				
	010-020-560.70-72	TRAINING & TRAVEL	227.68	5,000	5,052.08				
	010-020-560.80-03	NETWORK HARDWARE UPGRADE	0.00	8,500	9,630.55				
	015-009-532.62-16	FY17 L&W GRANT EXP CA PARK	425.13	0	381.25				
	015-019-569.85-61	FY14 OLD COUNTRY CLUB PROP	6,000.18	12,001	6,000.82				
	015-019-569.85-62	FY14 STREET DUMP TRUCKS (2	4,837.07	43,535	38,697.93				
	015-019-569.85-63	FY15 (4) PD TAHOES/ W EQUI	2,866.86	34,403	31,536.14				
	015-019-569.85-65	FY17 SWC TRUCKS PKG. DEBT	6,607.44	79,290	72,682.56				
	015-019-569.85-67	FY17 SWC MACK SIDELOAD TRU	4,978.45	59,742	54,763.55				
	015-019-569.85-68	FY17 SWC 2-FORD F-350 TRCU	1,534.63	18,416	16,881.37				
	015-019-569.85-69	FY17 SWC 2016 MACK ROLLOFF	3,252.45	39,030	35,777.55				
	015-021-541.61-61	MINOR TOOLS AND EQUIPMENT	3,995.00	0	3,995.00-	Y			
	015-065-503.80-35	ENGINEERING RUNWAY 17-35 E	293,424.00	0	328,550.00-	Y			
	015-065-503.80-50	FY16 ENGINEERING R17-35 RE	67,624.20	0	119,835.00-	Y			
	020-017-537.20-21	AUDIT FEES (PRORATED)	387.53	16,690	3,921.24				
	020-017-537.30-15	OFFICE SPACE RENT	1,225.00	14,700	14,860.00				
	020-017-537.30-31	PHONE & TELECOMMUNICATION	55.95	900	844.05				
	020-017-537.30-51	CONTRACT LABOR	3,623.75	20,000	0.00				
	020-017-537.50-50	PHOTOCOPIES	160.00	2,200	2,040.00				
	020-017-537.50-62	JANITORIAL SERVICES	30.00	360	330.00				
	020-067-596.66-11	CMP - CDBG LOAN PMT. EXP.	1,250.00	15,000	13,750.00				
	020-067-596.66-12	BL - CDBG LOAN PMT. EXP.	2,083.34	25,000	22,916.66				
	020-067-596.66-13	CG - CDBG LOAN PMT. EXP.	1,666.67	20,000	18,333.33				
	020-067-596.66-15	EB - CDBG LOAN PMT. EXP.	354.17	4,250	3,895.83				
	020-067-596.66-17	ES - CDBG LOAN PMT. EXP.	1,666.48	20,000	18,333.52				
	020-067-596.68-01	CG LAND ACQUISITION COSTS	4,815.21	57,783	52,967.79				
	020-067-596.72-01	HICKORY TIF PROJECT	17,754.29	35,000	17,245.71				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	101-007-527.20-21	PRORATED AUDIT FEES	38.99	1,678	448.61				
	101-007-527.30-31	PHONE & TELECOMMUNICATION	3,334.69	45,600	42,265.31				
	101-007-527.30-33	UTILITIES	40.11	750	709.89				
	101-007-527.30-53	COMMUNICATION SERVICE FEES	1,891.75	63,000	51,818.25				
	101-007-527.70-72	TRAINING & TRAVEL EXP	401.92	7,500	6,820.08				
	125-070-518.20-05	LEGAL FEES	210.00	5,000	4,790.00				
	125-070-518.20-21	PRORATED AUDIT FEES	17.36	744	134.30				
	206-065-503.20-21	PRORATED AUDIT FEES	60.63	2,605	727.00				
	206-065-503.30-31	PHONE & TELECOMMUNICATION	350.25	4,000	3,649.75				
	206-065-503.30-33	UTILITIES	2,482.93	24,000	21,517.07				
	206-065-503.30-48	JANITORIAL SERVICES	397.78	3,500	3,985.57-	Y			
	206-065-503.30-51	CONTRACT LABOR	595.00	15,000	14,405.00				
	206-065-503.30-55	AWOS TELECOM & MAINT CONTR	500.00	6,000	2,750.00				
	206-065-503.30-66	OPERATOR'S SHARE IN SALES	11,665.35	144,000	72,000.00				
	206-065-503.50-52	FUEL FOR SERVICE TRUCK	95.43	2,000	1,825.73				
	206-065-503.50-58	TERMINAL BLDG. MAINTENANCE	2,314.46	4,000	830.54				
	206-065-503.50-69	EQUIPMENT & GROUNDS MAINT.	4,885.02	15,000	10,954.27				
	206-065-503.70-84	CREDIT CARD EXPENSE	80.00	15,000	14,920.00				
	206-065-503.70-86	JET FUEL PURCHASES	37,523.62	300,000	262,476.38				
	206-065-503.70-87	AVIATION GASOLINE PURCHASE	28,228.53	150,000	121,771.47				
	206-065-503.80-52	RUNWAY REHAB & EXTENSION	1,437.50	0	1,437.50-	Y			
	206-065-503.90-89	FY16 10 T HANGAR PRNCP PYM	3,334.25	40,843	37,508.75				
	206-065-503.90-90	FY16 10 T HANGAR INT EXPEN	1,159.17	13,079	11,919.83				
	210-000-101.06-03	2009A PRIN. ACT- FBI 1010	22,500.00						
	210-000-101.06-04	2009A INT. ACT- FBI 10106	15,241.25						
	210-000-101.06-09	2009B PRIN. ACT- FBI 10115	7,500.00						
	210-000-101.06-10	2009B INT. ACT- FBI 10116	5,258.23						
	210-000-101.06-12	2010 DCUA PRINCIPAL ACT101	22,500.00						
	210-000-101.06-13	2010 DCUA INTREST ACT FBI1	14,384.58						
	210-000-101.23-03	2012A PRIN. ACT- FBI 10173	77,500.00						
	210-000-101.23-04	2012A INT. ACT.- FBI 10174	6,491.88						
	210-000-101.24-03	2013 PRIN. ACT- FBI 10193	39,166.67						
	210-000-101.24-04	2013 INT. ACT. FBI 10194	2,935.50						
	210-046-528.90-95	INTEREST EXPENSE	12,310.08	140,313	128,002.92				
	210-046-528.90-96	PRINCIPAL PYMTS 2007 US ST	23,333.34	288,334	265,000.66				
	215-078-528.20-21	PRORATED AUDIT FEES	147.43	6,344	1,684.12				
	220-067-596.20-21	PRORATED AUDIT FEES	62.50	2,690	495.08				
	250-134-596.60-01	16CDBG 16753 STREET IMP	3,595.36	116,500	80,627.69				
	315-015-571.50-56	BOOKS, TAPES, VIDEOS	807.50	4,000	2,396.20				
	405-000-361.24-00	TAP FEES: WATER*NON-EXPENS	2,374.80	110,000-	101,236.40-				
	405-024-565.30-31	PHONE & TELECOMMUNICATION	31.06	2,500	2,468.94				
	405-024-565.50-52	FUEL	72.67	750	677.33				
	405-024-565.50-64	GPS FOR PW VEHICLES	758.00	10,000	1,309.60				
	405-025-550.30-31	PHONE & TELECOMMUNICATION	142.57	10,000	9,857.43				
	405-025-550.30-32	FREIGHT & POSTAGE	3,259.16	45,000	41,740.84				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	405-025-550.30-33	UTILITY BILLING SERVICES	860.83	20,000	19,139.17				
	405-025-550.50-51	OFFICE SUPPLIES	9.90	2,500	2,159.13				
	405-025-550.50-54	UNIFORMS	518.85	3,000	2,400.00				
	405-025-550.50-58	BUILDING MAINT. & SUPPLIES	23.66	3,000	2,951.34				
	405-026-551.30-31	PHONE & TELECOMMUNICATION	819.13	9,000	8,180.87				
	405-026-551.50-52	FUEL	2,404.05	20,000	17,595.95				
	405-026-551.50-54	UNIFORMS	329.36	7,000	5,431.26				
	405-026-551.50-58	BUILDING AND MAINTENANCE	300.39	2,000	1,699.61				
	405-026-551.50-63	VEHICLE MAINTENANCE	546.83	10,000	11,802.07				
	405-026-551.50-65	CONCRETE AND AGGREGATE	101.00	10,000	10,319.00				
	405-026-551.50-76	WATER MAIN MAINT & REPAIR	2,061.32	40,000	36,355.25				
	405-026-551.50-77	SEWER MAIN MAINT & REPAIR	1,890.80	20,000	18,109.20				
	405-026-551.50-79	METER MAINT & REPAIR	1,880.00	60,000	60,592.15				
	405-027-552.30-31	PHONE & TELECOMMUNICATION	544.93	2,500	1,955.07				
	405-027-552.30-33	UTILITIES	20,849.40	310,000	289,150.60				
	405-027-552.50-52	FUEL	277.01	3,500	3,222.99				
	405-027-552.50-53	CHEMICALS, DRUGS, AND LAB	36,195.51	310,000	246,077.33				
	405-027-552.50-54	UNIFORMS	425.36	4,500	3,050.00				
	405-027-552.50-58	BUILDING AND MAINTENANCE	438.39	25,000	24,556.62				
	405-027-552.50-69	OTHER EQUIP PARTS & MAINT	551.26	30,000	29,380.01				
	405-027-552.70-74	SAFETY EQUIPMENT	120.00	800	680.00				
	405-028-553.30-31	PHONE & TELECOMMUNICATION	192.26	1,180	987.74				
	405-028-553.30-32	FREIGHT AND POSTAGE	31.63	1,600	1,720.85				
	405-028-553.30-33	UTILITIES	13,571.49	183,000	169,428.51				
	405-028-553.30-36	SLUDGE DISPOSAL	3,600.00	115,000	225.00				
	405-028-553.30-37	METALS TESTING	3,225.00	18,000	14,775.00				
	405-028-553.50-52	FUEL	217.22	3,500	3,282.78				
	405-028-553.50-53	CHEMICALS, DRUGS, AND LAB	2,663.46	77,000	74,609.63				
	405-028-553.50-54	UNIFORMS	320.40	4,500	3,348.31				
	405-028-553.50-58	BUILDING AND MAINTENANCE	340.31	13,500	12,419.39				
	405-028-553.50-69	OTHER EQUIP PARTS & MAINT	145.91	100,000	100,793.91				
	405-028-553.50-76	BIO-MONITORING	1,525.00	5,000	3,475.00				
	405-029-554.30-31	PHONE & TELECOMMUNICATION	18.06	500	481.94				
	405-029-554.50-52	FUEL	7,885.46	90,000	82,114.54				
	405-029-554.50-54	UNIFORMS	1,065.82	16,000	14,380.02				
	405-029-554.50-58	BUILDING AND MAINTENANCE	391.84	4,000	3,699.47				
	405-029-554.50-63	VEHICLE MAINTENANCE	3,011.44	65,000	63,986.36				
	405-029-554.50-79	DUMPSTERS	5,850.76	30,000	22,169.24				
	405-029-554.50-83	POLYCARTS	1,533.34	50,000	37,128.77				
	405-029-554.70-73	SHARPS DISPOSAL PROGRAM	1,399.05	10,000	9,040.00				
	405-029-554.70-74	SAFETY EQUIPMENT	62.00	5,000	4,863.00				
	405-030-555.20-21	PRORATED AUDIT FEES	884.29	38,079	10,399.31				
	405-030-555.30-48	JANITORIAL SERVICES CONTRA	398.15	430	7,062.70-	Y			
	405-030-555.70-79	CDL RENEWAL FEES ALL DEPTS	75.50	1,000	484.00				
	405-031-552.30-33	UTILITIES	1,110.33	12,000	10,889.67				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	405-031-552.30-51	CONTRACT LABOR	1,520.85	18,000	16,479.15		
	405-031-552.50-52	FUEL	13.62	500	486.38		
	405-031-552.50-58	BUILDING AND MAINTENANCE	113.58	4,000	3,755.22		
	405-049-554.30-31	PHONE & TELECOMMUNICATION	1.31	4,000	3,998.69		
	405-049-554.30-33	UTILITIES	782.77	1,000	217.23		
	405-049-554.30-44	SOLID WASTE DISPOSAL FEES	38,504.98	500,000	0.00		
	405-049-554.50-49	COMPUTER SOFTWARE & ACCES.	200.00	1,000	800.00		
	405-049-554.50-51	OFFICE SUPPLIES	29.00	2,000	2,101.35		
	405-049-554.50-52	FUEL	7,322.75	95,000	87,677.25		
	405-049-554.50-53	PUBLICATIONS	385.00	1,800	1,800.00		
	405-049-554.50-54	UNIFORMS	468.76	7,200	5,664.44		
	405-049-554.50-58	BUILDING AND MAINTENANCE	337.49	11,000	10,617.51		
	405-049-554.50-61	MINOR TOOLS AND EQUIPMENT	622.10	2,500	1,966.75		
	405-049-554.50-62	JANITORIAL SUPPLIES	274.60	1,000	852.35		
	405-049-554.50-65	OILS & LUBRICANTS	1,629.55	7,500	6,062.43		
	405-049-554.50-82	COMPACTORS	337.55	25,000	24,407.46		
	405-049-554.70-59	LANDFILL EQUIP. REPAIR	8,607.88	100,000	90,310.28		
	500-011-535.20-21	PRORATED AUDIT FEES	30.97	1,339	352.84		
	500-011-535.30-31	PHONE & TELECOMMUNICATIONS	123.99	2,500	2,376.01		
	500-011-535.30-33	UTILITIES EXPENSE	1,749.33	18,000	16,250.67		
	500-011-535.50-52	FUEL	64.78	2,500	2,435.22		
	500-011-535.50-54	UNIFORMS	134.36	3,300	2,700.00		
	500-011-535.50-58	BUILDING & GROUNDS MAINTEN	1,070.79	20,000	20,435.97		
	500-011-535.50-63	VEHICLE MAINTENANCE	106.09	1,000	1,203.91		
	500-011-535.50-69	OTHER EQUIP PARTS & MAINT	838.00	4,000	3,234.57		
	500-011-535.50-72	TRACTOR MAINT	93.99	5,000	6,193.93		
	610-050-572.30-31	PHONE & TELECOMMUNICATION	0.00	5,000	5,000.00		
	610-050-572.30-33	UTILITIES	8.99	150	141.01		
	610-050-572.30-51	MOWING CONTRACTS	12,685.00	99,780	37,842.50		
	610-050-572.50-58	BUILDING AND MAINTENANCE	300.39	900	813.64		
	** 2018-2019 YEAR TOTALS **		1,252,930.15				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
001	NON-DEPARTMENTAL	154.00
001-001	CITY ADMINISTRATION	4,345.98
001-002	CITY CLERK DEPARTMENT	79.26
001-003	CITY TREASURER DEPT.	23,489.58
001-004	LEGAL SERVICES-ATTORNEY	6,335.00

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
001-005	POLICE - LAW ENFORCEMENT	31,720.58
001-006	POLICE - ANIMAL CONTROL	853.52
001-007	FINANCE DEPARTMENT	125.28
001-008	FIRE DEPARTMENT	10,660.95
001-009	PARKS, REC. & GEN. SVCS.	33,983.58
001-012	CITY SWIMMING POOL	5,979.67
001-013	MUNICIPAL COURT	8,387.25
001-014	COMMUNITY DEVELOPMENT	20,666.14
001-015	PUBLIC LIBRARY	14,849.55
001-016	STREET DEPARTMENT	21,839.18
001-018	CIVIL EMERGENCY MGMT.	11,712.47
001-019	GENERAL GOVERNMENT	68,972.21
001-021	CITY GARAGE	4,770.73
001-023	SENIOR CITIZENS CENTER	1,902.44
001 TOTAL	GENERAL FUND	270,827.37
010-020	INFO. TECH. SERVICE DEPT.	23,466.90
010 TOTAL	INFO. TECH. SERVICE FUND	23,466.90
015-009	PARKS & GENERAL SERVICES	621.18
015-019	GENERAL GOVERNMENT	44,136.09
015-021	CITY GARAGE	3,995.00
015-065	EAKER FIELD AIRPORT	361,048.20
015-505	2009A U.S.S.T.R.N. EXP.	703.59
015 TOTAL	CAPITAL IMPROVEMENTS FUND	410,504.06
020-017	ECON. DEV. ADMINISTRATION	5,482.23
020-067	INDUSTRIAL PROJECTS	29,590.16
020 TOTAL	DURANT INDUSTRIAL AUTH.	35,072.39
101-007	911 COMMUNICATIONS CTR.	6,407.46
101 TOTAL	SPECIAL 911 TAX FUND	6,407.46

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
125-070	ECONOMIC DEVELOPMENT	227.36
125 TOTAL	5% LODGING TOURISM TAX	227.36
206-065	EAKER FIELD	107,394.92
206 TOTAL	DURANT AIRPORT AUTHORITY	107,394.92
210	NON-DEPARTMENTAL	213,478.11
210-046	DCUA 2007 MISC NOTE	35,643.42
210 TOTAL	U A BONDS SINKING FUND	249,121.53
215-078	GEN. GOVT. & DEBT SERVICE	147.43
215 TOTAL	D.C.F.A. REVENUE FUND	147.43
220-067	2017 CMC TIF A/B	62.50
220 TOTAL	DURANT TIF AUTHORITY	62.50
250-134	ODOC16753 STREET IMP	3,595.36
250 TOTAL	C. D. B. G.	3,595.36
315-015	R.L.WILLIAMS LIBRARY	807.50
315 TOTAL	R.L.WILLIAMS LIBRARY FUND	807.50
405	NON-DEPARTMENTAL	2,374.80
405-024	PUBLIC WORKS ADMIN.	907.73
405-025	UTILITY BILLING	4,901.53
405-026	WATER/SEWER LINE MAINT.	11,809.74
405-027	WATER TREATMENT PLANT	62,343.84
405-028	WWTP	27,413.21
405-029	COLLECTION - SOLID WASTE	26,560.60
405-030	UTILITY GENERAL ADMIN.	1,357.94
405-031	"LAKE DURANT"	2,758.38
405-049	DISPOSAL - SOLID WASTE	59,809.25

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
405 TOTAL	DURANT UTILITIES AUTH.	200,237.02
500-011	DURANT MULTI-SPORTS CMPLX	4,212.30
500 TOTAL	MULTI-SPORTS COMPLEX	4,212.30
610-050	HIGHLAND CEMETERY	12,994.38
610 TOTAL	CEMETERY OPERATIONS FUND	12,994.38
	** TOTAL **	1,325,078.48

NO ERRORS

** END OF REPORT **

PACKET: 09236 AP MANUAL 07/27/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 030 UTILITY GENERAL ADMIN. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000493	OK DEPT OF ENVIRONMENTA					
		I- 6101 2ND QRTR	405-030-555.70-18	OKLA SOLID WA ODEQ QUARTERLY RETURNS	172628	1,777.75
				DEPARTMENT 030 UTILITY GENERAL ADMIN. TOTAL:		1,777.75
				FUND 405 DURANT UTILITIES AUTH. TOTAL:		1,777.75
				REPORT GRAND TOTAL:		1,777.75

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
2018-2019	405-030-555.70-18	OKLA SOLID WASTE DISPOSAL	1,777.75	20,000	5,500.00				
	** 2018-2019 YEAR TOTALS **		1,777.75						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
405-030	UTILITY GENERAL ADMIN.	1,777.75
405 TOTAL	DURANT UTILITIES AUTH.	1,777.75
	** TOTAL **	1,777.75

NO ERRORS

** END OF REPORT **

PACKET: 09220 AP MANUAL CKS 07/17/18
VENDOR SET: 01
FUND : 005 EMPLOYEE INSURANCE FUND
DEPARTMENT: 066 EMPLOYEE HEALTH INS. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-005952	DEARBORN NATIONAL LIFE					
		I-AUG 2018	005-066-569.20-10	LIFE INSURANC LIFE INSURANCE	172626	1,503.63
01-005953	HEALTH CARE SERVICE COR					
		I-AUG 2018	005-066-569.20-05	HEALTH INSURA EMPLOYEE HEALTH INSURANCE	172625	245,672.91
				DEPARTMENT 066 EMPLOYEE HEALTH INS.	TOTAL:	247,176.54
				FUND 005 EMPLOYEE INSURANCE FUND	TOTAL:	247,176.54

PACKET: 09220 AP MANUAL CKS 07/17/18
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 030 UTILITY GENERAL ADMIN. BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000493	OK DEPT OF ENVIRONMENTA					
		I-6101 2ND QRTR	405-030-555.70-18	OKLA SOLID WA DEQ QUARTERLY FEES	172627	3,693.17
				DEPARTMENT 030 UTILITY GENERAL ADMIN. TOTAL:		3,693.17
				FUND 405 DURANT UTILITIES AUTH. TOTAL:		3,693.17
				REPORT GRAND TOTAL:		250,869.71

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
2017-2018	405-030-555.70-18	OKLA SOLID WASTE DISPOSAL	3,693.17	12,500	10,493.23-	Y			
	** 2017-2018 YEAR TOTALS **		3,693.17						
2018-2019	005-066-569.20-05	HEALTH INSURANCE PREMIUM	245,672.91	3,550,609	3,057,396.08				
	005-066-569.20-10	LIFE INSURANCE PREMIUM EXP	1,503.63	3,550,609	3,547,596.44				
	** 2018-2019 YEAR TOTALS **		247,176.54						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
005-066	EMPLOYEE HEALTH INS.	247,176.54
005 TOTAL	EMPLOYEE INSURANCE FUND	247,176.54
405-030	UTILITY GENERAL ADMIN.	3,693.17
405 TOTAL	DURANT UTILITIES AUTH.	3,693.17
	** TOTAL **	250,869.71

NO ERRORS

** END OF REPORT **

PACKET: 09210 AP MANUAL 07/09/2018
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 014 COMMUNITY DEVELOPMENT BANK: 6(
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	
01-005958	INSTITUTE FOR BUILDING					
		I-8	001-014-525.30-51	GENERAL CONTR CONTRACT LABOR FOR COM. DEV.	172603	1
				DEPARTMENT 014 COMMUNITY DEVELOPMENT TOTAL:		1
				FUND 001 GENERAL FUND TOTAL:		1
				REPORT GRAND TOTAL:		1

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET= ANNUAL BUDGET	BUDGI AVAILABI
2017-2018	001-014-525.30-51	GENERAL CONTRACT LABOR	17,161.84	113,000	17,575.46			
	** 2017-2018 YEAR TOTALS **		17,161.84					

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
001-014	COMMUNITY DEVELOPMENT	17,161.84
001 TOTAL	GENERAL FUND	17,161.84
	** TOTAL **	17,161.84

NO ERRORS

** END OF REPORT **

PACKET: 09208 AP MANUAL 07/09/2018
VENDOR SET: 01
FUND : 005 EMPLOYEE INSURANCE FUND
DEPARTMENT: 066 EMPLOYEE HEALTH INS. BANK: 6(
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	
01-005952	DEARBORN NATIONAL LIFE					
		I-JULY 2018	005-066-569.20-10	LIFE INSURANC LIFE INSURANCE	172601	
01-005953	HEALTH CARE SERVICE COR					
		I-JULY 2018	005-066-569.20-05	HEALTH INSURA EMPLOYEE HEALTH INSURANCE	172600	2
				DEPARTMENT 066 EMPLOYEE HEALTH INS. TOTAL:		2
				FUND 005 EMPLOYEE INSURANCE FUND TOTAL:		2

PACKET: 09208 AP MANUAL 07/09/2018
VENDOR SET: 01
FUND : 015 CAPITAL IMPROVEMENTS FUND
DEPARTMENT: 027 WATER TREATMENT PLANT BANK: 6(
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#
01-003378	OK DEPT OF ENVIRONMENTA				
		I-OK1010601 WTP	015-027-552.61-45	FY19 FLOURIDE APP TO PERMIT FLUORIDE SYSTEM	172602

DEPARTMENT 027 WATER TREATMENT PLANT TOTAL:

FUND 015 CAPITAL IMPROVEMENTS FUNDTOTAL:

REPORT GRAND TOTAL: 2

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET= ANNUAL BUDGET	BUDGI AVAILABI
2018-2019	005-066-569.20-05	HEALTH INSURANCE PREMIUM	247,540.01	3,550,609	3,303,068.99			
	005-066-569.20-10	LIFE INSURANCE PREMIUM EXP	1,508.93	3,550,609	3,549,100.07			
	015-027-552.61-45	FY19 FLOURIDE EQUIPMENT	469.30	175,000	174,530.70			
	** 2018-2019 YEAR TOTALS **		249,518.24					

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
005-066	EMPLOYEE HEALTH INS.	249,048.94
005 TOTAL	EMPLOYEE INSURANCE FUND	249,048.94
015-027	WATER TREATMENT PLANT	469.30
015 TOTAL	CAPITAL IMPROVEMENTS FUND	469.30
	** TOTAL **	249,518.24

NO ERRORS

** END OF REPORT **

PACKET: 09217 AP MANUAL 07/13/2018
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 019 GENERAL GOVERNMENT BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-002325 BRYAN COUNTY CLERK					
	I-JUNE 11 2018	001-019-569.70-84	MOWING/DEMO L LIEN RELEASE FILLING FEES	172605	286.00
			DEPARTMENT 019 GENERAL GOVERNMENT TOTAL:		286.00
			FUND 001 GENERAL FUND TOTAL:		286.00
			REPORT GRAND TOTAL:		286.00

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
2018-2019	001-019-569.70-84	MOWING/DEMO LIEN FILING FE	286.00	1,000	714.00				
	** 2018-2019 YEAR TOTALS **		286.00						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
001-019	GENERAL GOVERNMENT	286.00
001 TOTAL	GENERAL FUND	286.00
	** TOTAL **	286.00

NO ERRORS

** END OF REPORT **

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 002 CITY CLERK DEPARTMENT

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	001-002-514.50-64	FUEL	IT/CITY CLERK-FUEL	172599	0.00
				DEPARTMENT 002	CITY CLERK DEPARTMENT	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 005 POLICE - LAW ENFORCEMENT

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	001-005-521.50-52	FUEL	POLICE DEPT-FUEL	172599	329.50
		I-07/2018-BG159577	001-005-521.50-63	VEHICLE MAINT	POLICE-VEHICLE MAINTENANCE	172599	0.00
				DEPARTMENT 005	POLICE - LAW ENFORCEMENT TOTAL:		329.50

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 006 POLICE - ANIMAL CONTROL

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	001-006-523.50-52 FUEL	ANIMAL CONTROL FULE	172599	0.00
		I-07/2018-BG159577	001-006-523.50-63 VEHICLE MAINT	VEHICLE MAINT-ANIMAL CONTROL	172599	0.00
				DEPARTMENT 006 POLICE - ANIMAL CONTROL TOTAL:		0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 008 FIRE DEPARTMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: 601

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	001-008-522.50-52	FUEL	FIRE DEPT-FUEL	172599	94.47
				DEPARTMENT 008	FIRE DEPARTMENT	TOTAL:	94.47

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 009 PARKS, REC. & GEN. SVCS.

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	001-009-532.50-52	FUEL	PARKS-FUEL	172599	0.00
				DEPARTMENT 009	PARKS, REC. & GEN. SVCS. TOTAL:		0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 014 COMMUNITY DEVELOPMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: 601

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	001-014-525.50-52	FUEL	FUEL-COMMUNITY DEVELOPMENT	172599	0.00
				DEPARTMENT 014	COMMUNITY DEVELOPMENT	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 016 STREET DEPARTMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: 601

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	001-016-541.50-52	FUEL	STREET-FUEL	172599	0.00
				DEPARTMENT 016	STREET DEPARTMENT	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 018 CIVIL EMERGENCY MGMT.

BUDGET TO USE: CB-CURRENT BUDGET

BANK: 601

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	001-018-519.50-52	FUEL	EMERGENCY MANAGEMENT	172599	0.00
				DEPARTMENT 018	CIVIL EMERGENCY MGMT.	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018
VENDOR SET: 01
FUND : 001 GENERAL FUND
DEPARTMENT: 019 GENERAL GOVERNMENT
BUDGET TO USE: CB-CURRENT BUDGET

BANK: 601

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	001-019-569.50-52	GENERAL GOV C FUEL STATEMENT CHARGES	172599	38.58
		I-07/2018-BG159577	001-019-569.50-52	GENERAL GOV C FUEL-GEN GOVERMENT	172599	0.00
		I-07/2018-BG159577	001-019-569.50-52	GENERAL GOV C CREDIT	172599	175.51-
				DEPARTMENT 019 GENERAL GOVERNMENT	TOTAL:	136.93-

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 001 GENERAL FUND

DEPARTMENT: 021 CITY GARAGE

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	001-021-541.50-52 FUEL	FUEL -GARAGE	172599	0.00
			DEPARTMENT 021	CITY GARAGE	TOTAL:	0.00
			FUND 001	GENERAL FUND	TOTAL:	287.04

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 020 DURANT INDUSTRIAL AUTH.

DEPARTMENT: 017 ECON. DEV. ADMINISTRATION

BUDGET TO USE: CB-CURRENT BUDGET

BANK: 601

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	020-017-537.50-52	FUEL	FUEL-ECONOMIC DEVELOPMENT	172599	0.00
				DEPARTMENT 017	ECON. DEV. ADMINISTRATIONTOTAL:		0.00
				FUND 020	DURANT INDUSTRIAL AUTH. TOTAL:		0.00

PACKET: 09205 AP MANUAL 07/06/2018
VENDOR SET: 01
FUND : 206 DURANT AIRPORT AUTHORITY
DEPARTMENT: 065 EAKER FIELD BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	206-065-503.50-52	FUEL FOR SERV FUEL-AIRPORT	172599	78.84
				DEPARTMENT 065 EAKER FIELD	TOTAL:	78.84
				FUND 206 DURANT AIRPORT AUTHORITY	TOTAL:	78.84

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 405 DURANT UTILITIES AUTH.

DEPARTMENT: 024 PUBLIC WORKS ADMIN.

BUDGET TO USE: CB-CURRENT BUDGET

BANK: 601

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	405-024-565.50-52	FUEL	PUBLIC WORKS	172599	0.00
				DEPARTMENT 024	PUBLIC WORKS ADMIN.	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 405 DURANT UTILITIES AUTH.

DEPARTMENT: 026 WATER/SEWER LINE MAINT.

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	405-026-551.50-52	FUEL	WATER/SEWER-FUEL	172599	0.00
				DEPARTMENT 026	WATER/SEWER LINE MAINT.	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 405 DURANT UTILITIES AUTH.

DEPARTMENT: 027 WATER TREATMENT PLANT

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	405-027-552.50-52 FUEL	FUEL-WTP	172599	0.00
			DEPARTMENT 027	WATER TREATMENT PLANT	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 405 DURANT UTILITIES AUTH.

DEPARTMENT: 028 WWTP

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	405-028-553.50-52	FUEL	FUEL-WWTP	172599	0.00
				DEPARTMENT 028	WWTP	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 405 DURANT UTILITIES AUTH.

DEPARTMENT: 029 COLLECTION - SOLID WASTE BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	405-029-554.50-52 FUEL	SOLID WASTE COLLECTION-FUEL	172599	0.00
			DEPARTMENT 029	COLLECTION - SOLID WASTE TOTAL:		0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 405 DURANT UTILITIES AUTH.

DEPARTMENT: 031 "LAKE DURANT"

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME		DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN						
		I-07/2018-BG159577	405-031-552.50-52	FUEL	FUEL-LAKE DURANT	172599	0.00
				DEPARTMENT 031	"LAKE DURANT"	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018
VENDOR SET: 01
FUND : 405 DURANT UTILITIES AUTH.
DEPARTMENT: 049 DISPOSAL - SOLID WASTE BANK: 601
BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	405-049-554.50-52	FUEL FUEL-LANDFILL	172599	0.00
				DEPARTMENT 049 DISPOSAL - SOLID WASTE	TOTAL:	0.00
				FUND 405 DURANT UTILITIES AUTH.	TOTAL:	0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 500 MULTI-SPORTS COMPLEX

DEPARTMENT: 011 DURANT MULTI-SPORTS CMPLX

BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	500-011-535.50-52 FUEL	FUEL-MULTISPORTS COMPLEX	172599	0.00
			DEPARTMENT 011	DURANT MULTI-SPORTS CMPLXTOTAL:		0.00
			FUND 500	MULTI-SPORTS COMPLEX TOTAL:		0.00

PACKET: 09205 AP MANUAL 07/06/2018

VENDOR SET: 01

FUND : 610 CEMETERY OPERATIONS FUND

DEPARTMENT: 050 HIGHLAND CEMETERY BANK: 601

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-003100	FUELMAN					
		I-07/2018-BG159577	610-050-572.50-52	FUEL CEMETERY-FUEL	172599	0.00
				DEPARTMENT 050 HIGHLAND CEMETERY	TOTAL:	0.00
				FUND 610 CEMETERY OPERATIONS FUND	TOTAL:	0.00
				REPORT GRAND	TOTAL:	365.88

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
2018-2019	001-002-514.50-64	FUEL	0.00	0	0.00				
	001-005-521.50-52	FUEL	329.50	69,000	68,670.50				
	001-005-521.50-63	VEHICLE MAINTENANCE	0.00	60,000	59,722.19				
	001-006-523.50-52	FUEL	0.00	6,000	6,000.00				
	001-006-523.50-63	VEHICLE MAINTENANCE	0.00	1,000	1,000.00				
	001-008-522.50-52	FUEL	94.47	17,500	17,405.53				
	001-009-532.50-52	FUEL	0.00	20,000	20,000.00				
	001-014-525.50-52	FUEL	0.00	1,500	1,500.00				
	001-016-541.50-52	FUEL	0.00	52,000	52,000.00				
	001-018-519.50-52	FUEL	0.00	5,000	5,000.00				
	001-019-569.50-52	GENERAL GOV COMMON FUEL CO	136.93-	200	336.93				
	001-021-541.50-52	FUEL	0.00	2,200	2,200.00				
	020-017-537.50-52	FUEL	0.00	1,000	1,000.00				
	206-065-503.50-52	FUEL FOR SERVICE TRUCK	78.84	2,000	1,921.16				
	405-024-565.50-52	FUEL	0.00	750	750.00				
	405-026-551.50-52	FUEL	0.00	20,000	20,000.00				
	405-027-552.50-52	FUEL	0.00	3,500	3,500.00				
	405-028-553.50-52	FUEL	0.00	3,500	3,500.00				
	405-029-554.50-52	FUEL	0.00	90,000	90,000.00				
	405-031-552.50-52	FUEL	0.00	500	500.00				
	405-049-554.50-52	FUEL	0.00	95,000	95,000.00				
	500-011-535.50-52	FUEL	0.00	2,500	2,500.00				
	610-050-572.50-52	FUEL	0.00	2,500	2,500.00				
	** 2018-2019 YEAR TOTALS **		365.88						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
001-002	CITY CLERK DEPARTMENT	0.00
001-005	POLICE - LAW ENFORCEMENT	329.50
001-006	POLICE - ANIMAL CONTROL	0.00
001-008	FIRE DEPARTMENT	94.47
001-009	PARKS, REC. & GEN. SVCS.	0.00
001-014	COMMUNITY DEVELOPMENT	0.00
001-016	STREET DEPARTMENT	0.00
001-018	CIVIL EMERGENCY MGMT.	0.00
001-019	GENERAL GOVERNMENT	136.93CR
001-021	CITY GARAGE	0.00
001 TOTAL	GENERAL FUND	287.04

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
020-017	ECON. DEV. ADMINISTRATION	0.00
020 TOTAL	DURANT INDUSTRIAL AUTH.	0.00
206-065	EAKER FIELD	78.84
206 TOTAL	DURANT AIRPORT AUTHORITY	78.84
405-024	PUBLIC WORKS ADMIN.	0.00
405-026	WATER/SEWER LINE MAINT.	0.00
405-027	WATER TREATMENT PLANT	0.00
405-028	WWTP	0.00
405-029	COLLECTION - SOLID WASTE	0.00
405-031	"LAKE DURANT"	0.00
405-049	DISPOSAL - SOLID WASTE	0.00
405 TOTAL	DURANT UTILITIES AUTH.	0.00
500-011	DURANT MULTI-SPORTS CMPLX	0.00
500 TOTAL	MULTI-SPORTS COMPLEX	0.00
610-050	HIGHLAND CEMETERY	0.00
610 TOTAL	CEMETERY OPERATIONS FUND	0.00
	** TOTAL **	365.88

NO ERRORS

** END OF REPORT **

Agenda Item: 2.e.

The City of Durant

Office of City Clerk

Memorandum

Date:	7/23/2018
To:	Mayor and City Council
From:	Cynthia J. Price, City Clerk
Re:	Consider Approval of Special Event Application from Light of Hope, Inc. for Lip Sync Battle (SEP-2018-23)

This event is being held to raise funds to open a homeless shelter in Durant. This is the second fundraiser sponsored by Light of Hope Inc. for this purpose.

The application was unanimously approved by the Special Event Permit Application Review Committee which consists of Police Chief David Houser, Fire Chief Roger Joines, Street Department Superintendent James Young and Solid Waste Department Superintendent Albert Pierce.

Council Information / Action Requested

Approval of Special Event Application from Light of Hope, Inc. for Lip Sync Battle (SEP-2018-23)

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

City Clerk - Notify event organizer of council decision.

ATTACHMENTS:

Description	Type	Upload Date
SEP-2018-23 Application	Exhibit	7/23/2018

SEP No.: 2018-23

DURANT
OKLAHOMA

Special Event Permit Application

Return Completed Application to City Clerk

♦City Hall Room 103♦300 W. Evergreen St.♦

PO Box 578 Durant, OK 74702

General Information

- Event organizers are required to register all public special events (outdoor festivals, walks/runs, parades, carnivals, tournaments, etc.) with the City of Durant.
- Organizers must submit the Special Event Permit Application form a ***minimum of 60 days prior*** to the event.
- Please do not assume that all aspects of the event will be approved. You may be asked to make some changes to your plan based on the availability of services and scheduling of other events.
- All applications must be signed. Those applications not signed will be considered incomplete and will not be processed. Upon approval of your event, you will receive written or electronic notification of confirmation.

Location

Name of Event:

Type of Event: ☐Run/Walk ☐Bicycle ☐Parade ☐Sporting Event ☐Tailgate Party ☐Festival

☐Motorcycle Ride ☒Concert ☐Wedding ☐Car Show ☐other: Lip Sync Battle

Choose pre-designated Run/Walk route: ☐ Route 1 ☐Route 2 ☐Route 3 ☐N/A

Choose pre-designated Parade route: ☐ Route 1 ☐Route 2 ☐Route 3 ☐N/A

Location of Event: Address of Event:

Event located at a City facility or park? ☒ Yes ☐ No General public invited? ☒ Yes ☐ No

Sponsoring Organization

Organization/Group/Individual Name: Light of Hope Inc.

Is organization Non-Profit or For-Profit? ☒Non-Profit ☐For-Profit

Primary Contact Person: Sandra Nolt Kamper Phone: 924-8280x2231 Email: snoltkamper@

Secondary Contact Person: Crystal Bully Phone: 924-8280x Email: cbully@choctawnation.com

Fundraiser? ☒ Yes ☐ No Organization to Benefit from Proceeds:

Light of Hope Inc.

sn.lightofhope@Gmail.com

SEP No.: 2018-23

Event Summary

Set Up Date: October 6 Set Up Time: 4:00 pm

Event Start Date: October 6 Event Start Time: 5:00 pm

Event End Date: October 6 Event End Time: 9:00 pm

Dismantle Date: October 6 Dismantle Time: 1 HR. (10:00 pm alone)

Expected Attendance: Admission/Registration Fee for public:

Special arrangements necessary for:

Dumpsters ☐ Yes ☒ No Detail:

Trash Receptacles ☐ Yes ☒ No Detail:

Water Service ☐ Yes ☒ No Detail:

Electrical Service ☒ Yes ☐ No Detail: will do

Restroom Facilities ☒ Yes ☐ No Detail: will do

Site Cleanup ☐ Yes ☐ No Detail: will do

Food Sales/Service ☐ Yes ☒ No Detail:

Beverage Sales/Service ☒ Yes ☐ No Detail: Just Drinks From coolers

Will there be an event stage? ☒ Yes ☐ No Will tents be used on-site? ☐ Yes ☒ No

Have adjacent property/business owners been notified? ☒ Yes ☐ No

Site Plan

☒ Attach a site plan to the application. Application is not complete without a site plan.

- Outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area.
- If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures. Describe any kind of signage to be used.
- The location of fencing, barriers and/or barricades.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers and dumpsters and any other temporary structures. Include source or provider for each one.
- Generator locations and/or source of electricity

SEP No.: 2018-23

Food/Beverage/Sales

Will there be sales associated with the event? ☐ Yes ☒ No

Are you charging vendors for participating or booths? ☐ Yes ☒ No If "yes", Amount?

Will alcoholic beverages or low point beer be served or sold at the event? ☐ Yes ☒ No

If "yes", check all that apply: ☐Free/Host alcohol ☐Sale of alcohol ☐Beer ☐Liquor ☐Beer & liquor

Did you obtain an alcohol license or permit? ☐ Yes ☐ No

Will food be prepared in the event area? ☐ Yes ☒ No

Have all county health department permits been obtained? ☒ Yes ☐ No

Note: Other permits from the City of Durant, Bryan County or State of Oklahoma may be required. Please review the section in the guidelines for additional information. An application to the Oklahoma Tax Commission for a special event permit at least twenty (20) days prior to the event is required per O.S. Title 68 Section 1364.2.

Traffic and Parking

Normal traffic flow to be disrupted? ☐ Yes ☒ No Street closing(s) requested? ☐ Yes ☒ No

Is there a need for traffic control from our Police Department? ☐ Yes ☒ No

Parking arrangements necessary? ☐ Yes ☒ No On-site parking control? ☐ Yes ☒ No

If **"yes"**, indicate the following on the attached site plan: proposed area detailing names of all streets, time frame involved, requested street closure(s), entry and exit for event traffic and/or pedestrian crossings, type of traffic control requested, and possible impact on traffic patterns. Describe how the route will be marked and the type of police service is needed (ie. front escort, rear escort, traffic control, security). Describe parking arrangements and/or on-site parking control.

Security/Medical

Will this event require Event Security? ☐ Yes ☒ No On-site Medical/First Aid care? ☐ Yes ☐ No

Will the event involve any type of fireworks or pyrotechnics? ☐ Yes ☒ No

Will there be any type of hazardous materials on-site during the event? ☐ Yes ☒ No

Will the event involve any type of firearms or replica firearms? ☐ Yes ☒ No

If **"yes"**, indicate the following on the attached site plan: description of proposed type of event security and list type of direct communication equipment to be used; outline of on-site medical/first aid care to be provided; details related to fireworks and/or pyrotechnics (including what will be utilized and by whom); and explain how firearms (replica or otherwise) are involved with the event. Attach material safety data sheets for any hazardous material on-site during the event. **Note**: the City of Durant may impose requirements for event security based on the type of event, anticipated crowds, location or other factors.

SEP No.: 2018-23

Assurance

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Durant Municipal Code. Host Organization will be responsible for any damages to city equipment or facilities. Applicant agrees to comply with all other requirements of the City, County, State and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to property taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes. I further agree that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Durant.

Street closings will require approved traffic control devices including barricades and signs. State Law requires that in most cases, state certified police officers must be used for traffic control on public streets **The cost to provide any services shall be paid in advance** including, but not limited to traffic control devices or services provided by the Durant Police Department.

Applicant Name: Application Date: Click here to enter a date.

Applicant Signature: Sandy L Nottingham

Checklist

Thank you for completing your Special Event Permit Application. Before you submit your application to the City of Durant, please make sure that the following steps have been completed.

Have you?

- ☐ Signed and dated your application
- ☐ Attached your event site plan including any applicable traffic, security, or parking plans
- ☐ Attached a list of your vendors and a copy of applicable health permits
- ☐ Attached a Certificate of Insurance
- ☐ Attached a copy of your IRS 501(c) tax exemption letter
- ☐ Included and attached any Bryan County, State, or City permits that may be required

Return Completed Application to DURANT CITY CLERK
♦City Hall Room 103♦300 W. Evergreen St.♦
PO Box 578 Durant, OK 74702

Reviewed: POLICE ✓ **FIRE** ✓ **STREET** ✓ **SANITATION** ✓

Approved: POLICE ✓ **FIRE** ✓ **STREET** ✓ **SANITATION** ✓

Agenda Item: 2.f.

The City of Durant

Office of City Clerk

Memorandum

Date:	7/19/2018
To:	Mayor and City Council
From:	Cynthia J. Price, City Clerk
Re:	Consider Approval of Special Event Application from the Crisis Control Center for a Candlelight Vigil for Domestic Violence Awareness (SEP #2018-22)

This candlelight vigil for domestic violence awareness is an annual event sponsored by the Crisis Control Center. Their application is attached for your review.

The application was unanimously approved by the Special Event Permit Application Review Committee which consists of Police Chief David Houser, Fire Chief Roger Joines, Street Department Superintendent James Young and Solid Waste Department Superintendent Albert Pierce.

Council Information / Action Requested

Approval of Special Event Application from the Crisis Control Center for a Candlelight Vigil for Domestic Violence Awareness (SEP #2018-22)

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

City Clerk - Notify event organizer of council decision.

ATTACHMENTS:

Description	Type	Upload Date
SEP-2018-22 Application	Exhibit	7/19/2018

SEP No.: 2018-22

DURANT
· OKLAHOMA ·

Special Event Permit Application

Return Completed Application to City Clerk

♦City Hall Room 103♦300 W. Evergreen St.♦

PO Box 578 Durant, OK 74702

General Information

- Event organizers are required to register all public special events (outdoor festivals, walks/runs, parades, carnivals, tournaments, etc.) with the City of Durant.
- Organizers must submit the Special Event Permit Application form a ***minimum of 60 days prior*** to the event.
- Please do not assume that all aspects of the event will be approved. You may be asked to make some changes to your plan based on the availability of services and scheduling of other events.
- All applications must be signed. Those applications not signed will be considered incomplete and will not be processed. Upon approval of your event, you will receive written or electronic notification of confirmation.

Location

Name of Event: Crisis Control Center – Candle Light Vigil Domestic Violence Awareness

Type of Event: ☐Run/Walk ☐Bicycle ☐Parade ☐Sporting Event ☐Tailgate Party ☐Festival

☐Motorcycle Ride ☐Concert ☐Wedding ☐Car Show ☒other:

Choose pre-designated Run/Walk route: ☐ Route 1 ☐Route 2 ☐Route 3 ☒N/A

Choose pre-designated Parade route: ☐ Route 1 ☐Route 2 ☐Route 3 ☒N/A

Location of Event: Market Square Address of Event: 1st & Evergreen, Durant

Event located at a City facility or park? ☒ Yes ☐ No General public invited? ☒ Yes ☐ No

Sponsoring Organization

Organization/Group/Individual Name: Crisis Control Center

Is organization Non-Profit or For-Profit? ☒Non-Profit ☐For-Profit

Primary Contact Person: Eileen Meadows Phone: (405) 201-3616 Email: eileen.meadows@outlook.com

Secondary Contact Person: Norita Walker Phone: (580) 916-5000 Email:

Fundraiser? ☐ Yes ☒ No Organization to Benefit from Proceeds:

SEP No.: 2018-22

Event Summary

Set Up Date: Click here to enter a date. 10/1/18

Set Up Time: 5:00pm

Event Start Date: Click here to enter a date. 10/1/18

Event Start Time: 6:00pm

Event End Date: Click here to enter a date. 10/1/18

Event End Time: 8:00pm

Dismantle Date: Click here to enter a date. 10/1/18

Dismantle Time: 8:00 pm

Expected Attendance: 100

Admission/Registration Fee for public: N/A

Special arrangements necessary for:

Dumpsters ☐ Yes ☒ No Detail:

Trash Receptacles ☐ Yes ☒ No Detail:

Water Service ☐ Yes ☒ No Detail:

Electrical Service ☒ Yes ☐ No Detail:

Restroom Facilities ☐ Yes ☒ No Detail:

Site Cleanup ☐ Yes ☒ No Detail:

Food Sales/Service ☐ Yes ☒ No Detail:

Beverage Sales/Service ☐ Yes ☒ No Detail:

Will there be an event stage? ☒ Yes ☐ No Just one already on site

Will tents be used on-site? ☐ Yes ☒ No

Have adjacent property/business owners been notified? ☐ Yes ☒ No

Site Plan

☐ Attach a site plan to the application. Application is not complete without a site plan.

- Outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area.
- If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures. Describe any kind of signage to be used.
- The location of fencing, barriers and/or barricades.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers and dumpsters and any other temporary structures. Include source or provider for each one.
- Generator locations and/or source of electricity

SEP No.: 2018-22

Food/Beverage/Sales

Will there be sales associated with the event? ☐ Yes ☒ No

Are you charging vendors for participating or booths? ☐ Yes ☒ No If "yes", Amount?

Will alcoholic beverages or low point beer be served or sold at the event? ☐ Yes ☒ No

If "yes", check all that apply: ☐Free/Host alcohol ☐Sale of alcohol ☐Beer ☐Liquor ☐Beer & liquor

Did you obtain an alcohol license or permit? ☐ Yes ☒ No

Will food be prepared in the event area? ☐ Yes ☒ No

Have all county health department permits been obtained? ☐ Yes ☐ No N/A

Note: Other permits from the City of Durant, Bryan County or State of Oklahoma may be required. Please review the section in the guidelines for additional information. An application to the Oklahoma Tax Commission for a special event permit at least twenty (20) days prior to the event is required per O.S. Title 68 Section 1364.2.

Traffic and Parking

Normal traffic flow to be disrupted? ☐ Yes ☒ No Street closing(s) requested? ☐ Yes ☒ No

Is there a need for traffic control from our Police Department? ☐ Yes ☒ No

Parking arrangements necessary? ☐ Yes ☒ No On-site parking control? ☐ Yes ☒ No

If **"yes"**, indicate the following on the attached site plan: proposed area detailing names of all streets, time frame involved, requested street closure(s), entry and exit for event traffic and/or pedestrian crossings, type of traffic control requested, and possible impact on traffic patterns. Describe how the route will be marked and the type of police service is needed (ie. front escort, rear escort, traffic control, security). Describe parking arrangements and/or on-site parking control.

Security/Medical

Will this event require Event Security? ☐ Yes ☒ No On-site Medical/First Aid care? ☐ Yes ☒ No

Will the event involve any type of fireworks or pyrotechnics? ☐ Yes ☒ No

Will there be any type of hazardous materials on-site during the event? ☐ Yes ☒ No

Will the event involve any type of firearms or replica firearms? ☐ Yes ☒ No

If **"yes",** indicate the following on the attached site plan: description of proposed type of event security and list type of direct communication equipment to be used; outline of on-site medical/first aid care to be provided; details related to fireworks and/or pyrotechnics (including what will be utilized and by whom); and explain how firearms (replica or otherwise) are involved with the event. Attach material safety data sheets for any hazardous material on-site during the event. **Note**: the City of Durant may impose requirements for event security based on the type of event, anticipated crowds, location or other factors.

SEP No.: 2018-22

Assurance

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Durant Municipal Code. Host Organization will be responsible for any damages to city equipment or facilities. Applicant agrees to comply with all other requirements of the City, County, State and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to property taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes. I further agree that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Durant.

Street closings will require approved traffic control devices including barricades and signs. State Law requires that in most cases, state certified police officers must be used for traffic control on public streets **The cost to provide any services shall be paid in advance** including, but not limited to traffic control devices or services provided by the Durant Police Department.

Applicant Name: Khayla O'Brien Application Date: 7/17/18

Applicant Signature: Khayla O'Brien

Checklist

Thank you for completing your Special Event Permit Application. Before you submit your application to the City of Durant, please make sure that the following steps have been completed.

Have you?

- [x] Signed and dated your application
- [ ] Attached your event site plan including any applicable traffic, security, or parking plans
- [ ] Attached a list of your vendors and a copy of applicable health permits
- [ ] Attached a Certificate of Insurance
- [ ] Attached a copy of your IRS 501(c) tax exemption letter
- [ ] Included and attached any Bryan County, State, or City permits that may be required

Return Completed Application to DURANT CITY CLERK
♦City Hall Room 103♦300 W. Evergreen St.♦
PO Box 578 Durant, OK 74702

Reviewed: POLICE ✓ **FIRE** ✓ **STREET** ✓ **SANITATION** ✓

Approved: POLICE _____ **FIRE** ✓ **STREET** ✓ **SANITATION** ✓

Agenda Item: 2.g.

The City of Durant

Office of City Clerk

Memorandum

Date:	8/10/2018
To:	Mayor and City Council
From:	Cynthia J. Price, City Clerk
Re:	Consider Approval of Special Event Application from the Southeastern Oklahoma State University for a Domestic Violence March (SEP #2018-25)

This event is being held in conjunction with the Candlelight Vigil for Domestic Violence Awareness sponsored by the Crisis Control Center whose event is being held at the same time.

The application was unanimously approved by the Special Event Permit Application Review Committee which consists of Police Chief David Houser, Fire Chief Roger Joines, Street Department Superintendent James Young and Solid Waste Department Superintendent Albert Pierce.

Council Information / Action Requested

Approval of Special Event Application from the Southeastern Oklahoma State University for a Domestic Violence March (SEP #2018-25)

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

City Clerk - Notify event organizer of council decision.

ATTACHMENTS:

Description	Type	Upload Date
SEP-2018-25 Application and Route Map	Exhibit	8/10/2018

SEP No.: 2018-25

DURANT
· OKLAHOMA ·

Special Event Permit Application

Return Completed Application to City Clerk

♦City Hall Room 103♦300 W. Evergreen St.♦

PO Box 578 Durant, OK 74702

General Information

- Event organizers are required to register all public special events (outdoor festivals, walks/runs, parades, carnivals, tournaments, etc.) with the City of Durant.
- Organizers must submit the Special Event Permit Application form a ***minimum of 60 days prior*** to the event.
- Please do not assume that all aspects of the event will be approved. You may be asked to make some changes to your plan based on the availability of services and scheduling of other events.
- All applications must be signed. Those applications not signed will be considered incomplete and will not be processed. Upon approval of your event, you will receive written or electronic notification of confirmation.

Location

Name of Event: Domestic Violence March

Type of Event: ☒ Run/Walk ☐ Bicycle ☐ Parade ☐ Sporting Event ☐ Tailgate Party ☐ Festival

☐ Motorcycle Ride ☐ Concert ☐ Wedding ☐ Car Show ☐ other:

Choose pre-designated Run/Walk route: ☒ Route 1 (See Attached) ☐ Route 2 ☐ Route 3 ☐ N/A

Choose pre-designated Parade route: ☐ Route 1 ☐ Route 2 ☐ Route 3 ☒ N/A

end Location of Event: Market Square Address of Event: N. 1st Street

Event located at a City facility or park? ☐ Yes ☒ No General public invited? ☒ Yes ☐ No

Sponsoring Organization

Organization/Group/Individual Name: Southeastern Oklahoma State University

Is organization Non-Profit or For-Profit? ☒ Non-Profit ☐ For-Profit

Primary Contact Person: Debra Fulenchek Phone: 903-421-6045
Email: dfulenchek@se.edu Work-580-745-2762

Secondary Contact Person: April Lehrling Phone: 580-745-3020
Email: alehrling@se.edu

Fundraiser? ☐ Yes ☒ No Organization to Benefit from Proceeds: No proceeds

SEP No.: 2018-25

Event Summary

Set Up Date: 10/01/2018

Set Up Time: 5:00

Event Start Date: 10/01/2018

Event Start Time: 5:15pm

Event End Date: 10/01/2018

Event End Time: 8:00pm

Dismantle Date: 10/01/2018

Dismantle Time: 8:00 pm

Expected Attendance: 60

Admission/Registration Fee for public: N/A

Special arrangements necessary for:

Dumpsters ☐ Yes ☒ No

Detail:

Trash Receptacles ☐ Yes ☒ No

Detail:

Water Service ☐ Yes ☒ No

Detail:

Electrical Service ☐ Yes ☒ No

Detail:

Restroom Facilities ☐ Yes ☒ No

Detail:

Site Cleanup ☐ Yes ☒ No

Detail:

Food Sales/Service ☐ Yes ☒ No

Detail:

Beverage Sales/Service ☐ Yes ☒ No

Detail:

Will there be an event stage? ☐ Yes ☒ No

Will tents be used on-site? ☐ Yes ☒ No

Have adjacent property/business owners been notified? ☐ Yes ☒ No

Site Plan

☒ Attach a site plan to the application. Application is not complete without a site plan.

- Outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area.
- If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures. Describe any kind of signage to be used.
- The location of fencing, barriers and/or barricades.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers and dumpsters and any other temporary structures. Include source or provider for each one.
- Generator locations and/or source of electricity

SEP No.: 2018-25

Assurance

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Durant Municipal Code. Host Organization will be responsible for any damages to city equipment or facilities. Applicant agrees to comply with all other requirements of the City, County, State and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to property taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes. I further agree that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Durant.

Street closings will require approved traffic control devices including barricades and signs. State Law requires that in most cases, state certified police officers must be used for traffic control on public streets **The cost to provide any services shall be paid in advance** including, but not limited to traffic control devices or services provided by the Durant Police Department.

Applicant Name: Debra Fulenchek Application Date: 08/08/2018

Applicant Signature: D Fulenchek

Checklist

Thank you for completing your Special Event Permit Application. Before you submit your application to the City of Durant, please make sure that the following steps have been completed.

Have you?

- ☒ Signed and dated your application
- ☒ Attached your event site plan including any applicable traffic, security, or parking plans
- N/A ☐ Attached a list of your vendors and a copy of applicable health permits
- N/A ☐ Attached a Certificate of Insurance
- N/A ☐ Attached a copy of your IRS 501(c) tax exemption letter
- N/A ☐ Included and attached any Bryan County, State, or City permits that may be required

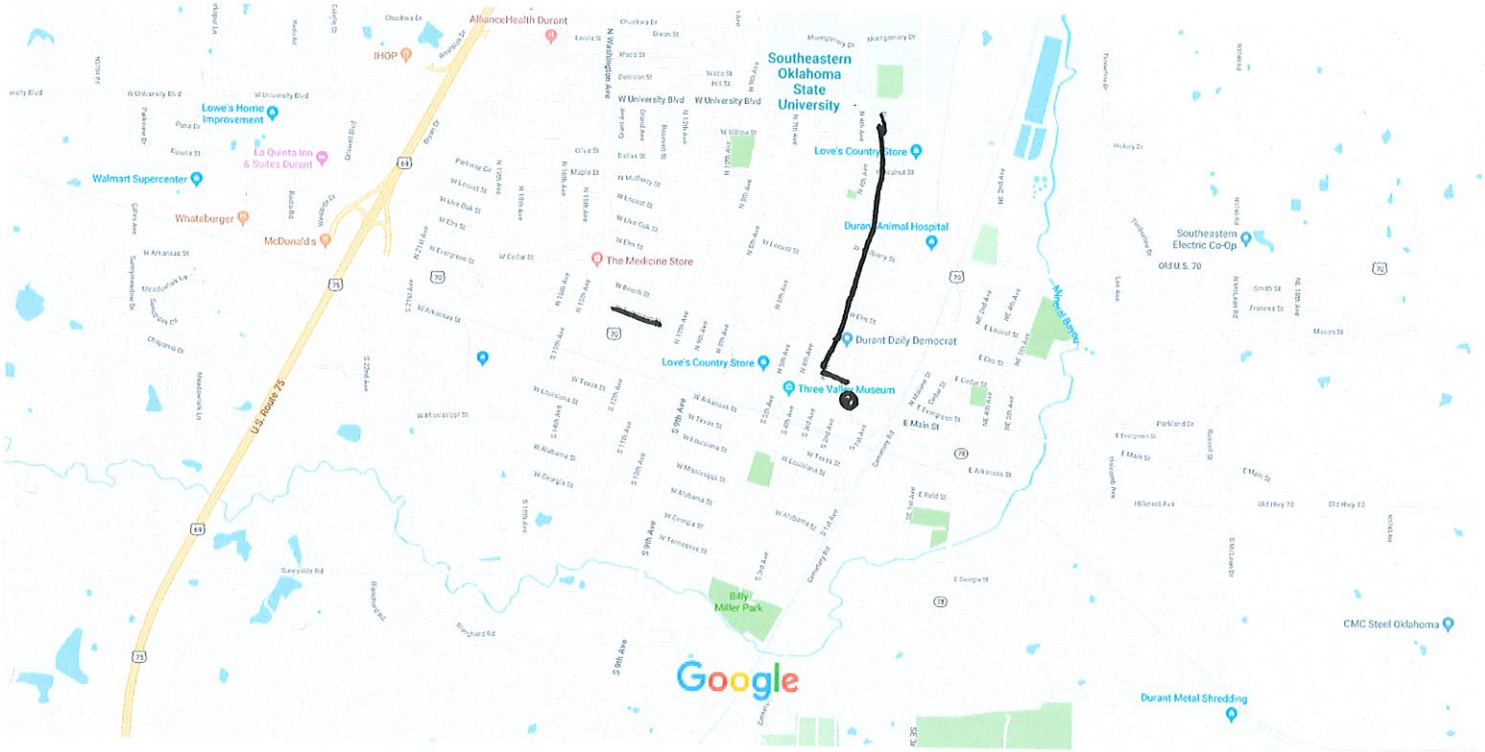
Return Completed Application to DURANT CITY CLERK
♦City Hall Room 103♦300 W. Evergreen St.♦
PO Box 578 Durant, OK 74702

Reviewed: POLICE ✓ **FIRE** ✓ **STREET** ✓ **SANITATION** ✓

Approved: POLICE ✓ **FIRE** ✓ **STREET** ✓ **SANITATION** ✓

SEP-2018-25

Google Maps



Map data ©2018 Google 1000 ft

Arrive on time with notifications

Get reminders when it's time to leave for your next destination.

Learn more

✕ NO THANKS ✓ TURN ON

Home

Set a work address

Updated 4 min ago

Light traffic in this area
Typical conditions

Search this area 74°

* March starts @ SE Paul Laird Football field @ on University St.
* We will march Down 3rd Street.
* We will make a left on Evergreen Street + Proceed to Market Square for the Domestic Vigil Held by the Crisis Center.
* Some student will be holding signs about Preventing Domestic Violence!

Agenda Item: 2.h.

The City of Durant

Office of City Clerk

Memorandum

Date:	8/6/2018
To:	Mayor and City Council
From:	Cynthia J. Price, City Clerk
Re:	Consider Approval of Special Event Application from Bryan County Relay for Life for Bryan County Relay for Life 5K and Fun Run (SEP-2018-24)

Relay for Life is the signature fundraiser for the American Cancer Society.
Their application is attached for your review.

The application was unanimously approved by the Special Event Permit Application Review Committee which consists of Police Chief David Houser, Fire Chief Roger Joines, Street Department Superintendent James Young and Solid Waste Department Superintendent Albert Pierce.

Council Information / Action Requested

Approval of Special Event Application from Bryan County Relay for Life for Bryan County Relay for Life 5K and Fun Run (SEP-2018-24)

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

City Clerk - Notify event organizers of council decision.

ATTACHMENTS:

Description	Type	Upload Date
SEP-2018-24 Application and Site Maps	Exhibit	8/6/2018

SEP No.: 2018-24

DURANT
· OKLAHOMA ·

Special Event Permit Application

Return Completed Application to City Clerk

♦City Hall Room 103♦300 W. Evergreen St.♦

PO Box 578 Durant, OK 74702

General Information

- Event organizers are required to register all public special events (outdoor festivals, walks/runs, parades, carnivals, tournaments, etc.) with the City of Durant.
- Organizers must submit the Special Event Permit Application form a ***minimum of 60 days prior*** to the event.
- Please do not assume that all aspects of the event will be approved. You may be asked to make some changes to your plan based on the availability of services and scheduling of other events.
- All applications must be signed. Those applications not signed will be considered incomplete and will not be processed. Upon approval of your event, you will receive written or electronic notification of confirmation.

Location

Name of Event:

Type of Event: ☒ Run/Walk ☐ Bicycle ☐ Parade ☐ Sporting Event ☐ Tailgate Party ☐ Festival

☐ Motorcycle Ride ☐ Concert ☐ Wedding ☐ Car Show ☐ other:

Choose pre-designated Run/Walk route: ☐ Route 1 ☐ Route 2 ☐ Route 3 ☐ N/A

Choose pre-designated Parade route: ☐ Route 1 ☐ Route 2 ☐ Route 3 ☐ N/A

Location of Event: Southeastern Address of Event: 425 W Univ. PLF

Event located at a City facility or park? ☐ Yes ☒ No General public invited? ☒ Yes ☐ No

Sponsoring Organization

Organization/Group/Individual Name:

Is organization Non-Profit or For-Profit? ☒ Non-Profit ☐ For-Profit

Primary Contact Person: Cherrie Wilmoth Phone: 580-745-2690 Email: cwilmoth@se.edu

Secondary Contact Person: Daphnie Mason Phone: 817-988-5839 Email: daphniejoann@yahoo.com

Fundraiser? ☒ Yes ☐ No Organization to Benefit from Proceeds: Bryan Co Relay for Life American Cancer Society

SEP No.: 2018-24

Event Summary

Set Up Date: Click here to enter a date. 9-22-2018 Set Up Time: 4:00 pm

Event Start Date: Click here to enter a date. 9-22-2018 Event Start Time: 8:00 pm

Event End Date: Click here to enter a date. 9-22-2018 Event End Time: 9:30 pm

Dismantle Date: Click here to enter a date. 9-22-2018 Dismantle Time: 9:30 pm

Expected Attendance: 50-75 (Admission Free)/Registration Fee for public: $25 - 5K $10 - Fun Run

Special arrangements necessary for:

Dumpsters ☐ Yes ☒ No Detail:

Trash Receptacles ☐ Yes ☒ No Detail:

Water Service ☐ Yes ☒ No Detail:

Electrical Service ☐ Yes ☒ No Detail:

Restroom Facilities ☐ Yes ☒ No Detail:

Site Cleanup ☐ Yes ☒ No Detail:

Food Sales/Service ☐ Yes ☒ No Detail:

Beverage Sales/Service ☐ Yes ☒ No Detail:

Will there be an event stage? ☐ Yes ☒ No Will tents be used on-site? ☐ Yes ☒ No

Have adjacent property/business owners been notified? ☐ Yes ☒ No On SE campus

Site Plan

☐ Attach a site plan to the application. Application is not complete without a site plan.

- Outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area.
- If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures. Describe any kind of signage to be used.
- The location of fencing, barriers and/or barricades.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers and dumpsters and any other temporary structures. Include source or provider for each one.
- Generator locations and/or source of electricity

SEP No.: 2018-24

Food/Beverage/Sales

Will there be sales associated with the event? ☐ Yes ☒ No

Are you charging vendors for participating or booths? ☐ Yes ☒ No If "yes", Amount?

Will alcoholic beverages or low point beer be served or sold at the event? ☐ Yes ☒ No

If "yes", check all that apply: ☐Free/Host alcohol ☐Sale of alcohol ☐Beer ☐Liquor ☐Beer & liquor

Did you obtain an alcohol license or permit? ☐ Yes ☐ No

Will food be prepared in the event area? ☐ Yes ☒ No

Have all county health department permits been obtained? ☐ Yes ☐ No

Note: Other permits from the City of Durant, Bryan County or State of Oklahoma may be required. Please review the section in the guidelines for additional information. An application to the Oklahoma Tax Commission for a special event permit at least twenty (20) days prior to the event is required per O.S. Title 68 Section 1364.2.

Traffic and Parking

Normal traffic flow to be disrupted? ☐ Yes ☒ No Street closing(s) requested? ☐ Yes ☒ No

Is there a need for traffic control from our Police Department? ☒ Yes ☐ No

Parking arrangements necessary? ☐ Yes ☒ No On-site parking control? ☐ Yes ☒ No

If **"yes"**, indicate the following on the attached site plan: proposed area detailing names of all streets, time frame involved, requested street closure(s), entry and exit for event traffic and/or pedestrian crossings, type of traffic control requested, and possible impact on traffic patterns. Describe how the route will be marked and the type of police service is needed (ie. front escort, rear escort, traffic control, security). Describe parking arrangements and/or on-site parking control.

Security/Medical

Will this event require Event Security? ☐ Yes ☒ No On-site Medical/First Aid care? ☐ Yes ☒ No

SE will handle

Will the event involve any type of fireworks or pyrotechnics? ☐ Yes ☒ No

Will there be any type of hazardous materials on-site during the event? ☐ Yes ☒ No

Will the event involve any type of firearms or replica firearms? ☐ Yes ☒ No

If **"yes"**, indicate the following on the attached site plan: description of proposed type of event security and list type of direct communication equipment to be used; outline of on-site medical/first aid care to be provided; details related to fireworks and/or pyrotechnics (including what will be utilized and by whom); and explain how firearms (replica or otherwise) are involved with the event. Attach material safety data sheets for any hazardous material on-site during the event. **Note**: the City of Durant may impose requirements for event security based on the type of event, anticipated crowds, location or other factors.

SEP No.: 2018-24

Assurance

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Durant Municipal Code. Host Organization will be responsible for any damages to city equipment or facilities. Applicant agrees to comply with all other requirements of the City, County, State and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to property taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes. I further agree that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Durant.

Street closings will require approved traffic control devices including barricades and signs. State Law requires that in most cases, state certified police officers must be used for traffic control on public streets **The cost to provide any services shall be paid in advance** including, but not limited to traffic control devices or services provided by the Durant Police Department.

Applicant Name: Cherrie Wilmoth Application Date: Click here to enter a date. 7-20-2018

Applicant Signature: _____

Checklist

Note: Will have volunteers @ each yellow push pin, they will have reflective vests.

Thank you for completing your Special Event Permit Application. Before you submit your application to the City of Durant, please make sure that the following steps have been completed.

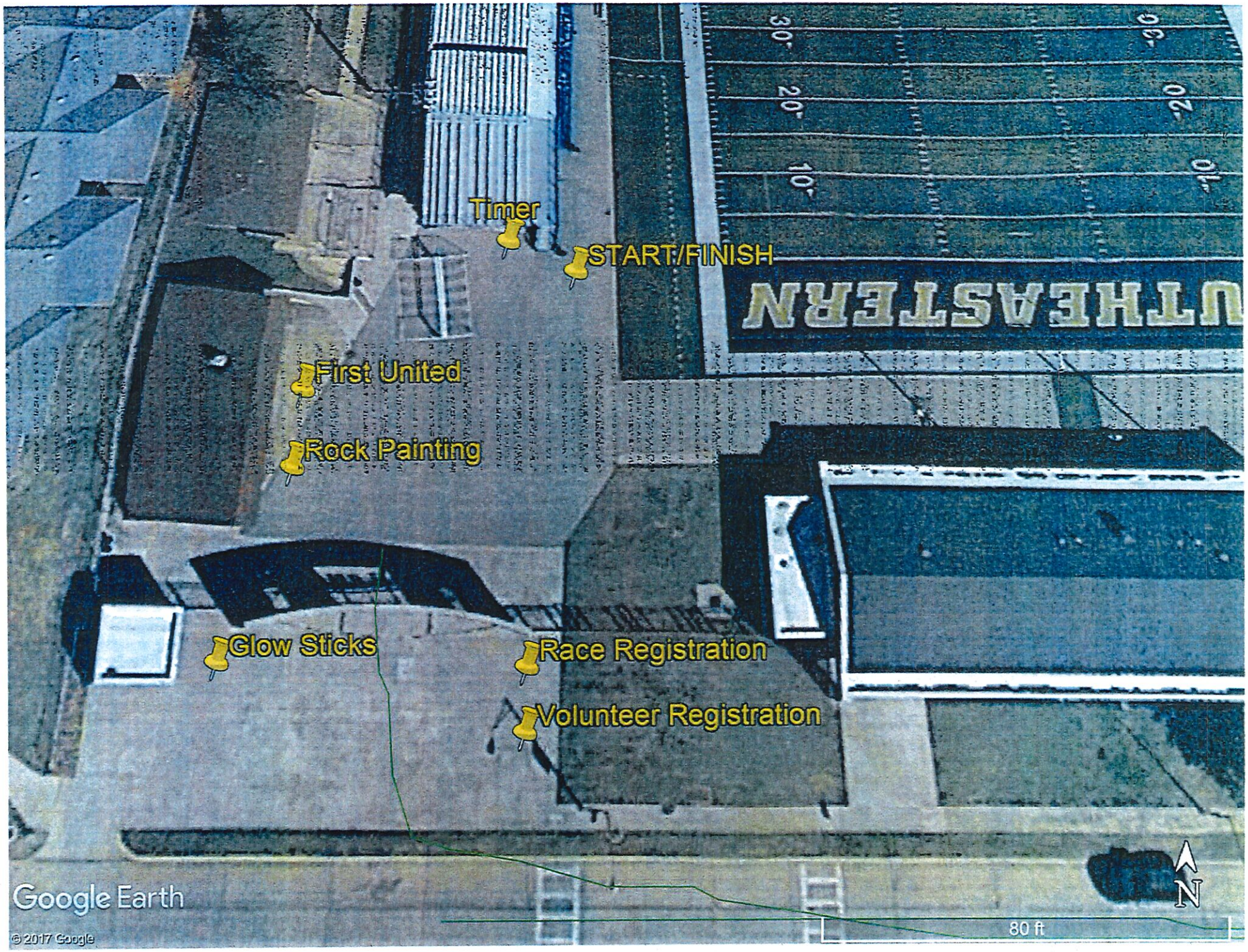
Have you?

- [x] Signed and dated your application
- [x] Attached your event site plan including any applicable traffic, security, or parking plans
- [ ] Attached a list of your vendors and a copy of applicable health permits N/A
- [ ] Attached a Certificate of Insurance N/A
- [ ] Attached a copy of your IRS 501(c) tax exemption letter N/A
- [ ] Included and attached any Bryan County, State, or City permits that may be required N/A

Return Completed Application to DURANT CITY CLERK
♦City Hall Room 103♦300 W. Evergreen St.♦
PO Box 578 Durant, OK 74702

Reviewed: POLICE ✓ **FIRE** ✓ **STREET** ✓ **SANITATION** ✓

Approved: POLICE ✓ **FIRE** ✓ **STREET** ✓ **SANITATION** ✓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Glow Sticks
Race Registration
Volunteer Registration
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Google Earth
© 2017 Google
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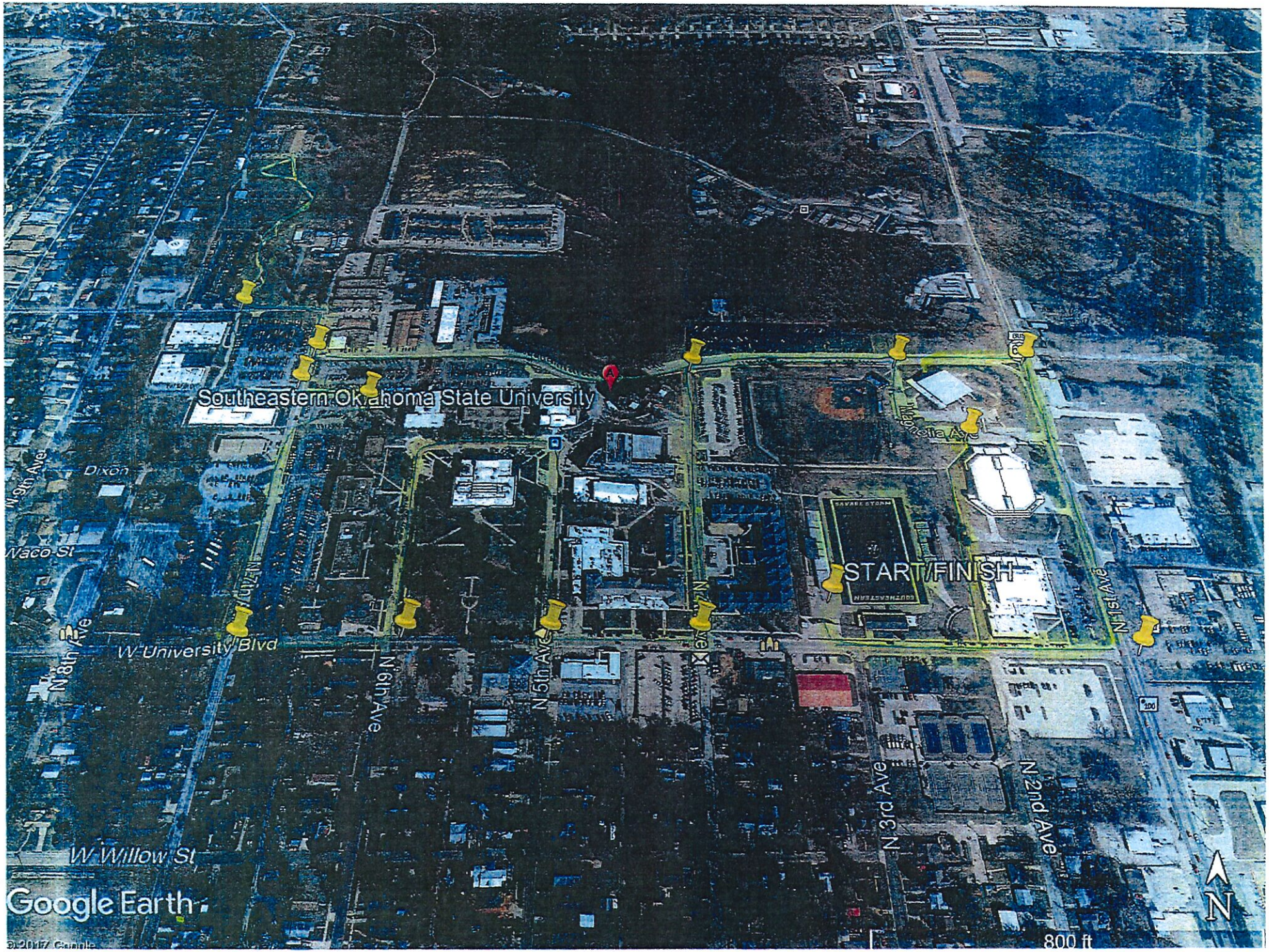
SEP. 2018-24


Southeastern Oklahoma State University
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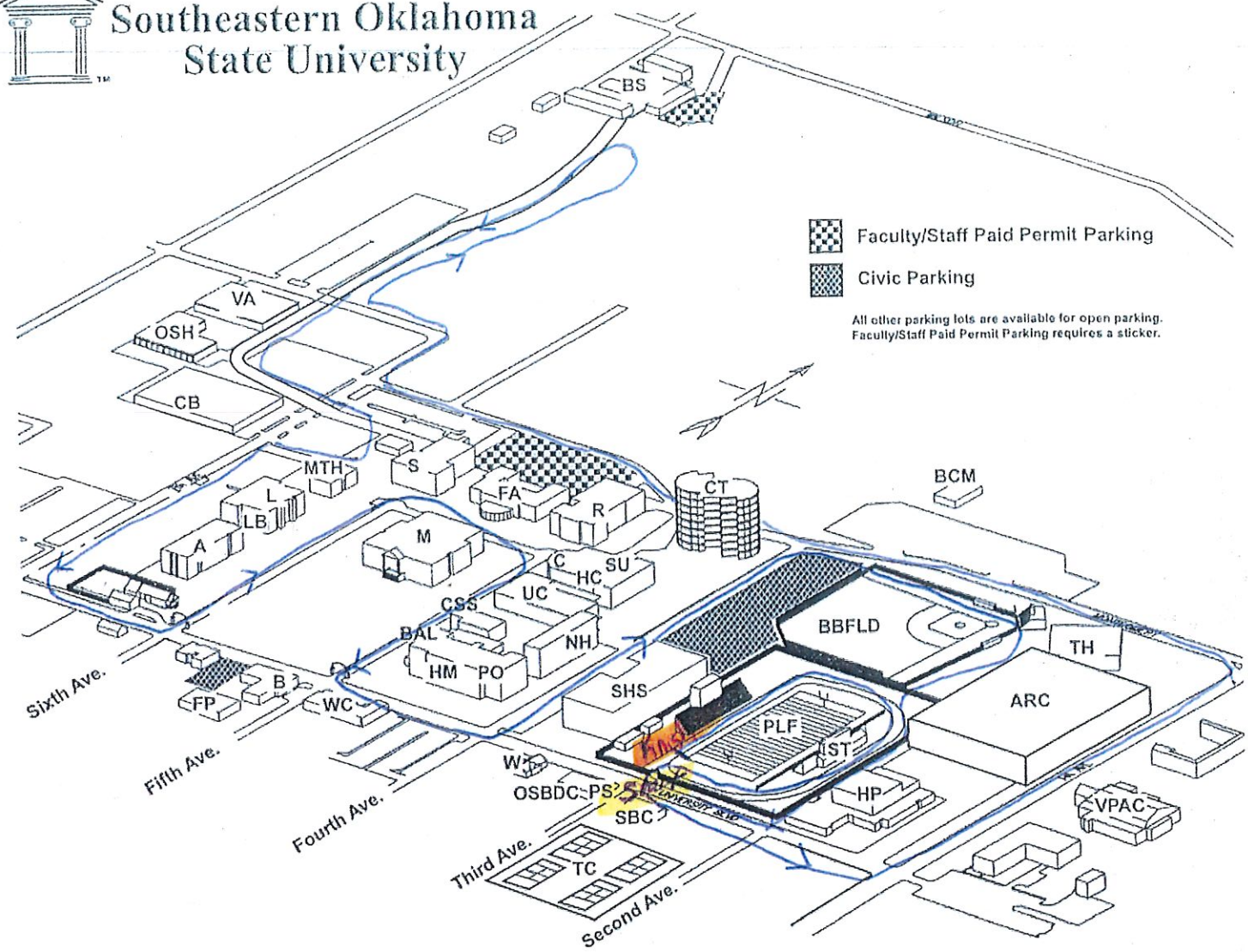
SEP-2018-24

SEP-2018-24

Southeastern Oklahoma State University



A ..... Administration
ARC ..... Arena and Convocation Center
B ..... Bookstore
BAL ..... Ballroom
BBFLD ..... Baseball Field
BS ..... Biological Sciences
BCM ..... Baptist Collegiate Ministries
C ..... Cafeteria (in New Student Union)
CB ..... Classroom Building
CSS ..... Center for Student Success
CT ..... Chickasaw/Choctaw Towers
EC ..... Equestrian Center
EF ..... Eaker Field
FA ..... Fine Arts Building
FP ..... Federal Programs (EOC and Talent Search)
HC ..... Health Center
HM ..... Hallie McKinney Hall
HP ..... Bloomer Sullivan Gymnasium (HPER)
L ..... Henry G. Bennett Library
LB ..... Henry G. Bennett Library Basement
M ..... Morrison Hall
MG ..... Magnolia Room
MTH ..... Math Building
NH ..... North Hall/North Hall Dorm
OSBDC Oklahoma Small Business Development Center
OSH ..... Occupational Safety and Health
PLF ..... Paul Laird Field (Football)
PO ..... Post Office
PS ..... Public Safety
R ..... Russell Building
S ..... Science Building
SBC ..... Student Bible Center
SHS ..... Shearer Hall & Suites
ST ..... East Stadium
SU ..... Glen D. Johnson Student Union
TH ..... Theatre Building
TC ..... Tennis Complex
UC ..... University Center Building
VA ..... Visual Arts Building
VPAC ..... Visual & Performing Arts Center
W ..... Wesley Center
WC ..... Welcome Center

Agenda Item: 2.i.

The City of Durant

Information Technology

Memorandum

Date: 7/22/2018
To: Mayor and City Council
From: INFORMATION TECHNOLOGY
Re: Consider Approval of Ricoh Copier Lease & Use Fees, Agreement # C-2017-53, RFAP #2019-53

2ND YEAR OF A 60 MONTH LEASE AGREEMENT WITH RICOH CONTRACT C-2017-53, FY17/18 RFAP#2018-093, FY18/19 RFAP #2019-53
INFORMATION IS ATTACHED.

Council Information / Action Requested

REQUESTING APPROVAL OF RFAP #2019-53 2nd YEAR OF A 60 MONTH LEASE AGREEMENT WITH RICOH.
INFORMATION IS ATTACHED

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

REQUEST PURCHASE ORDER AND WILL NOTIFY VENDOR

ATTACHMENTS:

Description	Type	Upload Date
CONTRACT C-2017-53	Cover Memo	7/23/2018
RFAP#2019-53	Cover Memo	7/23/2018
Copiers on 60 month lease	Cover Memo	7/23/2018

C-2017-53

RICOH

Ricoh USA, Inc.

For Correspondence Only:

Ricoh USA, Inc.
PO Box 9115
Macon GA 31210

Customer Service:
Telephone 1-800-595-1011

Customer Name: **DURANT CITY OF**

Account Number: **1047620-1033146USC**

Agreement Dates:

Description	Date
Term Begin Date	8/22/2017
First Payment Due Date	9/22/2017
Initial Term End Date	8/21/2022

Payment Remit Payments as follows:

Address: **RICOH USA, INC.**
PO BOX 650016
DALLAS,
TX 75265 001616

W-9 Fed TAX PAYER ID NUMBER: 42-1074725
Please access MyAccounts (www.getmyaccounts.com) for a copy of the W-9 form.

Equipment Description: Make and model number can be found on copy of attached executed agreement. Please access MyAccounts (www.getmyaccounts.com) for equipment serial numbers(s).

Property Taxes: Property Taxes are assessed based on the equipment location on the tax assessment date and determined by your county or state. Each county or state determines its own tax assessment date.

Customer Service: In the event of any discrepancies contact Customer Service immediately at 1-800-595-1011.

Please note that this notice is subject in all respects to the terms and conditions of your agreement and does not constitute an amendment or any other change to any of the terms or conditions of such agreement. To the extent of any conflict between the contents of this notice and the terms or conditions of such agreement, the terms and conditions of such agreement shall control.

NOTICE: The information contained in this letter and any attachments ("this letter") may contain confidential information for the sole use of the intended recipient(s). Any unauthorized use, disclosure, viewing, copying, alteration, dissemination or distribution of, or reliance on this letter is strictly prohibited. If you have received this letter in error, or you are not an authorized recipient, please notify the sender immediately, delete all copies from your e-mail system and destroy any printed copies.

C-2017-53

Image Management
U.S. Communities Product Schedule

RICOH
Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Product Schedule Number: _____
Master Lease Agreement Number: _____

This Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and DURANT CITY OF, as customer or lessee ("Customer" or "you"). This Schedule constitutes a "Schedule," "Product Schedule," or "Order Agreement," as applicable, under the U.S. Communities Master Lease Agreement (together with any amendments, attachments and addenda thereto, the "Lease Agreement") identified above, between you and _____. All terms and conditions of the Lease Agreement are incorporated into this Schedule and made a part hereof. If we are not the lessor under the Lease Agreement, then, solely for purposes of this Schedule, we shall be deemed to be the lessor under the Lease Agreement. It is the intent of the parties that this Schedule be separately enforceable as a complete and independent agreement, independent of all other Schedules to the Lease Agreement.

CUSTOMER INFORMATION

DURANT CITY OF				Marie Goolsby			
Customer (Bill To) 300 W EVERGREEN ST				Billing Contact Name PO BOX 578			
Product Location Address DURANT		OK	74701-4742	Billing Address *(if different from location address)* DURANT		OK	74702-0578
City	County	State	Zip	City	County	State	Zip

Billing Contact Telephone Number	Billing Contact Facsimile Number	Billing Contact E-Mail Address
(580) 920-0024		marieg@burant.org

PRODUCT/EQUIPMENT DESCRIPTION ("Product")

Qty	Product Description: Make & Model
2	RICOH MPC4504EX BRANDING SET
1	RICOH MPC2004EX BRANDING SET
1	RICOH AFICIO MPC4502-RM
1	RICOH AFICIO MPC4502-RM

Qty	Product Description: Make & Model

PAYMENT SCHEDULE

Minimum Term *(months)*	Minimum Payment *(Without Tax)*	Minimum Payment Billing Frequency	Advance Payment
60	$ 2,398.00	☑ Monthly ☐ Quarterly ☐ Other: _____	☐ 1st Payment ☐ 1st & Last Payment ☐ Other: _____

Guaranteed Minimum Images*°		Cost of Additional Images°		Meter Reading/Billing Frequency
Black/White	Color	Black/White	Color	☐ Monthly ☑ Quarterly ☐ Other: _____
28,500	8,200	$0.0076	$0.0485	

* Based upon Minimum Payment Billing Frequency
° Based upon standard 8 ½" x 11" paper size. Paper sizes greater than 8 ½" x 11" may count as more than one image.

Sales Tax Exempt: ☑ YES (Attach Exemption Certificate) Customer Billing Reference Number (P.O. #, etc.) _____
Addendum(s) attached: ☑ YES (check if yes and indicate total number of pages: 1)

TERMS AND CONDITIONS

1. The first Payment will be due on the Effective Date. If the Lease Agreement uses the terms "Lease Payment" and "Commencement Date" rather than "Payment" and "Effective Date," then, for purposes of this Schedule, the term "Payment" shall have the same meaning as "Lease Payment," and the term "Effective Date" shall have the same meaning as "Commencement Date."

Ricoh® and the Ricoh Logo are registered trademarks of Ricoh Company, Ltd.

2. You, the undersigned Customer, have applied to us to use the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE,** except as otherwise provided in the Lease Agreement, if applicable. If we accept this Schedule, you agree to use the above Product on all the terms hereof, including the terms and conditions on the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.** You acknowledge and agree that the Ricoh service commitments included on the "*Image Management Commitments*" page attached to this Schedule (collectively, the "Commitments") are separate and independent obligations of Ricoh USA, Inc. ("Ricoh") governed solely by the terms set forth on such page. If we assign this Schedule in accordance with the Lease Agreement, the Commitments do not represent obligations of any assignee and are not incorporated herein by reference. You agree that Ricoh alone is the party to provide all such services and is directly responsible to you for all of the Commitments. We are or, if we assign this Schedule in accordance with the Lease Agreement, our assignee will be, the party responsible for financing and billing this Schedule, including, but not limited to, the portion of your payments under this Schedule that reflects consideration owing to Ricoh in respect of its performance of the Commitments. Accordingly, you expressly agree that Ricoh is an intended party beneficiary of your payment obligations hereunder, even if this Schedule is assigned by us in accordance with the Lease Agreement.

3. Image Charges/Meters: In return for the Minimum Payment, you are entitled to use the number of Guaranteed Minimum Images as specified in the Payment Schedule of this Schedule. The Meter Reading/Billing Frequency is the period of time (monthly, quarterly, etc.) for which the number of images used will be reconciled. If you use more than the Guaranteed Minimum Images during the selected Meter Reading/Billing Frequency period, you will pay additional charges at the applicable Cost of Additional Images as specified in the Payment Schedule of this Schedule for images, black and white and/or color, which exceed the Guaranteed Minimum Images ("Additional Images"). The charge for Additional Images is calculated by multiplying the number of Additional Images by the applicable Cost of Additional Images. The Meter Reading/Billing Frequency may be different than the Minimum Payment Billing Frequency as specified in the Payment Schedule of this Schedule. You will provide us or our designee with the actual meter reading(s) by submitting meter reads electronically via an automated meter read program, or in any other reasonable manner requested by us or our designee from time to time. If such meter reading is not received within seven (7) days of either the end of the Meter Reading/Billing Frequency period or at our request, we may estimate the number of images used. Adjustments for estimated charges for Additional Images will be made upon receipt of actual meter reading(s). Notwithstanding any adjustment, you will never pay less than the Minimum Payment.

4. Additional Provisions (if any) are: _____

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted by: RICOH USA, INC.
By: X Jerry L. Tomlinson Authorized Signer Signature	By: _____ Authorized Signer Signature
Printed Name: Jerry L. Tomlinson	Printed Name: _____
Title: Mayor, City of Durant Date: 8-8-2017	Title: _____ Date: _____

CITY OF DURANT
OFFICIAL
SEAL
STATE OF OKLAHOMA

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DocuSign Envelope ID: 2379D348-3AD7-4D66-9131-FB85A0D5B7FF

THIS IS A COPY
This is a copy view of the Authorative Copy Held by the designated custodian

2. You, the undersigned Customer, have applied to us to use the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE,** except as otherwise provided in the Lease Agreement, if applicable. If we accept this Schedule, you agree to use the above Product on all the terms hereof, including the terms and conditions on the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.** You acknowledge and agree that the Ricoh service commitments included on the "*Image Management Commitments*" page attached to this Schedule (collectively, the "Commitments") are separate and independent obligations of Ricoh USA, Inc. ("Ricoh") governed solely by the terms set forth on such page. If we assign this Schedule in accordance with the Lease Agreement, the Commitments do not represent obligations of any assignee and are not incorporated herein by reference. You agree that Ricoh alone is the party to provide all such services and is directly responsible to you for all of the Commitments. We are or, if we assign this Schedule in accordance with the Lease Agreement, our assignee will be, the party responsible for financing and billing this Schedule, including, but not limited to, the portion of your payments under this Schedule that reflects consideration owing to Ricoh in respect of its performance of the Commitments. Accordingly, you expressly agree that Ricoh is an intended party beneficiary of your payment obligations hereunder, even if this Schedule is assigned by us in accordance with the Lease Agreement.

3. Image Charges/Meters: In return for the Minimum Payment, you are entitled to use the number of Guaranteed Minimum Images as specified in the Payment Schedule of this Schedule. The Meter Reading/Billing Frequency is the period of time (monthly, quarterly, etc.) for which the number of images used will be reconciled. If you use more than the Guaranteed Minimum Images during the selected Meter Reading/Billing Frequency period, you will pay additional charges at the applicable Cost of Additional Images as specified in the Payment Schedule of this Schedule for images, black and white and/or color, which exceed the Guaranteed Minimum Images ("Additional Images"). The charge for Additional Images is calculated by multiplying the number of Additional Images by the applicable Cost of Additional Images. The Meter Reading/Billing Frequency may be different than the Minimum Payment Billing Frequency as specified in the Payment Schedule of this Schedule. You will provide us or our designee with the actual meter reading(s) by submitting meter reads electronically via an automated meter read program, or in any other reasonable manner requested by us or our designee from time to time. If such meter reading is not received within seven (7) days of either the end of the Meter Reading/Billing Frequency period or at our request, we may estimate the number of images used. Adjustments for estimated charges for Additional Images will be made upon receipt of actual meter reading(s). Notwithstanding any adjustment, you will never pay less than the Minimum Payment.

4. Additional Provisions (if any) are: _____

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted
By: X Jerry L. Tomlinson Authorized Signer Signature	By: DocuSigned by: SHIVANI VERMA CCAD4AB728DD45F...
Printed Name: Jerry L. Tomlinson	Printed Name: SHIVANI VERMA
Title: Mayor, City of Durant Date: 8-8-2017	Title: Funding Specialist Date: 09-01-2017

COPY VIEW

Image Management

RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

RICOH USA, INC.
IMAGE MANAGEMENT COMMITMENTS

The below service commitments (collectively, the "Service Commitments") are brought to you by Ricoh USA, Inc., an Ohio corporation having its principal place of business at 70 Valley Stream Parkway, Malvern, PA 19355 ("Ricoh"). The words "you" and "your" refer to you, our customer. You agree that Ricoh alone is the party to provide all of the services set forth below and is fully responsible to you, the customer, for all of the Service Commitments. Ricoh or, if Ricoh assigns the Product Schedule to which this page is attached in accordance with the Lease Agreement (as defined in such Product Schedule), Ricoh's assignee, is the party responsible for financing and billing the Image Management Product Schedule. The Service Commitments are only applicable to the equipment ("Product") described in the Image Management Product Schedule to which these Service Commitments are attached, excluding facsimile machines, single-function and wide-format printers and production units. The Service Commitments are effective on the date the Product is accepted by you and apply during Ricoh's Normal Business Hours (as defined below). They remain in effect for the Minimum Term so long as no ongoing default exists on your part.

TERM PRICE PROTECTION

The Image Management Minimum Payment and the Cost of Additional Images, as described on the Image Management Product Schedule, will not increase in price during the Minimum Term of the Image Management Product Schedule, unless agreed to in writing and signed by both parties.

PRODUCT SERVICE AND SUPPLIES

Ricoh will provide full coverage maintenance services, including replacement parts, drums, labor and all service calls, during Normal Business Hours. "Normal Business Hours" are between 8:00 a.m. and 5:00 p.m., Monday to Friday excluding holidays ((i) New Year's Day; (ii) Memorial Day; (iii) 4th of July; (iv) Labor Day; (v) Thanksgiving; (vi) Day after Thanksgiving; and (vii) Christmas Day). Ricoh will also provide the supplies required to produce images on the Product covered under the Image Management Product Schedule (other than non-metered Product and soft-metered Product). The supplies will be provided according to manufacturer's specifications. Ricoh reserves the right to assess a reasonable charge for supply shipments if you request overnight delivery. If Ricoh determines that you have used more supplies than the manufacturer's recommended specifications, you will pay reasonable charges for those excess supplies and/or Ricoh may refuse you additional supply shipments, or as otherwise agreed to by the parties. Optional supply items such as paper and transparencies are not included, unless otherwise agreed to by the parties in writing. Charges are based on standard 8.5x11 images. Ricoh reserves the right to assess additional images charges for non-standard images, including 11x17 images.

RESPONSE TIME COMMITMENT

Ricoh will provide a one hour (1) phone response to service calls measured from receipt of your call. Ricoh will provide a four (4) business hour response time for all service calls located within a major metropolitan area, and an eight (8) business hour average response time for service calls located fifty (50) miles or greater from a Ricoh service center for the term of the Image Management Product Schedule. Response time is measured in aggregate for all Product covered by the Image Management Product Schedule.

UPTIME PERFORMANCE COMMITMENT

Ricoh will service the Product to be Operational with a quarterly uptime average of 95% during Normal Business Hours, excluding preventative and interim maintenance time. Downtime will begin at the time you place a service call to Ricoh and will end when the Product is again Operational. You agree to make the Product available to Ricoh for scheduled preventative and interim maintenance. You further agree to give Ricoh advance notice of any critical and specific uptime needs you may have so that Ricoh can schedule with you interim and preventative maintenance in advance of such needs. As used in these Service Commitments, "Operational" means substantial compliance with the manufacturer's specifications and/or performance standards and excludes customary end-user corrective actions.

IMAGE VOLUME FLEXIBILITY AND PRODUCT ADDITIONS

At any time after the expiration of the initial ninety day period of the original term of the Image Management Product Schedule to which these Service Commitments relate, Ricoh will, upon your request, review your image volume. If the image volume has moved upward or downward in an amount sufficient for you to consider an alternative plan, Ricoh will present pricing options to conform to a new image volume. If you agree that additional product is required to satisfy your increased image volume requirements, Ricoh will include the product in the pricing options. The addition of product and/or increases/decreases to the Guaranteed Minimum Images requires an amendment ("Amendment") to the Image Management Product Schedule that must be agreed to and signed by both parties to the Schedule. The term of the Amendment may not be less than the remaining term of the existing Image Management Product Schedule but may extend the remaining term of the existing Image Management Product Schedule for up to an additional 60 months. Adjustments to the Guaranteed Minimum Images commitment and/or the addition of product may result in a higher or lower minimum payment. Images decreases are limited to 25% of the Guaranteed Minimum Images in effect at the time of Amendment.

PRODUCT AND PROFESSIONAL SERVICES UPGRADE OPTION

At any time after the expiration of one-half of the original term of the Image Management Product Schedule to which these Service Commitments relate, you may reconfigure the Product by adding, exchanging, or upgrading to an item of Product with additional features or enhanced technology. A new Image Management Product Schedule or Amendment must be agreed to and signed by the parties to the Schedule, for a term not less than the remaining term of the existing Image Management Product Schedule but may, in the case of an Amendment, extend the remaining term of the existing Image Management Product Schedule for up to an additional 60 months. The Cost of Additional Images and the Minimum Payment of the new Image Management Product Schedule will be based on any obligations remaining on the Product, the added product and new image volume commitment. Your Ricoh Account Executive will be pleased to work with you on a Technology Refresh prior to the end of your Image Management Product Schedule or Amendment.

PERFORMANCE COMMITMENT

Ricoh is committed to performing these Service Commitments and agrees to perform its services in a manner consistent with the applicable manufacturer's specifications. Should a Product or an accessory not be able to be maintained in conformance with manufacturer's specifications, Ricoh shall, at its own expense, replace such Product with another unit of the same product designation as that Product and Ricoh shall bear all installation, transportation, removal and rigging charges in connection with the installation of such replacement unit; provided, however that (a) the replacement unit may be a reconditioned or otherwise used unit rather than a new unit; and (b) if a replacement unit of the same product designation as the unit of Product it replaces is not available, the replacement unit may be a product of substantially similar or greater capabilities. Ricoh shall re-perform any Services not in compliance with this warranty and brought to Ricoh's attention in writing within a reasonable time, but in no event more than 30 days after such Services are performed. If you are dissatisfied with Ricoh's performance, you must send a registered letter outlining your concerns to the address specified below in the "Quality Assurance" section. Please allow 30 days for resolution.

ACCOUNT MANAGEMENT

Your Ricoh sales professional will, upon your request, be pleased to review your product performance metrics on a quarterly basis and at a mutually convenient date and time. Ricoh will, upon your request, be pleased to annually review your business environment and discuss ways in which Ricoh may improve efficiencies and reduce costs relating to your document management processes.

QUALITY ASSURANCE

Please send all correspondence relating to the Service Commitments via registered letter to the Quality Assurance Department located at: 3920 Arkwright Road, Macon, GA 31210, Attn: Quality Assurance. The Quality Assurance Department will coordinate resolution of any performance issues concerning the above Service Commitments with your local Ricoh office. *To ensure the most timely response please call 1-888-275-4566.*

MISCELLANEOUS

These Service Commitments do not cover repairs resulting from misuse (including without limitation improper voltage or environment or the use of supplies that do not conform to the manufacturer's specifications), subjective matters (such as color reproduction accuracy) or any other factor beyond the reasonable control of Ricoh. Ricoh and you each acknowledge that these Service Commitments represent the entire understanding of the parties with respect to the subject matter hereof and that your sole remedy for any Service Commitments not performed in accordance with the foregoing is as set forth under the section hereof entitled "Performance Commitment". The Service Commitments made herein are service and/or maintenance warranties and are not product warranties. Except as expressly set forth herein, Ricoh makes no warranties, express or implied, including any implied warranties of merchantability, fitness for use, or fitness for a particular purpose. Neither party hereto shall be liable to the other for any consequential, indirect, punitive or special damages. Customer expressly acknowledges and agrees that, in connection with the security or accessibility of information stored in or recoverable from any Product provided or serviced by Ricoh, Customer is solely responsible for ensuring its own compliance with legal requirements or obligations to third parties pertaining to data security, retention and protection. These Service Commitments shall be governed according to the laws of the State where your principal place of business or residence is located without regard to its conflicts of law principles. These Service Commitments are not assignable by the Customer. Unless otherwise stated in your Implementation Schedule, your Product will ONLY be serviced by a "Ricoh Certified Technician". If any software, system support or related connectivity services are included as part of these Service Commitments as determined by Ricoh, Ricoh shall provide any such services at your location set forth in the Product Schedule as applicable, or on a remote basis. You shall provide Ricoh with such access to your facilities, networks and systems as may be reasonably necessary for Ricoh to perform such services. You acknowledge and agree that, in connection with its performance of its obligations under these Service Commitments, Ricoh may place automated meter reading units on imaging devices, including but not limited to the Product, at your location in order to facilitate the timely and efficient collection of accurate meter read data on a monthly, quarterly or annual basis. Ricoh agrees that such units will be used by Ricoh solely for such purpose. Once transmitted, all meter read data shall become the sole property of Ricoh and will be utilized for billing purposes.

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RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Additional Equipment/Product and/or Multiple Location Addendum

This ADDITIONAL EQUIPMENT/PRODUCT and/or MULTIPLE LOCATION ADDENDUM (this "Addendum"), dated as of the 24 day of July, 2017, is to that certain agreement/product schedule no. ______ - ______ (the "Agreement"), between Ricoh USA, Inc. ("we" or us") and DURANT CITY OF as customer ("Customer" or "you").

The parties, intending to be legally bound, agree that the Agreement shall be modified as follows:

1. The equipment/product description and location set forth in the Agreement shall refer to, and/or include, the equipment/product and locations listed below:

EQUIPMENT/PRODUCT DESCRIPTION & LOCATION

Qty	Description: Make& Model	Street Address/City/State/Zip (complete only if address is different from Equipment/Product Location Address on Agreement)		
1	RICOH AFICIO MPC4502-RM	1201 NE 2ND AVE		
		DURANT	OK	74701-2355
1	RICOH MPC4504EX BRANDING SET	122 N 1ST AVE		
		DURANT	OK	74701-4702
1	RICOH MPC2004EX BRANDING SET	2808 ENTERPRISE DR CHOCTAW FIRE SUBSTATION 3		
		DURANT	OK	74701-1978
2	RICOH MPC2004EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052
1	RICOH MPC4504EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052
1	RICOH MPC2004EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052

2. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Addendum, as of the date first written above.

CUSTOMER

X Jerry L. Tomlinson

Authorized Signature — Date

Jerry L. Tomlinson, Mayor City of Durant

Print Authorized Signer Name — Title

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

Ricoh USA, Inc.

Authorized Signature — Date

Print Authorized Signer Name — Title

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RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Additional Equipment/Product and/or Multiple Location Addendum

This ADDITIONAL EQUIPMENT/PRODUCT and/or MULTIPLE LOCATION ADDENDUM (this "Addendum"), dated as of the 24 day of July, 20 17, is to that certain agreement/product schedule no. 1047620 - 1033146USC (the "Agreement"), between Ricoh USA, Inc. ("we" or us") and DURANT CITY OF as customer ("Customer" or "you").

The parties, intending to be legally bound, agree that the Agreement shall be modified as follows:

1. The equipment/product description and location set forth in the Agreement shall refer to, and/or include, the equipment/product and locations listed below:

EQUIPMENT/PRODUCT DESCRIPTION & LOCATION

Qty	Description: Make& Model	Street Address/City/State/Zip (complete only if address is different from Equipment/Product Location Address on Agreement)		
1	RICOH AFICIO MPC4502-RM	1201 NE 2ND AVE DURANT	OK	74701-2355
1	RICOH MPC4504EX BRANDING SET	122 N 1ST AVE DURANT	OK	74701-4702
1	RICOH MPC2004EX BRANDING SET	2808 ENTERPRISE DR CHOCTAW FIRE SUBSTATION 3 DURANT	OK	74701-1978
2	RICOH MPC2004EX BRANDING SET	3104 CARL ALBERT DR DURANT	OK	74701-1052
1	RICOH MPC4504EX BRANDING SET	3104 CARL ALBERT DR DURANT	OK	74701-1052
1	RICOH MPC2004EX BRANDING SET	3104 CARL ALBERT DR DURANT	OK	74701-1052

2. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Addendum, as of the date first written above.

CUSTOMER

x Jerry L. Tomlinson
Authorized Signature — Date

Jerry L. Tomlinson, Mayor
Print Authorized Signer Name — Title
City of Durant

DocuSigned by:
SHIVANI VERMA
CCAD4AB726DD45F...
09-01-2017
Date

SHIVANI VERMA — Funding Specialist
Print Authorized Signer Name — Title

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA
07/31/2017 13:20 PM

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COPY VIEW

RICOH

U.S. Communities Master Lease Agreement

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Number: _____

CUSTOMER INFORMATION

Full Legal Name DURANT CITY OF				
Address PO BOX 578				
City DURANT	State OK	Zip 74702-0578	Contact Marie Goolsby	Telephone Number (580) 920-0024
Federal Tax ID Number 73 - 6021019 *(Do Not Insert Social Security Number)*	Facsimile Number		E-mail Address marieg@burant.org	

This U.S. Communities Master Lease Agreement ("Lease Agreement") has been written in clear, easy to understand English. When we use the words "you", "your" or "Customer" in this Lease Agreement, we mean you, our customer, as indicated above. When we use the words "we", "us" or "our" in this Lease Agreement, we mean Ricoh USA, Inc. ("Ricoh") or, if we assign this Lease Agreement or any Schedules executed in accordance with this Lease Agreement, pursuant to Section 13 below, the Assignee (as defined below). Our corporate office is located at 70 Valley Stream Parkway, Malvern, Pennsylvania 19355.

1. Agreement. This Lease Agreement is executed pursuant to the contract by and between Ricoh USA, Inc. (successor-in-interest to Ricoh Americas Corporation) and Fairfax County (the "County") on behalf of the U.S. Communities Government Purchasing Alliance and all public agencies, non-profits and higher education entities ("Participating Public Agencies"), having a Contract ID number of 4400003732 and the contract period is from February 11, 2013 to June 30, 2019, with the option to renew for no more than three (3) years (the "Contract Period"), one year at a time, or any combination thereof (the "Contract"). Notwithstanding the foregoing, any Schedule entered into during the Contract Period shall continue in full force and effect for the entire lease term set forth in the Schedule. We agree to lease or rent, as specified in any equipment schedule executed by you and us and incorporating the terms of this Lease Agreement by reference (a "Schedule"), to you, and you agree to lease or rent, as applicable, from us, subject to the terms of this Lease Agreement and such Schedule, the personal and intangible property described in such Schedule. The personal and intangible property described on a Schedule (together with all attachments, replacements, parts, substitutions, additions, repairs, and accessories incorporated in or affixed to the property and any license or subscription rights associated with the property) will be collectively referred to as "Product." The manufacturer of the tangible Product shall be referred to as the "Manufacturer." To the extent the Product includes intangible property or associated services such as periodic software licenses and prepaid data base subscription rights, such intangible property shall be referred to as the "Software."
2. Schedules; Delivery and Acceptance. This Lease Agreement shall consist of the terms and conditions of the Contract and this Lease Agreement and any Schedule issued pursuant thereto. As it pertains to this Lease Agreement, the order of precedence of the component parts of the Lease Agreement shall be as follows: (a) the terms and conditions of this Lease Agreement and Schedule issued pursuant thereto, and (b) the terms and conditions of the Contract. The foregoing order of precedence shall govern the interpretation of this Lease Agreement in cases of conflict or inconsistency therein. Each Schedule that incorporates this Lease Agreement shall be governed by the terms and conditions of this Lease Agreement and the Contract, as well as by the terms and conditions set forth in such individual Schedule. Each Schedule shall constitute a complete agreement separate and distinct from this Lease Agreement and any other Schedule. In the event of a conflict between the terms of this Lease Agreement and any Schedule, the terms of such Schedule shall govern and control, but only with respect to the Product subject to such Schedule. The termination of this Lease Agreement will not affect any Schedule executed prior to the effective date of such termination. When you receive the Product and it is installed, you agree to inspect it to determine it is in good working order. Scheduled Payments (as specified in the applicable Schedule) will begin on or after the Product acceptance date ("Effective Date"). You agree to sign and return to us a delivery and acceptance certificate (which may be done electronically) within five (5) business days after any Product is installed confirming that the Product has been delivered, installed, and is in good condition and accepted for all purposes under the Lease Agreement.
3. Term; Payments.

   (a) The first scheduled Payment (as specified in the applicable Schedule) ("Payment") will be due on the Effective Date or such later date as we may designate. The remaining Payments will be due on the same day of each subsequent month, unless otherwise specified on the applicable Schedule. To the extent not prohibited by applicable law, if any Payment or other amount payable under any Schedule is not received within ten (10) days of its due date, you will pay to us, in addition to that Payment, a one-time late charge of 5% of the overdue Payment (but in no event greater than the maximum amount allowed by applicable law). To the extent not prohibited by applicable law, you agree to pay $25.00 for each check returned for insufficient funds or for any other reason.

   (b) In the event that Customer terminates the Maintenance Agreement (as hereunder defined) between Customer and the Servicer relating to the Product provided hereunder due to a material breach by Servicer of its service obligations, including any Product service levels specified therein, which remained uncured for thirty (30) days following written notice of breach (in the manner expressly permitted by and in accordance with such Maintenance Agreement), Ricoh shall use reasonable efforts to assist Customer in selecting a replacement Servicer. This Section 3(b) shall not alter, restrict, diminish or waive the rights, remedies or benefits that Customer may have against Servicer under the Maintenance Agreement.

   (c) A Schedule may be terminated in whole or in part by the Customer in accordance with this Section 3(c) whenever the Customer shall determine that such a termination is in the best interest of the Customer. Any such termination shall be effected by delivery to Ricoh, at least thirty (30) working days prior to the effective date of such termination date, of a notice of termination specifying the extent to which performance shall be terminated. In the event of such termination, Customer agrees to return the Product to us in the manner required under Section 14 of this Lease Agreement and to pay to us (as compensation for loss of our bargain and not as a penalty), with respect to such terminated Product, financed Software and any Software Licenses, an amount which shall be equal to the monthly Payment for such Product, financed Software and/or Software License, as applicable, times the number of months remaining in the term of such Schedule (or any renewal of such Schedule) and/or any financing agreement with respect to the financed Software and/or Software License, plus any other amounts then due and payable under this Lease Agreement, Schedule and/or financing agreement with respect to such Product, Software and/or Software License, including, but not limited to, any lease payments and maintenance payments. Ricoh shall supply the Customer with the actual number of Payments remaining and the total amount due, and the Customer shall be relieved of all unpaid amounts for anticipated profit on unperformed services under any Maintenance Agreement (including any amount included in the monthly Payment that is attributable to maintenance, supplies, or any other service cost).

   (d) You also agree that, except (a) as set forth in Section 18 below entitled "State and Local Government Provisions" and (b) for the best interest of the Customer as set forth in Section 3(c), THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ON ANY SCHEDULE TO THIS LEASE AGREEMENT. All Payments to us are "net" and unconditional and are not subject to set off, defense, counterclaim or reduction for any reason. You agree that you will remit payments to us in the form of company checks (or personal checks in

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the case of sole proprietorships), direct debit or wires only. You also agree that cash and cash equivalents are not acceptable forms of payment for this Lease Agreement or any Schedule and that you will not remit such forms of payment to us. Payment in any other form may delay processing or be returned to you. Furthermore, only you or your authorized agent as approved by us will remit payments to us.

4. Product Location; Use and Repair. You will keep and use the Product only at the Product Location shown in the applicable Schedule. You will not move the Product from the location specified in the applicable Schedule or make any alterations, additions or replacements to the Product without our prior written consent, which consent will not be unreasonably withheld. At your own cost and expense, you will keep the Product eligible for any Manufacturer's certification as to maintenance and in compliance with applicable laws and in good condition, except for ordinary wear and tear. You shall engage Ricoh, its subsidiaries or affiliates, or an independent third party (the "Servicer") to provide maintenance and support services pursuant to a separate agreement for such purpose ("Maintenance Agreement"). You may make alterations, additions or replacements (collectively, "Additions") and add Software to the Product provided that such Additions and Software do not impair the value or originally intended function or purpose of the Product and is not subject to any lien or security interest in favor of any other party; provided, further, that you remove such Additions and Software at your own cost and expense at the expiration or termination of the applicable Schedule. All Additions and Software which are not removed at the expiration or termination of the applicable Schedule will become part of the Product and our property at no cost or expense to us. We may inspect the Product upon proper notice to the customer at any reasonable time during normal working hours.

5. Taxes and Fees. To the extent not prohibited by applicable law and unless and to the extent you are exempt and provide a valid exemption certificate to us, in addition to the payments under this Lease Agreement, you agree to pay all taxes (other than property taxes), assessments, fees and charges governmentally imposed upon our purchase, ownership, possession, leasing, renting, operation, control or use of the Product. If we are required to pay upfront sales or use tax and you opt to pay such tax over the term of the lease and not as a lump sum at lease inception, then you agree to pay us a "Sales Tax Administrative Fee" equal to 3.5% of the total tax due per year, to be included as part of the Payment. A valid sales and use tax exemption certificate must be provided to us within ninety (90) days of the first invoice to receive a credit/waiver of sales tax.

6. Warranties. We transfer to you, without recourse, for the term of each Schedule, any written warranties made by the Manufacturer or Software Supplier (as defined in Section 10 of this Lease Agreement) with respect to the Product leased or rented pursuant to such Schedule. YOU ACKNOWLEDGE THAT YOU HAVE SELECTED THE PRODUCT BASED ON YOUR OWN JUDGMENT AND YOU HEREBY AFFIRMATIVELY DISCLAIM RELIANCE ON ANY ORAL REPRESENTATION CONCERNING THE PRODUCT MADE TO YOU. However, if you enter into a Maintenance Agreement with Servicer with respect to any Product, no provision, clause or paragraph of this Lease Agreement shall alter, restrict, diminish or waive the rights, remedies or benefits that you may have against Servicer under such Maintenance Agreement. WE MAKE NO WARRANTY, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. The only warranties, express or implied, made to you are the warranties (if any) made by the Manufacturer and/or Servicer to you in any documents, other than this Lease Agreement, executed by and between the Manufacturer and/or Servicer and you. YOU AGREE THAT, NOTWITHSTANDING ANYTHING TO THE CONTRARY, WE ARE NOT RESPONSIBLE FOR, AND YOU WILL NOT MAKE ANY CLAIM AGAINST US FOR, ANY CONSEQUENTIAL, SPECIAL, OR INDIRECT DAMAGES.

7. Loss or Damage. You are responsible for any theft of, destruction of, or damage to the Product (collectively, "Loss") from any cause at all, whether or not insured, from the time of Product acceptance by you until it is delivered to us at the end of the term of the Schedule. You are required to make all Payments even if there is a Loss. You must notify us in writing immediately of any Loss. Then, you shall be responsible to either (a) repair the Product so that it is in good condition and working order, eligible for any Manufacturer's certification, (b) pay us the amounts specified in Section 12 below, or (c) replace the Product with equipment of like age and capacity.

8. Liability and Insurance. You agree to maintain insurance, through self-insurance or otherwise, to cover the Product for all types of loss, including, without limitation, theft, in an amount not less than the full replacement value and you will name us as an additional insured and loss payee on your insurance policy. In addition, you agree to maintain comprehensive public liability insurance, which, upon our request, shall be in an amount acceptable to us and shall name us as an additional insured. Such insurance will provide that we will be given thirty (30) days advance notice of any cancellation. Upon our request, you agree to provide us with evidence of such insurance in a form reasonably satisfactory to us. If you fail to maintain such insurance or to provide us with evidence of such insurance, we may (but are not obligated to) obtain insurance in such amounts and against such risks as we deem necessary to protect our interest in the Product. Such insurance obtained by us will not insure you against any claim, liability or loss related to your interest in the Product and may be cancelled by us at any time. You agree to pay us an additional amount each month to reimburse us for the insurance premium and an administrative fee, on which we or our affiliates may earn a profit. In the event of loss or damage to the Product, you agree to remain responsible for the Payment obligations under this Lease Agreement until the Payment obligations are fully satisfied.

9. Title; Recording. We are the owner of and will hold title to the Product (except for any Software). You will keep the Product free of all liens and encumbrances. Except as reflected on any Schedule, you agree that this Lease Agreement is a true lease. However, if any Schedule is deemed to be intended for security, you hereby grant to us a purchase money security interest in the Product covered by the applicable Schedule (including any replacements, substitutions, additions, attachments and proceeds) as security for the payment of the amounts under each Schedule. You authorize us to file a copy of this Lease Agreement and/or any Schedule as a financing statement, and you agree to promptly execute and deliver to us any financing statements covering the Product that we may reasonably require; provided, however, that you hereby authorize us to file any such financing statement without your authentication to the extent permitted by applicable law.

10. Software or Intangibles. To the extent that the Product includes Software, you understand and agree that we have no right, title or interest in the Software, and you will comply throughout the term of this Lease Agreement with any license and/or other agreement ("Software License") entered into with the supplier of the Software ("Software Supplier"). You are responsible for entering into any Software License with the Software Supplier no later than the Effective Date; provided, however, if you do not enter into the Software License, then we may choose not to lease such Software to you under this Lease Agreement.

11. Default. Each of the following is a "Default" under this Lease Agreement and all Schedules: (a) you fail to pay any Payment or any other amount within thirty (30) days of its due date, (b) any representation or warranty made by you in this Lease Agreement is false or incorrect and/or you do not perform any of your other obligations under this Lease Agreement or any Schedule and/or under any other agreement with us or with any of our affiliates and this failure continues for thirty (30) days after we have notified you of it, (c) a petition is filed by or against you or any guarantor under any bankruptcy or insolvency law or a trustee, receiver or liquidator is appointed for you, any guarantor or any substantial part of your assets, (d) you or any guarantor makes an assignment for the benefit of creditors, (e) any guarantor dies, stops doing business as a going concern or transfers all or substantially all of such guarantor's assets, or (f) you stop doing business as a going concern or transfer all or substantially all of your assets.

12. Remedies. If a Default occurs, we may do one or more of the following: (a) we may cancel or terminate this Lease Agreement and/or any or all Schedules; (b) we may require you to immediately pay to us, as compensation for loss of our bargain and not as a penalty, a sum equal to: (i) all past due Payments and all other amounts then due and payable under this Lease Agreement or any Schedule; and (ii) the present value of all unpaid Payments for the remainder of the term of each Schedule plus the present value of our anticipated value of the Product at the end of the initial term of any Schedule (or any renewal of such Schedule), each discounted at a rate equal to 3% per year to the date of default, and we may charge you interest on all amounts due us from the date of default until paid at the rate of 1.5% per month, but in no event more than the maximum rate permitted by applicable law. We agree to apply the net proceeds (as specified below in this Section) of any disposition of the Product to the amounts that you owe us; (c) we may require you to deliver the Product to us as set forth in Section 14; (d) to the extent not prohibited by applicable law, we or our representative may peacefully repossess the Product without a court order (it being agreed that we will provide you with written notice of Default prior to initiating recovery of the Product and will endeavor to contact you telephonically to schedule a convenient time to recover the Product); (e) we may exercise any and all other rights or remedies available to a lender, secured party or lessor under the Uniform Commercial Code ("UCC"), including, without limitation, those set forth in Article 2A of the UCC, and at law or in equity; (f) we may immediately terminate your right to use the Software including the disabling (on-site or by remote communication) of any

Software; (g) we may demand the immediate return and obtain possession of the Software and re-license the Software at a public or private sale; (h) we may cause the Software Supplier to terminate the Software License, support and other services under the Software License, and/or (i) at our option, we may sell, re-lease, or otherwise dispose of the Product under such terms and conditions as may be acceptable to us in our discretion. If we take possession of the Product (or any Software, if applicable), we may sell or otherwise dispose of it with or without notice, at a public or private disposition, and to apply the net proceeds (after we have deducted all costs, including reasonable attorneys' fees) to the amounts that you owe us. You agree that, if notice of sale is required by law to be given, ten (10) days notice shall constitute reasonable notice. If applicable, you will remain responsible for any deficiency that is due after we have applied any such net proceeds. To the extent permitted by applicable law, in the event an action is brought to enforce or interpret this Lease Agreement, the prevailing party shall be entitled to reimbursement of all costs including, but not limited to, reasonable attorney fees and court costs incurred.

13. Ownership of Product; Assignment. YOU HAVE NO RIGHT TO SELL, TRANSFER, ENCUMBER, SUBLET OR ASSIGN THE PRODUCT OR THIS LEASE AGREEMENT OR ANY SCHEDULE WITHOUT OUR PRIOR WRITTEN CONSENT (which consent shall not be unreasonably withheld). You agree that we may sell or assign all or a portion of our interests, but not our obligations, in the Product and/or this Lease Agreement or any Schedule without notice to you even if less than all the Payments have been assigned. In the event the remit to address for Payments is changed during the term of this Lease Agreement or any Schedule, then Ricoh or the Assignee will provide notice to you. In that event, the assignee (the "Assignee") will have such rights as we assign to them but none of our obligations (we will keep those obligations) and the rights of the Assignee will not be subject to any claims, defenses or set offs that you may have against us. No assignment to an Assignee will release Ricoh from any obligations Ricoh may have to you hereunder. The Maintenance Agreement you have entered into with a Servicer will remain in full force and effect with Servicer and will not be affected by any such assignment. You acknowledge that the Assignee did not manufacture or design the Product and that you have selected the Manufacturer, Servicer and the Product based on your own judgment.

14. Renewal; Return of Product. UNLESS EITHER PARTY NOTIFIES THE OTHER IN WRITING AT LEAST THIRTY (30) DAYS, BUT NOT MORE THAN ONE HUNDRED TWENTY (120) DAYS, PRIOR TO THE EXPIRATION OF THE MINIMUM TERM OR EXTENSION OF SUCH SCHEDULE, AFTER THE MINIMUM TERM OR ANY EXTENSION OF ANY SCHEDULE TO THIS LEASE AGREEMENT, SUCH SCHEDULE WILL AUTOMATICALLY RENEW ON A MONTH-TO-MONTH BASIS; PROVIDED, HOWEVER, THAT AT ANY TIME DURING ANY MONTH-TO-MONTH RENEWAL, WE HAVE THE RIGHT, UPON THIRTY (30) DAYS NOTICE, TO DEMAND THAT THE PRODUCT BE RETURNED TO US IN ACCORDANCE WITH THE TERMS OF THIS SECTION 14. Notwithstanding the foregoing, nothing herein is intended to provide, nor shall be interpreted as providing, (a) you with a legally enforceable option to extend or renew the terms of this Lease Agreement or any Schedule, or (b) us with a legally enforceable option to compel any such extension or renewal. At the end of or upon termination of each Schedule, you shall immediately make arrangements to have the Product subject to such expired Schedule picked up by us (or our designee), in as good condition as when you received it, except for ordinary wear and tear. Ricoh (or our designee) shall bear shipping charges. You must pay additional monthly Payments at the same rate as then in effect under a Schedule, until (i) you provide notice to us prior to the expiration of the minimum term or extension of any Schedule and (ii) the Product is picked up by us or our designees and is received in good condition and working order by us or our designees. Notwithstanding anything to the contrary set forth in this Lease Agreement, the parties acknowledge and agree that we shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by or resident in any Products leased by you hereunder, whether through a digital storage device, hard drive or other electronic medium ("Data Management Services"). If desired, you may engage Ricoh to perform Data Management Services at then-prevailing contracted rates pursuant to your Maintenance Agreement or other agreement with Ricoh. You acknowledge that you are responsible for ensuring your own compliance with legal requirements in connection with data retention and protection and that we do not provide legal advice or represent that the Products will guarantee compliance with such requirements. The selection, use and design of any Data Management Services, and any decisions arising with respect to the deletion or storage of data, as well as the loss of any data resulting therefrom, shall be your sole and exclusive responsibility

15. Miscellaneous. It is the intent of the parties that this Lease Agreement and any Schedule shall be deemed and constitute a "finance lease" as defined under and governed by Article 2A of the UCC. ORAL AGREEMENTS OR COMMITMENTS TO LOAN MONEY, EXTEND CREDIT OR TO FORBEAR FROM ENFORCING REPAYMENT OF A DEBT INCLUDING PROMISES TO EXTEND OR RENEW SUCH DEBT ARE NOT ENFORCEABLE. YOU AGREE THAT THE TERMS AND CONDITIONS CONTAINED IN THE CONTRACT, THIS LEASE AGREEMENT, AND IN EACH SCHEDULE MAKE UP THE ENTIRE AGREEMENT BETWEEN US REGARDING THE LEASING OR RENTAL OF THE PRODUCT AND SUPERSEDE ALL PRIOR WRITTEN OR ORAL COMMUNICATIONS, UNDERSTANDINGS OR AGREEMENTS BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER CONTAINED HEREIN, INCLUDING, WITHOUT LIMITATION, PURCHASE ORDERS. Any purchase order, or other ordering documents, will not modify or affect this Lease Agreement or any Schedule and shall serve only the purpose of identifying the equipment ordered. You authorize us to supply any missing "configure to order" number ("CTO"), other equipment identification numbers (including, without limitation, serial numbers), agreement/schedule identification numbers and/or dates in this Lease Agreement or any Schedule. You acknowledge that you have not been induced to enter into this Lease Agreement by any representation or warranty not expressly set forth in this Lease Agreement. Neither this Lease Agreement nor any Schedule is binding on us until we sign it. ANY CHANGE IN ANY OF THE TERMS AND CONDITIONS OF THIS LEASE AGREEMENT OR ANY SCHEDULE MUST BE IN WRITING AND SIGNED BY BOTH PARTIES. If we delay or fail to enforce any of its rights under this Lease Agreement with respect to any or all Schedules, we will still be able to enforce those rights at a later time. All notices shall be given in writing and sent either (a) by certified mail, return receipt requested, or recognized overnight delivery service, postage prepaid, addressed to the party receiving the notice at the address shown on the front of this Lease Agreement, or (b) by facsimile transmission, with oral confirmation, to the facsimile number shown below such party's signature on this Lease Agreement. Either party may change its address or facsimile number by giving written notice of such change to the other party. Notices shall be effective on the date received. Each of our respective rights and indemnities will survive the termination of this Lease Agreement and each Schedule. If more than one customer has signed this Lease Agreement or any Schedule, each customer agrees that its liability is joint and several. It is the express intent of the parties not to violate any applicable usury laws or to exceed the maximum amount of time price differential or interest, as applicable, permitted to be charged or collected by applicable law, and any such excess payment will be applied to payments in the order of maturity, and any remaining excess will be refunded to you. We make no representation or warranty of any kind, express or implied, with respect to the legal, tax or accounting treatment of this Lease Agreement and any Schedule and you acknowledge that we are an independent contractor and not your fiduciary. You will obtain your own legal, tax and accounting advice related to this Lease Agreement or any Schedule and make your own determination of the proper accounting treatment of this Lease Agreement or any Schedule. We may receive compensation from the Manufacturer or supplier of the Product in order to enable us to reduce the cost of leasing or renting the Product to you under this Lease Agreement or any Schedule below what we otherwise would charge. If we received such compensation, the reduction in the cost of leasing or renting the Product is reflected in the Minimum Payment specified in the applicable Schedule. To the fullest extent permitted by applicable law, you authorize us or our agent to obtain credit reports and make credit inquiries regarding you and your financial condition and to provide your information, including payment history, to our assignee and third parties having an economic interest in this Lease Agreement, any Schedule or the Product.

16. Governing Law; Jurisdiction; Waiver of Trial By Jury and Certain Rights and Remedies Under The Uniform Commercial Code. YOU AGREE THAT THIS LEASE AGREEMENT AND ANY SCHEDULE WILL BE GOVERNED UNDER THE LAW FOR THE STATE WHERE YOUR PRINCIPAL PLACE OF BUSINESS OR RESIDENCE IS LOCATED. YOU ALSO CONSENT TO THE VENUE AND NON-EXCLUSIVE JURISDICTION OF ANY COURT LOCATED IN THE STATE WHERE YOUR PRINCIPAL PLACE OF BUSINESS OR RESIDENCE IS LOCATED TO RESOLVE ANY CONFLICT UNDER THIS LEASE AGREEMENT. TO THE EXTENT NOT PROHIBITED BY APPLICABLE LAW, THE PARTIES TO THIS LEASE AGREEMENT EACH WAIVE THE RIGHT TO TRIAL BY JURY IN THE EVENT OF A LAWSUIT. TO THE EXTENT PERMITTED BY APPLICABLE LAW, YOU WAIVE ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A CUSTOMER OR LESSEE BY SECTIONS 508-522 OF ARTICLE 2A OF THE UCC THAT YOU MAY HAVE AGAINST US (BUT NOT AGAINST THE

MANUFACTURER OF THE PRODUCT).TO HELP THE GOVERNMENT FIGHT THE FUNDING OF TERRORISM AND MONEY LAUNDERING ACTIVITIES, FEDERAL LAW REQUIRES ALL FINANCIAL INSTITUTIONS TO OBTAIN, VERIFY AND RECORD INFORMATION THAT IDENTIFIES EACH PERSON WHO OPENS AN ACCOUNT. WHAT THIS MEANS FOR YOU: WHEN YOU OPEN AN ACCOUNT, WE WILL ASK FOR YOUR NAME, ADDRESS AND OTHER INFORMATION THAT WILL ALLOW US TO IDENTIFY YOU. WE MAY ASK TO SEE IDENTIFYING DOCUMENTS.

17. Counterparts; Facsimiles. Each Schedule may be executed in counterparts. The counterpart which has our original signature and/or is in our possession or control shall constitute chattel paper as that term is defined in the UCC and shall constitute the original agreement for all purposes, including, without limitation, (a) any hearing, trial or proceeding with respect to such Schedule, and (b) any determination as to which version of such Schedule constitutes the single true original item of chattel paper under the UCC. If you sign and transmit a Schedule to us by facsimile or other electronic transmission, the facsimile or such electronic transmission of such Schedule, upon execution by us (manually or electronically, as applicable), shall be binding upon the parties. You agree that the facsimile or other electronic transmission of a Schedule containing your facsimile or other electronically transmitted signature, which is manually or electronically signed by us, shall constitute the original agreement for all purposes, including, without limitation, those outlined above in this Section. You agree to deliver to us upon our request the counterpart of such Schedule containing your original manual signature.

18. State and Local Government Provisions. If the Customer is a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code, the following additional terms and conditions shall apply:

(a) Essentiality. During the term of this Lease Agreement and any Schedule, the Product will be used solely for the purpose of performing one or more governmental or proprietary functions consistent with the permissible scope of your authority. You represent and warrant that the use of the Product is essential to performing such governmental or proprietary functions.

(b) Non-Appropriation/Non-Substitution. (i) If your governing body fails to appropriate sufficient monies in any fiscal period for rentals and other payments coming due under a Schedule to this Lease Agreement in the next succeeding fiscal period for any equipment which will perform services and functions which in whole or in part are essentially the same services and functions performed by the Product covered by any such Schedule, then a "Non-Appropriation" shall be deemed to have occurred. (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make available to us (or our designee) the Product as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation.

(c) Funding Intent. You represent and warrant to us that you presently intend to continue this Lease Agreement and any Schedule hereto for the entire term of such Schedule and to pay all rentals relating to such Schedule and to do all things lawfully within your power to obtain and maintain funds from which the rentals and all other payments owing under such Schedule may be made. The parties acknowledge that appropriation for rentals is a governmental function to which you cannot contractually commit yourself in advance and this Lease Agreement shall not constitute such a commitment. To the extent permitted by law, the person or entity in charge of preparing your budget will include in the budget request for each fiscal year during the term of each Schedule, respectively, to this Lease Agreement an amount equal to the rentals (to be used for such rentals) to become due in such fiscal year, and will use all reasonable and lawful means available to secure the appropriation of money for such fiscal year sufficient to pay all rentals coming due during such fiscal year.

(d) Authority and Authorization. (i) You represent and warrant to us that: (A) you are a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code; (B) you have the power and authority to enter into this Lease Agreement and all Schedules to this Lease Agreement; (C) this Lease Agreement and all Schedules to this Lease Agreement have been duly authorized, executed and delivered by you and constitute valid, legal and binding agreement(s) enforceable against you in accordance with their terms; and (D) no further approval, consent or withholding of objections is required from any governmental authority with respect to this Lease Agreement or any Schedule to this Lease Agreement. (ii) If and to the extent required by us, you agree to provide us with an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us) confirming the foregoing and other related matters, in form and substance acceptable to us. (iii) You agree to take all required actions and to file all necessary forms, including IRS Forms 8038-G or 8038-GC, as applicable, to preserve the tax exempt status of this Lease Agreement and all Schedules thereto. (iv) You agree to provide us with any other documents that we may reasonably request in connection with the foregoing and this Lease Agreement.

(e) Assignment. You agree to acknowledge any assignment to the Assignee in writing, if so requested, and, if applicable, to keep a complete and accurate record of all such assignments in a manner that complies with Section 149(a) of the Internal Revenue Code and the regulations promulgated thereunder.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement as of the dates set forth below.

THE PERSON SIGNING THIS LEASE AGREEMENT ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	**Accepted by: RICOH USA, INC.**
By: X Jerry L. Tomlinson *Authorized Signer Signature*	By: _____ *Authorized Signer Signature*
Printed Name: Jerry L Tomlinson	Printed Name: _____
Title: Mayor, City of Durant Date: 8-8-2017	Title: _____ Date: _____
Facsimile Number: 800.901.4204	Facsimile Number: _____

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

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MANUFACTURER OF THE PRODUCT) TO HELP THE GOVERNMENT FIGHT THE FUNDING OF TERRORISM AND MONEY LAUNDERING ACTIVITIES, FEDERAL LAW REQUIRES ALL FINANCIAL INSTITUTIONS TO OBTAIN, VERIFY AND RECORD INFORMATION THAT IDENTIFIES EACH PERSON WHO OPENS AN ACCOUNT. WHAT THIS MEANS FOR YOU: WHEN YOU OPEN AN ACCOUNT, WE WILL ASK FOR YOUR NAME, ADDRESS AND OTHER INFORMATION THAT WILL ALLOW US TO IDENTIFY YOU. WE MAY ASK TO SEE IDENTIFYING DOCUMENTS.

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18. State and Local Government Provisions. If the Customer is a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code, the following additional terms and conditions shall apply:

(a) Essentiality. During the term of this Lease Agreement and any Schedule, the Product will be used solely for the purpose of performing one or more governmental or proprietary functions consistent with the permissible scope of your authority. You represent and warrant that the use of the Product is essential to performing such governmental or proprietary functions.

(b) Non-Appropriation/Non-Substitution. (i) If your governing body fails to appropriate sufficient monies in any fiscal period for rentals and other payments coming due under a Schedule to this Lease Agreement in the next succeeding fiscal period for any equipment which will perform services and functions which in whole or in part are essentially the same services and functions performed by the Product covered by any such Schedule, then a "Non-Appropriation" shall be deemed to have occurred, (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make available to us (or our designee) the Product as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation.

(c) Funding Intent. You represent and warrant to us that you presently intend to continue this Lease Agreement and any Schedule hereto for the entire term of each Schedule and to pay all rentals relating to such Schedule and to do all things lawfully within your power to obtain and maintain funds from which the rentals and all other payments owing under such Schedule may be made. The parties acknowledge that appropriation for rentals is a governmental function to which you cannot contractually commit yourself in advance and this Lease Agreement shall not constitute such a commitment. To the extent permitted by law, the person or entity in charge of preparing your budget will include in the budget request for each fiscal year during the term of each Schedule, respectively, to this Lease Agreement an amount equal to the rentals (to be used for such rentals) to become due in such fiscal year, and will use all reasonable and lawful means available to secure the appropriation of money for such fiscal year sufficient to pay all rentals coming due during such fiscal year.

(d) Authority and Authorization. (i) You represent and warrant to us that: (A) you are a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code; (B) you have the power and authority to enter into this Lease Agreement and all Schedules to this Lease Agreement; (C) this Lease Agreement and all Schedules to this Lease Agreement have been duly authorized, executed and delivered by you and constitute valid, legal and binding agreement(s) enforceable against you in accordance with their terms; and (D) no further approval, consent or withholding of objections is required from any governmental authority with respect to this Lease Agreement or any Schedule to this Lease Agreement. (ii) If and to the extent required by us, you agree to provide us with an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us) confirming the foregoing and other related matters, in form and substance acceptable to us. (iii) You agree to take all required actions and to file all necessary forms, including IRS Forms 8038-G or 8038-GC, as applicable, to preserve the tax exempt status of this Lease Agreement and all Schedules thereto. (iv) You agree to provide us with any other documents that we may reasonably request in connection with the foregoing and this Lease Agreement.

(e) Assignment. You agree to acknowledge any assignment to the Assignee in writing, if so requested, and, if applicable, to keep a complete and accurate record of all such assignments in a manner that complies with Section 149(a) of the Internal Revenue Code and the regulations promulgated thereunder.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement as of the dates set forth below.

THE PERSON SIGNING THIS LEASE AGREEMENT ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted by: RICOH USA, INC.
By: Jerry L. Tomlinson Authorized Signer Signature	By: YOLANDA RADFORD Authorized Signer Signature
Printed Name: Jerry L. Tomlinson	Printed Name:
Title: Mayor, City of Durant Date: 8-8-2017	Title: OPERATIONS SPECIALIST Date: AUG 30 2017
Facsimile Number: 800.901.4204	Facsimile Number:

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

RICOH

EQUIPMENT REMOVAL/BUYOUT AUTHORIZATION

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	300 W EVERGREEN ST			City:	DURANT
State:	OK	Zip:	74701-4742	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC3502	W502L600723
	MPC3502	W502L600122
	MP5002SP	W533L301008
	MP4002SP	W523LA00772

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	3104 CARL ALBERT DR			City:	DURANT
State:	OK	Zip:	74701-1052	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC4503	E173MA10632
	MPC2503	E214R600365
	MPC2051	V9725000965
	MPC2051	V9725000958

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	120 SE 2ND AVE			City:	DURANT
State:	OK	Zip:	74701-5904	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MP3352SP	W433L400209

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	2808 ENTERPRISE DR			City:	DURANT
State:	OK	Zip:	74701-1978	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC2003	E204R600758

This Authorization applies to the equipment identified above and to the following Removal/Buy Out Option
This Authorization will confirm that Customer desires to engage Ricoh USA, Inc. ("Ricoh") to pick-up and remove certain items of equipment that are currently (i) owned by Customer or (ii) leased from Ricoh or other third party (as specified below), and that you intend to issue written or electronic removal requests (whether such equipment is identified in this Authorization, in a purchase order, in a letter or other written form) to Ricoh from time to time for such purpose. Such removal request will set forth the location, make, model and serial number of the equipment to be removed by Ricoh. By signing below, you confirm that, with respect to every removal request issued by Customer (1) Ricoh may rely on the request, (2) the request shall be governed by this Authorization, and (3) Ricoh may accept this Authorization by either its signature or by commencing performance (e.g. equipment removal, initiating Services, etc.). Each party agrees that electronic signatures of the parties on this Authorization will have the same force and effect as manual signature. Notwithstanding the foregoing, the parties acknowledge and agree that Ricoh shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by, in or on any item of equipment serviced by Ricoh, whether through a digital storage device, hard drive or similar electronic medium ("Data Management Services"). If desired, Customer may engage Ricoh to perform such Data Management Services at its then-current rates. Notwithstanding anything in this Authorization to the contrary, (i) Customer is responsible for ensuring its own compliance with legal requirements pertaining to data retention and protection, (ii) it is the Customer's sole responsibility to obtain advice of competent legal counsel as to the identification and interpretation of any relevant laws and regulatory requirements that may affect the customer's business or data retention, and any actions required to comply with such laws, (iii) Ricoh does not provide legal advice or represent or warrant that its services or products will guarantee or ensure compliance with any law, regulation or requirement, and (iv) the selection, use and design of any Data Management Services, and any and all decisions arising with respect to the deletion or storage of any data, as well as any loss of data resulting therefrom, shall be the sole responsibility of Customer, and Customer shall indemnify and hold harmless Ricoh and its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) (collectively, "Losses") arising therefrom or related thereto.

☑**Equipment Removal (Owned by Customer).** In addition to the terms and conditions set forth above, the following terms and conditions shall apply for Customer - owned equipment removals: Customer confirms that (1) Customer has good, valid and marketable title to such equipment and has satisfied all payment and other obligations relating to such equipment which may be owing to any third party under applicable lease, financing, sale or other agreements, (2) Customer has obtained any and all necessary consents and approvals required to authorize Ricoh to remove such items of equipment and to take title thereto, and (3) by this Authorization, Customer hereby transfers good and valuable title and ownership to Ricoh to the equipment, free and clear of any and all liens and encumbrances of any nature whatsoever and Customer will cause to be done, executed and delivered all such further instruments of conveyance as may be reasonably requested for the vesting of good title in Ricoh.

☑**Equipment Removal (Leased by Customer).** In addition to the terms and conditions set forth above, the following terms and conditions shall apply for equipment removals of equipment leased by Customer: Except for the obligations of Ricoh to pick up and remove the identified equipment, Ricoh does not assume any obligation, payment or otherwise, under any lease agreement, which shall remain Customer's sole responsibility. As a material condition to the performance by Ricoh, Customer hereby releases Ricoh from, and shall indemnify, defend and hold Ricoh harmless from and against, any and all claims, liabilities, costs, expenses and fees arising from or relating to any breach of Customer's representations or obligations in this Authorization or of any obligation owing by Customer under its lease agreement.

CUSTOMER		**RICOH USA, INC.**	
Signature:	Marie Goolsby	Signature:	
Name	Marie Goolsby	Name	
Title	IT	Title	
Date	7-31-17	Date	

RICOH

LEASE AMENDMENT

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

CUSTOMER INFORMATION			
Customer Legal Name	DURANT CITY OF	Date	07/24/2017
Contact Name	Marie Goolsby	Phone	(580) 920-0024
Email	marieg@burant.org	Fax	

AMENDMENT

This LEASE AMENDMENT (this "Amendment"), dated above, is to the agreements and/or product schedules associated with the equipment/product and agreement/product schedule numbers listed on Exhibit A attached to this Amendment and by this reference made a part of this Amendment (each such agreement and/or product schedule, an "Existing Agreement"; and such equipment/product, collectively, the "Existing Equipment"), in each case between Ricoh USA, Inc. or, if applicable, the party identified below ("we" or us") and the customer identified above ("Customer" or "you").

As of the date of this Amendment, the parties have entered or intend to enter into new agreements and/or product schedules (each such new agreement and/or product schedule, a "Replacement Agreement") either (a) with respect to equipment/product in replacement of, or addition to, or in exchange for, the Existing Equipment (such equipment/product referred to in clause (a) of this paragraph, the "Replacement Equipment") or (b) with respect to the Existing Equipment, reflecting the terms of a refinancing of the applicable Existing Agreement and Existing Equipment (a "Refinancing Transaction").

The parties wish to confirm the removal of the Existing Equipment (except with respect to Existing Equipment subject to a Refinancing Transaction) and any payment changes that will occur under the Existing Agreement(s) on the Effective Date (as defined below) of the Replacement Agreement(s).

The parties, intending to be legally bound, agree as follows:

1 On the Effective Date, the minimum periodic payment(s) due and payable under the Existing Agreement(s) shall be modified to delete the portion(s) thereof attributable to the Existing Equipment as reflected on Exhibit A attached hereto and, except with respect to Existing Equipment subject to a Refinancing Transaction, we hereby authorize you to return the Existing Equipment to us or our designee. As used in this Amendment, "Effective Date" means, as applicable, (a) the delivery and acceptance date reflected in the delivery and acceptance certificate signed by you with respect to the Replacement Equipment under the Replacement Agreement(s), or (b), in the case of a Refinancing Transaction, the date we accept the applicable Replacement Agreement. By signing below, you hereby confirm that we may retain any payments made by you for amounts owed on the Existing Agreement(s), including, without limitation, the portion(s) of the minimum periodic payment(s) attributable to the Existing Equipment as reflected on Exhibit A, through the Effective Date, regardless of when such payments were received by us.

2 You authorize us or our designee to pick up and remove the Existing Equipment. By signing below, you confirm that we or our designee may rely on this request and the request will be governed by this Amendment. Except for our and our designee's obligations to pick up and remove the Existing Equipment, neither us nor any of our designees assumes any obligation, payment or otherwise, under your lease agreement(s), which shall remain your sole responsibility through the Effective Date. As a material condition to our or our designee's performance to pick up and remove the Existing Equipment, you hereby release us and such designee from, and shall indemnify, defend and hold harmless us and such designee from and against any and all claims, liabilities, costs, expenses and fees arising from or relating to any breach of your representations or obligations in relation to your Existing Agreement(s). This paragraph shall not apply to Existing Equipment subject to a Refinancing Transaction.

3 If the Replacement Agreement(s) is/are not accepted by us for any reason whatsoever, then (a) this Amendment shall be of no force or effect and the Existing Agreement(s) shall remain in full force and effect, (b) you shall continue to lease or rent the Existing Equipment for the remaining term of the Existing Agreement(s) in accordance with the terms and conditions of the Existing Agreement(s), and (c) you will be liable for all payments and obligations under the Existing Agreement(s) including, without limitation, the portion(s) of the minimum periodic payment attributable to the Existing Equipment as reflected on Exhibit A, for the entire term set forth in the Existing Agreement(s).

4 Except to the extent modified by this Amendment, the terms and conditions of the Existing Agreement(s) will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Amendment, as of the date first written above.

CUSTOMER

X Jerry L. Tomlinson 8-8-2017

Authorized Signature Date *Authorized Signature* Date

Jerry L. Tomlinson, Mayor, City of Durant

Print Authorized Signer Name Title Print Authorized Signer Name Title

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

07/24/2017 13:20 PM

22611131

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RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

EXHIBIT A

EQUIPMENT INFORMATION

Make, Model, Serial Number	MPC2051/V9725501226	Contact	Marie Goolsby
Contract Number	1047620-102188USC1	Portion of Minimum Payment Attributable to Existing Equipment	$73.72
Pick-Up Address**	300 W EVERGREEN ST STE 107 COMMUNITY DEVELOPMENT	Phone	(580) 920-0024
City	DURANT	State: OK	Zip Code: 74701-4742

Make, Model, Serial Number	MPC4503/E173MB10071	Contact	Marie Goolsby
Contract Number	1047620-102385USC1	Portion of Minimum Payment Attributable to Existing Equipment	$242.70
Pick-Up Address**	122 N 1ST AVE	Phone	(580) 920-0024
City	DURANT	State: OK	Zip Code: 74701-4702

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

** Except for Refinancing Transactions

07/24/2017 13:20 PM 22611131

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[OKLAHOMA]

RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

THIS ADDENDUM (this "Addendum"), dated as of the _____ day of _____, _____, is to that certain US Communities Master Lease Agreement no._____ (the "Agreement"), dated as of the _____ day of _____, _____, between Ricoh USA, Inc. ("we" or "us") and DURANT CITY OF _____, as customer ("Customer" or "you").

The parties, intending to be legally bound, agree that the Agreement shall be modified as follows:

1. Section 18(b) of the Agreement shall be amended and restated to read as follows:

"(b) Non-Appropriation. (i) If your governing body fails to appropriate sufficient monies in any fiscal year for any Payment or other payments due under any Schedule to this Lease Agreement, then a "Non-Appropriation" shall be deemed to have occurred. (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make the Product available to us (or our designee) as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation."

2. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Addendum, as of the date first written above.

CUSTOMER	**Ricoh USA, Inc.**
X Jerry L. Tomlinson 8/8/2017	
Authorized Signature Date	*Authorized Signature* Date
Jerry L. Tomlinson Mayor, City of Durant	
Print Authorized Signer Name Title	Print Authorized Signer Name Title

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RICOH

Ricoh USA, Inc.

For Correspondence Only:

Ricoh USA, Inc.
PO Box 9115
Macon GA 31210

Customer Service:
Telephone 1-800-595-1011

Sept 01, 2017

JERRY L TOMLINSON
DURANT CITY OF
PO BOX 578
DURANT, OK 74702-0578

RE: Account Number: **1047620-1033146USC**

Dear Valued Customer:

Thank you for allowing Ricoh USA, Inc. to finance your recent contract. This packet contains copies of your executed documents. Please review the enclosed documents and notify us immediately should you feel there is any discrepancy in the documents or should you have any other concerns.

We are happy to assist you with any questions regarding your account and we are committed to providing the highest quality of customer service possible. For your convenience your account number is referenced in this letter and should be used when calling about your account. For account assistance, please call Customer Service at 1-800-595-1011. Our customer service representatives are available 8:00 AM to 5:30 PM EST, Monday through Friday to assist you.

Did you know we now offer online account management? View your account history, make payments online, and ***Go Green*** with our invoice E-Delivery program. Call Customer Service or visit www.getmyaccounts.com to get started today!

Sincerely,

Customer Service

Enclosures

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RICOH USA, INC.
Albert Galarza
Major Account Executive

Phone: 903-328-1044

This unique solution was designed to meet the needs of **City of Durant.** The total quote is outlined below followed by details of system service.

Equipment:

4 – Ricoh MPC4504	**Court/~~Fire~~ Pol 911 Dept/Utility**
3 – Paper Feed Unit	
3 – Finishers	
3 – Hole Punch	
4 – Fax Board	
1 – Stand	
1 – One Bin Tray	
1 – Postscript	
1 – Internal Finisher	
3 – Ricoh MPC4502 Certified Series	**Grant/Admin/Public Works**
3 – Paper Feed Units	
3 – Finishers	
3 – Fax Boards	
5 – Ricoh MPC2004	**Police/Fire/Community**
5 – Internal Finisher SR3130	
5 – Fax Boards	
5 – Stands	

Monthly Pricing:

60 Months **$2,398.00 Per Month**

The above pricing includes all service and supplies (including all service calls, parts, labor, toner, developer, drums and staples) for 28,500 black & white copies per month, and 8,200 color copies per month. All additional b/w images will be billed at $.0076 per image quarterly. All additional color copies will be billed at $.0485 per image quarterly.

Albert Galarza

Albert Galarza
Major Account Executive

July 24, 2017
Date

RICOH
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RICOH USA, INC.
Albert Galarza,
Major Account Executive

Phone: 903-328-1044

City of Durant
Current Copier Summary

LEASE	$295.24
LEASE	$413.56
LEASE	$128.49
LEASE	$125.00
LEASE	$136.71
LEASE	$269.11
LEASE	$169.00
LEASE	$465.50
COLOR OVERAGE 1650 X .0525=	$86.22
BLACK&WHITE OVERAGE 3407X .0068=	$21.16
BLACK&WHITE OVERAGE 3100X .0087=	$26.97
M/A FOR THE TWO COPIERS AT POLICE	$141.76
FAX SUPPLIES	$30.00
TOTALS	$2308.72

Advantages of New Solution

- All on one agreement and copy together
- Newer technology and fax
- Faster speeds
- Color overage rate lowered to $0.0489 and Black& White $0.0076

S	03/04/2016	7722
S	03/05/2016	7724
S	03/08/2016	7742
S	03/09/2016	7747
S	03/10/2016	7752
S	03/10/2016	7753
S	03/11/2016	7764
S	03/13/2016	7768
S	03/14/2016	7768
S	03/15/2016	7773
S	03/16/2016	7773
S	03/17/2016	7776
S	03/18/2016	7776
S	03/20/2016	7795
S	03/21/2016	7795
S	03/22/2016	7801
S	03/23/2016	7812
S	03/24/2016	7823
S	03/25/2016	7845
S	03/27/2016	7845
S	03/28/2016	7845
S	03/29/2016	7850
S	03/30/2016	7859
S	03/31/2016	7863
S	04/01/2016	7863
S	04/03/2016	7864
S	04/04/2016	7864
S	04/06/2016	7875
S	04/07/2016	7881
S	04/08/2016	7897
S	04/09/2016	7897
S	04/11/2016	7907
S	04/12/2016	7914
S	04/13/2016	7922
S	04/17/2016	7960
S	04/18/2016	7960
S	04/19/2016	7962
S	04/20/2016	7985
S	04/21/2016	8004
S	04/22/2016	8006
S	04/24/2016	8007
S	04/25/2016	8007
S	04/26/2016	8035
S	04/27/2016	8038
S	04/28/2016	8048
S	04/29/2016	8053
S	05/01/2016	8084

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-53

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
COPIER LEASE & USE FEES, AGREEMENT # C-2017-53

2 Department requesting authorization:
INFORMATION TECHNOLOGY

3 Bidding recommendation (award or reject along with name and contact information of vendor):
RICOH USA,INC.---VENDOR #005304-AGREEMENT C-2017-53

4 Estimated Purchase Date (M/D/Y): JULY

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)
THIS IS THE 2ND YEAR OF A 60 LEASE AGREEMENT C-2017-53

6 Is this item included in the current FY budget (Yes/No) Yes

7 GL account code: 010-020-560-30-35

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend $32,000.00

8b Item (new or replacement, if a capital item complete fixed asset form)? New

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form? No

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance) Attached C-2017-53

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review Yes

8e Does the purchase involve Grant Funding (Yes or No) No

8f What is the City Cash Match for the Grant N/A

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details) N/A

N/A

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes** – Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

9c **State Contract** – Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:
US COMMUNITIES CONTRACT #4400003732 Note: is below other state contract agen

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) — date (M/D/Y):

Marie Goolsby — 7-13-18

10b Signature Department Head — date (M/D/Y):

10c Signature of Division Head — date (M/D/Y):

10d Signature of Budget Administrator — date (M/D/Y):

10e Signature of Project Manager — date (M/D/Y):

7-23-18

10f Signature of City Treasurer — date (M/D/Y):

7·23·18

10g Signature of City Manager (only over $2,000) — date (M/D/Y):

11h City Manager Comments:

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C-2017-53

RICOH USA, INC.
Albert Galarza,
Major Account Executive

Phone: 903-328-1044

RICOH CONTRACT
US COMMUNITIES

US COMMUNITIES CONTRACT NUMBER 4400003732

S	03/04/2016	7722
S	03/05/2016	7724
S	03/08/2016	7742
S	03/09/2016	7747
S	03/10/2016	7752
S	03/10/2016	7753
S	03/11/2016	7764
S	03/13/2016	7768
S	03/14/2016	7768
S	03/15/2016	7773
S	03/16/2016	7773
S	03/17/2016	7776
S	03/18/2016	7776
S	03/20/2016	7795
S	03/21/2016	7795
S	03/22/2016	7801
S	03/23/2016	7812
S	03/24/2016	7823
S	03/25/2016	7845
S	03/27/2016	7845
S	03/28/2016	7845
S	03/29/2016	7850
S	03/30/2016	7859
S	03/31/2016	7863
S	04/01/2016	7863
S	04/03/2016	7864
S	04/04/2016	7864
S	04/06/2016	7875
S	04/07/2016	7881
S	04/08/2016	7897
S	04/09/2016	7897
S	04/11/2016	7907
S	04/12/2016	7914
S	04/13/2016	7922
S	04/17/2016	7960
S	04/18/2016	7960
S	04/19/2016	7962
S	04/20/2016	7985
S	04/21/2016	8004
S	04/22/2016	8006
S	04/24/2016	8007
S	04/25/2016	8007
S	04/26/2016	8035
S	04/27/2016	8038
S	04/28/2016	8048
S	04/29/2016	8053
S	05/01/2016	8084

Image Management
U.S. Communities Product Schedule

RICOH
Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Product Schedule Number: _____
Master Lease Agreement Number: _____

This Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and DURANT CITY OF, as customer or lessee ("Customer" or "you"). This Schedule constitutes a "Schedule," "Product Schedule," or "Order Agreement," as applicable, under the U.S. Communities Master Lease Agreement (together with any amendments, attachments and addenda thereto, the "Lease Agreement") identified above, between you and _____. All terms and conditions of the Lease Agreement are incorporated into this Schedule and made a part hereof. If we are not the lessor under the Lease Agreement, then, solely for purposes of this Schedule, we shall be deemed to be the lessor under the Lease Agreement. It is the intent of the parties that this Schedule be separately enforceable as a complete and independent agreement, independent of all other Schedules to the Lease Agreement.

CUSTOMER INFORMATION

DURANT CITY OF Customer (Bill To)	Marie Goolsby Billing Contact Name
300 W EVERGREEN ST Product Location Address	PO BOX 578 Billing Address *(if different from location address)*
DURANT / OK / 74701-4742 City / County / State / Zip	DURANT / OK / 74702-0578 City / County / State / Zip
Billing Contact Telephone Number: (580) 920-0024	Billing Contact Facsimile Number:
Billing Contact E-Mail Address: marieg@burant.org	

PRODUCT/EQUIPMENT DESCRIPTION ("Product")

Qty	Product Description: Make & Model
2	RICOH MPC4504EX BRANDING SET
1	RICOH MPC2004EX BRANDING SET
1	RICOH AFICIO MPC4502-RM
1	RICOH AFICIO MPC4502-RM

Qty	Product Description: Make & Model

PAYMENT SCHEDULE

Minimum Term *(months)*	Minimum Payment *(Without Tax)*
60	$ 2,398.00

Minimum Payment Billing Frequency
- [x] Monthly
- [ ] Quarterly
- [ ] Other: _____

Advance Payment
- [ ] 1st Payment
- [ ] 1st & Last Payment
- [ ] Other: _____

Guaranteed Minimum Images*°	
Black/White	Color
28,500	8,200

Cost of Additional Images°	
Black/White	Color
$0.0076	$0.0485

Meter Reading/Billing Frequency
- [ ] Monthly
- [x] Quarterly
- [ ] Other: _____

* Based upon Minimum Payment Billing Frequency
° Based upon standard 8 ½" x 11" paper size. Paper sizes greater than 8 ½" x 11" may count as more than one image.

Sales Tax Exempt: [x] YES (Attach Exemption Certificate) Customer Billing Reference Number (P.O. #, etc.) _____
Addendum(s) attached: [x] YES (check if yes and indicate total number of pages: 1)

TERMS AND CONDITIONS

1. The first Payment will be due on the Effective Date. If the Lease Agreement uses the terms "Lease Payment" and "Commencement Date" rather than "Payment" and "Effective Date," then, for purposes of this Schedule, the term "Payment" shall have the same meaning as "Lease Payment," and the term "Effective Date" shall have the same meaning as "Commencement Date."

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2. You, the undersigned Customer, have applied to us to use the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE,** except as otherwise provided in the Lease Agreement, if applicable. If we accept this Schedule, you agree to use the above Product on all the terms hereof, including the terms and conditions on the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.** You acknowledge and agree that the Ricoh service commitments included on the "*Image Management Commitments*" page attached to this Schedule (collectively, the "Commitments") are separate and independent obligations of Ricoh USA, Inc. ("Ricoh") governed solely by the terms set forth on such page. If we assign this Schedule in accordance with the Lease Agreement, the Commitments do not represent obligations of any assignee and are not incorporated herein by reference. You agree that Ricoh alone is the party to provide all such services and is directly responsible to you for all of the Commitments. We are or, if we assign this Schedule in accordance with the Lease Agreement, our assignee will be, the party responsible for financing and billing this Schedule, including, but not limited to, the portion of your payments under this Schedule that reflects consideration owing to Ricoh in respect of its performance of the Commitments. Accordingly, you expressly agree that Ricoh is an intended party beneficiary of your payment obligations hereunder, even if this Schedule is assigned by us in accordance with the Lease Agreement.

3. Image Charges/Meters: In return for the Minimum Payment, you are entitled to use the number of Guaranteed Minimum Images as specified in the Payment Schedule of this Schedule. The Meter Reading/Billing Frequency is the period of time (monthly, quarterly, etc.) for which the number of images used will be reconciled. If you use more than the Guaranteed Minimum Images during the selected Meter Reading/Billing Frequency period, you will pay additional charges at the applicable Cost of Additional Images as specified in the Payment Schedule of this Schedule for images, black and white and/or color, which exceed the Guaranteed Minimum Images ("Additional Images"). The charge for Additional Images is calculated by multiplying the number of Additional Images by the applicable Cost of Additional Images. The Meter Reading/Billing Frequency may be different than the Minimum Payment Billing Frequency as specified in the Payment Schedule of this Schedule. You will provide us or our designee with the actual meter reading(s) by submitting meter reads electronically via an automated meter read program, or in any other reasonable manner requested by us or our designee from time to time. If such meter reading is not received within seven (7) days of either the end of the Meter Reading/Billing Frequency period or at our request, we may estimate the number of images used. Adjustments for estimated charges for Additional Images will be made upon receipt of actual meter reading(s). Notwithstanding any adjustment, you will never pay less than the Minimum Payment.

4. Additional Provisions (if any) are: _____

_____

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted by: RICOH USA, INC.
By: X Jerry L. Tomlinson Authorized Signer Signature	By: _____ Authorized Signer Signature
Printed Name: Jerry L. Tomlinson	Printed Name: _____
Title: Mayor, City of Durant Date: 8-8-2017	Title: _____ Date: _____

CITY OF DURANT • STATE OF OKLAHOMA • OFFICIAL SEAL

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Image Management

RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

RICOH USA, INC.

IMAGE MANAGEMENT COMMITMENTS

The below service commitments (collectively, the "Service Commitments") are brought to you by Ricoh USA, Inc., an Ohio corporation having its principal place of business at 70 Valley Stream Parkway, Malvern, PA 19355 ("Ricoh"). The words "you" and "your" refer to you, our customer. You agree that Ricoh alone is the party to provide all of the services set forth below and is fully responsible to you, the customer, for all of the Service Commitments. Ricoh or, if Ricoh assigns the Product Schedule to which this page is attached in accordance with the Lease Agreement (as defined in such Product Schedule), Ricoh's assignee, is the party responsible for financing and billing the Image Management Product Schedule. The Service Commitments are only applicable to the equipment ("Product") described in the Image Management Product Schedule to which these Service Commitments are attached, excluding facsimile machines, single-function and wide-format printers and production units. The Service Commitments are effective on the date the Product is accepted by you and apply during Ricoh's Normal Business Hours (as defined below). They remain in effect for the Minimum Term so long as no ongoing default exists on your part.

TERM PRICE PROTECTION

The Image Management Minimum Payment and the Cost of Additional Images, as described on the Image Management Product Schedule, will not increase in price during the Minimum Term of the Image Management Product Schedule, unless agreed to in writing and signed by both parties.

PRODUCT SERVICE AND SUPPLIES

Ricoh will provide full coverage maintenance services, including replacement parts, drums, labor and all service calls, during Normal Business Hours. "Normal Business Hours" are between 8:00 a.m. and 5:00 p.m., Monday to Friday excluding holidays ((i) New Year's Day; (ii) Memorial Day; (iii) 4th of July; (iv) Labor Day; (v) Thanksgiving; (vi) Day after Thanksgiving; and (vii) Christmas Day). Ricoh will also provide the supplies required to produce images on the Product covered under the Image Management Product Schedule (other than non-metered Product and soft-metered Product). The supplies will be provided according to manufacturer's specifications. Ricoh reserves the right to assess a reasonable charge for supply shipments if you request overnight delivery. If Ricoh determines that you have used more supplies than the manufacturer's recommended specifications, you will pay reasonable charges for those excess supplies and/or Ricoh may refuse you additional supply shipments, or as otherwise agreed to by the parties. Optional supply items such as paper and transparencies are not included, unless otherwise agreed to by the parties in writing. Charges are based on standard 8.5x11 images. Ricoh reserves the right to assess additional images charges for non-standard images, including 11x17 images.

RESPONSE TIME COMMITMENT

Ricoh will provide a one hour (1) phone response to service calls measured from receipt of your call. Ricoh will provide a four (4) business hour response time for all service calls located within a major metropolitan area, and an eight (8) business hour average response time for service calls located fifty (50) miles or greater from a Ricoh service center for the term of the Image Management Product Schedule. Response time is measured in aggregate for all Product covered by the Image Management Product Schedule.

UPTIME PERFORMANCE COMMITMENT

Ricoh will service the Product to be Operational with a quarterly uptime average of 95% during Normal Business Hours, excluding preventative and interim maintenance time. Downtime will begin at the time you place a service call to Ricoh and will end when the Product is again Operational. You agree to make the Product available to Ricoh for scheduled preventative and interim maintenance. You further agree to give Ricoh advance notice of any critical and specific uptime needs you may have so that Ricoh can schedule with you interim and preventative maintenance in advance of such needs. As used in these Service Commitments, "Operational" means substantial compliance with the manufacturer's specifications and/or performance standards and excludes customary end-user corrective actions.

IMAGE VOLUME FLEXIBILITY AND PRODUCT ADDITIONS

At any time after the expiration of the initial ninety day period of the original term of the Image Management Product Schedule to which these Service Commitments relate, Ricoh will, upon your request, review your image volume. If the image volume has moved upward or downward in an amount sufficient for you to consider an alternative plan, Ricoh will present pricing options to conform to a new image volume. If you agree that additional product is required to satisfy your increased image volume requirements, Ricoh will include the product in the pricing options. The addition of product and/or increases/decreases to the Guaranteed Minimum Images requires an amendment ("Amendment") to the Image Management Product Schedule that must be agreed to and signed by both parties to the Schedule. The term of the Amendment may not be less than the remaining term of the existing Image Management Product Schedule but may extend the remaining term of the existing Image Management Product Schedule for up to an additional 60 months. Adjustments to the Guaranteed Minimum Images commitment and/or the addition of product may result in a higher or lower minimum payment. Images decreases are limited to 25% of the Guaranteed Minimum Images in effect at the time of Amendment.

PRODUCT AND PROFESSIONAL SERVICES UPGRADE OPTION

At any time after the expiration of one-half of the original term of the Image Management Product Schedule to which these Service Commitments relate, you may reconfigure the Product by adding, exchanging, or upgrading to an item of Product with additional features or enhanced technology. A new Image Management Product Schedule or Amendment must be agreed to and signed by the parties to the Schedule, for a term not less than the remaining term of the existing Image Management Product Schedule but may, in the case of an Amendment, extend the remaining term of the existing Image Management Product Schedule for up to an additional 60 months. The Cost of Additional Images and the Minimum Payment of the new Image Management Product Schedule will be based on any obligations remaining on the Product, the added product and new image volume commitment. Your Ricoh Account Executive will be pleased to work with you on a Technology Refresh prior to the end of your Image Management Product Schedule or Amendment.

PERFORMANCE COMMITMENT

Ricoh is committed to performing these Service Commitments and agrees to perform its services in a manner consistent with the applicable manufacturer's specifications. Should a Product or an accessory not be able to be maintained in conformance with manufacturer's specifications, Ricoh shall, at its own expense, replace such Product with another unit of the same product designation as that Product and Ricoh shall bear all installation, transportation, removal and rigging charges in connection with the installation of such replacement unit; provided, however that (a) the replacement unit may be a reconditioned or otherwise used unit rather than a new unit; and (b) if a replacement unit of the same product designation as the unit of Product it replaces is not available, the replacement unit may be a product of substantially similar or greater capabilities. Ricoh shall re-perform any Services not in compliance with this warranty and brought to Ricoh's attention in writing within a reasonable time, but in no event more than 30 days after such Services are performed. If you are dissatisfied with Ricoh's performance, you must send a registered letter outlining your concerns to the address specified below in the "Quality Assurance" section. Please allow 30 days for resolution.

ACCOUNT MANAGEMENT

Your Ricoh sales professional will, upon your request, be pleased to review your product performance metrics on a quarterly basis and at a mutually convenient date and time. Ricoh will, upon your request, be pleased to annually review your business environment and discuss ways in which Ricoh may improve efficiencies and reduce costs relating to your document management processes.

QUALITY ASSURANCE

Please send all correspondence relating to the Service Commitments via registered letter to the Quality Assurance Department located at: 3920 Arkwright Road, Macon, GA 31210, Attn: Quality Assurance. The Quality Assurance Department will coordinate resolution of any performance issues concerning the above Service Commitments with your local Ricoh office. *To ensure the most timely response please call 1-888-275-4566.*

MISCELLANEOUS

These Service Commitments do not cover repairs resulting from misuse (including without limitation improper voltage or environment or the use of supplies that do not conform to the manufacturer's specifications), subjective matters (such as color reproduction accuracy) or any other factor beyond the reasonable control of Ricoh. Ricoh and you each acknowledge that these Service Commitments represent the entire understanding of the parties with respect to the subject matter hereof and that your sole remedy for any Service Commitments not performed in accordance with the foregoing is as set forth under the section hereof entitled "Performance Commitment". The Service Commitments made herein are service and/or maintenance warranties and are not product warranties. Except as expressly set forth herein, Ricoh makes no warranties, express or implied, including any implied warranties of merchantability, fitness for use, or fitness for a particular purpose. Neither party hereto shall be liable to the other for any consequential, indirect, punitive or special damages. Customer expressly acknowledges and agrees that, in connection with the security or accessibility of information stored in or recoverable from any Product provided or serviced by Ricoh, Customer is solely responsible for ensuring its own compliance with legal requirements or obligations to third parties pertaining to data security, retention and protection. These Service Commitments shall be governed according to the laws of the State where your principal place of business or residence is located without regard to its conflicts of law principles. These Service Commitments are not assignable by the Customer. Unless otherwise stated in your Implementation Schedule, your Product will ONLY be serviced by a "Ricoh Certified Technician". If any software, system support or related connectivity services are included as part of these Service Commitments as determined by Ricoh, Ricoh shall provide any such services at your location set forth in the Product Schedule as applicable, or on a remote basis. You shall provide Ricoh with such access to your facilities, networks and systems as may be reasonably necessary for Ricoh to perform such services. You acknowledge and agree that, in connection with its performance of its obligations under these Service Commitments, Ricoh may place automated meter reading units on imaging devices, including but not limited to the Product, at your location in order to facilitate the timely and efficient collection of accurate meter read data on a monthly, quarterly or annual basis. Ricoh agrees that such units will be used by Ricoh solely for such purpose. Once transmitted, all meter read data shall become the sole property of Ricoh and will be utilized for billing purposes.

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RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Additional Equipment/Product and/or Multiple Location Addendum

This ADDITIONAL EQUIPMENT/PRODUCT and/or MULTIPLE LOCATION ADDENDUM (this "Addendum"), dated as of the 24 day of July, 2017, is to that certain agreement/product schedule no. _____ - _____ (the "Agreement"), between Ricoh USA, Inc. ("we" or us") and DURANT CITY OF as customer ("Customer" or "you").

The parties, intending to be legally bound, agree that the Agreement shall be modified as follows:

1. The equipment/product description and location set forth in the Agreement shall refer to, and/or include, the equipment/product and locations listed below:

EQUIPMENT/PRODUCT DESCRIPTION & LOCATION

Qty	Description: Make& Model	Street Address/City/State/Zip (complete only if address is different from Equipment/Product Location Address on Agreement)		
1	RICOH AFICIO MPC4502-RM	1201 NE 2ND AVE		
		DURANT	OK	74701-2355
1	RICOH MPC4504EX BRANDING SET	122 N 1ST AVE		
		DURANT	OK	74701-4702
1	RICOH MPC2004EX BRANDING SET	2808 ENTERPRISE DR CHOCTAW FIRE SUBSTATION 3		
		DURANT	OK	74701-1978
2	RICOH MPC2004EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052
1	RICOH MPC4504EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052
1	RICOH MPC2004EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052

2. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Addendum, as of the date first written above.

CUSTOMER	Ricoh USA, Inc.
x Jerry L. Tomlinson	
Authorized Signature Date	*Authorized Signature* Date
Jerry L. Tomlinson, Mayor	
Print Authorized Signer Name Title	Print Authorized Signer Name Title
City of Durant	

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

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RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

U.S. Communities Master Lease Agreement

Number: _____

CUSTOMER INFORMATION

Full Legal Name DURANT CITY OF				
Address PO BOX 578				
City DURANT	State OK	Zip 74702-0578	Contact Marie Goolsby	Telephone Number (580) 920-0024
Federal Tax ID Number 73 - 6021019 (Do Not Insert Social Security Number)	Facsimile Number		E-mail Address marieg@durant.org	

This U.S. Communities Master Lease Agreement ("Lease Agreement") has been written in clear, easy to understand English. When we use the words "you", "your" or "Customer" in this Lease Agreement, we mean you, our customer, as indicated above. When we use the words "we", "us" or "our" in this Lease Agreement, we mean Ricoh USA, Inc. ("Ricoh") or, if we assign this Lease Agreement or any Schedules executed in accordance with this Lease Agreement, pursuant to Section 13 below, the Assignee (as defined below). Our corporate office is located at 70 Valley Stream Parkway, Malvern, Pennsylvania 19355.

1. Agreement. This Lease Agreement is executed pursuant to the contract by and between Ricoh USA, Inc. (successor-in-interest to Ricoh Americas Corporation) and Fairfax County (the "County") on behalf of the U.S. Communities Government Purchasing Alliance and all public agencies, non-profits and higher education entities ("Participating Public Agencies"), having a Contract ID number of 4400003732 and the contract period is from February 11, 2013 to June 30, 2019, with the option to renew for no more than three (3) years (the "Contract Period"), one year at a time, or any combination thereof (the "Contract"). Notwithstanding the foregoing, any Schedule entered into during the Contract Period shall continue in full force and effect for the entire lease term set forth in the Schedule. We agree to lease or rent, as specified in any equipment schedule executed by you and us and incorporating the terms of this Lease Agreement by reference (a "Schedule"), to you, and you agree to lease or rent, as applicable, from us, subject to the terms of this Lease Agreement and such Schedule, the personal and intangible property described in such Schedule. The personal and intangible property described on a Schedule (together with all attachments, replacements, parts, substitutions, additions, repairs, and accessories incorporated in or affixed to the property and any license or subscription rights associated with the property) will be collectively referred to as "Product." The manufacturer of the tangible Product shall be referred to as the "Manufacturer." To the extent the Product includes intangible property or associated services such as periodic software licenses and prepaid data base subscription rights, such intangible property shall be referred to as the "Software."
2. Schedules; Delivery and Acceptance. This Lease Agreement shall consist of the terms and conditions of the Contract and this Lease Agreement and any Schedule issued pursuant thereto. As it pertains to this Lease Agreement, the order of precedence of the component parts of the Lease Agreement shall be as follows: (a) the terms and conditions of this Lease Agreement and Schedule issued pursuant thereto, and (b) the terms and conditions of the Contract. The foregoing order of precedence shall govern the interpretation of this Lease Agreement in cases of conflict or inconsistency therein. Each Schedule that incorporates this Lease Agreement shall be governed by the terms and conditions of this Lease Agreement and the Contract, as well as by the terms and conditions set forth in such individual Schedule. Each Schedule shall constitute a complete agreement separate and distinct from this Lease Agreement and any other Schedule. In the event of a conflict between the terms of this Lease Agreement and any Schedule, the terms of such Schedule shall govern and control, but only with respect to the Product subject to such Schedule. The termination of this Lease Agreement will not affect any Schedule executed prior to the effective date of such termination. When you receive the Product and it is installed, you agree to inspect it to determine it is in good working order. Scheduled Payments (as specified in the applicable Schedule) will begin on or after the Product acceptance date ("Effective Date"). You agree to sign and return to us a delivery and acceptance certificate (which may be done electronically) within five (5) business days after any Product is installed confirming that the Product has been delivered, installed, and is in good condition and accepted for all purposes under the Lease Agreement.
3. Term; Payments.

   (a) The first scheduled Payment (as specified in the applicable Schedule) ("Payment") will be due on the Effective Date or such later date as we may designate. The remaining Payments will be due on the same day of each subsequent month, unless otherwise specified on the applicable Schedule. To the extent not prohibited by applicable law, if any Payment or other amount payable under any Schedule is not received within ten (10) days of its due date, you will pay to us, in addition to that Payment, a one-time late charge of 5% of the overdue Payment (but in no event greater than the maximum amount allowed by applicable law). To the extent not prohibited by applicable law, you agree to pay $25.00 for each check returned for insufficient funds or for any other reason.

   (b) In the event that Customer terminates the Maintenance Agreement (as hereunder defined) between Customer and the Servicer relating to the Product provided hereunder due to a material breach by Servicer of its service obligations, including any Product service levels specified therein, which remained uncured for thirty (30) days following written notice of breach (in the manner expressly permitted by and in accordance with such Maintenance Agreement), Ricoh shall use reasonable efforts to assist Customer in selecting a replacement Servicer. This Section 3(b) shall not alter, restrict, diminish or waive the rights, remedies or benefits that Customer may have against Servicer under the Maintenance Agreement.

   (c) A Schedule may be terminated in whole or in part by the Customer in accordance with this Section 3(c) whenever the Customer shall determine that such a termination is in the best interest of the Customer. Any such termination shall be effected by delivery to Ricoh, at least thirty (30) working days prior to the effective date of such termination date, of a notice of termination specifying the extent to which performance shall be terminated. In the event of such termination, Customer agrees to return the Product to us in the manner required under Section 14 of this Lease Agreement and to pay to us (as compensation for loss of our bargain and not as a penalty), with respect to such terminated Product, financed Software and any Software Licenses, an amount which shall be equal to the monthly Payment for such Product, financed Software and/or Software License, as applicable, times the number of months remaining in the term of such Schedule (or any renewal of such Schedule) and/or any financing agreement with respect to the financed Software and/or Software License, plus any other amounts then due and payable under this Lease Agreement, Schedule and/or financing agreement with respect to such Product, Software and/or Software License, including, but not limited to, any lease payments and maintenance payments. Ricoh shall supply the Customer with the actual number of Payments remaining and the total amount due, and the Customer shall be relieved of all unpaid amounts for anticipated profit on unperformed services under any Maintenance Agreement (including any amount included in the monthly Payment that is attributable to maintenance, supplies, or any other service cost).

   (d) You also agree that, except (a) as set forth in Section 18 below entitled "State and Local Government Provisions" and (b) for the best interest of the Customer as set forth in Section 3(c), THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ON ANY SCHEDULE TO THIS LEASE AGREEMENT. All Payments to us are "net" and unconditional and are not subject to set off, defense, counterclaim or reduction for any reason. You agree that you will remit payments to us in the form of company checks (or personal checks in

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the case of sole proprietorships), direct debit or wires only. You also agree that cash and cash equivalents are not acceptable forms of payment for this Lease Agreement or any Schedule and that you will not remit such forms of payment to us. Payment in any other form may delay processing or be returned to you. Furthermore, only you or your authorized agent as approved by us will remit payments to us.

4. Product Location; Use and Repair. You will keep and use the Product only at the Product Location shown in the applicable Schedule. You will not move the Product from the location specified in the applicable Schedule or make any alterations, additions or replacements to the Product without our prior written consent, which consent will not be unreasonably withheld. At your own cost and expense, you will keep the Product eligible for any Manufacturer's certification as to maintenance and in compliance with applicable laws and in good condition, except for ordinary wear and tear. You shall engage Ricoh, its subsidiaries or affiliates, or an independent third party (the "Servicer") to provide maintenance and support services pursuant to a separate agreement for such purpose ("Maintenance Agreement"). You may make alterations, additions or replacements (collectively, "Additions") and add Software to the Product provided that such Additions and Software do not impair the value or originally intended function or purpose of the Product and is not subject to any lien or security interest in favor of any other party; provided, further, that you remove such Additions and Software at your own cost and expense at the expiration or termination of the applicable Schedule. All Additions and Software which are not removed at the expiration or termination of the applicable Schedule will become part of the Product and our property at no cost or expense to us. We may inspect the Product upon proper notice to the customer at any reasonable time during normal working hours.

5. Taxes and Fees. To the extent not prohibited by applicable law and unless and to the extent you are exempt and provide a valid exemption certificate to us, in addition to the payments under this Lease Agreement, you agree to pay all taxes (other than property taxes), assessments, fees and charges governmentally imposed upon our purchase, ownership, possession, leasing, renting, operation, control or use of the Product. If we are required to pay upfront sales or use tax and you opt to pay such tax over the term of the lease and not as a lump sum at lease inception, then you agree to pay us a "Sales Tax Administrative Fee" equal to 3.5% of the total tax due per year, to be included as part of the Payment. A valid sales and use tax exemption certificate must be provided to us within ninety (90) days of the first invoice to receive a credit/waiver of sales tax.

6. Warranties. We transfer to you, without recourse, for the term of each Schedule, any written warranties made by the Manufacturer or Software Supplier (as defined in Section 10 of this Lease Agreement) with respect to the Product leased or rented pursuant to such Schedule. YOU ACKNOWLEDGE THAT YOU HAVE SELECTED THE PRODUCT BASED ON YOUR OWN JUDGMENT AND YOU HEREBY AFFIRMATIVELY DISCLAIM RELIANCE ON ANY ORAL REPRESENTATION CONCERNING THE PRODUCT MADE TO YOU. However, if you enter into a Maintenance Agreement with Servicer with respect to any Product, no provision, clause or paragraph of this Lease Agreement shall alter, restrict, diminish or waive the rights, remedies or benefits that you may have against Servicer under such Maintenance Agreement. WE MAKE NO WARRANTY, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. The only warranties, express or implied, made to you are the warranties (if any) made by the Manufacturer and/or Servicer to you in any documents, other than this Lease Agreement, executed by and between the Manufacturer and/or Servicer and you. YOU AGREE THAT, NOTWITHSTANDING ANYTHING TO THE CONTRARY, WE ARE NOT RESPONSIBLE FOR, AND YOU WILL NOT MAKE ANY CLAIM AGAINST US FOR, ANY CONSEQUENTIAL, SPECIAL, OR INDIRECT DAMAGES.

7. Loss or Damage. You are responsible for any theft of, destruction of, or damage to the Product (collectively, "Loss") from any cause at all, whether or not insured, from the time of Product acceptance by you until it is delivered to us at the end of the term of the Schedule. You are required to make all Payments even if there is a Loss. You must notify us in writing immediately of any Loss. Then, you shall be responsible to either (a) repair the Product so that it is in good condition and working order, eligible for any Manufacturer's certification, (b) pay us the amounts specified in Section 12 below, or (c) replace the Product with equipment of like age and capacity.

8. Liability and Insurance. You agree to maintain insurance, through self-insurance or otherwise, to cover the Product for all types of loss, including, without limitation, theft, in an amount not less than the full replacement value and you will name us as an additional insured and loss payee on your insurance policy. In addition, you agree to maintain comprehensive public liability insurance, which, upon our request, shall be in an amount acceptable to us and shall name us as an additional insured. Such insurance will provide that we will be given thirty (30) days advance notice of any cancellation. Upon our request, you agree to provide us with evidence of such insurance in a form reasonably satisfactory to us. If you fail to maintain such insurance or to provide us with evidence of such insurance, we may (but are not obligated to) obtain insurance in such amounts and against such risks as we deem necessary to protect our interest in the Product. Such insurance obtained by us will not insure you against any claim, liability or loss related to your interest in the Product and may be cancelled by us at any time. You agree to pay us an additional amount each month to reimburse us for the insurance premium and an administrative fee, on which we *or our affiliates may* earn a profit. In the event of loss or damage to the Product, you agree to remain responsible for the Payment obligations under this Lease Agreement until the Payment obligations are fully satisfied.

9. Title; Recording. We are the owner of and will hold title to the Product (except for any Software). You will keep the Product free of all liens and encumbrances. Except as reflected on any Schedule, you agree that this Lease Agreement is a true lease. However, if any Schedule is deemed to be intended for security, you hereby grant to us a purchase money security interest in the Product covered by the applicable Schedule (including any replacements, substitutions, additions, attachments and proceeds) as security for the payment of the amounts under each Schedule. You authorize us to file a copy of this Lease Agreement and/or any Schedule as a financing statement, and you agree to promptly execute and deliver to us any financing statements covering the Product that we may reasonably require; provided, however, that you hereby authorize us to file any such financing statement without your authentication to the extent permitted by applicable law.

10. Software or Intangibles. To the extent that the Product includes Software, you understand and agree that we have no right, title or interest in the Software, and you will comply throughout the term of this Lease Agreement with any license and/or other agreement ("Software License") entered into with the supplier of the Software ("Software Supplier"). You are responsible for entering into any Software License with the Software Supplier no later than the Effective Date; provided, however, if you do not enter into the Software License, then we may choose not to lease such Software to you under this Lease Agreement.

11. Default. Each of the following is a "Default" under this Lease Agreement and all Schedules: (a) you fail to pay any Payment or any other amount within thirty (30) days of its due date, (b) any representation or warranty made by you in this Lease Agreement is false or incorrect and/or you do not perform any of your other obligations under this Lease Agreement or any Schedule and/or under any other agreement with us or with any of our affiliates and this failure continues for thirty (30) days after we have notified you of it, (c) a petition is filed by or against you or any guarantor under any bankruptcy or insolvency law or a trustee, receiver or liquidator is appointed for you, any guarantor or any substantial part of your assets, (d) you or any guarantor makes an assignment for the benefit of creditors, (e) any guarantor dies, stops doing business as a going concern or transfers all or substantially all of such guarantor's assets, or (f) you stop doing business as a going concern or transfer all or substantially all of your assets.

12. Remedies. If a Default occurs, we may do one or more of the following: (a) we may cancel or terminate this Lease Agreement and/or any or all Schedules; (b) we may require you to immediately pay to us, as compensation for loss of our bargain and not as a penalty, a sum equal to: (i) all past due Payments and all other amounts then due and payable under this Lease Agreement or any Schedule; and (ii) the present value of all unpaid Payments for the remainder of the term of each Schedule plus the present value of our anticipated value of the Product at the end of the initial term of any Schedule (or any renewal of such Schedule), each discounted at a rate equal to 3% per year to the date of default, and we may charge you interest on all amounts due us from the date of default until paid at the rate of 1.5% per month, but in no event more than the maximum rate permitted by applicable law. We agree to apply the net proceeds (as specified below in this Section) of any disposition of the Product to the amounts that you owe us; (c) we may require you to deliver the Product to us as set forth in Section 14; (d) to the extent not prohibited by applicable law, we or our representative may peacefully repossess the Product without a court order (it being agreed that we will provide you with written notice of Default prior to initiating recovery of the Product and will endeavor to contact you telephonically to schedule a convenient time to recover the Product); (e) we may exercise any and all other rights or remedies available to a lender, secured party or lessor under the Uniform Commercial Code ("UCC"), including, without limitation, those set forth in Article 2A of the UCC, and at law or in equity; (f) we may immediately terminate your right to use the Software including the disabling (on-site or by remote communication) of any

Software; (g) we may demand the immediate return and obtain possession of the Software and re-license the Software at a public or private sale; (h) we may cause the Software Supplier to terminate the Software License, support and other services under the Software License, and/or (i) at our option, we may sell, release, or otherwise dispose of the Product under such terms and conditions as may be acceptable to us in our discretion. If we take possession of the Product (or any Software, if applicable), we may sell or otherwise dispose of it with or without notice, at a public or private disposition, and to apply the net proceeds (after we have deducted all costs, including reasonable attorneys' fees) to the amounts that you owe us. You agree that, if notice of sale is required by law to be given, ten (10) days notice shall constitute reasonable notice. If applicable, you will remain responsible for any deficiency that is due after we have applied any such net proceeds. To the extent permitted by applicable law, in the event an action is brought to enforce or interpret this Lease Agreement, the prevailing party shall be entitled to reimbursement of all costs including, but not limited to, reasonable attorney fees and court costs incurred.

13. Ownership of Product; Assignment. YOU HAVE NO RIGHT TO SELL, TRANSFER, ENCUMBER, SUBLET OR ASSIGN THE PRODUCT OR THIS LEASE AGREEMENT OR ANY SCHEDULE WITHOUT OUR PRIOR WRITTEN CONSENT (which consent shall not be unreasonably withheld). You agree that we may sell or assign all or a portion of our interests, but not our obligations, in the Product and/or this Lease Agreement or any Schedule without notice to you even if less than all the Payments have been assigned. In the event the remit to address for Payments is changed during the term of this Lease Agreement or any Schedule, then Ricoh or the Assignee will provide notice to you. In that event, the assignee (the "Assignee") will have such rights as we assign to them but none of our obligations (we will keep those obligations) and the rights of the Assignee will not be subject to any claims, defenses or set offs that you may have against us. No assignment to an Assignee will release Ricoh from any obligations Ricoh may have to you hereunder. The Maintenance Agreement you have entered into with a Servicer will remain in full force and effect with Servicer and will not be affected by any such assignment. You acknowledge that the Assignee did not manufacture or design the Product and that you have selected the Manufacturer, Servicer and the Product based on your own judgment.

14. Renewal; Return of Product. UNLESS EITHER PARTY NOTIFIES THE OTHER IN WRITING AT LEAST THIRTY (30) DAYS, BUT NOT MORE THAN ONE HUNDRED TWENTY (120) DAYS, PRIOR TO THE EXPIRATION OF THE MINIMUM TERM OR EXTENSION OF SUCH SCHEDULE, AFTER THE MINIMUM TERM OR ANY EXTENSION OF ANY SCHEDULE TO THIS LEASE AGREEMENT, SUCH SCHEDULE WILL AUTOMATICALLY RENEW ON A MONTH-TO-MONTH BASIS; PROVIDED, HOWEVER, THAT AT ANY TIME DURING ANY MONTH-TO-MONTH RENEWAL, WE HAVE THE RIGHT, UPON THIRTY (30) DAYS NOTICE, TO DEMAND THAT THE PRODUCT BE RETURNED TO US IN ACCORDANCE WITH THE TERMS OF THIS SECTION 14. Notwithstanding the foregoing, nothing herein is intended to provide, nor shall be interpreted as providing, (a) you with a legally enforceable option to extend or renew the terms of this Lease Agreement or any Schedule, or (b) us with a legally enforceable option to compel any such extension or renewal. At the end of or upon termination of each Schedule, you shall immediately make arrangements to have the Product subject to such expired Schedule picked up by us (or our designee), in as good condition as when you received it, except for ordinary wear and tear. Ricoh (or our designee) shall bear shipping charges. You must pay additional monthly Payments at the same rate as then in effect under a Schedule, until (i) you provide notice to us prior to the expiration of the minimum term or extension of any Schedule and (ii) the Product is picked up by us or our designees and is received in good condition and working order by us or our designees. Notwithstanding anything to the contrary set forth in this Lease Agreement, the parties acknowledge and agree that we shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by or resident in any Products leased by you hereunder, whether through a digital storage device, hard drive or other electronic medium ("Data Management Services"). If desired, you may engage Ricoh to perform Data Management Services at then-prevailing contracted rates pursuant to your Maintenance Agreement or other agreement with Ricoh. You acknowledge that you are responsible for ensuring your own compliance with legal requirements in connection with data retention and protection and that we do not provide legal advice or represent that the Products will guarantee compliance with such requirements. The selection, use and design of any Data Management Services, and any decisions arising with respect to the deletion or storage of data, as well as the loss of any data resulting therefrom, shall be your sole and exclusive responsibility

15. Miscellaneous. It is the intent of the parties that this Lease Agreement and any Schedule shall be deemed and constitute a "finance lease" as defined under and governed by Article 2A of the UCC. ORAL AGREEMENTS OR COMMITMENTS TO LOAN MONEY, EXTEND CREDIT OR TO FORBEAR FROM ENFORCING REPAYMENT OF A DEBT INCLUDING PROMISES TO EXTEND OR RENEW SUCH DEBT ARE NOT ENFORCEABLE. YOU AGREE THAT THE TERMS AND CONDITIONS CONTAINED IN THE CONTRACT, THIS LEASE AGREEMENT, AND IN EACH SCHEDULE MAKE UP THE ENTIRE AGREEMENT BETWEEN US REGARDING THE LEASING OR RENTAL OF THE PRODUCT AND SUPERSEDE ALL PRIOR WRITTEN OR ORAL COMMUNICATIONS, UNDERSTANDINGS OR AGREEMENTS BETWEEN THE PARTIES RELATING TO *THE SUBJECT* MATTER CONTAINED HEREIN, INCLUDING, WITHOUT LIMITATION, PURCHASE ORDERS. Any purchase order, or other ordering documents, will not modify or affect this Lease Agreement or any Schedule and shall serve only the purpose of identifying the equipment ordered. You authorize us to supply any missing "configure to order" number ("CTO"), other equipment identification numbers (including, without limitation, serial numbers), agreement/schedule identification numbers and/or dates in this Lease Agreement or any Schedule. You acknowledge that you have not been induced to enter into this Lease Agreement by any representation or warranty not expressly set forth in this Lease Agreement. Neither this Lease Agreement nor any Schedule is binding on us until we sign it. ANY CHANGE IN ANY OF THE TERMS AND CONDITIONS OF THIS LEASE AGREEMENT OR ANY SCHEDULE MUST BE IN WRITING AND SIGNED BY BOTH PARTIES. If we delay or fail to enforce any of its rights under this Lease Agreement with respect to any or all Schedules, we will still be able to enforce those rights at a later time. All notices shall be given in writing and sent either (a) by certified mail, return receipt requested, or recognized overnight delivery service, postage prepaid, addressed to the party receiving the notice at the address shown on the front of this Lease Agreement, or (b) by facsimile transmission, with oral confirmation, to the facsimile number shown below such party's signature on this Lease Agreement. Either party may change its address or facsimile number by giving written notice of such change to the other party. Notices shall be effective on the date received. Each of our respective rights and indemnities will survive the termination of this Lease Agreement and each Schedule. If more than one customer has signed this Lease Agreement or any Schedule, each customer agrees that its liability is joint and several. It is the express intent of the parties not to violate any applicable usury laws or to exceed the maximum amount of time price differential or interest, as applicable, permitted to be charged or collected by applicable law, and any such excess payment will be applied to payments in the order of maturity, and any remaining excess will be refunded to you. We make no representation or warranty of any kind, express or implied, with respect to the legal, tax or accounting treatment of this Lease Agreement and any Schedule and you acknowledge that we are an independent contractor and not your fiduciary. You will obtain your own legal, tax and accounting advice related to this Lease Agreement or any Schedule and make your own determination of the proper accounting treatment of this Lease Agreement or any Schedule. We may receive compensation from the Manufacturer or supplier of the Product in order to enable us to reduce the cost of leasing or renting the Product to you under this Lease Agreement or any Schedule below what we otherwise would charge. If we received such compensation, the reduction in the cost of leasing or renting the Product is reflected in the Minimum Payment specified in the applicable Schedule. To the fullest extent permitted by applicable law, you authorize us or our agent to obtain credit reports and make credit inquiries regarding you and your financial condition and to provide your information, including payment history, to our assignee and third parties having an economic interest in this Lease Agreement, any Schedule or the Product.

16. Governing Law; Jurisdiction; Waiver of Trial By Jury and Certain Rights and Remedies Under The Uniform Commercial Code. YOU AGREE THAT THIS LEASE AGREEMENT AND ANY SCHEDULE WILL BE GOVERNED UNDER THE LAW FOR THE STATE WHERE YOUR PRINCIPAL PLACE OF BUSINESS OR RESIDENCE IS LOCATED. YOU ALSO CONSENT TO THE VENUE AND NON-EXCLUSIVE JURISDICTION OF ANY COURT LOCATED IN THE STATE WHERE YOUR PRINCIPAL PLACE OF BUSINESS OR RESIDENCE IS LOCATED TO RESOLVE ANY CONFLICT UNDER THIS LEASE AGREEMENT. TO THE EXTENT NOT PROHIBITED BY APPLICABLE LAW, THE PARTIES TO THIS LEASE AGREEMENT EACH WAIVE THE RIGHT TO TRIAL BY JURY IN THE EVENT OF A LAWSUIT. TO THE EXTENT PERMITTED BY APPLICABLE LAW, YOU WAIVE ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A CUSTOMER OR LESSEE BY SECTIONS 508-522 OF ARTICLE 2A OF THE UCC THAT YOU MAY HAVE AGAINST US (BUT NOT AGAINST THE

MANUFACTURER OF THE PRODUCT).TO HELP THE GOVERNMENT FIGHT THE FUNDING OF TERRORISM AND MONEY LAUNDERING ACTIVITIES, FEDERAL LAW REQUIRES ALL FINANCIAL INSTITUTIONS TO OBTAIN, VERIFY AND RECORD INFORMATION THAT IDENTIFIES EACH PERSON WHO OPENS AN ACCOUNT. WHAT THIS MEANS FOR YOU: WHEN YOU OPEN AN ACCOUNT, WE WILL ASK FOR YOUR NAME, ADDRESS AND OTHER INFORMATION THAT WILL ALLOW US TO IDENTIFY YOU. WE MAY ASK TO SEE IDENTIFYING DOCUMENTS.

17. Counterparts; Facsimiles. Each Schedule may be executed in counterparts. The counterpart which has our original signature and/or is in our possession or control shall constitute chattel paper as that term is defined in the UCC and shall constitute the original agreement for all purposes, including, without limitation, (a) any hearing, trial or proceeding with respect to such Schedule, and (b) any determination as to which version of such Schedule constitutes the single true original item of chattel paper under the UCC. If you sign and transmit a Schedule to us by facsimile or other electronic transmission, the facsimile or such electronic transmission of such Schedule, upon execution by us (manually or electronically, as applicable), shall be binding upon the parties. You agree that the facsimile or other electronic transmission of a Schedule containing your facsimile or other electronically transmitted signature, which is manually or electronically signed by us, shall constitute the original agreement for all purposes, including, without limitation, those outlined above in this Section. You agree to deliver to us upon our request the counterpart of such Schedule containing your original manual signature.

18. State and Local Government Provisions. If the Customer is a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code, the following additional terms and conditions shall apply:

(a) Essentiality. During the term of this Lease Agreement and any Schedule, the Product will be used solely for the purpose of performing one or more governmental or proprietary functions consistent with the permissible scope of your authority. You represent and warrant that the use of the Product is essential to performing such governmental or proprietary functions.

(b) Non-Appropriation/Non-Substitution. (i) If your governing body fails to appropriate sufficient monies in any fiscal period for rentals and other payments coming due under a Schedule to this Lease Agreement in the next succeeding fiscal period for any equipment which will perform services and functions which in whole or in part are essentially the same services and functions performed by the Product covered by any such Schedule, then a "Non-Appropriation" shall be deemed to have occurred. (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make available to us (or our designee) the Product as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation.

(c) Funding Intent. You represent and warrant to us that you presently intend to continue this Lease Agreement and any Schedule hereto for the entire term of such Schedule and to pay all rentals relating to such Schedule and to do all things lawfully within your power to obtain and maintain funds from which the rentals and all other payments owing under such Schedule may be made. The parties acknowledge that appropriation for rentals is a governmental function to which you cannot contractually commit yourself in advance and this Lease Agreement shall not constitute such a commitment. To the extent permitted by law, the person or entity in charge of preparing your budget will include in the budget request for each fiscal year during the term of each Schedule, respectively, to this Lease Agreement an amount equal to the rentals (to be used for such rentals) to become due in such fiscal year, and will use all reasonable and lawful means available to secure the appropriation of money for such fiscal year sufficient to pay all rentals coming due during such fiscal year.

(d) Authority and Authorization. (i) You represent and warrant to us that: (A) you are a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code; (B) you have the power and authority to enter into this Lease Agreement and all Schedules to this Lease Agreement; (C) this Lease Agreement and all Schedules to this Lease Agreement have been duly authorized, executed and delivered by you and constitute valid, legal and binding agreement(s) enforceable against you in accordance with their terms; and (D) no further approval, consent or withholding of objections is required from any governmental authority with respect to this Lease Agreement or any Schedule to this Lease Agreement. (ii) If and to the extent required by us, you agree to provide us with an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us) confirming the foregoing and other related matters, in form and substance acceptable to us. (iii) You agree to take all required actions and to file all necessary forms, including IRS Forms 8038-G or 8038-GC, as applicable, to preserve the tax exempt status of this Lease Agreement and all Schedules thereto. (iv) You agree to provide us with any other documents that we may reasonably request in connection with the foregoing and this Lease Agreement.

(e) Assignment. You agree to acknowledge any assignment to the Assignee in writing, if so requested, and, if applicable, to keep a complete and accurate record of all such assignments in a manner that complies with Section 149(a) of the Internal Revenue Code and the regulations promulgated thereunder.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement as of the dates set forth below.

THE PERSON SIGNING THIS LEASE AGREEMENT ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted by: RICOH USA, INC.
By: X Jerry L. Tomlinson *Authorized Signer Signature*	By: _____ *Authorized Signer Signature*
Printed Name: Jerry L. Tomlinson	Printed Name: _____
Title: Mayor, City of Durant Date: 8-8-2017	Title: _____ Date: _____
Facsimile Number: 800.901.4204	Facsimile Number: _____

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

RICOH

EQUIPMENT REMOVAL/BUYOUT AUTHORIZATION

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	300 W EVERGREEN ST			City:	DURANT
State:	OK	Zip:	74701-4742	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC3502	W502L600723
	MPC3502	W502L600122
	MP5002SP	W533L301008
	MP4002SP	W523LA00772

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	3104 CARL ALBERT DR			City:	DURANT
State:	OK	Zip:	74701-1052	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC4503	E173MA10632
	MPC2503	E214R600365
	MPC2051	V9725000965
	MPC2051	V9725000958

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	120 SE 2ND AVE			City:	DURANT
State:	OK	Zip:	74701-5904	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MP3352SP	W433L400209

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	2808 ENTERPRISE DR			City:	DURANT
State:	OK	Zip:	74701-1978	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC2003	E204R600758

This Authorization applies to the equipment identified above and to the following Removal/Buy Out Option
This Authorization will confirm that Customer desires to engage Ricoh USA, Inc. ("Ricoh") to pick-up and remove certain items of equipment that are currently (i) owned by Customer or (ii) leased from Ricoh or other third party (as specified below), and that you intend to issue written or electronic removal requests (whether such equipment is identified in this Authorization, in a purchase order, in a letter or other written form) to Ricoh from time to time for such purpose. Such removal request will set forth the location, make, model and serial number of the equipment to be removed by Ricoh. By signing below, you confirm that, with respect to every removal request issued by Customer (1) Ricoh may rely on the request, (2) the request shall be governed by this Authorization, and (3) Ricoh may accept this Authorization by either its signature or by commencing performance (e.g. equipment removal, initiating Services, etc.). Each party agrees that electronic signatures of the parties on this Authorization will have the same force and effect as manual signature. Notwithstanding the foregoing, the parties acknowledge and agree that Ricoh shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by, in or on any item of equipment serviced by Ricoh, whether through a digital storage device, hard drive or similar electronic medium ("Data Management Services"). If desired, Customer may engage Ricoh to perform such Data Management Services at its then-current rates. Notwithstanding anything in this Authorization to the contrary, (i) Customer is responsible for ensuring its own compliance with legal requirements pertaining to data retention and protection, (ii) it is the Customer's sole responsibility to obtain advice of competent legal counsel as to the identification and interpretation of any relevant laws and regulatory requirements that may affect the customer's business or data retention, and any actions required to comply with such laws, (iii) Ricoh does not provide legal advice or represent or warrant that its services or products will guarantee or ensure compliance with any law, regulation or requirement, and (iv) the selection, use and design of any Data Management Services, and any and all decisions arising with respect to the deletion or storage of any data, as well as any loss of data resulting therefrom, shall be the sole responsibility of Customer, and Customer shall indemnify and hold harmless Ricoh and its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) (collectively, "Losses") arising therefrom or related thereto.

☑**Equipment Removal (Owned by Customer).** In addition to the terms and conditions set forth above, the following terms and conditions shall apply for Customer - owned equipment removals: Customer confirms that (1) Customer has good, valid and marketable title to such equipment and has satisfied all payment and other obligations relating to such equipment which may be owing to any third party under applicable lease, financing, sale or other agreements, (2) Customer has obtained any and all necessary consents and approvals required to authorize Ricoh to remove such items of equipment and to take title thereto, and (3) by this Authorization, Customer hereby transfers good and valuable title and ownership to Ricoh to the equipment, free and clear of any and all liens and encumbrances of any nature whatsoever and Customer will cause to be done, executed and delivered all such further instruments of conveyance as may be reasonably requested for the vesting of good title in Ricoh.

☑**Equipment Removal (Leased by Customer).** In addition to the terms and conditions set forth above, the following terms and conditions shall apply for equipment removals of equipment leased by Customer: Except for the obligations of Ricoh to pick up and remove the identified equipment, Ricoh does not assume any obligation, payment or otherwise, under any lease agreement, which shall remain Customer's sole responsibility. As a material condition to the performance by Ricoh, Customer hereby releases Ricoh from, and shall indemnify, defend and hold Ricoh harmless from and against, any and all claims, liabilities, costs, expenses and fees arising from or relating to any breach of Customer's representations or obligations in this Authorization or of any obligation owing by Customer under its lease agreement.

CUSTOMER		**RICOH USA, INC.**	
Signature:	Marie Goolsby	Signature:	
Name	Marie Goolsby	Name	
Title	IT	Title	
Date	7-31-17	Date	

RICOH

LEASE AMENDMENT

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

CUSTOMER INFORMATION

Customer Legal Name	DURANT CITY OF	Date	07/24/2017
Contact Name	Marie Goolsby	Phone	(580) 920-0024
Email	marieg@burant.org	Fax	

AMENDMENT

This LEASE AMENDMENT (this "Amendment"), dated above, is to the agreements and/or product schedules associated with the equipment/product and agreement/product schedule numbers listed on Exhibit A attached to this Amendment and by this reference made a part of this Amendment (each such agreement and/or product schedule, an "Existing Agreement"; and such equipment/product, collectively, the "Existing Equipment"), in each case between Ricoh USA, Inc. or, if applicable, the party identified below ("we" or us") and the customer identified above ("Customer" or "you").

As of the date of this Amendment, the parties have entered or intend to enter into new agreements and/or product schedules (each such new agreement and/or product schedule, a "Replacement Agreement") either (a) with respect to equipment/product in replacement of, or addition to, or in exchange for, the Existing Equipment (such equipment/product referred to in clause (a) of this paragraph, the "Replacement Equipment") or (b) with respect to the Existing Equipment, reflecting the terms of a refinancing of the applicable Existing Agreement and Existing Equipment (a "Refinancing Transaction").

The parties wish to confirm the removal of the Existing Equipment (except with respect to Existing Equipment subject to a Refinancing Transaction) and any payment changes that will occur under the Existing Agreement(s) on the Effective Date (as defined below) of the Replacement Agreement(s).

The parties, intending to be legally bound, agree as follows:

1 On the Effective Date, the minimum periodic payment(s) due and payable under the Existing Agreement(s) shall be modified to delete the portion(s) thereof attributable to the Existing Equipment as reflected on Exhibit A attached hereto and, except with respect to Existing Equipment subject to a Refinancing Transaction, we hereby authorize you to return the Existing Equipment to us or our designee. As used in this Amendment, "Effective Date" means, as applicable, (a) the delivery and acceptance date reflected in the delivery and acceptance certificate signed by you with respect to the Replacement Equipment under the Replacement Agreement(s), or (b), in the case of a Refinancing Transaction, the date we accept the applicable Replacement Agreement. By signing below, you hereby confirm that we may retain any payments made by you for amounts owed on the Existing Agreement(s), including, without limitation, the portion(s) of the minimum periodic payment(s) attributable to the Existing Equipment as reflected on Exhibit A, through the Effective Date, regardless of when such payments were received by us.

2 You authorize us or our designee to pick up and remove the Existing Equipment. By signing below, you confirm that we or our designee may rely on this request and the request will be governed by this Amendment. Except for our and our designee's obligations to pick up and remove the Existing Equipment, neither us nor any of our designees assumes any obligation, payment or otherwise, under your lease agreement(s), which shall remain your sole responsibility through the Effective Date. As a material condition to our or our designee's performance to pick up and remove the Existing Equipment, you hereby release us and such designee from, and shall indemnify, defend and hold harmless us and such designee from and against any and all claims, liabilities, costs, expenses and fees arising from or relating to any breach of your representations or obligations in relation to your Existing Agreement(s). This paragraph shall not apply to Existing Equipment subject to a Refinancing Transaction.

3 If the Replacement Agreement(s) is/are not accepted by us for any reason whatsoever, then (a) this Amendment shall be of no force or effect and the Existing Agreement(s) shall remain in full force and effect, (b) you shall continue to lease or rent the Existing Equipment for the remaining term of the Existing Agreement(s) in accordance with the terms and conditions of the Existing Agreement(s), and (c) you will be liable for all payments and obligations under the Existing Agreement(s) including, without limitation, the portion(s) of the minimum periodic payment attributable to the Existing Equipment as reflected on Exhibit A, for the entire term set forth in the Existing Agreement(s).

4 Except to the extent modified by this Amendment, the terms and conditions of the Existing Agreement(s) will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Amendment, as of the date first written above.

CUSTOMER

X Jerry L. Tomlinson 8-8-2017

Authorized Signature Date *Authorized Signature* Date

Jerry L. Tomlinson, Mayor, City of Durant

Print Authorized Signer Name Title Print Authorized Signer Name Title

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

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RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

EXHIBIT A

EQUIPMENT INFORMATION

Make, Model, Serial Number	MPC2051/V9725501226	Contact	Marie Goolsby
Contract Number	1047620-102188USC1	Portion of Minimum Payment Attributable to Existing Equipment	$73.72
Pick-Up Address**	300 W EVERGREEN ST STE 107 COMMUNITY DEVELOPMENT	Phone	(580) 920-0024
City	DURANT	State: OK	Zip Code: 74701-4742

Make, Model, Serial Number	MPC4503/E173MB10071	Contact	Marie Goolsby
Contract Number	1047620-102385USC1	Portion of Minimum Payment Attributable to Existing Equipment	$242.70
Pick-Up Address**	122 N 1ST AVE	Phone	(580) 920-0024
City	DURANT	State: OK	Zip Code: 74701-4702

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

** Except for Refinancing Transactions

RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

THIS ADDENDUM (this "Addendum"), dated as of the ____ day of _____, _____, is to that certain US Communities Master Lease Agreement no._____ (the "Agreement"), dated as of the _____ day of _____, _____, between Ricoh USA, Inc. ("we" or "us") and _____ DURANT CITY OF _____, as customer ("Customer" or "you").

The parties, intending to be legally bound, agree that the Agreement shall be modified as follows:

1. Section 18(b) of the Agreement shall be amended and restated to read as follows:

   "(b) Non-Appropriation. (i) If your governing body fails to appropriate sufficient monies in any fiscal year for any Payment or other payments due under any Schedule to this Lease Agreement, then a "Non-Appropriation" shall be deemed to have occurred. (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make the Product available to us (or our designee) as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation."

2. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Addendum, as of the date first written above.

CUSTOMER	**Ricoh USA, Inc.**
X Jerry L. Tomlinson 8/8/2017	
Authorized Signature Date	*Authorized Signature* Date
Jerry L. Tomlinson Mayor, City of Durant	
Print Authorized Signer Name Title	Print Authorized Signer Name Title

 Ricoh® and the Ricoh Logo are registered trademarks of Ricoh Company, Ltd.

C-2017-53

RICOH

Ricoh USA, Inc.

For Correspondence Only:

Ricoh USA, Inc.
PO Box 9115
Macon GA 31210

Customer Service:
Telephone 1-800-595-1011

Customer Name: **DURANT CITY OF**

Account Number: **1047620-1033146USC**

Agreement Dates:

Description	Date
Term Begin Date	8/22/2017
First Payment Due Date	9/22/2017
Initial Term End Date	8/21/2022

Payment Remit Payments as follows:

Address:
RICOH USA, INC.
PO BOX 650016
DALLAS,
TX 75265 001616

W-9 Fed TAX PAYER ID NUMBER: 42-1074725
Please access MyAccounts (www.getmyaccounts.com) for a copy of the W-9 form.

Equipment Description: Make and model number can be found on copy of attached executed agreement. Please access MyAccounts (www.getmyaccounts.com) for equipment serial numbers(s).

Property Taxes: Property Taxes are assessed based on the equipment location on the tax assessment date and determined by your county or state. Each county or state determines its own tax assessment date.

Customer Service: In the event of any discrepancies contact Customer Service immediately at 1-800-595-1011.

Please note that this notice is subject in all respects to the terms and conditions of your agreement and does not constitute an amendment or any other change to any of the terms or conditions of such agreement. To the extent of any conflict between the contents of this notice and the terms or conditions of such agreement, the terms and conditions of such agreement shall control.

NOTICE: The information contained in this letter and any attachments ("this letter") may contain confidential information for the sole use of the intended recipient(s). Any unauthorized use, disclosure, viewing, copying, alteration, dissemination or distribution of, or reliance on this letter is strictly prohibited. If you have received this letter in error, or you are not an authorized recipient, please notify the sender immediately, delete all copies from your e-mail system and destroy any printed copies.

C-2017-53

Image Management
U.S. Communities Product Schedule

RICOH
Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Product Schedule Number: _____
Master Lease Agreement Number: _____

This Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and DURANT CITY OF, as customer or lessee ("Customer" or "you"). This Schedule constitutes a "Schedule," "Product Schedule," or "Order Agreement," as applicable, under the U.S. Communities Master Lease Agreement (together with any amendments, attachments and addenda thereto, the "Lease Agreement") identified above, between you and _____. All terms and conditions of the Lease Agreement are incorporated into this Schedule and made a part hereof. If we are not the lessor under the Lease Agreement, then, solely for purposes of this Schedule, we shall be deemed to be the lessor under the Lease Agreement. It is the intent of the parties that this Schedule be separately enforceable as a complete and independent agreement, independent of all other Schedules to the Lease Agreement.

CUSTOMER INFORMATION

DURANT CITY OF				Marie Goolsby			
Customer (Bill To)				Billing Contact Name			
300 W EVERGREEN ST				PO BOX 578			
Product Location Address				Billing Address *(if different from location address)*			
DURANT		OK	74701-4742	DURANT		OK	74702-0578
City	County	State	Zip	City	County	State	Zip

Billing Contact Telephone Number	Billing Contact Facsimile Number	Billing Contact E-Mail Address
(580) 920-0024		marieg@burant.org

PRODUCT/EQUIPMENT DESCRIPTION ("Product")

Qty	Product Description: Make & Model
2	RICOH MPC4504EX BRANDING SET
1	RICOH MPC2004EX BRANDING SET
1	RICOH AFICIO MPC4502-RM
1	RICOH AFICIO MPC4502-RM

Qty	Product Description: Make & Model

PAYMENT SCHEDULE

Minimum Term *(months)*	Minimum Payment *(Without Tax)*	Minimum Payment Billing Frequency	Advance Payment
60	$ 2,398.00	☑ Monthly ☐ Quarterly ☐ Other: _____	☐ 1st Payment ☐ 1st & Last Payment ☐ Other: _____

Guaranteed Minimum Images*°		Cost of Additional Images°		Meter Reading/Billing Frequency
Black/White	Color	Black/White	Color	☐ Monthly ☑ Quarterly ☐ Other: _____
28,500	8,200	$0.0076	$0.0485	

* Based upon Minimum Payment Billing Frequency
° Based upon standard 8 ½" x 11" paper size. Paper sizes greater than 8 ½" x 11" may count as more than one image.

Sales Tax Exempt: ☑ YES (Attach Exemption Certificate) Customer Billing Reference Number (P.O. #, etc.) _____
Addendum(s) attached: ☑ YES (check if yes and indicate total number of pages: 1)

TERMS AND CONDITIONS

1. The first Payment will be due on the Effective Date. If the Lease Agreement uses the terms "Lease Payment" and "Commencement Date" rather than "Payment" and "Effective Date," then, for purposes of this Schedule, the term "Payment" shall have the same meaning as "Lease Payment," and the term "Effective Date" shall have the same meaning as "Commencement Date."

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2. You, the undersigned Customer, have applied to us to use the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE,** except as otherwise provided in the Lease Agreement, if applicable. If we accept this Schedule, you agree to use the above Product on all the terms hereof, including the terms and conditions on the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.** You acknowledge and agree that the Ricoh service commitments included on the "*Image Management Commitments*" page attached to this Schedule (collectively, the "Commitments") are separate and independent obligations of Ricoh USA, Inc. ("Ricoh") governed solely by the terms set forth on such page. If we assign this Schedule in accordance with the Lease Agreement, the Commitments do not represent obligations of any assignee and are not incorporated herein by reference. You agree that Ricoh alone is the party to provide all such services and is directly responsible to you for all of the Commitments. We are or, if we assign this Schedule in accordance with the Lease Agreement, our assignee will be, the party responsible for financing and billing this Schedule, including, but not limited to, the portion of your payments under this Schedule that reflects consideration owing to Ricoh in respect of its performance of the Commitments. Accordingly, you expressly agree that Ricoh is an intended party beneficiary of your payment obligations hereunder, even if this Schedule is assigned by us in accordance with the Lease Agreement.

3. Image Charges/Meters: In return for the Minimum Payment, you are entitled to use the number of Guaranteed Minimum Images as specified in the Payment Schedule of this Schedule. The Meter Reading/Billing Frequency is the period of time (monthly, quarterly, etc.) for which the number of images used will be reconciled. If you use more than the Guaranteed Minimum Images during the selected Meter Reading/Billing Frequency period, you will pay additional charges at the applicable Cost of Additional Images as specified in the Payment Schedule of this Schedule for images, black and white and/or color, which exceed the Guaranteed Minimum Images ("Additional Images"). The charge for Additional Images is calculated by multiplying the number of Additional Images by the applicable Cost of Additional Images. The Meter Reading/Billing Frequency may be different than the Minimum Payment Billing Frequency as specified in the Payment Schedule of this Schedule. You will provide us or our designee with the actual meter reading(s) by submitting meter reads electronically via an automated meter read program, or in any other reasonable manner requested by us or our designee from time to time. If such meter reading is not received within seven (7) days of either the end of the Meter Reading/Billing Frequency period or at our request, we may estimate the number of images used. Adjustments for estimated charges for Additional Images will be made upon receipt of actual meter reading(s). Notwithstanding any adjustment, you will never pay less than the Minimum Payment.

4. Additional Provisions (if any) are: _____

_____

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted by: RICOH USA, INC.
By: X Jerry L. Tomlinson Authorized Signer Signature	By: _____ Authorized Signer Signature
Printed Name: Jerry L. Tomlinson	Printed Name: _____
Title: Mayor, City of Durant Date: 8-8-2017	Title: _____ Date: _____

CITY OF DURANT
OFFICIAL
SEAL
STATE OF OKLAHOMA

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THIS IS A COPY
This is a copy view of the Authorative Copy held by the designated custodian

2. You, the undersigned Customer, have applied to us to use the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE**, except as otherwise provided in the Lease Agreement, if applicable. If we accept this Schedule, you agree to use the above Product on all the terms hereof, including the terms and conditions on the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.** You acknowledge and agree that the Ricoh service commitments included on the "*Image Management Commitments*" page attached to this Schedule (collectively, the "Commitments") are separate and independent obligations of Ricoh USA, Inc. ("Ricoh") governed solely by the terms set forth on such page. If we assign this Schedule in accordance with the Lease Agreement, the Commitments do not represent obligations of any assignee and are not incorporated herein by reference. You agree that Ricoh alone is the party to provide all such services and is directly responsible to you for all of the Commitments. We are or, if we assign this Schedule in accordance with the Lease Agreement, our assignee will be, the party responsible for financing and billing this Schedule, including, but not limited to, the portion of your payments under this Schedule that reflects consideration owing to Ricoh in respect of its performance of the Commitments. Accordingly, you expressly agree that Ricoh is an intended party beneficiary of your payment obligations hereunder, even if this Schedule is assigned by us in accordance with the Lease Agreement.

3. Image Charges/Meters: In return for the Minimum Payment, you are entitled to use the number of Guaranteed Minimum Images as specified in the Payment Schedule of this Schedule. The Meter Reading/Billing Frequency is the period of time (monthly, quarterly, etc.) for which the number of images used will be reconciled. If you use more than the Guaranteed Minimum Images during the selected Meter Reading/Billing Frequency period, you will pay additional charges at the applicable Cost of Additional Images as specified in the Payment Schedule of this Schedule for images, black and white and/or color, which exceed the Guaranteed Minimum Images ("Additional Images"). The charge for Additional Images is calculated by multiplying the number of Additional Images by the applicable Cost of Additional Images. The Meter Reading/Billing Frequency may be different than the Minimum Payment Billing Frequency as specified in the Payment Schedule of this Schedule. You will provide us or our designee with the actual meter reading(s) by submitting meter reads electronically via an automated meter read program, or in any other reasonable manner requested by us or our designee from time to time. If such meter reading is not received within seven (7) days of either the end of the Meter Reading/Billing Frequency period or at our request, we may estimate the number of images used. Adjustments for estimated charges for Additional Images will be made upon receipt of actual meter reading(s). Notwithstanding any adjustment, you will never pay less than the Minimum Payment.

4. Additional Provisions (if any) are: _____

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted
By: X Jerry L. Tomlinson (Authorized Signer Signature)	By: DocuSigned by: SHIVANI VERMA CCAD4AB728DD45F...
Printed Name: Jerry L. Tomlinson	Printed Name: SHIVANI VERMA
Title: Mayor, City of Doral Date: 8-8-2017	Title: Funding Specialist Date: 09-01-2017

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Image
Management

RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

RICOH USA, INC.
IMAGE MANAGEMENT COMMITMENTS

The below service commitments (collectively, the "Service Commitments") are brought to you by Ricoh USA, Inc., an Ohio corporation having its principal place of business at 70 Valley Stream Parkway, Malvern, PA 19355 ("Ricoh"). The words "you" and "your" refer to you, our customer. You agree that Ricoh alone is the party to provide all of the services set forth below and is fully responsible to you, the customer, for all of the Service Commitments. Ricoh or, if Ricoh assigns the Product Schedule to which this page is attached in accordance with the Lease Agreement (as defined in such Product Schedule), Ricoh's assignee, is the party responsible for financing and billing the Image Management Product Schedule. The Service Commitments are only applicable to the equipment ("Product") described in the Image Management Product Schedule to which these Service Commitments are attached, excluding facsimile machines, single-function and wide-format printers and production units. The Service Commitments are effective on the date the Product is accepted by you and apply during Ricoh's Normal Business Hours (as defined below). They remain in effect for the Minimum Term so long as no ongoing default exists on your part.

TERM PRICE PROTECTION

The Image Management Minimum Payment and the Cost of Additional Images, as described on the Image Management Product Schedule, will not increase in price during the Minimum Term of the Image Management Product Schedule, unless agreed to in writing and signed by both parties.

PRODUCT SERVICE AND SUPPLIES

Ricoh will provide full coverage maintenance services, including replacement parts, drums, labor and all service calls, during Normal Business Hours. "Normal Business Hours" are between 8:00 a.m. and 5:00 p.m., Monday to Friday excluding holidays ((i) New Year's Day; (ii) Memorial Day; (iii) 4th of July; (iv) Labor Day; (v) Thanksgiving; (vi) Day after Thanksgiving; and (vii) Christmas Day). Ricoh will also provide the supplies required to produce images on the Product covered under the Image Management Product Schedule (other than non-metered Product and soft-metered Product). The supplies will be provided according to manufacturer's specifications. Ricoh reserves the right to assess a reasonable charge for supply shipments if you request overnight delivery. If Ricoh determines that you have used more supplies than the manufacturer's recommended specifications, you will pay reasonable charges for those excess supplies and/or Ricoh may refuse you additional supply shipments, or as otherwise agreed to by the parties. Optional supply items such as paper and transparencies are not included, unless otherwise agreed to by the parties in writing. Charges are based on standard 8.5x11 images. Ricoh reserves the right to assess additional images charges for non-standard images, including 11x17 images.

RESPONSE TIME COMMITMENT

Ricoh will provide a one hour (1) phone response to service calls measured from receipt of your call. Ricoh will provide a four (4) business hour response time for all service calls located within a major metropolitan area, and an eight (8) business hour average response time for service calls located fifty (50) miles or greater from a Ricoh service center for the term of the Image Management Product Schedule. Response time is measured in aggregate for all Product covered by the Image Management Product Schedule.

UPTIME PERFORMANCE COMMITMENT

Ricoh will service the Product to be Operational with a quarterly uptime average of 95% during Normal Business Hours, excluding preventative and interim maintenance time. Downtime will begin at the time you place a service call to Ricoh and will end when the Product is again Operational. You agree to make the Product available to Ricoh for scheduled preventative and interim maintenance. You further agree to give Ricoh advance notice of any critical and specific uptime needs you may have so that Ricoh can schedule with you interim and preventative maintenance in advance of such needs. As used in these Service Commitments, "Operational" means substantial compliance with the manufacturer's specifications and/or performance standards and excludes customary end-user corrective actions.

IMAGE VOLUME FLEXIBILITY AND PRODUCT ADDITIONS

At any time after the expiration of the initial ninety day period of the original term of the Image Management Product Schedule to which these Service Commitments relate, Ricoh will, upon your request, review your image volume. If the image volume has moved upward or downward in an amount sufficient for you to consider an alternative plan, Ricoh will present pricing options to conform to a new image volume. If you agree that additional product is required to satisfy your increased image volume requirements, Ricoh will include the product in the pricing options. The addition of product and/or increases/decreases to the Guaranteed Minimum Images requires an amendment ("Amendment") to the Image Management Product Schedule that must be agreed to and signed by both parties to the Schedule. The term of the Amendment may not be less than the remaining term of the existing Image Management Product Schedule but may extend the remaining term of the existing Image Management Product Schedule for up to an additional 60 months. Adjustments to the Guaranteed Minimum Images commitment and/or the addition of product may result in a higher or lower minimum payment. Images decreases are limited to 25% of the Guaranteed Minimum Images in effect at the time of Amendment.

PRODUCT AND PROFESSIONAL SERVICES UPGRADE OPTION

At any time after the expiration of one-half of the original term of the Image Management Product Schedule to which these Service Commitments relate, you may reconfigure the Product by adding, exchanging, or upgrading to an item of Product with additional features or enhanced technology. A new Image Management Product Schedule or Amendment must be agreed to and signed by the parties to the Schedule, for a term not less than the remaining term of the existing Image Management Product Schedule but may, in the case of an Amendment, extend the remaining term of the existing Image Management Product Schedule for up to an additional 60 months. The Cost of Additional Images and the Minimum Payment of the new Image Management Product Schedule will be based on any obligations remaining on the Product, the added product and new image volume commitment. Your Ricoh Account Executive will be pleased to work with you on a Technology Refresh prior to the end of your Image Management Product Schedule or Amendment.

PERFORMANCE COMMITMENT

Ricoh is committed to performing these Service Commitments and agrees to perform its services in a manner consistent with the applicable manufacturer's specifications. Should a Product or an accessory not be able to be maintained in conformance with manufacturer's specifications, Ricoh shall, at its own expense, replace such Product with another unit of the same product designation as that Product and Ricoh shall bear all installation, transportation, removal and rigging charges in connection with the installation of such replacement unit; provided, however that (a) the replacement unit may be a reconditioned or otherwise used unit rather than a new unit; and (b) if a replacement unit of the same product designation as the unit of Product it replaces is not available, the replacement unit may be a product of substantially similar or greater capabilities. Ricoh shall re-perform any Services not in compliance with this warranty and brought to Ricoh's attention in writing within a reasonable time, but in no event more than 30 days after such Services are performed. If you are dissatisfied with Ricoh's performance, you must send a registered letter outlining your concerns to the address specified below in the "Quality Assurance" section. Please allow 30 days for resolution.

ACCOUNT MANAGEMENT

Your Ricoh sales professional will, upon your request, be pleased to review your product performance metrics on a quarterly basis and at a mutually convenient date and time. Ricoh will, upon your request, be pleased to annually review your business environment and discuss ways in which Ricoh may improve efficiencies and reduce costs relating to your document management processes.

QUALITY ASSURANCE

Please send all correspondence relating to the Service Commitments via registered letter to the Quality Assurance Department located at: 3920 Arkwright Road, Macon, GA 31210, Attn: Quality Assurance. The Quality Assurance Department will coordinate resolution of any performance issues concerning the above Service Commitments with your local Ricoh office. *To ensure the most timely response please call 1-888-275-4566.*

MISCELLANEOUS

These Service Commitments do not cover repairs resulting from misuse (including without limitation improper voltage or environment or the use of supplies that do not conform to the manufacturer's specifications), subjective matters (such as color reproduction accuracy) or any other factor beyond the reasonable control of Ricoh. Ricoh and you each acknowledge that these Service Commitments represent the entire understanding of the parties with respect to the subject matter hereof and that your sole remedy for any Service Commitments not performed in accordance with the foregoing is as set forth under the section hereof entitled "Performance Commitment". The Service Commitments made herein are service and/or maintenance warranties and are not product warranties. Except as expressly set forth herein, Ricoh makes no warranties, express or implied, including any implied warranties of merchantability, fitness for use, or fitness for a particular purpose. Neither party hereto shall be liable to the other for any consequential, indirect, punitive or special damages. Customer expressly acknowledges and agrees that, in connection with the security or accessibility of information stored in or recoverable from any Product provided or serviced by Ricoh, Customer is solely responsible for ensuring its own compliance with legal requirements or obligations to third parties pertaining to data security, retention and protection. These Service Commitments shall be governed according to the laws of the State where your principal place of business or residence is located without regard to its conflicts of law principles. These Service Commitments are not assignable by the Customer. Unless otherwise stated in your Implementation Schedule, your Product will ONLY be serviced by a "Ricoh Certified Technician". If any software, system support or related connectivity services are included as part of these Service Commitments as determined by Ricoh, Ricoh shall provide any such services at your location set forth in the Product Schedule as applicable, or on a remote basis. You shall provide Ricoh with such access to your facilities, networks and systems as may be reasonably necessary for Ricoh to perform such services. You acknowledge and agree that, in connection with its performance of its obligations under these Service Commitments, Ricoh may place automated meter reading units on imaging devices, including but not limited to the Product, at your location in order to facilitate the timely and efficient collection of accurate meter read data on a monthly, quarterly or annual basis. Ricoh agrees that such units will be used by Ricoh solely for such purpose. Once transmitted, all meter read data shall become the sole property of Ricoh and will be utilized for billing purposes.

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RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Additional Equipment/Product and/or Multiple Location Addendum

This ADDITIONAL EQUIPMENT/PRODUCT and/or MULTIPLE LOCATION ADDENDUM (this "Addendum"), dated as of the 24 day of July, 2017, is to that certain agreement/product schedule no. _____ - _____ (the "Agreement"), between Ricoh USA, Inc. ("we" or us") and DURANT CITY OF as customer ("Customer" or "you").

The parties, intending to be legally bound, agree that the Agreement shall be modified as follows:

1. The equipment/product description and location set forth in the Agreement shall refer to, and/or include, the equipment/product and locations listed below:

EQUIPMENT/PRODUCT DESCRIPTION & LOCATION

Qty	Description: Make& Model	Street Address/City/State/Zip (complete only if address is different from Equipment/Product Location Address on Agreement)		
1	RICOH AFICIO MPC4502-RM	1201 NE 2ND AVE		
		DURANT	OK	74701-2355
1	RICOH MPC4504EX BRANDING SET	122 N 1ST AVE		
		DURANT	OK	74701-4702
1	RICOH MPC2004EX BRANDING SET	2808 ENTERPRISE DR CHOCTAW FIRE SUBSTATION 3		
		DURANT	OK	74701-1978
2	RICOH MPC2004EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052
1	RICOH MPC4504EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052
1	RICOH MPC2004EX BRANDING SET	3104 CARL ALBERT DR		
		DURANT	OK	74701-1052

2. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Addendum, as of the date first written above.

CUSTOMER

X Jerry L. Tomlinson
Authorized Signature Date

Jerry L. Tomlinson, Mayor
Print Authorized Signer Name Title

City of Durant

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

07/24/2017 13:20 PM

Ricoh USA, Inc.

Authorized Signature Date

Print Authorized Signer Name Title

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THIS IS A COPY
This is a copy view of the Authorative Copy held by the designated custodian

RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Additional Equipment/Product and/or Multiple Location Addendum

This ADDITIONAL EQUIPMENT/PRODUCT and/or MULTIPLE LOCATION ADDENDUM (this "Addendum"), dated as of the 24 day of July, 2017, is to that certain agreement/product schedule no. 1047620 - 1033146USC (the "Agreement"), between Ricoh USA, Inc. ("we" or us") and DURANT CITY OF as customer ("Customer" or "you").

The parties, intending to be legally bound, agree that the Agreement shall be modified as follows:

1. The equipment/product description and location set forth in the Agreement shall refer to, and/or include, the equipment/product and locations listed below:

EQUIPMENT/PRODUCT DESCRIPTION & LOCATION

Qty	Description: Make & Model	Street Address/City/State/Zip (complete only if address is different from Equipment/Product Location Address on Agreement)		
1	RICOH AFICIO MPC4502-RM	1201 NE 2ND AVE DURANT	OK	74701-2355
1	RICOH MPC4501EX BRANDING SET	122 N 1ST AVE DURANT	OK	74701-4702
1	RICOH MPC2004EX BRANDING SET	2508 ENTERPRISE DR CHOCTAW FIRE SUBSTATION 3 DURANT	OK	74701-1978
2	RICOH MPC2001EX BRANDING SET	3104 CARL ALBERT DR DURANT	OK	74701-1052
1	RICOH MPC4501EX BRANDING SET	3104 CARL ALBERT DR DURANT	OK	74701-1052
1	RICOH MPC2001EX BRANDING SET	3104 CARL ALBERT DR DURANT	OK	74701-1052

2. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Addendum, as of the date first written above.

CUSTOMER

x Jerry L. Tomlinson
Authorized Signature — Date

Jerry L. Tomlinson, Mayor
Print Authorized Signer Name — Title: City of Durant

DocuSigned by:
SHIVANI VERMA
CCAD4AB726DD45F...
SHIVANI VERMA — Date: 09-01-2017
Print Authorized Signer Name — Title: Funding Specialist

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA
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RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

U.S. Communities Master Lease Agreement

Number: _____

CUSTOMER INFORMATION

Full Legal Name DURANT CITY OF				
Address PO BOX 578				
City DURANT	State OK	Zip 74702-0578	Contact Marie Goolsby	Telephone Number (580) 920-0024
Federal Tax ID Number 73 - 6021019 *(Do Not Insert Social Security Number)*	Facsimile Number		E-mail Address marieg@durant.org	

This U.S. Communities Master Lease Agreement ("Lease Agreement") has been written in clear, easy to understand English. When we use the words "you", "your" or "Customer" in this Lease Agreement, we mean you, our customer, as indicated above. When we use the words "we", "us" or "our" in this Lease Agreement, we mean Ricoh USA, Inc. ("Ricoh") or, if we assign this Lease Agreement or any Schedules executed in accordance with this Lease Agreement, pursuant to Section 13 below, the Assignee (as defined below). Our corporate office is located at 70 Valley Stream Parkway, Malvern, Pennsylvania 19355.

1. Agreement. This Lease Agreement is executed pursuant to the contract by and between Ricoh USA, Inc. (successor-in-interest to Ricoh Americas Corporation) and Fairfax County (the "County") on behalf of the U.S. Communities Government Purchasing Alliance and all public agencies, non-profits and higher education entities ("Participating Public Agencies"), having a Contract ID number of 4400003732 and the contract period is from February 11, 2013 to June 30, 2019, with the option to renew for no more than three (3) years (the "Contract Period"), one year at a time, or any combination thereof (the "Contract"). Notwithstanding the foregoing, any Schedule entered into during the Contract Period shall continue in full force and effect for the entire lease term set forth in the Schedule. We agree to lease or rent, as specified in any equipment schedule executed by you and us and incorporating the terms of this Lease Agreement by reference (a "Schedule"), to you, and you agree to lease or rent, as applicable, from us, subject to the terms of this Lease Agreement and such Schedule, the personal and intangible property described in such Schedule. The personal and intangible property described on a Schedule (together with all attachments, replacements, parts, substitutions, additions, repairs, and accessories incorporated in or affixed to the property and any license or subscription rights associated with the property) will be collectively referred to as "Product." The manufacturer of the tangible Product shall be referred to as the "Manufacturer." To the extent the Product includes intangible property or associated services such as periodic software licenses and prepaid data base subscription rights, such intangible property shall be referred to as the "Software."
2. Schedules; Delivery and Acceptance. This Lease Agreement shall consist of the terms and conditions of the Contract and this Lease Agreement and any Schedule issued pursuant thereto. As it pertains to this Lease Agreement, the order of precedence of the component parts of the Lease Agreement shall be as follows: (a) the terms and conditions of this Lease Agreement and Schedule issued pursuant thereto, and (b) the terms and conditions of the Contract. The foregoing order of precedence shall govern the interpretation of this Lease Agreement in cases of conflict or inconsistency therein. Each Schedule that incorporates this Lease Agreement shall be governed by the terms and conditions of this Lease Agreement and the Contract, as well as by the terms and conditions set forth in such individual Schedule. Each Schedule shall constitute a complete agreement separate and distinct from this Lease Agreement and any other Schedule. In the event of a conflict between the terms of this Lease Agreement and any Schedule, the terms of such Schedule shall govern and control, but only with respect to the Product subject to such Schedule. The termination of this Lease Agreement will not affect any Schedule executed prior to the effective date of such termination. When you receive the Product and it is installed, you agree to inspect it to determine it is in good working order. Scheduled Payments (as specified in the applicable Schedule) will begin on or after the Product acceptance date ("Effective Date"). You agree to sign and return to us a delivery and acceptance certificate (which may be done electronically) within five (5) business days after any Product is installed confirming that the Product has been delivered, installed, and is in good condition and accepted for all purposes under the Lease Agreement.
3. Term; Payments.

   (a) The first scheduled Payment (as specified in the applicable Schedule) ("Payment") will be due on the Effective Date or such later date as we may designate. The remaining Payments will be due on the same day of each subsequent month, unless otherwise specified on the applicable Schedule. To the extent not prohibited by applicable law, if any Payment or other amount payable under any Schedule is not received within ten (10) days of its due date, you will pay to us, in addition to that Payment, a one-time late charge of 5% of the overdue Payment (but in no event greater than the maximum amount allowed by applicable law). To the extent not prohibited by applicable law, you agree to pay $25.00 for each check returned for insufficient funds or for any other reason.

   (b) In the event that Customer terminates the Maintenance Agreement (as hereunder defined) between Customer and the Servicer relating to the Product provided hereunder due to a material breach by Servicer of its service obligations, including any Product service levels specified therein, which remained uncured for thirty (30) days following written notice of breach (in the manner expressly permitted by and in accordance with such Maintenance Agreement), Ricoh shall use reasonable efforts to assist Customer in selecting a replacement Servicer. This Section 3(b) shall not alter, restrict, diminish or waive the rights, remedies or benefits that Customer may have against Servicer under the Maintenance Agreement.

   (c) A Schedule may be terminated in whole or in part by the Customer in accordance with this Section 3(c) whenever the Customer shall determine that such a termination is in the best interest of the Customer. Any such termination shall be effected by delivery to Ricoh, at least thirty (30) working days prior to the effective date of such termination date, of a notice of termination specifying the extent to which performance shall be terminated. In the event of such termination, Customer agrees to return the Product to us in the manner required under Section 14 of this Lease Agreement and to pay to us (as compensation for loss of our bargain and not as a penalty), with respect to such terminated Product, financed Software and any Software Licenses, an amount which shall be equal to the monthly Payment for such Product, financed Software and/or Software License, as applicable, times the number of months remaining in the term of such Schedule (or any renewal of such Schedule) and/or any financing agreement with respect to the financed Software and/or Software License, plus any other amounts then due and payable under this Lease Agreement, Schedule and/or financing agreement with respect to such Product, Software and/or Software License, including, but not limited to, any lease payments and maintenance payments. Ricoh shall supply the Customer with the actual number of Payments remaining and the total amount due, and the Customer shall be relieved of all unpaid amounts for anticipated profit on unperformed services under any Maintenance Agreement (including any amount included in the monthly Payment that is attributable to maintenance, supplies, or any other service cost).

   (d) You also agree that, except (a) as set forth in Section 18 below entitled "State and Local Government Provisions" and (b) for the best interest of the Customer as set forth in Section 3(c), THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ON ANY SCHEDULE TO THIS LEASE AGREEMENT. All Payments to us are "net" and unconditional and are not subject to set off, defense, counterclaim or reduction for any reason. You agree that you will remit payments to us in the form of company checks (or personal checks in

the case of sole proprietorships), direct debit or wires only. You also agree that cash and cash equivalents are not acceptable forms of payment for this Lease Agreement or any Schedule and that you will not remit such forms of payment to us. Payment in any other form may delay processing or be returned to you. Furthermore, only you or your authorized agent as approved by us will remit payments to us.

4. Product Location; Use and Repair. You will keep and use the Product only at the Product Location shown in the applicable Schedule. You will not move the Product from the location specified in the applicable Schedule or make any alterations, additions or replacements to the Product without our prior written consent, which consent will not be unreasonably withheld. At your own cost and expense, you will keep the Product eligible for any Manufacturer's certification as to maintenance and in compliance with applicable laws and in good condition, except for ordinary wear and tear. You shall engage Ricoh, its subsidiaries or affiliates, or an independent third party (the "Servicer") to provide maintenance and support services pursuant to a separate agreement for such purpose ("Maintenance Agreement"). You may make alterations, additions or replacements (collectively, "Additions") and add Software to the Product provided that such Additions and Software do not impair the value or originally intended function or purpose of the Product and is not subject to any lien or security interest in favor of any other party; provided, further, that you remove such Additions and Software at your own cost and expense at the expiration or termination of the applicable Schedule. All Additions and Software which are not removed at the expiration or termination of the applicable Schedule will become part of the Product and our property at no cost or expense to us. We may inspect the Product upon proper notice to the customer at any reasonable time during normal working hours.

5. Taxes and Fees. To the extent not prohibited by applicable law and unless and to the extent you are exempt and provide a valid exemption certificate to us, in addition to the payments under this Lease Agreement, you agree to pay all taxes (other than property taxes), assessments, fees and charges governmentally imposed upon our purchase, ownership, possession, leasing, renting, operation, control or use of the Product. If we are required to pay upfront sales or use tax and you opt to pay such tax over the term of the lease and not as a lump sum at lease inception, then you agree to pay us a "Sales Tax Administrative Fee" equal to 3.5% of the total tax due per year, to be included as part of the Payment. A valid sales and use tax exemption certificate must be provided to us within ninety (90) days of the first invoice to receive a credit/waiver of sales tax.

6. Warranties. We transfer to you, without recourse, for the term of each Schedule, any written warranties made by the Manufacturer or Software Supplier (as defined in Section 10 of this Lease Agreement) with respect to the Product leased or rented pursuant to such Schedule. YOU ACKNOWLEDGE THAT YOU HAVE SELECTED THE PRODUCT BASED ON YOUR OWN JUDGMENT AND YOU HEREBY AFFIRMATIVELY DISCLAIM RELIANCE ON ANY ORAL REPRESENTATION CONCERNING THE PRODUCT MADE TO YOU. However, if you enter into a Maintenance Agreement with Servicer with respect to any Product, no provision, clause or paragraph of this Lease Agreement shall alter, restrict, diminish or waive the rights, remedies or benefits that you may have against Servicer under such Maintenance Agreement. WE MAKE NO WARRANTY, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. The only warranties, express or implied, made to you are the warranties (if any) made by the Manufacturer and/or Servicer to you in any documents, other than this Lease Agreement, executed by and between the Manufacturer and/or Servicer and you. YOU AGREE THAT, NOTWITHSTANDING ANYTHING TO THE CONTRARY, WE ARE NOT RESPONSIBLE FOR, AND YOU WILL NOT MAKE ANY CLAIM AGAINST US FOR, ANY CONSEQUENTIAL, SPECIAL, OR INDIRECT DAMAGES.

7. Loss or Damage. You are responsible for any theft of, destruction of, or damage to the Product (collectively, "Loss") from any cause at all, whether or not insured, from the time of Product acceptance by you until it is delivered to us at the end of the term of the Schedule. You are required to make all Payments even if there is a Loss. You must notify us in writing immediately of any Loss. Then, you shall be responsible to either (a) repair the Product so that it is in good condition and working order, eligible for any Manufacturer's certification, (b) pay us the amounts specified in Section 12 below, or (c) replace the Product with equipment of like age and capacity.

8. Liability and Insurance. You agree to maintain insurance, through self-insurance or otherwise, to cover the Product for all types of loss, including, without limitation, theft, in an amount not less than the full replacement value and you will name us as an additional insured and loss payee on your insurance policy. In addition, you agree to maintain comprehensive public liability insurance, which, upon our request, shall be in an amount acceptable to us and shall name us as an additional insured. Such insurance will provide that we will be given thirty (30) days advance notice of any cancellation. Upon our request, you agree to provide us with evidence of such insurance in a form reasonably satisfactory to us. If you fail to maintain such insurance or to provide us with evidence of such insurance, we may (but are not obligated to) obtain insurance in such amounts and against such risks as we deem necessary to protect our interest in the Product. Such insurance obtained by us will not insure you against any claim, liability or loss related to your interest in the Product and may be cancelled by us at any time. You agree to pay us an additional amount each month to reimburse us for the insurance premium and an administrative fee, on which we or our affiliates may earn a profit. In the event of loss or damage to the Product, you agree to remain responsible for the Payment obligations under this Lease Agreement until the Payment obligations are fully satisfied.

9. Title; Recording. We are the owner of and will hold title to the Product (except for any Software). You will keep the Product free of all liens and encumbrances. Except as reflected on any Schedule, you agree that this Lease Agreement is a true lease. However, if any Schedule is deemed to be intended for security, you hereby grant to us a purchase money security interest in the Product covered by the applicable Schedule (including any replacements, substitutions, additions, attachments and proceeds) as security for the payment of the amounts under each Schedule. You authorize us to file a copy of this Lease Agreement and/or any Schedule as a financing statement, and you agree to promptly execute and deliver to us any financing statements covering the Product that we may reasonably require; provided, however, that you hereby authorize us to file any such financing statement without your authentication to the extent permitted by applicable law.

10. Software or Intangibles. To the extent that the Product includes Software, you understand and agree that we have no right, title or interest in the Software, and you will comply throughout the term of this Lease Agreement with any license and/or other agreement ("Software License") entered into with the supplier of the Software ("Software Supplier"). You are responsible for entering into any Software License with the Software Supplier no later than the Effective Date; provided, however, if you do not enter into the Software License, then we may choose not to lease such Software to you under this Lease Agreement.

11. Default. Each of the following is a "Default" under this Lease Agreement and all Schedules: (a) you fail to pay any Payment or any other amount within thirty (30) days of its due date, (b) any representation or warranty made by you in this Lease Agreement is false or incorrect and/or you do not perform any of your other obligations under this Lease Agreement or any Schedule and/or under any other agreement with us or with any of our affiliates and this failure continues for thirty (30) days after we have notified you of it, (c) a petition is filed by or against you or any guarantor under any bankruptcy or insolvency law or a trustee, receiver or liquidator is appointed for you, any guarantor or any substantial part of your assets, (d) you or any guarantor makes an assignment for the benefit of creditors, (e) any guarantor dies, stops doing business as a going concern or transfers all or substantially all of such guarantor's assets, or (f) you stop doing business as a going concern or transfer all or substantially all of your assets.

12. Remedies. If a Default occurs, we may do one or more of the following: (a) we may cancel or terminate this Lease Agreement and/or any or all Schedules; (b) we may require you to immediately pay to us, as compensation for loss of our bargain and not as a penalty, a sum equal to: (i) all past due Payments and all other amounts then due and payable under this Lease Agreement or any Schedule; and (ii) the present value of all unpaid Payments for the remainder of the term of each Schedule plus the present value of our anticipated value of the Product at the end of the initial term of any Schedule (or any renewal of such Schedule), each discounted at a rate equal to 3% per year to the date of default, and we may charge you interest on all amounts due us from the date of default until paid at the rate of 1.5% per month, but in no event more than the maximum rate permitted by applicable law. We agree to apply the net proceeds (as specified below in this Section) of any disposition of the Product to the amounts that you owe us; (c) we may require you to deliver the Product to us as set forth in Section 14; (d) to the extent not prohibited by applicable law, we or our representative may peacefully repossess the Product without a court order (it being agreed that we will provide you with written notice of Default prior to initiating recovery of the Product and will endeavor to contact you telephonically to schedule a convenient time to recover the Product); (e) we may exercise any and all other rights or remedies available to a lender, secured party or lessor under the Uniform Commercial Code ("UCC"), including, without limitation, those set forth in Article 2A of the UCC, and at law or in equity; (f) we may immediately terminate your right to use the Software including the disabling (on-site or by remote communication) of any

Software; (g) we may demand the immediate return and obtain possession of the Software and re-license the Software at a public or private sale; (h) we may cause the Software Supplier to terminate the Software License, support and other services under the Software License, and/or (i) at our option, we may sell, release, or otherwise dispose of the Product under such terms and conditions as may be acceptable to us in our discretion. If we take possession of the Product (or any Software, if applicable), we may sell or otherwise dispose of it with or without notice, at a public or private disposition, and to apply the net proceeds (after we have deducted all costs, including reasonable attorneys' fees) to the amounts that you owe us. You agree that, if notice of sale is required by law to be given, ten (10) days notice shall constitute reasonable notice. If applicable, you will remain responsible for any deficiency that is due after we have applied any such net proceeds. To the extent permitted by applicable law, in the event an action is brought to enforce or interpret this Lease Agreement, the prevailing party shall be entitled to reimbursement of all costs including, but not limited to, reasonable attorney fees and court costs incurred.

13. Ownership of Product; Assignment. YOU HAVE NO RIGHT TO SELL, TRANSFER, ENCUMBER, SUBLET OR ASSIGN THE PRODUCT OR THIS LEASE AGREEMENT OR ANY SCHEDULE WITHOUT OUR PRIOR WRITTEN CONSENT (which consent shall not be unreasonably withheld). You agree that we may sell or assign all or a portion of our interests, but not our obligations, in the Product and/or this Lease Agreement or any Schedule without notice to you even if less than all the Payments have been assigned. In the event the remit to address for Payments is changed during the term of this Lease Agreement or any Schedule, then Ricoh or the Assignee will provide notice to you. In that event, the assignee (the "Assignee") will have such rights as we assign to them but none of our obligations (we will keep those obligations) and the rights of the Assignee will not be subject to any claims, defenses or set offs that you may have against us. No assignment to an Assignee will release Ricoh from any obligations Ricoh may have to you hereunder. The Maintenance Agreement you have entered into with a Servicer will remain in full force and effect with Servicer and will not be affected by any such assignment. You acknowledge that the Assignee did not manufacture or design the Product and that you have selected the Manufacturer, Servicer and the Product based on your own judgment.

14. Renewal; Return of Product. UNLESS EITHER PARTY NOTIFIES THE OTHER IN WRITING AT LEAST THIRTY (30) DAYS, BUT NOT MORE THAN ONE HUNDRED TWENTY (120) DAYS, PRIOR TO THE EXPIRATION OF THE MINIMUM TERM OR EXTENSION OF SUCH SCHEDULE, AFTER THE MINIMUM TERM OR ANY EXTENSION OF ANY SCHEDULE TO THIS LEASE AGREEMENT, SUCH SCHEDULE WILL AUTOMATICALLY RENEW ON A MONTH-TO-MONTH BASIS; PROVIDED, HOWEVER, THAT AT ANY TIME DURING ANY MONTH-TO-MONTH RENEWAL, WE HAVE THE RIGHT, UPON THIRTY (30) DAYS NOTICE, TO DEMAND THAT THE PRODUCT BE RETURNED TO US IN ACCORDANCE WITH THE TERMS OF THIS SECTION 14. Notwithstanding the foregoing, nothing herein is intended to provide, nor shall be interpreted as providing, (a) you with a legally enforceable option to extend or renew the terms of this Lease Agreement or any Schedule, or (b) us with a legally enforceable option to compel any such extension or renewal. At the end of or upon termination of each Schedule, you shall immediately make arrangements to have the Product subject to such expired Schedule picked up by us (or our designee), in as good condition as when you received it, except for ordinary wear and tear. Ricoh (or our designee) shall bear shipping charges. You must pay additional monthly Payments at the same rate as then in effect under a Schedule, until (i) you provide notice to us prior to the expiration of the minimum term or extension of any Schedule and (ii) the Product is picked up by us or our designees and is received in good condition and working order by us or our designees. Notwithstanding anything to the contrary set forth in this Lease Agreement, the parties acknowledge and agree that we shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by or resident in any Products leased by you hereunder, whether through a digital storage device, hard drive or other electronic medium ("Data Management Services"). If desired, you may engage Ricoh to perform Data Management Services at then-prevailing contracted rates pursuant to your Maintenance Agreement or other agreement with Ricoh. You acknowledge that you are responsible for ensuring your own compliance with legal requirements in connection with data retention and protection and that we do not provide legal advice or represent that the Products will guarantee compliance with such requirements. The selection, use and design of any Data Management Services, and any decisions arising with respect to the deletion or storage of data, as well as the loss of any data resulting therefrom, shall be your sole and exclusive responsibility

15. Miscellaneous. It is the intent of the parties that this Lease Agreement and any Schedule shall be deemed and constitute a "finance lease" as defined under and governed by Article 2A of the UCC. ORAL AGREEMENTS OR COMMITMENTS TO LOAN MONEY, EXTEND CREDIT OR TO FORBEAR FROM ENFORCING REPAYMENT OF A DEBT INCLUDING PROMISES TO EXTEND OR RENEW SUCH DEBT ARE NOT ENFORCEABLE. YOU AGREE THAT THE TERMS AND CONDITIONS CONTAINED IN THE CONTRACT, THIS LEASE AGREEMENT, AND IN EACH SCHEDULE MAKE UP THE ENTIRE AGREEMENT BETWEEN US REGARDING THE LEASING OR RENTAL OF THE PRODUCT AND SUPERSEDE ALL PRIOR WRITTEN OR ORAL COMMUNICATIONS, UNDERSTANDINGS OR AGREEMENTS BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER CONTAINED HEREIN, INCLUDING, WITHOUT LIMITATION, PURCHASE ORDERS. Any purchase order, or other ordering documents, will not modify or affect this Lease Agreement or any Schedule and shall serve only the purpose of identifying the equipment ordered. You authorize us to supply any missing "configure to order" number ("CTO"), other equipment identification numbers (including, without limitation, serial numbers), agreement/schedule identification numbers and/or dates in this Lease Agreement or any Schedule. You acknowledge that you have not been induced to enter into this Lease Agreement by any representation or warranty not expressly set forth in this Lease Agreement. Neither this Lease Agreement nor any Schedule is binding on us until we sign it. ANY CHANGE IN ANY OF THE TERMS AND CONDITIONS OF THIS LEASE AGREEMENT OR ANY SCHEDULE MUST BE IN WRITING AND SIGNED BY BOTH PARTIES. If we delay or fail to enforce any of its rights under this Lease Agreement with respect to any or all Schedules, we will still be able to enforce those rights at a later time. All notices shall be given in writing and sent either (a) by certified mail, return receipt requested, or recognized overnight delivery service, postage prepaid, addressed to the party receiving the notice at the address shown on the front of this Lease Agreement, or (b) by facsimile transmission, with oral confirmation, to the facsimile number shown below such party's signature on this Lease Agreement. Either party may change its address or facsimile number by giving written notice of such change to the other party. Notices shall be effective on the date received. Each of our respective rights and indemnities will survive the termination of this Lease Agreement and each Schedule. If more than one customer has signed this Lease Agreement or any Schedule, each customer agrees that its liability is joint and several. It is the express intent of the parties not to violate any applicable usury laws or to exceed the maximum amount of time price differential or interest, as applicable, permitted to be charged or collected by applicable law, and any such excess payment will be applied to payments in the order of maturity, and any remaining excess will be refunded to you. We make no representation or warranty of any kind, express or implied, with respect to the legal, tax or accounting treatment of this Lease Agreement and any Schedule and you acknowledge that we are an independent contractor and not your fiduciary. You will obtain your own legal, tax and accounting advice related to this Lease Agreement or any Schedule and make your own determination of the proper accounting treatment of this Lease Agreement or any Schedule. We may receive compensation from the Manufacturer or supplier of the Product in order to enable us to reduce the cost of leasing or renting the Product to you under this Lease Agreement or any Schedule below what we otherwise would charge. If we received such compensation, the reduction in the cost of leasing or renting the Product is reflected in the Minimum Payment specified in the applicable Schedule. To the fullest extent permitted by applicable law, you authorize us or our agent to obtain credit reports and make credit inquiries regarding you and your financial condition and to provide your information, including payment history, to our assignee and third parties having an economic interest in this Lease Agreement, any Schedule or the Product.

16. Governing Law; Jurisdiction; Waiver of Trial By Jury and Certain Rights and Remedies Under The Uniform Commercial Code. YOU AGREE THAT THIS LEASE AGREEMENT AND ANY SCHEDULE WILL BE GOVERNED UNDER THE LAW FOR THE STATE WHERE YOUR PRINCIPAL PLACE OF BUSINESS OR RESIDENCE IS LOCATED. YOU ALSO CONSENT TO THE VENUE AND NON-EXCLUSIVE JURISDICTION OF ANY COURT LOCATED IN THE STATE WHERE YOUR PRINCIPAL PLACE OF BUSINESS OR RESIDENCE IS LOCATED TO RESOLVE ANY CONFLICT UNDER THIS LEASE AGREEMENT. TO THE EXTENT NOT PROHIBITED BY APPLICABLE LAW, THE PARTIES TO THIS LEASE AGREEMENT EACH WAIVE THE RIGHT TO TRIAL BY JURY IN THE EVENT OF A LAWSUIT. TO THE EXTENT PERMITTED BY APPLICABLE LAW, YOU WAIVE ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A CUSTOMER OR LESSEE BY SECTIONS 508-522 OF ARTICLE 2A OF THE UCC THAT YOU MAY HAVE AGAINST US (BUT NOT AGAINST THE

MANUFACTURER OF THE PRODUCT).TO HELP THE GOVERNMENT FIGHT THE FUNDING OF TERRORISM AND MONEY LAUNDERING ACTIVITIES, FEDERAL LAW REQUIRES ALL FINANCIAL INSTITUTIONS TO OBTAIN, VERIFY AND RECORD INFORMATION THAT IDENTIFIES EACH PERSON WHO OPENS AN ACCOUNT. WHAT THIS MEANS FOR YOU: WHEN YOU OPEN AN ACCOUNT, WE WILL ASK FOR YOUR NAME, ADDRESS AND OTHER INFORMATION THAT WILL ALLOW US TO IDENTIFY YOU. WE MAY ASK TO SEE IDENTIFYING DOCUMENTS.

17. Counterparts; Facsimiles. Each Schedule may be executed in counterparts. The counterpart which has our original signature and/or is in our possession or control shall constitute chattel paper as that term is defined in the UCC and shall constitute the original agreement for all purposes, including, without limitation, (a) any hearing, trial or proceeding with respect to such Schedule, and (b) any determination as to which version of such Schedule constitutes the single true original item of chattel paper under the UCC. If you sign and transmit a Schedule to us by facsimile or other electronic transmission, the facsimile or such electronic transmission of such Schedule, upon execution by us (manually or electronically, as applicable), shall be binding upon the parties. You agree that the facsimile or other electronic transmission of a Schedule containing your facsimile or other electronically transmitted signature, which is manually or electronically signed by us, shall constitute the original agreement for all purposes, including, without limitation, those outlined above in this Section. You agree to deliver to us upon our request the counterpart of such Schedule containing your original manual signature.

18. State and Local Government Provisions. If the Customer is a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code, the following additional terms and conditions shall apply:

(a) Essentiality. During the term of this Lease Agreement and any Schedule, the Product will be used solely for the purpose of performing one or more governmental or proprietary functions consistent with the permissible scope of your authority. You represent and warrant that the use of the Product is essential to performing such governmental or proprietary functions.

(b) Non-Appropriation/Non-Substitution. (i) If your governing body fails to appropriate sufficient monies in any fiscal period for rentals and other payments coming due under a Schedule to this Lease Agreement in the next succeeding fiscal period for any equipment which will perform services and functions which in whole or in part are essentially the same services and functions performed by the Product covered by any such Schedule, then a "Non-Appropriation" shall be deemed to have occurred. (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make available to us (or our designee) the Product as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation.

(c) Funding Intent. You represent and warrant to us that you presently intend to continue this Lease Agreement and any Schedule hereto for the entire term of such Schedule and to pay all rentals relating to such Schedule and to do all things lawfully within your power to obtain and maintain funds from which the rentals and all other payments owing under such Schedule may be made. The parties acknowledge that appropriation for rentals is a governmental function to which you cannot contractually commit yourself in advance and this Lease Agreement shall not constitute such a commitment. To the extent permitted by law, the person or entity in charge of preparing your budget will include in the budget request for each fiscal year during the term of each Schedule, respectively, to this Lease Agreement an amount equal to the rentals (to be used for such rentals) to become due in such fiscal year, and will use all reasonable and lawful means available to secure the appropriation of money for such fiscal year sufficient to pay all rentals coming due during such fiscal year.

(d) Authority and Authorization. (i) You represent and warrant to us that: (A) you are a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code; (B) you have the power and authority to enter into this Lease Agreement and all Schedules to this Lease Agreement; (C) this Lease Agreement and all Schedules to this Lease Agreement have been duly authorized, executed and delivered by you and constitute valid, legal and binding agreement(s) enforceable against you in accordance with their terms; and (D) no further approval, consent or withholding of objections is required from any governmental authority with respect to this Lease Agreement or any Schedule to this Lease Agreement. (ii) If and to the extent required by us, you agree to provide us with an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us) confirming the foregoing and other related matters, in form and substance acceptable to us. (iii) You agree to take all required actions and to file all necessary forms, including IRS Forms 8038-G or 8038-GC, as applicable, to preserve the tax exempt status of this Lease Agreement and all Schedules thereto. (iv) You agree to provide us with any other documents that we may reasonably request in connection with the foregoing and this Lease Agreement.

(e) Assignment. You agree to acknowledge any assignment to the Assignee in writing, if so requested, and, if applicable, to keep a complete and accurate record of all such assignments in a manner that complies with Section 149(a) of the Internal Revenue Code and the regulations promulgated thereunder.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement as of the dates set forth below.

THE PERSON SIGNING THIS LEASE AGREEMENT ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted by: RICOH USA, INC.
By: X Jerry L. Tomlinson *Authorized Signer Signature*	By: _____ *Authorized Signer Signature*
Printed Name: Jerry L Tomlinson	Printed Name: _____
Title: Mayor, City of Durant Date: 8-8-2017	Title: _____ Date: _____
Facsimile Number: 800.901.4204	Facsimile Number: _____

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

MANUFACTURER OF THE PRODUCT) TO HELP THE GOVERNMENT FIGHT THE FUNDING OF TERRORISM AND MONEY LAUNDERING ACTIVITIES, FEDERAL LAW REQUIRES ALL FINANCIAL INSTITUTIONS TO OBTAIN, VERIFY AND RECORD INFORMATION THAT IDENTIFIES EACH PERSON WHO OPENS AN ACCOUNT. WHAT THIS MEANS FOR YOU: WHEN YOU OPEN AN ACCOUNT, WE WILL ASK FOR YOUR NAME, ADDRESS AND OTHER INFORMATION THAT WILL ALLOW US TO IDENTIFY YOU. WE MAY ASK TO SEE IDENTIFYING DOCUMENTS.

17. Counterparts; Facsimiles. Each Schedule may be executed in counterparts. The counterpart which has our original signature and/or is in our possession or control shall constitute chattel paper as that term is defined in the UCC and shall constitute the original agreement for all purposes, including, without limitation, (a) any hearing, trial or proceeding with respect to such Schedule, and (b) any determination as to which version of such Schedule constitutes the single true original item of chattel paper under the UCC. If you sign and transmit a Schedule to us by facsimile or other electronic transmission, the facsimile or such electronic transmission of such Schedule, upon execution by us (manually or electronically, as applicable), shall be binding upon the parties. You agree that the facsimile or other electronic transmission of a Schedule containing your facsimile or other electronically transmitted signature, which is manually or electronically signed by us, shall constitute the original agreement for all purposes, including, without limitation, those outlined above in this Section. You agree to deliver to us upon our request the counterpart of such Schedule containing your original manual signature.

18. State and Local Government Provisions. If the Customer is a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code, the following additional terms and conditions shall apply:

(a) Essentiality. During the term of this Lease Agreement and any Schedule, the Product will be used solely for the purpose of performing one or more governmental or proprietary functions consistent with the permissible scope of your authority. You represent and warrant that the use of the Product is essential to performing such governmental or proprietary functions.

(b) Non-Appropriation/Non-Substitution. (i) If your governing body fails to appropriate sufficient monies in any fiscal period for rentals and other payments coming due under a Schedule to this Lease Agreement in the next succeeding fiscal period for any equipment which will perform services and functions which in whole or in part are essentially the same services and functions performed by the Product covered by any such Schedule, then a "Non-Appropriation" shall be deemed to have occurred, (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make available to us (or our designee) the Product as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation.

(c) Funding Intent. You represent and warrant to us that you presently intend to continue this Lease Agreement and any Schedule hereto for the entire term of each Schedule and to pay all rentals relating to such Schedule and to do all things lawfully within your power to obtain and maintain funds from which the rentals and all other payments owing under such Schedule may be made. The parties acknowledge that appropriation for rentals is a governmental function to which you cannot contractually commit yourself in advance and this Lease Agreement shall not constitute such a commitment. To the extent permitted by law, the person or entity in charge of preparing your budget will include in the budget request for each fiscal year during the term of each Schedule, respectively, to this Lease Agreement an amount equal to the rentals (to be used for such rentals) to become due in such fiscal year, and will use all reasonable and lawful means available to secure the appropriation of money for such fiscal year sufficient to pay all rentals coming due during such fiscal year.

(d) Authority and Authorization. (i) You represent and warrant to us that: (A) you are a State or political subdivision of a State, as those terms are defined in Section 103 of the Internal Revenue Code; (B) you have the power and authority to enter into this Lease Agreement and all Schedules to this Lease Agreement; (C) this Lease Agreement and all Schedules to this Lease Agreement have been duly authorized, executed and delivered by you and constitute valid, legal and binding agreement(s) enforceable against you in accordance with their terms; and (D) no further approval, consent or withholding of objections is required from any governmental authority with respect to this Lease Agreement or any Schedule to this Lease Agreement. (ii) If and to the extent required by us, you agree to provide us with an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us) confirming the foregoing and other related matters, in form and substance acceptable to us. (iii) You agree to take all required actions and to file all necessary forms, including IRS Forms 8038-G or 8038-GC, as applicable, to preserve the tax exempt status of this Lease Agreement and all Schedules thereto. (iv) You agree to provide us with any other documents that we may reasonably request in connection with the foregoing and this Lease Agreement.

(e) Assignment. You agree to acknowledge any assignment to the Assignee in writing, if so requested, and, if applicable, to keep a complete and accurate record of all such assignments in a manner that complies with Section 149(a) of the Internal Revenue Code and the regulations promulgated thereunder.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement as of the dates set forth below.

THE PERSON SIGNING THIS LEASE AGREEMENT ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted by: RICOH USA, INC.
By: Jerry L. Tomlinson	By:
Authorized Signer Signature	Authorized Signer Signature
Printed Name: Jerry L. Tomlinson	Printed Name: YOLANDA RADFORD
Title: Mayor, City of Durant Date: 8-8-2017	Title: Date: AUG 30 2017
Facsimile Number: 800.901.4204	Facsimile Number:
	OPERATIONS SPECIALIST

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

RICOH

EQUIPMENT REMOVAL/BUYOUT AUTHORIZATION

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	300 W EVERGREEN ST			City:	DURANT
State:	OK	Zip:	74701-4742	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC3502	W502L600723
	MPC3502	W502L600122
	MP5002SP	W533L301008
	MP4002SP	W523LA00772

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	3104 CARL ALBERT DR			City:	DURANT
State:	OK	Zip:	74701-1052	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC4503	E173MA10632
	MPC2503	E214R600365
	MPC2051	V9725000965
	MPC2051	V9725000958

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	120 SE 2ND AVE			City:	DURANT
State:	OK	Zip:	74701-5904	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MP3352SP	W433L400209

Customer Name:	DURANT CITY OF				
Contact Name:	Goolsby,Marie			Phone:	(580) 920-0024
Address:	2808 ENTERPRISE DR			City:	DURANT
State:	OK	Zip:	74701-1978	Fax/Email:	marieg@burant.org

Make	Model	Serial Number
	MPC2003	E204R600758

This Authorization applies to the equipment identified above and to the following Removal/Buy Out Option
This Authorization will confirm that Customer desires to engage Ricoh USA, Inc. ("Ricoh") to pick-up and remove certain items of equipment that are currently (i) owned by Customer or (ii) leased from Ricoh or other third party (as specified below), and that you intend to issue written or electronic removal requests (whether such equipment is identified in this Authorization, in a purchase order, in a letter or other written form) to Ricoh from time to time for such purpose. Such removal request will set forth the location, make, model and serial number of the equipment to be removed by Ricoh. By signing below, you confirm that, with respect to every removal request issued by Customer (1) Ricoh may rely on the request, (2) the request shall be governed by this Authorization, and (3) Ricoh may accept this Authorization by either its signature or by commencing performance (e.g. equipment removal, initiating Services, etc.). Each party agrees that electronic signatures of the parties on this Authorization will have the same force and effect as manual signature. Notwithstanding the foregoing, the parties acknowledge and agree that Ricoh shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by, in or on any item of equipment serviced by Ricoh, whether through a digital storage device, hard drive or similar electronic medium ("Data Management Services"). If desired, Customer may engage Ricoh to perform such Data Management Services at its then-current rates. Notwithstanding anything in this Authorization to the contrary, (i) Customer is responsible for ensuring its own compliance with legal requirements pertaining to data retention and protection, (ii) it is the Customer's sole responsibility to obtain advice of competent legal counsel as to the identification and interpretation of any relevant laws and regulatory requirements that may affect the customer's business or data retention, and any actions required to comply with such laws, (iii) Ricoh does not provide legal advice or represent or warrant that its services or products will guarantee or ensure compliance with any law, regulation or requirement, and (iv) the selection, use and design of any Data Management Services, and any and all decisions arising with respect to the deletion or storage of any data, as well as any loss of data resulting therefrom, shall be the sole responsibility of Customer, and Customer shall indemnify and hold harmless Ricoh and its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) (collectively, "Losses") arising therefrom or related thereto.

☑**Equipment Removal (Owned by Customer).** In addition to the terms and conditions set forth above, the following terms and conditions shall apply for Customer - owned equipment removals: Customer confirms that (1) Customer has good, valid and marketable title to such equipment and has satisfied all payment and other obligations relating to such equipment which may be owing to any third party under applicable lease, financing, sale or other agreements, (2) Customer has obtained any and all necessary consents and approvals required to authorize Ricoh to remove such items of equipment and to take title thereto, and (3) by this Authorization, Customer hereby transfers good and valuable title and ownership to Ricoh to the equipment, free and clear of any and all liens and encumbrances of any nature whatsoever and Customer will cause to be done, executed and delivered all such further instruments of conveyance as may be reasonably requested for the vesting of good title in Ricoh.

☑**Equipment Removal (Leased by Customer).** In addition to the terms and conditions set forth above, the following terms and conditions shall apply for equipment removals of equipment leased by Customer: Except for the obligations of Ricoh to pick up and remove the identified equipment, Ricoh does not assume any obligation, payment or otherwise, under any lease agreement, which shall remain Customer's sole responsibility. As a material condition to the performance by Ricoh, Customer hereby releases Ricoh from, and shall indemnify, defend and hold Ricoh harmless from and against, any and all claims, liabilities, costs, expenses and fees arising from or relating to any breach of Customer's representations or obligations in this Authorization or of any obligation owing by Customer under its lease agreement.

CUSTOMER		**RICOH USA, INC.**	
Signature:	Marie Goolsby	Signature:	
Name	Marie Goolsby	Name	
Title	IT	Title	
Date	7-31-17	Date	

RICOH

LEASE AMENDMENT

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

CUSTOMER INFORMATION

Customer Legal Name	DURANT CITY OF	Date	07/24/2017
Contact Name	Marie Goolsby	Phone	(580) 920-0024
Email	marieg@burant.org	Fax	

AMENDMENT

This LEASE AMENDMENT (this "Amendment"), dated above, is to the agreements and/or product schedules associated with the equipment/product and agreement/product schedule numbers listed on Exhibit A attached to this Amendment and by this reference made a part of this Amendment (each such agreement and/or product schedule, an "Existing Agreement"; and such equipment/product, collectively, the "Existing Equipment"), in each case between Ricoh USA, Inc. or, if applicable, the party identified below ("we" or us") and the customer identified above ("Customer" or "you").

As of the date of this Amendment, the parties have entered or intend to enter into new agreements and/or product schedules (each such new agreement and/or product schedule, a "Replacement Agreement") either (a) with respect to equipment/product in replacement of, or addition to, or in exchange for, the Existing Equipment (such equipment/product referred to in clause (a) of this paragraph, the "Replacement Equipment") or (b) with respect to the Existing Equipment, reflecting the terms of a refinancing of the applicable Existing Agreement and Existing Equipment (a "Refinancing Transaction").

The parties wish to confirm the removal of the Existing Equipment (except with respect to Existing Equipment subject to a Refinancing Transaction) and any payment changes that will occur under the Existing Agreement(s) on the Effective Date (as defined below) of the Replacement Agreement(s).

The parties, intending to be legally bound, agree as follows:

1 On the Effective Date, the minimum periodic payment(s) due and payable under the Existing Agreement(s) shall be modified to delete the portion(s) thereof attributable to the Existing Equipment as reflected on Exhibit A attached hereto and, except with respect to Existing Equipment subject to a Refinancing Transaction, we hereby authorize you to return the Existing Equipment to us or our designee. As used in this Amendment, "Effective Date" means, as applicable, (a) the delivery and acceptance date reflected in the delivery and acceptance certificate signed by you with respect to the Replacement Equipment under the Replacement Agreement(s), or (b), in the case of a Refinancing Transaction, the date we accept the applicable Replacement Agreement. By signing below, you hereby confirm that we may retain any payments made by you for amounts owed on the Existing Agreement(s), including, without limitation, the portion(s) of the minimum periodic payment(s) attributable to the Existing Equipment as reflected on Exhibit A, through the Effective Date, regardless of when such payments were received by us.

2 You authorize us or our designee to pick up and remove the Existing Equipment. By signing below, you confirm that we or our designee may rely on this request and the request will be governed by this Amendment. Except for our and our designee's obligations to pick up and remove the Existing Equipment, neither us nor any of our designees assumes any obligation, payment or otherwise, under your lease agreement(s), which shall remain your sole responsibility through the Effective Date. As a material condition to our or our designee's performance to pick up and remove the Existing Equipment, you hereby release us and such designee from, and shall indemnify, defend and hold harmless us and such designee from and against any and all claims, liabilities, costs, expenses and fees arising from or relating to any breach of your representations or obligations in relation to your Existing Agreement(s). This paragraph shall not apply to Existing Equipment subject to a Refinancing Transaction.

3 If the Replacement Agreement(s) is/are not accepted by us for any reason whatsoever, then (a) this Amendment shall be of no force or effect and the Existing Agreement(s) shall remain in full force and effect, (b) you shall continue to lease or rent the Existing Equipment for the remaining term of the Existing Agreement(s) in accordance with the terms and conditions of the Existing Agreement(s), and (c) you will be liable for all payments and obligations under the Existing Agreement(s) including, without limitation, the portion(s) of the minimum periodic payment attributable to the Existing Equipment as reflected on Exhibit A, for the entire term set forth in the Existing Agreement(s).

4 Except to the extent modified by this Amendment, the terms and conditions of the Existing Agreement(s) will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Amendment, as of the date first written above.

CUSTOMER

X Jerry L. Tomlinson 8-8-2017

Authorized Signature Date *Authorized Signature* Date

Jerry L. Tomlinson, Mayor, City of Durant

Print Authorized Signer Name Title Print Authorized Signer Name Title

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

07/24/2017 13:20 PM

22611131

RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

EXHIBIT A

EQUIPMENT INFORMATION

Make, Model, Serial Number	MPC2051/V9725501226	Contact	Marie Goolsby
Contract Number	1047620-102188USC1	Portion of Minimum Payment Attributable to Existing Equipment	$73.72
Pick-Up Address**	300 W EVERGREEN ST STE 107 COMMUNITY DEVELOPMENT	Phone	(580) 920-0024
City	DURANT	State OK	Zip Code 74701-4742

Make, Model, Serial Number	MPC4503/E173MB10071	Contact	Marie Goolsby
Contract Number	1047620-102385USC1	Portion of Minimum Payment Attributable to Existing Equipment	$242.70
Pick-Up Address**	122 N 1ST AVE	Phone	(580) 920-0024
City	DURANT	State OK	Zip Code 74701-4702

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

Make, Model, Serial Number		Contact	
Contract Number		Portion of Minimum Payment Attributable to Existing Equipment	
Pick-Up Address**		Phone	
City		State	Zip Code

** Except for Refinancing Transactions

[OKLAHOMA]

RICOH

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

THIS ADDENDUM (this "Addendum"), dated as of the _____ day of _____, _____, is to that certain US Communities Master Lease Agreement no._____ (the "Agreement"), dated as of the _____ day of _____, _____, between Ricoh USA, Inc. ("we" or "us") and DURANT CITY OF _____, as customer ("Customer" or "you").

The parties, intending to be legally bound, agree that the Agreement shall be modified as follows:

1. Section 18(b) of the Agreement shall be amended and restated to read as follows:

   "(b) Non-Appropriation. (i) If your governing body fails to appropriate sufficient monies in any fiscal year for any Payment or other payments due under any Schedule to this Lease Agreement, then a "Non-Appropriation" shall be deemed to have occurred. (ii) If a Non-Appropriation occurs, then: (A) you must give us immediate notice of such Non-Appropriation and provide written notice of such failure by your governing body at least sixty (60) days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non-Appropriation, (B) no later than the last day of the fiscal year for which appropriations were made for the rental due under any Schedule to this Lease Agreement (the "Return Date"), you shall make available to us (or our designee) all, but not less than all, of the Product covered by such Schedule to this Lease Agreement, at your sole expense, in accordance with the terms hereof; and (C) any Schedule to this Lease Agreement shall terminate on the Return Date without penalty or expense to you and you shall not be obligated to pay the rentals beyond such fiscal year, provided that (x) you shall pay any and all rentals and other payments due up through the end of the last day of the fiscal year for which appropriations were made and (y) you shall pay month-to-month rent at the rate set forth in any such Schedule for each month or part thereof that you fail to make the Product available to us (or our designee) as required herein. (iii) Upon any such Non-Appropriation, upon our request, you will provide an opinion of independent counsel or other legally designated authority (who shall be reasonably acceptable to us), in form reasonably acceptable to us, confirming the Non-Appropriation and providing reasonably sufficient proof of such Non-Appropriation."

2. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, each party has caused its duly authorized officer to execute this Addendum, as of the date first written above.

CUSTOMER	**Ricoh USA, Inc.**
X Jerry L. Tomlinson 8/8/2017	
Authorized Signature Date	*Authorized Signature* Date
Jerry L. Tomlinson Mayor, City of Durant	
Print Authorized Signer Name Title	Print Authorized Signer Name Title

Ricoh® and the Ricoh Logo are registered trademarks of Ricoh Company, Ltd.

RICOH

Ricoh USA, Inc.

For Correspondence Only:

Ricoh USA, Inc.
PO Box 9115
Macon GA 31210

Customer Service:
Telephone 1-800-595-1011

Sept 01, 2017

JERRY L TOMLINSON
DURANT CITY OF
PO BOX 578
DURANT, OK 74702-0578

RE: Account Number: **1047620-1033146USC**

Dear Valued Customer:

Thank you for allowing Ricoh USA, Inc. to finance your recent contract. This packet contains copies of your executed documents. Please review the enclosed documents and notify us immediately should you feel there is any discrepancy in the documents or should you have any other concerns.

We are happy to assist you with any questions regarding your account and we are committed to providing the highest quality of customer service possible. For your convenience your account number is referenced in this letter and should be used when calling about your account. For account assistance, please call Customer Service at 1-800-595-1011. Our customer service representatives are available 8:00 AM to 5:30 PM EST, Monday through Friday to assist you.

Did you know we now offer online account management? View your account history, make payments online, and ***Go Green*** with our invoice E-Delivery program. Call Customer Service or visit www.getmyaccounts.com to get started today!

Sincerely,

Customer Service

Enclosures

RICOH
imagine. change.

RICOH USA, INC.
Albert Galarza
Major Account Executive

Phone: 903-328-1044

This unique solution was designed to meet the needs of **City of Durant.** The total quote is outlined below followed by details of system service.

Equipment:

4 – Ricoh MPC4504	**Court/~~Fire~~ Pol 911 Dept/Utility**
3 – Paper Feed Unit	
3 – Finishers	
3 – Hole Punch	
4 – Fax Board	
1 – Stand	
1 – One Bin Tray	
1 – Postscript	
1 – Internal Finisher	
3 – Ricoh MPC4502 Certified Series	**Grant/Admin/Public Works**
3 – Paper Feed Units	
3 – Finishers	
3 – Fax Boards	
5 – Ricoh MPC2004	**Police/Fire/Community**
5 – Internal Finisher SR3130	
5 – Fax Boards	
5 – Stands	

Monthly Pricing:

60 Months **$2,398.00 Per Month**

The above pricing includes all service and supplies (including all service calls, parts, labor, toner, developer, drums and staples) for 28,500 black & white copies per month, and 8,200 color copies per month. All additional b/w images will be billed at $.0076 per image quarterly. All additional color copies will be billed at $.0485 per image quarterly.

Albert Galarza

Albert Galarza
Major Account Executive

July 24, 2017
Date

RICOH
imagine. change.

RICOH USA, INC.
Albert Galarza,
Major Account Executive

Phone: 903-328-1044

City of Durant
Current Copier Summary

LEASE	$295.24
LEASE	$413.56
LEASE	$128.49
LEASE	$125.00
LEASE	$136.71
LEASE	$269.11
LEASE	$169.00
LEASE	$465.50
COLOR OVERAGE 1650 X .0525=	$86.22
BLACK&WHITE OVERAGE 3407X .0068=	$21.16
BLACK&WHITE OVERAGE 3100X .0087=	$26.97
M/A FOR THE TWO COPIERS AT POLICE	$141.76
FAX SUPPLIES	$30.00
TOTALS	$2308.72

Advantages of New Solution

- All on one agreement and copy together
- Newer technology and fax
- Faster speeds
- Color overage rate lowered to $0.0489 and Black& White $0.0076

S	03/04/2016	7722
S	03/05/2016	7724
S	03/08/2016	7742
S	03/09/2016	7747
S	03/10/2016	7752
S	03/10/2016	7753
S	03/11/2016	7764
S	03/13/2016	7768
S	03/14/2016	7768
S	03/15/2016	7773
S	03/16/2016	7773
S	03/17/2016	7776
S	03/18/2016	7776
S	03/20/2016	7795
S	03/21/2016	7795
S	03/22/2016	7801
S	03/23/2016	7812
S	03/24/2016	7823
S	03/25/2016	7845
S	03/27/2016	7845
S	03/28/2016	7845
S	03/29/2016	7850
S	03/30/2016	7859
S	03/31/2016	7863
S	04/01/2016	7863
S	04/03/2016	7864
S	04/04/2016	7864
S	04/06/2016	7875
S	04/07/2016	7881
S	04/08/2016	7897
S	04/09/2016	7897
S	04/11/2016	7907
S	04/12/2016	7914
S	04/13/2016	7922
S	04/17/2016	7960
S	04/18/2016	7960
S	04/19/2016	7962
S	04/20/2016	7985
S	04/21/2016	8004
S	04/22/2016	8006
S	04/24/2016	8007
S	04/25/2016	8007
S	04/26/2016	8035
S	04/27/2016	8038
S	04/28/2016	8048
S	04/29/2016	8053
S	05/01/2016	8084

Site Reference	Model Number	Serial Number	IP Address
PUBLIC WORKS	MPC4502-RM	C85134950	10.18.50.51
FIRE	MPC4504EX	C85134999	10.18.4.10
EMERGENCY M.	MPC2004EX	C85134912	192.168.0.24
ADMIN&HR	MPC4502-RM	C85134948	10.18.0.70
GRANTS	MPC4502-RM	C85134949	10.18.0.109
COM,DEV	MPC2004EX	C85134966	10.18.0.73
UTILITY OFFICE	MPC4504EX	C85134978	10.18.0.72
CLERK \ COURT	MPC4504EX	C85134979	10.18.0.71
P.D C.I.D	MPC2004EX	C85134910	10.18.104.61
P.D REPORTS	MPC2004EX	C85134911	10.18.104.63
P.D ADMIN	MPC2004EX	C85134913	10.18.104.64
P.D 911 Dispatch	MPC4504EX	C85134921	10.18.104.62

EIN #	Personal Tag
14032988	W512L900700R1
14033616	C737M541552
14091015	C767R410382
14033644	W512L301600R1
14039573	W512L300238R1
14033218	C767R410367
14032669	C737M340540
14032498	C737M541501
14035940	C767R410138
14038208	C767R410204
14091125	C767R410385
14091010	C737M340048

Agenda Item: 2.j.

The City of Durant

Information Technology

Memorandum

Date:	7/22/2018
To:	Mayor and City Council
From:	INFORMATION TECHNOLOGY
Re:	Consider Approval of Laserfiche Software,Server and Support Allowing for Digital Storage of Documents (Contract C-2017-33, RFAP 2017-092)

ORIGINAL CONTRACT & RFAP 2017-092, C-2017-33 OF IMAGE NET LEASE AGREEMENT FOR LASERFICHE SOFTWARE, SERVER AND SUPPORT ALLOWING FOR WORKFLOW OF DIGITAL STORAGE OF DOCUMENTS. information is attached

Council Information / Action Requested

REQUESTING APPROVAL OF RFAP #2019-052
ORIGINAL CONTRACT C-2017-33 & RFAP 2017-092

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

AFTER APPROVAL I WILL REQUEST PURCHASE ORDER AND NOTIFY VENDOR

ATTACHMENTS:

Description	Type	Upload Date
CONTRACT C-2017-33	Cover Memo	7/24/2018
RFAP#2019-052	Cover Memo	7/24/2018

THE CITY OF DURANT
Office of the City Clerk

DURANT
· OKLAHOMA ·

June 15, 2017

Image Net Consulting
ATTN: Mr. Cory Wood
Enterprise Solutions Consultant
913 North Broadway
Oklahoma City, OK 73102

Re: Partnership Agreements with City of Durant, Oklahoma

Mr. Wood,

Per our direction, I have enclosed the original partnership agreements that have been signed by the mayor.

Please return a fully signed copy of each agreement for my records.

Sincerely,

Cynthia J. Price

Cynthia J. Price
City Clerk
Direct Office Number: (580) 931-6641
Fax Number: (800) 901-4204

Enclosures

C-2017-33

ImageNet Leasing, A Limited Partnership	Lease Agreement #

Lessee Information

Lessee

City of Durant

Billing Address

PO Box 578

City	County	State	Zip	Phone Number
Durant	**Bryan**	**OK**	**74702**	**580-931-6652**

Equipment Description

Make & Type	Quantity	Model	Attachments	Serial Number
			Please see attached City of Durant Laserfiche Schedule A	

Location	Address:	City:	County:	State:	Zip:
	300 West Evergreen	**Durant**	**Bryan**	**OK**	**74701**

Term & Payment Schedule

Term in Months	Lease Payment	
60	$ 1405.00	

Approval

Lessee

By X Jerry L. Paulenson — Mayor, City of Durant, OK

Authorized Signature — Title

Certificate of Acceptance of Leased Equipment

We hereby acknowledge that on the date indicated below we received delivery of all the equipment described in the lease numbered above. The equipment is accepted by us as the Equipment described in the Lease and is satisfactory in all respects for the purposes of said Lease.

By X

Authorized Signature — Date

Terms and Conditions

1. This contract shall commence on 1st day of July 2017 and shall terminate on the last day of June 2022. The Contract may be extended for Lessee's 2018-2022 years only if mutually ratified by Lessor and Lessee for each of those years.
2. The Lessee shall have the right to terminate this lease at the end of any fiscal year of the Lessee if the State fails to allocate sufficient funds to the Lessee for the rental payments required under the lease.
3. Should Lessee fail to receive sufficient funds, Lessee will notify the Lessor in writing thirty (30) days prior to the end of the then current fiscal year of its termination of the lease and allow Lessor the opportunity to present Lessee with alternate options.
4. A Purchase Order has previously been issued by the Lessee, the number of which is set forth below and a copy of which is attached.
5. It is expressly understood that the contract is subject to the procedures and limitations provided under Oklahoma Law.

Purchase Order #:

Accepted By

Lessor:	By:	Title:	Accepted On:
ImageNet Leasing, Ltd.		Manager	6/28/2017

City of Durant Laserfiche Schedule A

Laserfiche Licensing Details					
Quanitity	Item number	description	MSRP list (per)	SW1013I Disount (per)	line item total
1	MSE10	Laserfiche Avante SQL Express	$ 1,500.00	$ 1,350.00	$ 1,350.00
33	MNF16B	Laserfiche Named User with Web/Mobile	$ 600.00	$ 540.00	$ 17,820.00
33	MATX	Laserfiche Advanced Audit Trail	$ 100.00	$ 90.00	$ 2,970.00
33	MFRM16	Laserfiche Forms	$ 50.00	$ 45.00	$ 1,485.00
1	MCS05	Laserfiche Scan Connect 5 Pack	$ 666.67	$ 600.00	$ 600.00
1	MCA01	Laserfiche Import Agent	$ 1,500.00	$ 1,350.00	$ 1,350.00
33	MCNC16	Laserfiche Connector	$ 25.00	$ 22.50	$ 742.50
				Totals for Laserfiche Liscensing	$ 26,317.50
Laserfiche Support Details					
quanitity	Item number	description	MSRP list (per)	SW1013I Disount (per)	line item total
1	MSE10 B	Laserfiche Avante SQL Express LSAP	$ 300.00	$ -	$ 300.00
33	ENFPL B	Laserfiche Named User with Web/Mobile LSAP	$ 120.00	$ -	$ 3,960.00
33	MATX B	Laserfiche Advanced Audit Trail LSAP	$ 20.00	$ -	$ 660.00
33	MFRM16 B	Laserfiche Forms LSAP	$ 10.00	$ -	$ 330.00
1	MCS05 B	Laserfiche Scan Connect 5 Pack LSAP	$ 160.00	$ -	$ 160.00
1	IA B	Laserfiche Import Agent LSAP	$ 360.00	$ -	$ 360.00
33	MCNC16 B	Laserfiche Connector LSAP	$ 5.00	$ -	$ 165.00
		Totals for Laserfiche 1st year Platinum Support (consecutive years are optional). Please see SLA for details)			$ 5,935.00
Laserfiche Supported Scanner Details					
quanitity	Item number	description	MSRP list (per)	SW1013I Disount (per)	line item total
2		Canon DR M160II Scanner	$ 1,195.00	$ 1,086.00	$ 2,172.00
				Totals for Scanner Details	$ 2,172.00
Professional Services Components					
quanitity	Item number	description	MSRP list (per)	SW1013I Disount (per)	line item total
	PSG-1	Software Server Install and Configuration	$ -	$ -	included
	PSG-2	Process Analysis and Consulting	$ -	$ -	included
	PSG-3	Workflow Design and Development	$ -	$ -	included
	PSG-4	Integration and Database Design	$ -	$ -	included
	PSG-5	Client Install and Security Design	$ -	$ -	included
	PSG-6	End-User Training	$ -	$ -	included
	PSG-7	Project Stabilization and Follow-ups	$ -	$ -	included
	PSG-8	Project Training Documentation/Video and Sign-Offs	$ -	$ -	included
	PSG-9	Admin training	$ -	$ -	included
	PSG-10	Project Management	$ -	$ -	included
				Totals for Professional Services Components	$ 28,750.00
				Purchase Total	$ 63,174.50
				60 Month Mututally-Ramified State Lease Option	$ 1,405.00

Initial: _____

Statement Of Work:	**City of Durant - Invoice Routing and Mgmt**
Drafted by:	Ramsey Oklah
Email Address:	roklah@imagenetconsulting.com
Phone Number:	918-359-8619
Project Manager	Ramsey Oklah
Solutions Specialist	Cory Wood
Customer IT Contact	Marie Goldsby -
Customer Project Manager	Michelle Hall - mihall@durant.org

Statement of Work

City of Durant has engaged ImageNet Consulting to work with their staff to design and implement a digital and automated system to address their critical business objectives. The primary objective of this engagement will focus on Accounts Payable and will address the Purchase Request process as well as the invoice approval and payment process. The interim process of the Purchase Order creation and approval will be handled as it is today within Encode.

The first function addressed will be the digitization of the existing Purchase Authorization Request form, allowing department heads and other licensed Laserfiche users to complete an online form and upload any relevant supporting documentation, allowing for an automated routing and review chain for the form. Assuming approvals are given, this form will end with the final step routing to Jennifer for creation of the PO in Encode and it will handle any further routing as needed in that system from there. This process will exist almost completely within the Laserfiche Forms environment and routing will be based on certain static approvers and some approvers dependent on request total dollar amount. Users without Laserfiche licenses will be unable to submit this request, should more users need access to submit these forms they will need to secure Forms Authenticated User licenses.

The second process addressed in this engagement will be the management and routing of incoming invoices as needed before being keyed for partial or full payment in Encode.
Most invoices are anticipated to come to department heads directly, and will be given to AP staff already executed for payment. These forms will route directly to a key for payment folder where it will reside until the invoice status is changed Full payment. Status' of Partial or Pending payment will reside in this folder to easily allow AP staff to see all outstanding invoices in their possession.
A smaller percentage will come to AP staff first, where upon scanning into Laserfiche they will need to be assigned to a department head or approver for review and will route to an inbox within the repository for that person to access. Through email notification they will be made aware they have invoices pending approval and it will not route back to AP for keying into Encode until the approval has been given.

Implementation Details

System Details
Full User Licenses: 33
Breakout: 23 Department Heads, City Manager, Treasurer, PM, Budget Admin, 2 Division Heads, Grants Administrator, Michelle, Jennifer, and Pam.

Login Methodology
Because not all departments within the city structure are internetworked AD will not be used, instead management of user and security rights will be controlled explicitly using Laserfiche Users and Groups.

Web/Mobile Accessibility
Access to the system from non-local resources will be heavily dependent on a stable network and internet connection at the server level. Web and Mobile accessibility will also be contingent upon client IT creating an A-Record with their domain host to the necessary IP addresses, as well as securing and providing an SSL Certificate to ImageNet for use within the application.

Training Details
Client has requested 3 days of Knowledge Transfer training for administrators. This will include review of current design and design considerations along with test design of future processes by the staff to solidify understanding.

End user training will consist of group training, 1-1 training with AP staff, and documentation of process for later reference.

Direct Integrations/Database Interactions
At this time, there are no anticipated integrations or database exchanges with the Encode system. Integrations using the LF connector can be tested for future use, and any database interactions will be dependent on the availability of the Encode system as a network resource for Laserfiche to query.

Identified Processes
- Purchase Authorization Request
  - Forms Process as detailed under next section
- Invoice Approval and Processing
  - Invoices set as "Pending Approval" will route to selected department head inbox
    - User will be notified by email
    - System will wait until user approves payment of invoice
  - Invoice will route to "Pending Final Payment"
    - Invoice will remain here as long status reads "Pending Entry" or "Partially Paid"
    - Once status is set to "Fully Paid" invoice will route to a vendor folder for final filing

Identified Forms
- Purchase Authorization Request
  - Replication of the existing form for use by licensed staff
  - Routing through approval processes based on manager selection, static users, and escalation based on dollar amount
- Invoice submission Form
  - Basic form that management can use to upload approved invoices for processing by AP

Software Module Notes
Import Agent will not be leveraged because MFPs will not be an effective means of scanning to a centralized network location as not all locations are interconnected.

Should a large number of users need ability to submit Purchase Req forms, Forms portal could be added but would not allow for authentication and tracking of submitter information.

Scheduling Details

Due to the fluid nature of project scoping, SOW review, project negotiation, and other factors, scheduling for projects cannot be set until project SOW is signed and contracts are in place. The following factors stand:
- Project Kick-Off meeting with client staff and ImageNet representatives will occur, or be scheduled, within 10 days of contractual agreement. (Dependent on client availability)
- Client understands that as part of lean process environment, ImageNet resources are typically booked out 30-45 days ahead of time and, aside from the kick-off meeting, projects will most likely not begin before that time frame.

Included Modular/Function Details

Laserfiche Modules Included:

Laserfiche Workflow: Workflow utility allows for the triggered or scheduled modification, routing, and monitoring of documents. This tool can be used to ensure accountability through auto-generated notifications, as well as consistency through creation of a controlled file folder organizational structure.

Laserfiche Web Access Web Portal: WebAccess will allow users to connect to Laserfiche using the Web Client. Most functionality is present in the thin client that is available in the install client. It is compatible with all standard browsers (Internet Explorer, Chrome, Safari, Mozilla).

Laserfiche Audit Trail: Audit Trail allow the generation of tracking reports that will track both succeeded and failed attempts at changing metadata, renaming documents, logging into the system, searches performed, and many other activities.

Laserfiche Forms: Digital forms application allowing for the submission of process forms and information by licenses Laserfiche users and users with forms specific licensing. Not for public use.

Laserfiche Connector: provides a streamlined experience for integrating Laserfiche with line of business applications such as Customer Relationship Management (CRM) and Enterprise Resource Planning (ERP) systems. Laserfiche Connector integrates easily through user-defined hotkeys and embedded buttons.

Excluded Modular/Function Details

Laserfiche Modules Excluded:

Laserfiche Import Agent: Import Agent allows for the monitoring of network folders as "hot drops" for electronic files of any type. This can be used to allow scan stations and multi-function devices to scan to a network location that will immediately import them into a corresponding Laserfiche folder.

Laserfiche Web Link Public Portal: Public Portal meant to allow end users to access public sections and repositories of documents via their web browser. These connections are strictly search and review, no changes or feedback can be performed using the Weblink interface.

Laserfiche Quick Fields: Laserfiche Batch Scanning Agent. This desktop application can be configured to allow for mass scanning and automated indexing using Zone OCR, Database Lookup, Document Classification, and Barcode Scanning.

Laserfiche Quick Fields Agent: Automation tool that will allow for the automated operation of Quick Fields on a server and the running of a number of sessions on timed intervals.

Laserfiche Records Management Edition: Laserfiche Records Management Edition includes tools to help track a record's life cycle from a record's filing date all the way to its final disposition. These help files contain general background information on records management, as well as specific information on the Laserfiche implementation of records management.

Laserfiche Forms: Digital forms application allowing for the submission of process forms and information by anonymous external users.

Projected Work will be broken out by Phases

- Installation & Configuration
  - Laserfiche Server & Server Based Component Installation
    - Install Laserfiche Server
    - Install Laserfiche Full-Text Search Engine
    - Install Laserfiche Workflow Server
    - Install Laserfiche Workflow Subscriber
    - Install Laserfiche Web Access Web Portal
    - Install Laserfiche Audit Trail
  - Laserfiche Client and Scan Station installation and configuration
- Analysis
  - Folder Structure Analysis
  - Template and Index Fields Analysis
  - Laserfiche Workflow & Process Analysis
- Design
  - Laserfiche Design & Testing
    - Designer will implement folder structure design
    - Designer will implement optimal agreed upon template format
    - Designer will create all initially plotted groups and user accounts
    - Designer will implement and test agreed upon security configuration for Folder Structure
    - Designer will implement and test agreed upon security configuration for Template Security
    - Designer will implement and test all designated workflows
    - Designer will document structure, security, index data, and workflows and their purposes for future client reference.
- End User Training
  - Trainer will work in a classroom style training to introduce all users to the basic feel and function of the following applications as it pertains to those users:
    - Laserfiche Client Application
    - Laserfiche Web Access Client
- Admin Training
  - Trainer will work with designated IT staff of higher functions of the system(s):
    - Laserfiche Admin Console
      - User and Groups management
      - Access Rights Management
      - Metadata Management
      - Server Setting management
      - Backup and Restoration policy and methodology
      - Volume Controls
    - Laserfiche Workflow
      - Workflow Designer
        - Workflow planning
        - Workflow design
        - Workflow Rule Manager
      - Workflow Admin Console

Customer Responsibilities

•	Customer to identify and provide an IT Administrator for solution implementation and support interaction.
•	Customer will provide access to all areas required to complete this project. Any areas of high security or hazard should be made known prior to project commencement.
•	Customer will provide access to all information and documentation required to complete this project.
•	Customer will provide an onsite contact person responsible for providing direction and approvals on completion of work.
•	Customer will directly provide all non ImageNet hardware and software support required unless specifically indicated otherwise.
•	Customer will ensure that any customer provided hardware will meet all required specifications for software.
•	Customer will assure that all required LAN/WAN access and administrative rights are made available to complete the installation.
•	Customer will verify final and provide on-going folder, template, and user set up.
•	Customer is solely responsible for back-up of system and database.
•	Customer will provide Remote Access capabilities and credentials so that ongoing support can be provided as necessary via phone and remote desktop support.
•	Customer is responsible for maintaining agreed upon timeline, customer side delays may push back launch dates by a ratio that exceeds 1:1 and may incur further service costs as well.
•	If Oracle DB is used, client will create ORACLE DB Instance and instantiate provided schema.
•	Client will secure SSL Certificate for chosen Server host names when applicable.
•	Client will determine appropriate IP configuration to allow for relay of web based modules to an external IP address and host name should they want it to be externally accessible.
•	Client is responsible to setup initial 2008 R2 or newer server environment for Laserfiche Server installation. Should any other applications be running on this server, it is the responsibility of the client to notify our engineers before they begin to access the system. Should any issue arise due to unknown applications being on the server, this could result in a billable action.

Platform Requirements

Laserfiche Server Requirements

Standard Low Volume Architecture & Specifications

- Windows 2008 R2, or newer, Server hosting Laserfiche Software Suite running all modules
  - Processor Type: Intel Xeon Processor or equivalent. If VM Recommended 1 Processors and 2 Cores
  - Memory: 8 GB RAM
  - Hard Drive Configuration:
    - 120GB Primary Drive for OS and Application installation
    - 1TB Data Drive or Dynamic Drive attached to SAN or NAS for storage of Laserfiche Repository documents, images, OCR data, and installation media.
- Server running supported SQL or Oracle Configurations as listed below in Database Engine Requirements.

High Volume Architecture & Specifications (30+ Users and/or several intense workflows)

- Windows 2008 R2, or newer, Server hosting Laserfiche Server, Full Text Search Engine, Import Agent, WebAccess, and Audit Trail. (if all purchased)
  - Processor Type: Intel Xeon Processor or equivalent. If VM Recommended 1 Processors and 4 Cores
  - Memory: 16 GB RAM
  - Hard Drive Configuration:
    - 120GB Primary Drive for OS and Application installation
    - 1TB Data Drive or Dynamic Drive attached to SAN or NAS for storage of Laserfiche Repository documents, images, OCR data, and installation media.
- Windows 2008 R2, or newer, Server running Laserfiche Workflow Server and Subscriber as well as Clustered Computing Components
  - Processor Type: Intel Xeon Processor or equivalent. If VM Recommended 1 Processors and 2 Cores
  - Memory: 8 GB RAM
  - Hard Drive Configuration:
    - 120GB Primary Drive for OS and Application installation
- Server running supported SQL or Oracle Configurations as listed below in Database Engine Requirements.

Change Requests

If any changes or additions are required outside of the defined scope and deliverables previously listed, a Project Change Request will need to be completed and signed by both the Customer Project Manager and ImageNet Consulting representatives. (Copy attached)

Assumptions & Terms

- Rates are based on a commitment that work is to be performed during regular business hours; 8AM to 5PM local time, Monday through Friday
- It is assumed that all work will be completed as a continuous effort. Disruptions of this continuous effort beyond the control of ImageNet Consulting may require additional costs, additionally if the project is finished ahead of the estimated completion, there will be no credit issued to the customer.
- All System Engineer work outside of the work defined within the SOW is billed at $165.00 per hour for system configuration work
- All Process Analyst work outside of the work defined within the SOW is billed at $225.00 per hour for automation analysis and design
- For a full Professional Service Agreement, see appendix A.

Disclaimers

- ImageNet Consulting is not responsible for the loss of data due to system failure and lack of database back-up
- Future software installation services from ImageNet Consulting are at an additional cost
- ImageNet Consulting does its best to anticipate conversion changes and user needs, however once design agreement is established, any major changes requiring more than 1 hour of work will require a Project Change order and may incur additional costs.

This Consulting Services Agreement (the "***Agreement***") is made and entered into as of **04/27/2017** (the "***Effective Date***") by and between ImageNet Consulting, with a place of business at 913 North Broadway, Oklahoma City, OK 73102 (ImageNet) and Customer a Oklahoma Government Organization with a place of business at 300 W Evergreen | Durant, OK 74071 ("***Customer***").

Pursuant to this Agreement, Customer is engaging ImageNet to provide certain consulting services as more fully described herein. The Agreement consists of the following documents, incorporated herein by this reference:

Statement of Work
Attachment A Professional Services Agreement
Attachment B Project Change Request
Attachment C Project Completion Form

Customer has read and agrees to the terms and conditions and the documents annexed hereto. This Agreement will be effective only when executed below by both parties.

AGREED TO:

Customer

Jerry L. Tomlinson

Authorized Representative Signature

Name: Jerry L. Tomlinson
Title: Mayor. City of Durant, OK
Address: 300 west Evergreen, Durant. OK
Customer Contact: Michelle Hall
Email: mhall@durant.org
Telephone: 580.931.6652

ImageNet

Authorized Representative Signature

Name: Cory Wood
Title: Enterprise Solutions Specialist
Address: 913 North Broadway OKC, OK 73102
Contact:
Email: cwood@imagenetconsutling.com
Telephone: 405-600-1344 or 580-484-3264

Attachment A: Professional Services Agreement

1. PROFESSIONAL SERVICES AND DELIVERABLES
   a. ImageNet Professional Services. ImageNet will provide the services ("Professional Services") and the tangible work product of Professional Services, if any, ("Deliverables") described in these terms and the relevant Transaction Document (together, our "Agreement"). A "Transaction Document" may include a Statement of Work ("SOW"), Customer accepted order (except for Customer pre-printed terms), a valid ImageNet quotation, proposal letter, or other executed documents that reference these terms and relate to such SOW.
   b. Acceptance. Customer accepts the Professional Services when ImageNet performs them. Customer accepts Deliverables when ImageNet deliver them to Customer, or as both parties otherwise agree in an SOW. The foregoing Deliverable acceptance procedure does not apply to Products or Custom Products, even if they are used in connection with the Professional Services or Deliverables. For the purposes of this Agreement, "Product" means any hardware or software on ImageNet's standard price list at the time ImageNet accept Customer order. "Custom Products" mean any Products that may modify in any way to meet Customer requirements.
   c. Changes. If Customer request changes or ImageNet recommend changes to the Professional Services or Deliverables, ImageNet will follow the change management procedures in the SOW.
2. INTELLECTUAL PROPERTY RIGHTS
   Neither party will gain rights or ownership of copyrights, patents, trade secrets, trademarks or any other intellectual property rights owned by the other by virtue of our Agreement. ImageNet retain exclusive ownership in the Deliverables and own all intellectual property rights, title and interest in any ideas, concepts, know how, documentation or techniques developed under our Agreement. ImageNet grant Customer a non-exclusive, perpetual, non-transferable, royalty-free right and license to use the Deliverables for Customer internal use in the countries in which Customer do business. Customer grant ImageNet a non-exclusive, worldwide, royalty-free right and license (or sub-license) to use, copy, make derivative works of, distribute, display, perform, and transmit Customer and Customer third parties' intellectual property rights to the extent necessary for ImageNet to perform our obligations and our rights under our Agreement.
3. CONFIDENTIALITY
   In connection with the Professional Services described in the Transaction Document, either party may receive or have access to technical information, information about product plans and strategies, promotions, customers and related technical, financial or business information which the disclosing party considers to be the confidential information of that party or its third party contractors or suppliers ("Confidential Information"). The following will apply to any such Confidential Information:
   a. Before any Confidential Information is disclosed, the parties will first agree to disclose and receive such information in confidence. If then disclosed, the Confidential Information will be marked as confidential at the time of disclosure, or if disclosed orally but stated to be confidential, will be designated as confidential in a writing by the disclosing party summarizing the Confidential Information disclosed and sent to the receiving party within thirty (30) days after such oral disclosure.
   b. Confidential Information may be used by the receiving party only with respect to the performance of its obligations under these Terms and the relevant Transaction Document, and only by the employees of the receiving party and its employees, agents or contractors who have a need to know such information for purposes of this these Terms and the relevant Transaction Document. The receiving party will protect, and will ensure that its employees, agents and contractors will protect, the disclosed Confidential Information by using the same degree of care, but no less than a reasonable degree of care, to prevent the unauthorized use, dissemination or publication of the Confidential Information as the receiving party uses to protect its own confidential information of a like nature.
   c. The receiving party's confidentiality obligation will be for a period of three (3) years after the date of disclosure.
   d. The confidentiality obligations of the parties will not extend to information that:

      1 was in the receiving party's possession before receipt from the disclosing party;
      2. Is or becomes publicly known without breach by the receiving party;
      3. Is rightfully received by the receiving party from a third party without a duty of confidentiality;
      4. Is independently developed or learned by the receiving party; or
      5. Is disclosed by the receiving party with the disclosing party's prior written approval.

4. PAYMENTS
   a. Fees and Taxes. Prices are in the local ImageNet price list at the time ImageNet receive Customer order or in a valid Transaction Document. In addition, Customer is responsible for any out of pocket expenses reasonably incurred by ImageNet in connection with the performance of the Professional Services, including the travel and travel-related expenses set forth in the SOW. Prices do not include taxes.
   b. Payment Terms. Customer agrees to pay invoiced amounts within thirty (30) days of our invoice date, without offset. ImageNet may change credit terms or payment terms if, in ImageNet's reasonable opinion, Customer financial condition, previous payment record, or relationship with ImageNet merits such change. ImageNet may discontinue performance if Customer fails to pay any sum due, or if after ten (10) days written notice, Customer has not cured any other failure to perform under this Agreement.
   c. Leasing. If applicable, Customer agrees that even if the Software is not fully installed, accepted and/or does not function or perform as Customer anticipates or expects, the commencement of your lease and the invoicing thereof will begin ten(10) days from the "Effective Date"
5. WARRANTY
   a. Services Warranty. ImageNet will perform the Professional Services using generally recognized commercial practices and standards. If Customer notify ImageNet within thirty (30) days after ImageNet perform that the Professionals Services didn't meet this warranty, ImageNet will re-perform them.
   b. Warranty Disclaimer. The warranty contained in sub-section 5. a. is in place of, ImageNet expressly disclaim, and Customer expressly waive, all other express warranties or conditions, and all other warranties, conditions, and obligations implied in law, including warranties of merchantability and fitness for a particular purpose.
6. LIMITATION OF LIABILITY
   Except for damages for bodily injury, our total liability to Customer is limited to the fees Customer paid for the Professional Services that are the subject of Customer claim. Except for claims by another party for infringement of their intellectual property rights, in no event will either party be liable for any consequential, special, indirect, or incidental damages, including: downtime costs; lost business revenues, or profits; failure to realize expected savings; loss or unavailability of or damage to data; and software restoration. To the extent allowed by local law, these limitations apply regardless of the basis of liability, including negligence, misrepresentation, breach of any kind, or any other claims in contract, tort, or otherwise.
7. TERM AND TERMINATION
   a. Term. Our Agreement becomes effective when ImageNet accepts Customer order and will remain in effect until ImageNet complete the Professional Services or one party terminates the Agreement according to the terms of this section 7.
   b. Termination for Failure to Pay. ImageNet may terminate our Agreement if Customer fails to pay any amount due and Customer don't pay within ten (10) days after ImageNet notify Customer.
   c. Effects of Termination. After our Agreement terminates, Customer will pay ImageNet for all the Professional Services ImageNet performed and our expenses up to the date of termination, and ImageNet will give Customer all work in progress for which Customer has paid. If the amounts Customer owes

ImageNet are less than any of Customer advance payments, ImageNet will refund Customer the difference within thirty (30) days after termination. Any terms of our Agreement which by their nature extend beyond termination will remain in effect until fulfilled.

8. GENERAL
   a. Dependencies. Customer will give ImageNet accurate information and comply with Customer obligations in a timely and cooperative manner. Customer understands that if Customer doesn't ImageNet may not be able to deliver the Professional Services. Customer acknowledges that ImageNet bids and Customer has the right to acquire Professional Services and Products separately.
   b. Similar Services. ImageNet may provide similar Professional Services to our other customers.
   c. Independent Contractor. ImageNet don't intend to create a joint venture, partnership or employment relationship between parties.
   d. Hiring of Employees. Customer won't solicit, offer employment to, or enter into consultant relationships with our employees or consultants who perform (directly or indirectly) Professional Services within one (1) year after an SOW ends. However, Customer may hire an employee or consultant who responds to a general hiring program Customer conduct in the ordinary course of Customer business.
   e. Publicity. Customer won't disclose the price or other terms of our Agreement without asking us first. However, ImageNet may use Customer name and identify this engagement in our general lists of our customers and experience.
   f. No Assignment. Customer may not assign this Agreement without our prior written consent, which consent will not be unreasonably withheld.
   g. Force Majeure. Except for payment obligations, neither party is liable for delays or non-performance due to causes beyond our reasonable control.
   h. Notices. If both parties notify each other about these terms both parties do so in writing and the notices will be effective upon receipt.
   i. Precedence. If these terms conflict with a Transaction Document, these terms take precedence unless the Transaction Document 1) expressly states that it amends these terms and 2) is executed by both parties.
   j. Entire Agreement. The Agreement is the entire agreement between ImageNet regarding Customers purchase of Professional Services and Deliverables. It supersedes and replaces any previous communications, representations or agreements, or Customer additional terms.
   k. Applicable Law. Oklahoma law governs our Agreement; except for its choice of law rules.
   l. Authorization to Install Software. As part of the Professional Services, ImageNet may be required to install copies of third-party or ImageNet-branded software products (the "Software"). Customer authorize ImageNet to accept the license terms accompanying the Software (collectively "Shrink-wrap Terms") on Customer behalf, and acknowledge it is Customer responsibility to review any Shrink-wrap Terms associated with the Software. Shrink-wrap Terms may be in electronic format, embedded in Software, or contained within the Software documentation.
   m. Export and Import. Customer who exports, re-exports, imports, or otherwise transfers Products, technology, or technical data purchased hereunder, assumes responsibility for complying with applicable laws and regulations and for obtaining required export and import authorizations. ImageNet may suspend performance under this Agreement: 1) if the Customer is in violation of any applicable laws or regulations, and 2) to the extent necessary to assure compliance under the U.S. or other applicable export or similar regulations.
   n. No Fee Engagements. If ImageNet provides Services at no cost to Customer, Section 4 and Sub-Sections 7.c. and 7.e. shall not apply to this agreement. In addition, any terms of the Agreement which by their nature extend beyond termination will remain in effect until fulfilled.

Attachment B: Project Change Request

Project Change Request

PCR Number: _____

Date: _____ Party requesting change: _____

Nature of the proposed change:

_____

_____

_____

Reason for the proposed change:

_____

_____

_____

Impact of the proposed change on project:

Pricing: _____

P.O. to which changes will apply: _____

Schedule Changes:

_____

_____

This Project Change Request is (circle): Approved Rejected

Signatures:

ImageNet Consulting Representative: _____

Customer Representative: _____

Attachment C: Project Completion Form

Date:_____

I, _____(Project Manager) agree that ImageNet Consulting has completed this project to the satisfaction of _____(Company Name) and achieved every goal outlined in this Statement of Work in addition to any change requests that were made during the project. No further work will be done for Client in regards to this project, any additional requests will detailed in a new document with a different project scope.

AGREED TO:

Customer	ImageNet
_____	_____
Authorized Representative Signature	Authorized Representative Signature
Name:	Name:
Title:	Title:
Address:	Address: _____
Customer Contact:	Contact:
Email:	Email:
Telephone:	Telephone:

City of Durant

System Installation and Naming Convention

Punch List

Use this document to insure that you follow all naming conventions for the installation and configuration of the solutions software packages. Track all information on summary page and upload to ConnectWise upon completion so that Analyst may use to produce the Sign-Off Documentation

Project Information

Client Name: City of Durant
IT Contact: Marie Goldsby -

Modules to Be Installed

Product Selection:

☒Laserfiche Avante ☐Laserfiche RIO ☐LincDoc

Laserfiche Database Type

☐Oracle ☐Microsoft SQL ☒Microsoft SQL Express

LincDoc Virtual Environment

☐Hyper V ☐VMWare

Laserfiche Module Selection:

☒Laserfiche Workflow ☐Import Agent ☐Quick Fields ☐Quick Fields w/ Agent

☒WebAccess ☐WebLink ☒Audit Trail ☐Records Management ☒Forms

☐Forms Portal

Laserfiche Quick Fields Modules

☐Zone OCR ☐RTL ☐Barcode Lookup ☐Bates Numbering ☐Optical Mark Recognition

☐Pattern Matching

LincDoc Modules

☐Topaz Signature Module ☐Mobile Signatures ☐Authenticated Digital Signatures

☐Laserfiche Connector ☐Mobile App Module ☐External Database Interface

☐Active Directory Integration ☐Doc Package ☐Electronic Payment ☐Unlimited Forms

Confidential Summary:

Punch List Summary

Network and System Credentials and Logins

- **System Login and Password:**
- **Service Login and Password:**

Laserfiche Configuration

SQL Information

- **SQL Server Host Name:**
- **Databases mdf and ldf Paths:**
- **LF SQL Login (If not tied to Service Account):**
- **LF Server DB Name:**
- **Workflow DB Name:**
- **Audit Trail DB Name:**
- **LF Forms DB Name:**

Laserfiche Configuration Information

- **LF Server Host Name:**
- **LF Server IP Address:**
- **LF Database Name:**
- **LF Server Physical Location:**
- **LF Repository Name:**
- **LF Repository Data Path:**
- **LF Installation Media Path:**
- **Workflow Server Host Name:**
- **Workflow Database Name:**
- **Workflow Laserfiche 'wf9user' login password:**

WebAccess URL:
Audit Trail URL:
Who is Permitted Audit Trail Rights:
LF Forms Server Host:
LF Forms URL:

Pre-Flight Check

1. Review Statement of Work for listed modules as Included
2. Verify Modules that are licensed and will require download and configuration via LF Support Site.
    1. Any discrepancies should be brought up to operations immediately
3. For LincDoc, complete the LincDoc Questionnaire with client 1 week before Installation date.

Quick Reference Table	(Item x Default Value)
Media Folder	{Datadrive}\ImageNet Installation Media\
LF Repositories	{Datadrive}\Repositories\{RepoName}
DB Location (if on LF Server)	{Datadrive}\Repositories\DB Files\
LWSA Password	1M@g3N3t
LD Admin Password	{ClientAcronym}ldadmin
LF Admin Password	{ClientAcronym}lfadmin
LF WF User	wf9user
LF WF User Password	wf9user_{ClientAcronym}
LF Iagent User	IAgent
LF Iagent User Password	iagent_{ClientAcronym}
LF Audit Trail User	Audit9User
LF Audit User Password	audit9user_{ClientAcronym}
LF Group for all System accounts to be placed in	Admin Services –Configure it. Not individual System Accounts
LF LincDoc User	Lincdoc
LF LincDoc User Password	L1ncD0c
LF QF Agent User	QFA
QF Agent User Password	qfa_{ClientAcronym}

Pre-Installation Procedures

- Secure and document all server IP and host names from client
- Secure and document Service account and SQL logins for use in project
- Secure and document SMTP and account information for email functionality.
- Perform server Pre-Requisite installation for necessary modules on their respective servers
    - All LF Server Pre-Reqs
        - Add Server Roles
            - Application Server
            - Web Server (IIS)
                - Install Role Options
                - ASP.NET
                - .NET Extensibility
                - Security – Basic Authentication
                - Security – Windows Authentication
                - Management Tools
                - IIS Mgmt Console
                - IIS 6 Mgmt Compatibility – ALL options
    - LF Workflow Server Pre-Reqs
        - Add Feature
            - Message Queuing
    - LF Primary Server Pre-Reqs
        - Create default folders on Data Drives
            - "ImageNet Installation Media"
            - "Repositories"
                - If SQL on this server, create sub-folder called "Database Files"
        - Download and install SQL Management Studio for SQL communications
        - Download Licenses and Media to "Installation Media" folder
        - Copy all activation keys from LF Support to text file called "Activation Keys.txt"

- **Track by listing machine name and HWFgrprint of each machine where Activation Keys are used throughout install**

- Extract all modules to folders by module name with version & Revision as folder name.
  - Ex: Laserfiche RIO would extract to folder called "D:\Laserfiche Installation Media\RIO 9.1.1.548\"

Installation Procedures

Laserfiche Procedure

- Install Laserfiche Server

- Components default will work, except check/uncheck SQL Express install as needed depending on program

- Install Laserfiche Client on LF Server
  - Select Custom Install
    - DO NOT INSTALL
      - Photodocs
      - Scanning
      - Language Packs (unless in Miami)
- Configure Databases
  - IF SQL Server is same as LF Server
    - In SQL Management Studio and "Create Database" with intended naming schema as outlined below
    - DB location should be in "Repositories\Database Files\" Folder
- Name all DB according to naming schema:
  - LF Server DB- Repository name PLUS version for LF Server.
    - EX: Repository = "ImageNet_Consulting" Database = "ImageNet_Consulting_911" for version 9.1.1
  - Workflow DB - Create empty DB call "LFWorkflow" + Version.
    - ex: LFWorkflow_911
  - Audit Trail DB - Create empty DB called "LFAudit" + Version
    - ex: LFAudit_911
- Open Laserfiche Admin Console, Create new repository
  - During configuration, Repository name should be client name (must not contain spaces), unless multiple repositories will be used.
  - Location of repository should be {DataDrive}\Repositories\{RepositoryName}
  - When asked to create DB
    - For separate SQL Server
      - Repository name PLUS version for LF Server.
        - EX: Repository = "ImageNet_Consulting" Database = "ImageNet_Consulting_911" for version 9.1.1
    - For SQL Server on LF Server
      - Point to previously created empty DB that you made in SQL Management Studio
  - In new repository, go to 'Everyone' user and disable Bypass Filter and Bypass Browse privileges.

- Set admin user account password using naming convention "{ClientAcronym}lfadmin"
    - Ex: Edgemont Public Schools would be “epslfadmin” –NO CAPS
- Create LF Group called "Admin Services"
- Give Admin services ALL Rights and Privileges
- Create user ‘wf9user’ and add to Admin Services.
    - Set wf9user password to ‘wf9user_{ClientAcronym}’
- For AuditTrail, create user ‘Audit9user’ and add to admin services group.
    - Set Audit9user password to ‘audit9user_{ClientAcronym}’
- For Quick Fields Agent, create ‘QFA’ and add to Admin Services group.
    - Set QFA password to ‘qfa_{ClientAcronym}’
- Set Recycle Bin expiration to 120 Days
- Turn on "Track Sticky Notes"
- Turn on "File Deletion" in repository settings
- Set "Entry Conflict" minimum number of digits to 2

- In Client, login to repository using admin account to test connectivity.
    - In client, give "Admin Services" group all rights at Root Folder
- Install Workflow on designated Server
    - Run Workflow Configuration Manager
        - Select previously made empty SQL DB during configuration or if on SQL Server create via wizard using above listed naming convention.
            - Set SMTP configuration
            - Tie AD account to Trustee Settings
            - Add Repositories to Monitored Repositories

C-2017-34

ImageNet Leasing, A Limited Partnership	Lease Agreement #

Lessee Information

Lessee

City of Durant

Billing Address

PO Box 578

City	County	State	Zip	Phone Number
Durant	**Bryan**	**OK**	**74702**	**580-931-6652**

Equipment Description

Make & Type	Quantity	Model	Attachments	Serial Number
			Please see attached City of Durant Server Schedule A	

Location	Address:	City:	County:	State:	Zip:
	300 West Evergreen	**Durant**	**Bryan**	**OK**	**74701**

Term & Payment Schedule

Term in Months	Lease Payment	
60	$ 99.56	

Approval

Lessee

By X Jerry L. Jordan — Authorized Signature

Mayor, City of Durant, OK — Title

Certificate of Acceptance of Leased Equipment

We hereby acknowledge that on the date indicated below we received delivery of all the equipment described in the lease numbered above. The equipment is accepted by us as the Equipment described in the Lease and is satisfactory in all respects for the purposes of said Lease.

By X

Authorized Signature — Date

Terms and Conditions

1. This contract shall commence on 1st day of July 2017 and shall terminate on the last day of June 2022. The Contract may be extended for Lessee's 2018-2022 years only if mutually ratified by Lessor and Lessee for each of those years.
2. The Lessee shall have the right to terminate this lease at the end of any fiscal year of the Lessee if the State fails to allocate sufficient funds to the Lessee for the rental payments required under the lease.
3. Should Lessee fail to receive sufficient funds, Lessee will notify the Lessor in writing thirty (30) days prior to the end of the then current fiscal year of its termination of the lease and allow Lessor the opportunity to present Lessee with alternate options.
4. A Purchase Order has previously been issued by the Lessee, the number of which is set forth below and a copy of which is attached.
5. It is expressly understood that the contract is subject to the procedures and limitations provided under Oklahoma Law.

Purchase Order #:

Accepted By

Lessor:	By:	Title:	Accepted On:
ImageNet Leasing, Ltd.		Manager	6/28/2017

City of Durant Laserfiche Schedule A

Server Details					
Quanitity	*Item number*	*description*	*MSRP list (per)*	*City of Durant Preferred (per)*	*line item total*
1		Dell PowerEdge R330 Rackable Server	$ 5,191.00	$ 3,676.69	$ 3,676.69
Dell PowerEdge Server configured with PowerEdge R330 Motherboard v2, Shassis with up to 8, 2.5" Hot Plug Hard Drives, Intel Xeon E3-1220 v5 3.0GHz, 8M cache, 4C/4T, Turbo (80W) Processors, Standard Heat Sink for PE R230/R330, Raid 5, H330/H730 for SAS/SATA, PERC H330 RAID Controller, On-Board LOM 1GBE Dual Port (BCM5720 GbE LOM), iDRAC8, Basic, DVD ROM SATA Internal, Bezel up to 8 Drive Chassis, ReadyRails Sliding Rails Without Cable Management, Performance BIOS Settings, Dual Hot Plug Power Supplies 350W, Windows Server 2012R2 Standard Edition Factory Installed No Media, 2 Socket 2 VMs No CALs, Windows Server 2012R2 Standard Media Fl Standard Ed Downloadable Image, Cooling Fan and Dell Limited Warranty with On Site Service.					
				Totals for Laserfiche Liscensing	$ 3,676.69
Professional Services Components					
#REF!	*Item number*	*description*	*MSRP list (per)*	*City of Durant Preferred (per)*	*line item total*
	MITPSG	Server Server Install and Configuration	$ -	$ -	$ 800.00
				Totals for Professional Services Components	$ 800.00
				Purchase Total	$ 4,476.69
				60 Month Mututally-Ramified State Lease Option	$ 99.56

Initial: _____

Service Level Agreement – Software Solutions

This Service Level Agreement is made between City of Durant and ImageNet Consulting, LLC ("ImageNet") on the Effective Date below.

Services

ImageNet will provide Client with certain Software Solutions services as more fully described in Appendix B to this Agreement under the terms herein.

Hardware/System Support

ImageNet shall provide support and replacement of all hardware and systems specified in Appendix B, provided that all Software is Genuine, Currently Licensed, and Vendor-Supported. Should any hardware or systems fail to meet these provisions, they will be excluded from this Service Agreement. Should 3rd Party Vendor Support Charges be required in order to resolve any issues, these will be passed on to the Client after first receiving the Client's authorization to incur them.

Coverage

Remote Helpdesk and remote technical services will be provided to the Client by ImageNet through remote means between the hours of 8:00 am – 5:00 pm Monday through Friday, ImageNet recognized holidays. If customer is greater than 25 miles from an ImageNet office, travel costs will be charged to the client as an extension of the time of the call.

Support and Escalation

ImageNet will respond to Client's Trouble Tickets under the provisions of Appendix A, and with best effort after hours or on holidays. Trouble Tickets must be opened via our ticket entry process by submitting an email ticket to: softwaresupport@imagenetconsulting.com or by phone if internet is unavailable. Each call will be assigned a Trouble Ticket number for tracking and the client will be notified of its receipt. Our escalation process is detailed in Appendix A.

Service outside Normal Working Hours

Emergency services performed outside of the hours of 8:00 am – 5:00 pm Monday through Friday, excluding public holidays, shall be subject to provisions of Appendix B.

Service Disclaimer

Client grants ImageNet authorization to view any data within the regular routine of the repair or system improvement. Client also authorizes ImageNet to reasonably delete, change, and/or rewrite any necessary information to complete the system repair or improvement that is consistent with the standards and practices in the industry

Excluded Services

Service rendered under this Agreement does not include:

- Post-Project on-site software technical services (see fee schedule for pricing)
- Post-Project training of administrator or end-users after project completion
- Hardware warranty or maintenance (separate agreement required)

Suitability of Existing Environment

Minimum Standards Required for Services

In order for Client's existing environment to qualify for ImageNet's Remote Technical Services, the following requirements must be met:

- All Servers with Microsoft Windows Operating Systems must be running Windows 2003 Server or later, and have all of the latest Microsoft Service Packs and Critical Updates installed.
- All Desktop PC's and Notebooks/Laptops with Microsoft Windows Operating Systems must be running Windows XP Pro or later, and have all of the latest Microsoft Service Packs and Critical Updates installed.
- All Server and Desktop Software must be Genuine, Licensed and Vendor-Supported.
- The environment must have a currently licensed, up-to-date and Vendor-Supported Server-based Antivirus Solution protecting all Servers, Desktops, Notebooks/Laptops, and Email.
- The environment must have a currently licensed, Vendor-Supported Server-based Backup Solution that can be monitored, and send notifications on job failures and successes.
- The environment must have a currently licensed, Vendor-Supported Hardware Firewall between the Internal Network and the Internet.

- All Wireless data traffic in the environment must be securely encrypted.
- There must be an outside static IP address assigned to a network device, allowing VPN access.

Chronically Failing Equipment

Experience has shown equipment belonging to the client which has initially passed Minimum Standard Requirements for system support can reveal itself to become chronically failing. This means that the equipment repeatedly breaks down and consistently causes user and business interruption even though repairs are accomplished. Should this occur, while rare, Client agrees to work constructively and positively with ImageNet to replace the equipment to ensure optimum system performance.

Term of Agreement

This Agreement is effective upon the date signed, shall remain in force for one year ("Initial Term"). Any adjustments or modifications to the terms herein must be made in writing as an amendment to this Agreement and must be signed by Client and ImageNet.

- This Agreement automatically renews for subsequent annual terms beginning on the day immediately following the end of the Initial Term unless either party gives the other thirty (30) day's prior written notice of its intent not to renew this Agreement.
- This Agreement may be terminated by either party if the other Party:
  - Breaches any material term or condition of this Agreement and fails to remedy such breach within ninety (90) days of receipt of such written notice; or
  - Terminates or suspends its business operations, unless it is succeeded by a permitted assignee under this Agreement.
- If either party terminates this Agreement, ImageNet will assist Client in the orderly termination of services, including timely transfer of the services to another designated provider. Client agrees to pay ImageNet the costs of rendering such assistance. Costs could include but are not limited to: Training, data transfer, license transfers or equipment de-installation.
- Client agrees to allow ImageNet to assign, delegate, and subcontract services to third party competent contractors approved by ImageNet.
- If block time is purchased on this agreement, it has an expiration date one year from the date of this agreement.

Taxes

It is understood that any Federal, State or Local Taxes applicable shall be added to each invoice for services or materials rendered under this Agreement. Client shall pay any such taxes unless a valid exemption certificate is furnished to ImageNet for the state of use.

Limitation of Liability

In no event shall ImageNet be held liable for indirect, special, incidental or consequential damages arising under this contract, including but not limited to loss of profits or revenue, loss of use of equipment, lost data, costs of substitute equipment, or other costs.

ImageNet or its suppliers shall not be liable for any indirect, incidental, consequential, punitive, economic or property damages whatsoever (including any damages for loss of business profits, business interruption, loss of data or other pecuniary loss) arising out of this Agreement

Confidentiality

ImageNet and its agents may use Client information, as necessary to or consistent with providing the contracted services, and will use best efforts to protect against unauthorized use.

Miscellaneous

This agreement shall be governed by, construed and enforced in accordance with the laws of the State of Oklahoma Jurisdiction and venue shall exclusively lie in the County of Oklahoma City of Oklahoma City. It constitutes the entire Agreement between Client and ImageNet for services listed in "Appendix B". This agreement can be modified by a signed written Addendum by both parties.

If any collection action litigated or otherwise, is necessary to enforce the terms of this agreement, ImageNet shall be entitled to reasonable attorneys' fees and costs in addition to any other relief to which it may be entitled.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

ImageNet is not responsible for failure to render services due to circumstances beyond its control including, but not limited to, acts of God.
IN WITNESS WHEREOF, the parties hereto have caused this Service Agreement to be signed by their duly authorized representatives as of the date set forth below.

Fees and Payment Schedule

- Fees will be $5,935.00 per year plus applicable taxes, invoiced to Client on an annual basis, and will become due and payable on the first day of the renewal month. Services will be suspended if payment is not received within 10 days following the date due. Refer to Appendix B for ImageNet Services covered by the annual fee under the terms of this Agreement. Any additions to the current system at any future time will be added to the annual fee.
- It is understood that any and all Services requested by Client that fall outside of the terms of this Agreement will be considered Projects, and will be quoted and billed as separate, individual Services.
- ImageNet Consulting, LLC reserve the right to increase contract rates annually, not to exceed 10% of the previous contract year fees and payments.

Accepted by: SIGN HERE

Authorized Signature	City of Durant	6-13-2017 Date
Authorized Signature	Enterprise Solutons Specialist ImageNet Consulting	5-15-2017 Date

Appendix A

Response and Resolution Times

The following table shows the targets of response and resolution times for each priority level:

Trouble	Priority	Response time (in hours) *	Resolution time (in hours) *	Escalation threshold (in hours)
Service not available (all users and functions unavailable).	1	Within 1 hour	ASAP – Best Effort	2 hours
Significant degradation of service (large number of users or business critical functions affected)	2	Within 4 hours	ASAP – Best Effort	8 hours
Limited degradation of service (limited number of users or functions affected, business process can continue).	3	Within 24 hours	ASAP – Best Effort	48 hours
Small service degradation (business process can continue, one user affected).	4	Within 48 hours	ASAP – Best Effort	96 hours

Support Tiers

The following details and describes our Support Tier levels:

Support Tier	Description
Tier 1 Support	All support incidents begin in Tier 1, where the initial trouble ticket is created, and the issue is identified and clearly documented, and basic hardware/software troubleshooting is initiated. Support provided by ImageNet
Tier 2 Support	All support incidents that cannot be resolved with Tier 1 Support are escalated to Tier 2, where more complex support on hardware/software issues can be provided by more experienced Engineers. Support provided by ImageNet & Vendor
Tier 3 Support	Support Incidents that cannot be resolved by Tier 2 Support are escalated to Tier 3, where support is provided by the most qualified and experienced Engineers who have the ability to collaborate with 3rd Party (Vendor) Support Engineers to resolve the most complex issues.

Service Request Escalation Procedure

- Support Request is Received
- Trouble Ticket is Created
- Issue is Identified and documented in Help Desk system
- Issue is qualified to determine if it can be resolved through Tier 1 Support

If issue can be resolved through Tier 1 Support:

- Level 1 Resolution - issue is worked to successful resolution
- Quality Control –Issue is verified to be resolved
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 1 Support:

- Issue is escalated to Tier 2 Support
- Issue is qualified to determine if it can be resolved by Tier 2 Support

If issue can be resolved through Tier 2 Support:

- Level 2 Resolution - issue is worked to successful resolution
- Quality Control –Issue is verified to be resolved
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 2 Support:

- Issue is escalated to Tier 3 Support
- Issue is qualified to determine if it can be resolved through Tier 3 Support

If issue can be resolved through Tier 3 Support:

- Level 3 Resolution - issue is worked to successful resolution
- Quality Control –Issue is verified to be resolved
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 3 Support:

- Issue is escalated to Onsite Support
- Issue is qualified to determine if it can be resolved through Onsite Support

If issue can be resolved through Onsite Support:

- Onsite Resolution - issue is worked to successful resolution
- Quality Control –Issue is verified to be resolved
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

Appendix B

Software (Software Upgrades, Remote Technical Support All Tiers)

Basic Laserfiche Software Assurance Plan (LSAP B Annual) * $5,935.00

**Laserfiche Software Assurance Plans Include Certified Product Professional Classes as defined.*

Service Rates

Labor	Rate
Remote Help Desk **8am-5pm M-F (30 minutes per ticket)**	INCLUDED
Remote Software Access/Fix **8am-5pm M-F (30 minutes per ticket)**	INCLUDED
Remote Administrator Assistance **8am-5pm M-F (30 minutes per ticket)**	INCLUDED
Remote Scanner Assistance **8am-5pm M-F (30 minutes per ticket)**	INCLUDED
Tier 2 Software Manufacturer Support	INCLUDED
Remote Help Desk (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$135/hr.
Remote Software Access Technical/Fix (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$135/hr.
Remote Administrator Assistance (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$135/hr.
Remote Capture Assistance (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$135/hr.
Remote Workflow/Issues (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$195/hr.
Remote Migration/Issues (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$195/hr.
On site Technical/Issues Labor **8:00 am – 5:00 pm (1 hour minimum)**	$165/hr.
Onsite Workflow and Migration/Issues Labor **8:00 am – 5:00 pm (1 hour minimum)**	$225/hr.
Onsite Labor **All Other Times (1-Hr Minimum)**	$ Time and a half/hr.

Hardware

Servers, scanners and other hardware are covered under warranty or separate maintenance agreement.

C-2017-35

ImageNet Consulting

Managed Services Agreement

Customer Information

Legal Name:	City of Durant							
Billing Address:	PO Box 578							
City:	Durant		State:	OK	Zip:	74702	Main Phone #:	580-931-6652
Equipment Address:	300 West Evergreen							
City:	Durant		State:	OK	Zip:	74702	Phone #:	580-931-6652
Main Contact:	Marie Goolsby	E-Mail:	mgoolsby@durant.org			Phone:	580-579-4480	Ext:
A/P Contact:	Michelle Hall	E-Mail:	mihall@durant.org			Phone:	580-931-6652	Ext:

Equipment Description

Refer to Schedule A, attached to and made part of this Agreement, for specific equipment, pricing and locations.

Agreement Terms

Term in Months				
	Start Date: July 1, 2017	**Total Agreement Charge**	**$150.00**	**per billing.**
12	Expiration Date: June 30, 2018	Base to be billed in advance:	☒ Monthly	☐ Quarterly ☐ Annually

Standard Services

1. **Coverage.** Remote Helpdesk and Vendor Management of Client's IT networks will be provided to the Client by ImageNet Consulting, LLC's Managed IT Services through remote means between the hours of 8:00am – 5:00pm Monday through Friday, excluding public holidays. Network Monitoring Services will be provided during and after business hours, including public holidays. All services qualifying under these conditions, as well as Services that fall outside this scope will fall under the provisions of Appendix B.
2. **Support and Escalation.** ImageNet Consulting, LLC's Managed IT Services will respond to Client's Trouble Tickets under the provisions of Appendix A, and with best effort after hours or on holidays. Trouble Tickets must be opened via email at ITSolutions@Imagenetconsulting.com or by phone at 1-844-787-7078 if internet is unavailable. Each call will be assigned a Trouble Ticket number for tracking. For reference, the escalation process is detailed in Appendix A.
3. **Hardware/System Support**. ImageNet Consulting's Managed IT Services shall provide support of hardware and systems specified in Appendix B, provided that all Software is Genuine, Currently Licensed, and Vendor-Supported. Should any hardware or systems fail to meet these provisions, they will be excluded from this Service Agreement. Should 3rd Party Vendor Support Charges be required in order to resolve any issues, these will be passed on to the Client after first receiving the Client's authorization to incur them.
4. **Monitoring Services.** ImageNet Consulting's Managed IT Services will provide ongoing monitoring and security services of all critical devices as indicated in Appendix B. ImageNet Consulting's Managed IT Services will provide monthly reports as well as document critical alerts, scans and event resolutions to Client. Should a problem be discovered during monitoring, ImageNet Consulting's Managed IT Services shall make every attempt to rectify the condition in a timely manner through remote means.
5. **Correspondence**: All correspondence relating to the notifications within this agreement are to be sent via registered letter to the Contracts Department at: 913 N. Broadway, Oklahoma City, OK 73102 attention Contracts.

Key Contact: Customer agrees to make available and designate a key contact for general administration of this Agreement. If the employment status of Customer key contact changes so as to affect the contact's availability to perform this assignment, Customer shall promptly inform ImageNet and replace with a new key contact.

Initial_____

Customer Authorized Signature:			ImageNet Consulting, LLC Authorized Signature:		
Terry L. Paulson		6/13/2017		MGR	6/28/17
Accepted by:	Title:	Date:	Accepted by:	Title:	Date:

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

Standard Terms & Conditions

1. Suitability of Existing Environment

Minimum Standards Required for Services

In order for Client's existing environment to qualify for ImageNet Consulting, LLC's (ImageNet) Managed IT Services, the following requirements must be met:

1. All Servers must have Vendor-Supported versions of Microsoft Windows Operating Systems and have all of the latest Microsoft Service Packs and Critical Updates installed.
2. All Desktop PC's and Notebooks/Laptops must have Vendor-Supported versions of Microsoft Windows Operating Systems and have all of the latest Microsoft Service Packs and Critical Updates installed.
3. All Server and Desktop Software must be Genuine, Licensed and Vendor-Supported.
4. The environment must have a currently licensed, up-to-date and Vendor-Supported Server-based Antivirus Solution protecting all Servers, Desktops, Notebooks/Laptops, and Email.
5. The environment must have a currently licensed, Vendor-Supported Server-based Backup Solution that can be monitored, and send notifications on job failures and successes.
6. The environment must have a currently licensed, Vendor-Supported Hardware Firewall between the Internal Network and the Internet.
7. All Wireless data traffic in the environment must be securely encrypted.
8. There must be an outside static IP address assigned to a network device.
9. Please reference *Covered Equipment and Application Form* and *Level Report: Site Device Summary.*
10. Any changes that are made to the Covered Equipment must be approved by both parties.

Costs required to bring Client's current environment up to these Minimum Standards are included in the ImageNet's Managed IT Services Equipment Proposal.

Chronically Failing Equipment

Experience has shown equipment belonging to the client which has initially passed Minimum Standard Requirements for Service can reveal itself to become chronically failing. This means that the equipment repeatedly breaks down and consistently causes user and business interruption even though repairs are accomplished. Should this occur, while rare, client agrees to work constructively and positively with ImageNet Consulting's Managed IT Services to replace the equipment at additional cost.

2. Coverage Excluded

Service rendered under this Agreement does not include:

1) Parts, equipment or software for Client's telecommunications systems which are not covered by ImageNet's Managed IT Services warranty or support.
2) The cost of any Software, Licensing, or Software Renewal or Upgrade Fees of any kind.
3) The cost of any 3rd Party Vendor or Manufacturer Support or Incident Fees of any kind.
4) The cost to bring Client's environment up to minimum standards required for Services.
5) Failure due to acts of God, building modifications, power failures or other adverse environmental conditions or factors.
6) Service and repair made necessary by the alteration or modification of equipment other than that authorized by ImageNet's Managed IT Services, including alterations, software installations or modifications of equipment made by Client's employees or anyone other than ImageNet's Managed IT Services.
7) Maintenance of Applications software packages, whether acquired from ImageNet's Managed IT Services or any other source unless as specified in Appendix B.
8) Programming (modification of software code) and program (software) maintenance unless as specified in Appendix B.
9) Training Services of any kind.
10) This proposal does not include replacement of or parts required for repairs on printers, screens or peripherals, (PDA's, Point of Sale Scanners, Digital Cameras, Cell Phones, Blackberry's nor any other specialized accessory), unless this equipment was originally provided under this agreement or a pre-existing ImageNet Managed IT Services agreement. All labor required for installation of the above devices is covered under this agreement.
11) Consumables such as printer maintenance kits, toner, ink, batteries, paper, etc. are not included or covered under this service agreement and will be invoiced separately.

3. Confidentiality

In connection with the Professional Services described in the Transaction Document, either party may receive or have access to technical information, information about product plans and strategies, promotions, customers and related technical, financial or business information which the disclosing party considers to be the confidential information of that party or its third party contractors or suppliers ("Confidential Information"). The following will apply to any such Confidential Information:

a. Before any Confidential Information is disclosed, the parties will first agree to disclose and receive such information in confidence. If then disclosed, the Confidential Information will be marked as confidential at the time of disclosure, or if disclosed orally but stated to be confidential, will be designated as confidential in a writing by the disclosing party summarizing the Confidential Information disclosed and sent to the receiving party within thirty (30) days after such oral disclosure.

b. Confidential Information may be used by the receiving party only with respect to the performance of its obligations under these Terms and the relevant Transaction Document, and only by the employees of the receiving party and its employees, agents or contractors who have a need to know such information for purposes of this these Terms and the relevant Transaction Document. The receiving party will protect, and will ensure that its employees, agents and contractors will protect, the disclosed Confidential Information by using the same degree of care, but no less than a reasonable degree of care, to prevent the unauthorized use, dissemination or publication of the Confidential Information as the receiving party uses to protect its own confidential information of a like nature.

c. The receiving party's confidentiality obligation will be for a period of three (3) years after the date of disclosure.

d. The confidentiality obligations of the parties will not extend to information that:

1. was in the receiving party's possession before receipt from the disclosing party;
2. Is or becomes publicly known without breach by the receiving party;
3. Is rightfully received by the receiving party from a third party without a duty of confidentiality;
4. Is independently developed or learned by the receiving party; or
5. Is disclosed by the receiving party with the disclosing party's prior written approval.

4. **Additional Equipment**: Customer must immediately notify ImageNet upon installation and network connection of any additional hardware at Customer's site. Upon installation, such equipment will automatically be included as the Equipment under this Agreement and billed accordingly to Customer.

5. **Term**: This Agreement will begin on the Effective Date and continue for a term designated in the Agreement Terms section of this Agreement (the "Initial Term"). This Agreement will be automatically extended for an additional twelve (12) months; unless Customer provides written notice to ImageNet of its intent to cancel the Agreement at least thirty (30) days prior to the last day of the then current term. ImageNet may cancel this Agreement at the end of each term without written notice.

6. **Early Termination**: The Agreement is set for a 12-month contract should an early termination be requested it will need to be submitted in writing to (All correspondence relating to the notifications within this agreement are to be sent via registered letter to the Contracts Department at: 913 N. Broadway, Oklahoma City, OK 73102 attention Contracts.) and the customer will be required to pay an early termination fee relative to 4 months of monthly revenue should the contract be expiring within 4 months the remaining term of the contract would have to be paid out to be release from the full contractual obligation.

7. **Payment**: Payment is due ten (10) days from date of invoice. Delinquent amounts will accrue interest at a rate of 1.5 percent of the past due amount per month (or, if lower, the maximum rate of interest chargeable under applicable law). Customer will pay all federal, state and local sales, use, property, excise or other taxes imposed with respect to the equipment listed on this Agreement.

8. **Indemnification**: Each party agrees to hold harmless, defend and indemnify the other party against any liability, demand, claim or cause of action for personal injury or property damage due to or arising out of the acts of that party, its agents and employees. However, each party shall have no obligation to hold harmless, defend or indemnify the other from or for liability arising from the other's own intentional or negligent acts. In no event will ImageNet be liable to Customer for consequential or damages due to ImageNet non-performance, any breach of this Agreement, or any act of ImageNet or of its employees or agents.

9. **Assignment**: ImageNet may sell, assign or transfer this Agreement, without notice. Customer agrees that if ImageNet sells, assigns or transfers this Agreement, the new owner will have the same rights and benefits that ImageNet now has. Customer agrees that the right of the new owner will not be subject to any claims, defenses, or set offs that you may have against us. In the event of a sale, assignment or transfer, ImageNet agrees to remain responsible for our obligations hereunder. Customer may not sell, transfer and/or assign this Agreement without the prior written consent of ImageNet, such consent not to be unreasonably withheld.

10. **Miscellaneous**: This Agreement supersedes all prior discussions or understandings between the parties. This Agreement cannot be changed or terminated orally. No modification of this Agreement shall be binding unless signed by both parties. If any provision of this Agreement is held to be invalid or unenforceable, the remainder of the Agreement shall still be construed as valid and enforceable. No waiver shall be deemed to be made by any party of any of its rights hereunder unless, the same shall be in writing signed by the waiving party and any waiver shall be a waiver only with respect to the specific instance involved and shall in no way impair the rights or obligations of any party in any respect at any other time.

11. **Breach or Default:** If the Customer does not pay all charges for services as provided hereunder, promptly when due: (1) ImageNet may (a) refuse to provide service or supplies and (2) the Customer agrees to pay ImageNet costs and expenses of collection including the reasonable attorney's fee permitted by law in addition to all other rights and remedies available to ImageNet.

12. **Jurisdiction:** This Agreement will be governed by and construed according to the laws of the State of Oklahoma applicable to agreements wholly negotiated, executed and performed in Oklahoma. It constitutes the entire Agreement between parties and may not be modified except in writing signed by duly authorized officers of ImageNet and the Customer.

13. **Non-solicitation.** During the term of the contract, and for a period of one (1) year immediately thereafter, the customer agrees not to solicit any employee or independent contractor of ImageNet Consulting on behalf of any other business enterprise, nor shall you induce any employee or independent contractor associated with the Company to terminate or breach an employment, contractual or other relationship with the Company.

Managed Services Agreement
Schedule A

Covered Equipment and Application Form and Level Report: Site Device Summary			
Type	Make	Location	Coverage
1	Dell PowerEdge Server for Laserfiche	City of Durant: 300 W Evergreen Durant, OK 74702	Gold Support

Appendix A – Support and Escalation

Response and Resolution Times

The following table shows the targets of response and resolution times for each priority level:

Trouble	Priority	Response time (in hours) *	Resolution time (in hours) *	Escalation threshold (in hours)
Service not available (all users and functions unavailable).	1	Within 1 hour	ASAP – Best Effort	2 hours
Significant degradation of service (large number of users or business critical functions affected)	2	Within 4 hours	ASAP – Best Effort	8 hours
Limited degradation of service (limited number of users or functions affected, business process can continue).	3	Within 24 hours	ASAP – Best Effort	48 hours
Small service degradation (business process can continue, one user affected).	4	Within 48 hours	ASAP – Best Effort	96 hours

Support Tiers

The following details and describes our Support Tier levels:

Support Tier	Description
Tier 1 Support	All support incidents begin in Tier 1, where the initial trouble ticket is created, and the issue is identified and clearly documented, and basic hardware/software troubleshooting is initiated.
Tier 2 Support	All support incidents that cannot be resolved with Tier 1 Support are escalated to Tier 2, where more complex support on hardware/software issues can be provided by more experienced Engineers.
Tier 3 Support	Support Incidents that cannot be resolved by Tier 2 Support are escalated to Tier 3, where support is provided by the most qualified and experienced Engineers who have the ability to collaborate with 3rd Party (Vendor) Support Engineers to resolve the most complex issues.

Service Request Escalation Procedure

1. Support Request is Received
2. Trouble Ticket is Created
3. Issue is Identified and documented in Help Desk system
4. Issue is qualified to determine if it can be resolved through Tier 1 Support

If issue can be resolved through Tier 1 Support:

a. Level 1 Resolution - issue is worked to successful resolution
b. Quality Control –Issue is verified to be resolved
c. Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 1 Support:

d. Issue is escalated to Tier 2 Support
e. Issue is qualified to determine if it can be resolved by Tier 2 Support

If issue can be resolved through Tier 2 Support:

f. Level 2 Resolution - issue is worked to successful resolution
g. Quality Control –Issue is verified to be resolved
h. Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 2 Support:

i. Issue is escalated to Tier 3 Support
j. Issue is qualified to determine if it can be resolved through Tier 3 Support

If issue can be resolved through Tier 3 Support:

k. Level 3 Resolution - issue is worked to successful resolution
l. Quality Control –Issue is verified to be resolved
m. Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 3 Support:

n. Issue is escalated to Onsite Support
o. Issue is qualified to determine if it can be resolved through Onsite Support

If issue can be resolved through Onsite Support:

p. Onsite Resolution - issue is worked to successful resolution
q. Quality Control –Issue is verified to be resolved
r. Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

Servers

Manage Servers	Ongoing	YES
Check print queues	As needed	YES
Monitor all Server services	Ongoing	YES
Keep Service Packs, Patches and Hot fixes current as per company policy	Monthly	YES
Check event log of every server and identify any potential issues	As things appear	YES
Monitor hard drive free space on server	Ongoing	YES
Exchange Server user/mailbox management	As needed	YES
Monitor Active Directory replication	As needed	YES
Monitor WINS replication	As needed	YES
SQL server management	As needed	YES
Reboot servers if needed	As needed	YES
Run defrag and chkdsk on all drives	As needed	YES
Scheduled off time server maintenance	As needed	YES
Install supported software upgrades	As needed	YES
Determine logical directory structure, Implement, MAP, and detail	As needed	YES
Set up and maintain groups (accounting, admin, printers, sales, warehouse, etc)	As needed	YES
Check status of backups	Daily	YES
Alert Client to dangerous conditions -Memory running low -Hard drive showing sign of failure -Hard drive running out of disk space -Controllers losing interrupts -Network Cards report unusual collision activity	As needed	YES
Educate and correct user errors (deleted files, corrupted files, etc.)	As needed	YES
Clean and prune directory structure, keep efficient and active	As needed	YES

Appendix A – Qualifying Services

Service Rates

Labor	Rate
Remote Assistance 8am-5pm (Monday-Friday)	INCLUDED
Remote Maintenance 8am-5pm (Monday-Friday)	INCLUDED
Remote Network Monitoring 24x7x365	INCLUDED
Remote PC Management/Help Desk 5:01pm-9pm M-F	$ 100/hr
Remote Printer Management 5:01pm-9pm M-F	$ 100/hr
Remote Network Management 5:01pm-9pm M-F	$ 100/hr
Remote Server Management 5:01pm-9pm M-F	$ 100/hr
Remote Lab Labor 5:01pm-9pm M-F	$ 100/hr
Onsite Labor 8:00 am-5:00 pm M-F 2-Hr Minimum	$ 200/hr
Remote Labor All Other Times	$150/hr

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-52

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
PER PREVIOUS CONTRACT C-2017-33 & PREVIOUS RFAP 2017-092. FOR LEASE OF LASERFICHE SOFTWARE,SERVER AND SUPPORT ALLOWING FOR DIGITAL STORAGE OF DOCUMENTS AND ELECTRONIC WORK FLOW PROCESS. INCLUDES 33 USER LICENSES,1DELL SERVER,2 SCANNERS AND SUPPORT FOR ALL

2 Department requesting authorization:
Information Technology

3 Bidding recommendation (award or reject along with name and contact information of vendor):
IMAGE NET CONSULTING

4 Estimated Purchase Date (M/D/Y): July

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)
PER PREVIOUS CONTRACT C-2017-33 & PREVIOUS RFAP 2017-092. $1405/MO.SOFTWARE LEASE FOR 60 MO = $84,300-$99.56/MO SERVER LEASE FOR 60 M0=$5973.60-$150/MO FOR 12 MO SERVER

6 Is this item included in the current FY budget (Yes/No) Yes

7 GL account code: 010-020-560.30-80

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend $19,854.72

8b Item (new or replacement, if a capital item complete fixed asset form)? New

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form? No

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review Yes

8e Does the purchase involve Grant Funding (Yes or No) No

8f What is the City Cash Match for the Grant N/A

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes** – Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

9c **State Contract** – Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:
THIS PURCHASE IS VETTED THROUGH STATE CONTRACT PRICING. STATE CONTRACT IISW10131

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) — date (M/D/Y):

Marie Gorlby — 7-13-18

10b Signature Department Head — date (M/D/Y):

10c Signature of Division Head — date (M/D/Y):

10d Signature of Budget Administrator — date (M/D/Y):

10e Signature of Project Manager — date (M/D/Y):

7-23-18

10f Signature of City Treasurer — date (M/D/Y):

7-23-18

10g Signature of City Manager (only over $2,000) — date (M/D/Y):

11h City Manager Comments:

THE CITY OF DURANT
Office of the City Clerk

DURANT
· OKLAHOMA ·

June 15, 2017

Image Net Consulting
ATTN: Mr. Cory Wood
Enterprise Solutions Consultant
913 North Broadway
Oklahoma City, OK 73102

Re: Partnership Agreements with City of Durant, Oklahoma

Mr. Wood,

Per our direction, I have enclosed the original partnership agreements that have been signed by the mayor.

Please return a fully signed copy of each agreement for my records.

Sincerely,

Cynthia J. Price

Cynthia J. Price
City Clerk
Direct Office Number: (580) 931-6641
Fax Number: (800) 901-4204

Enclosures

C-2011-33

ImageNet Leasing, A Limited Partnership	Lease Agreement #

Lessee Information

Lessee

City of Durant

Billing Address

PO Box 578

City	County	State	Zip	Phone Number
Durant	**Bryan**	**OK**	**74702**	**580-931-6652**

Equipment Description

Make & Type	Quantity	Model	Attachments	Serial Number
			Please see attached City of Durant Laserfiche Schedule A	

Location	Address:	City:	County:	State:	Zip:
	300 West Evergreen	**Durant**	**Bryan**	**OK**	**74701**

Term & Payment Schedule

Term in Months	Lease Payment	
60	$ 1405.00	

Approval

Lessee

By X Jerry L. Paulenson Mayor, City of Durant, OK

Authorized Signature Title

Certificate of Acceptance of Leased Equipment

We hereby acknowledge that on the date indicated below we received delivery of all the equipment described in the lease numbered above. The equipment is accepted by us as the Equipment described in the Lease and is satisfactory in all respects for the purposes of said Lease.

By X

Authorized Signature Date

Terms and Conditions

1. This contract shall commence on 1st day of July 2017 and shall terminate on the last day of June 2022. The Contract may be extended for Lessee's 2018-2022 years only if mutually ratified by Lessor and Lessee for each of those years.
2.The Lessee shall have the right to terminate this lease at the end of any fiscal year of the Lessee if the State fails to allocate sufficient funds to the Lessee for the rental payments required under the lease.
3. Should Lessee fail to receive sufficient funds, Lessee will notify the Lessor in writing thirty (30) days prior to the end of the then current fiscal year of its termination of the lease and allow Lessor the opportunity to present Lessee with alternate options.
4. A Purchase Order has previously been issued by the Lessee, the number of which is set forth below and a copy of which is attached.
5. It is expressly understood that the contract is subject to the procedures and limitations provided under Oklahoma Law.

Purchase Order #:

Accepted By

Lessor:	By:	Title:	Accepted On:
ImageNet Leasing, Ltd.		Manager	6/28/2017

City of Durant Laserfiche Schedule A

Laserfiche Licensing Details					
Quanitity	*Item number*	*description*	*MSRP list (per)*	*SW1013I Disount (per)*	*line item total*
1	MSE10	Laserfiche Avante SQL Express	$ 1,500.00	$ 1,350.00	$ 1,350.00
33	MNF16B	Laserfiche Named User with Web/Mobile	$ 600.00	$ 540.00	$ 17,820.00
33	MATX	Laserfiche Advanced Audit Trail	$ 100.00	$ 90.00	$ 2,970.00
33	MFRM16	Laserfiche Forms	$ 50.00	$ 45.00	$ 1,485.00
1	MCS05	Laserfiche Scan Connect 5 Pack	$ 666.67	$ 600.00	$ 600.00
1	MCA01	Laserfiche Import Agent	$ 1,500.00	$ 1,350.00	$ 1,350.00
33	MCNC16	Laserfiche Connector	$ 25.00	$ 22.50	$ 742.50
				Totals for Laserfiche Liscensing	$ 26,317.50
Laserfiche Support Details					
quanitity	*Item number*	*description*	*MSRP list (per)*	*SW1013I Disount (per)*	*line item total*
1	MSE10 B	Laserfiche Avante SQL Express LSAP	$ 300.00	$ -	$ 300.00
33	ENFPL B	Laserfiche Named User with Web/Mobile LSAP	$ 120.00	$ -	$ 3,960.00
33	MATX B	Laserfiche Advanced Audit Trail LSAP	$ 20.00	$ -	$ 660.00
33	MFRM16 B	Laserfiche Forms LSAP	$ 10.00	$ -	$ 330.00
1	MCS05 B	Laserfiche Scan Connect 5 Pack LSAP	$ 160.00	$ -	$ 160.00
1	IA B	Laserfiche Import Agent LSAP	$ 360.00	$ -	$ 360.00
33	MCNC16 B	Laserfiche Connector LSAP	$ 5.00	$ -	$ 165.00
		Totals for Laserfiche 1st year Platinum Support (consecutive years are optional). Please see SLA for details)			$ 5,935.00
Laserfiche Supported Scanner Details					
quanitity	*Item number*	*description*	*MSRP list (per)*	*SW1013I Disount (per)*	*line item total*
2		Canon DR M160II Scanner	$ 1,195.00	$ 1,086.00	$ 2,172.00
				Totals for Scanner Details	$ 2,172.00
Professional Services Components					
quanitity	*Item number*	*description*	*MSRP list (per)*	*SW1013I Disount (per)*	*line item total*
	PSG-1	Software Server Install and Configuration	$ -	$ -	*included*
	PSG-2	Process Analysis and Consulting	$ -	$ -	*included*
	PSG-3	Workflow Design and Development	$ -	$ -	*included*
	PSG-4	Integration and Database Design	$ -	$ -	*included*
	PSG-5	Client Install and Security Design	$ -	$ -	*included*
	PSG-6	End-User Training	$ -	$ -	*included*
	PSG-7	Project Stabilization and Follow-ups	$ -	$ -	*included*
	PSG-8	Project Training Documentation/Video and Sign-Offs	$ -	$ -	*included*
	PSG-9	Admin training	$ -	$ -	*included*
	PSG-10	Project Management	$ -	$ -	*included*
				Totals for Professional Services Components	$ 28,750.00
				Purchase Total	$ 63,174.50
				60 Month Mututally-Ramified State Lease Option	$ 1,405.00

Initial: _____

Statement Of Work:	**City of Durant - Invoice Routing and Mgmt**
Drafted by:	Ramsey Oklah
Email Address:	roklah@imagenetconsulting.com
Phone Number:	918-359-8619
Project Manager	Ramsey Oklah
Solutions Specialist	Cory Wood
Customer IT Contact	Marie Goldsby -
Customer Project Manager	Michelle Hall - mihall@durant.org

Statement of Work

City of Durant has engaged ImageNet Consulting to work with their staff to design and implement a digital and automated system to address their critical business objectives. The primary objective of this engagement will focus on Accounts Payable and will address the Purchase Request process as well as the invoice approval and payment process. The interim process of the Purchase Order creation and approval will be handled as it is today within Encode.

The first function addressed will be the digitization of the existing Purchase Authorization Request form, allowing department heads and other licensed Laserfiche users to complete an online form and upload any relevant supporting documentation, allowing for an automated routing and review chain for the form. Assuming approvals are given, this form will end with the final step routing to Jennifer for creation of the PO in Encode and it will handle any further routing as needed in that system from there. This process will exist almost completely within the Laserfiche Forms environment and routing will be based on certain static approvers and some approvers dependent on request total dollar amount. Users without Laserfiche licenses will be unable to submit this request, should more users need access to submit these forms they will need to secure Forms Authenticated User licenses.

The second process addressed in this engagement will be the management and routing of incoming invoices as needed before being keyed for partial or full payment in Encode.
Most invoices are anticipated to come to department heads directly, and will be given to AP staff already executed for payment. These forms will route directly to a key for payment folder where it will reside until the invoice status is changed Full payment. Status' of Partial or Pending payment will reside in this folder to easily allow AP staff to see all outstanding invoices in their possession.
A smaller percentage will come to AP staff first, where upon scanning into Laserfiche they will need to be assigned to a department head or approver for review and will route to an inbox within the repository for that person to access. Through email notification they will be made aware they have invoices pending approval and it will not route back to AP for keying into Encode until the approval has been given.

Implementation Details

System Details
Full User Licenses: 33
Breakout: 23 Department Heads, City Manager, Treasurer, PM, Budget Admin, 2 Division Heads, Grants Administrator, Michelle, Jennifer, and Pam.

Login Methodology
Because not all departments within the city structure are internetworked AD will not be used, instead management of user and security rights will be controlled explicitly using Laserfiche Users and Groups.

Web/Mobile Accessibility
Access to the system from non-local resources will be heavily dependent on a stable network and internet connection at the server level. Web and Mobile accessibility will also be contingent upon client IT creating an A-Record with their domain host to the necessary IP addresses, as well as securing and providing an SSL Certificate to ImageNet for use within the application.

Training Details
Client has requested 3 days of Knowledge Transfer training for administrators. This will include review of current design and design considerations along with test design of future processes by the staff to solidify understanding.

End user training will consist of group training, 1-1 training with AP staff, and documentation of process for later reference.

Direct Integrations/Database Interactions
At this time, there are no anticipated integrations or database exchanges with the Encode system. Integrations using the LF connector can be tested for future use, and any database interactions will be dependent on the availability of the Encode system as a network resource for Laserfiche to query.

Identified Processes
- Purchase Authorization Request
  - Forms Process as detailed under next section
- Invoice Approval and Processing
  - Invoices set as "Pending Approval" will route to selected department head inbox
    - User will be notified by email
    - System will wait until user approves payment of invoice
  - Invoice will route to "Pending Final Payment"
    - Invoice will remain here as long status reads "Pending Entry" or "Partially Paid"
    - Once status is set to "Fully Paid" invoice will route to a vendor folder for final filing

Identified Forms
- Purchase Authorization Request
  - Replication of the existing form for use by licensed staff
  - Routing through approval processes based on manager selection, static users, and escalation based on dollar amount
- Invoice submission Form
  - Basic form that management can use to upload approved invoices for processing by AP

Software Module Notes
Import Agent will not be leveraged because MFPs will not be an effective means of scanning to a centralized network location as not all locations are interconnected.

Should a large number of users need ability to submit Purchase Req forms, Forms portal could be added but would not allow for authentication and tracking of submitter information.

Scheduling Details

Due to the fluid nature of project scoping, SOW review, project negotiation, and other factors, scheduling for projects cannot be set until project SOW is signed and contracts are in place. The following factors stand:
- Project Kick-Off meeting with client staff and ImageNet representatives will occur, or be scheduled, within 10 days of contractual agreement. (Dependent on client availability)
- Client understands that as part of lean process environment, ImageNet resources are typically booked out 30-45 days ahead of time and, aside from the kick-off meeting, projects will most likely not begin before that time frame.

Included Modular/Function Details

Laserfiche Modules Included:

Laserfiche Workflow: Workflow utility allows for the triggered or scheduled modification, routing, and monitoring of documents. This tool can be used to ensure accountability through auto-generated notifications, as well as consistency through creation of a controlled file folder organizational structure.

Laserfiche Web Access Web Portal: WebAccess will allow users to connect to Laserfiche using the Web Client. Most functionality is present in the thin client that is available in the install client. It is compatible with all standard browsers (Internet Explorer, Chrome, Safari, Mozilla).

Laserfiche Audit Trail: Audit Trail allow the generation of tracking reports that will track both succeeded and failed attempts at changing metadata, renaming documents, logging into the system, searches performed, and many other activities.

Laserfiche Forms: Digital forms application allowing for the submission of process forms and information by licenses Laserfiche users and users with forms specific licensing. Not for public use.

Laserfiche Connector: provides a streamlined experience for integrating Laserfiche with line of business applications such as Customer Relationship Management (CRM) and Enterprise Resource Planning (ERP) systems. Laserfiche Connector integrates easily through user-defined hotkeys and embedded buttons.

Excluded Modular/Function Details

Laserfiche Modules Excluded:

Laserfiche Import Agent: Import Agent allows for the monitoring of network folders as "hot drops" for electronic files of any type. This can be used to allow scan stations and multi-function devices to scan to a network location that will immediately import them into a corresponding Laserfiche folder.

Laserfiche Web Link Public Portal: Public Portal meant to allow end users to access public sections and repositories of documents via their web browser. These connections are strictly search and review, no changes or feedback can be performed using the Weblink interface.

Laserfiche Quick Fields: Laserfiche Batch Scanning Agent. This desktop application can be configured to allow for mass scanning and automated indexing using Zone OCR, Database Lookup, Document Classification, and Barcode Scanning.

Laserfiche Quick Fields Agent: Automation tool that will allow for the automated operation of Quick Fields on a server and the running of a number of sessions on timed intervals.

Laserfiche Records Management Edition: Laserfiche Records Management Edition includes tools to help track a record's life cycle from a record's filing date all the way to its final disposition. These help files contain general background information on records management, as well as specific information on the Laserfiche implementation of records management.

Laserfiche Forms: Digital forms application allowing for the submission of process forms and information by anonymous external users.

Projected Work will be broken out by Phases

- Installation & Configuration
  - Laserfiche Server & Server Based Component Installation
    - Install Laserfiche Server
    - Install Laserfiche Full-Text Search Engine
    - Install Laserfiche Workflow Server
    - Install Laserfiche Workflow Subscriber
    - Install Laserfiche Web Access Web Portal
    - Install Laserfiche Audit Trail
  - Laserfiche Client and Scan Station installation and configuration
- Analysis
  - Folder Structure Analysis
  - Template and Index Fields Analysis
  - Laserfiche Workflow & Process Analysis
- Design
  - Laserfiche Design & Testing
    - Designer will implement folder structure design
    - Designer will implement optimal agreed upon template format
    - Designer will create all initially plotted groups and user accounts
    - Designer will implement and test agreed upon security configuration for Folder Structure
    - Designer will implement and test agreed upon security configuration for Template Security
    - Designer will implement and test all designated workflows
    - Designer will document structure, security, index data, and workflows and their purposes for future client reference.
- End User Training
  - Trainer will work in a classroom style training to introduce all users to the basic feel and function of the following applications as it pertains to those users:
    - Laserfiche Client Application
    - Laserfiche Web Access Client
- Admin Training
  - Trainer will work with designated IT staff of higher functions of the system(s):
    - Laserfiche Admin Console
      - User and Groups management
      - Access Rights Management
      - Metadata Management
      - Server Setting management
      - Backup and Restoration policy and methodology
      - Volume Controls
    - Laserfiche Workflow
      - Workflow Designer
        - Workflow planning
        - Workflow design
        - Workflow Rule Manager
      - Workflow Admin Console

Customer Responsibilities

•	Customer to identify and provide an IT Administrator for solution implementation and support interaction.
•	Customer will provide access to all areas required to complete this project. Any areas of high security or hazard should be made known prior to project commencement.
•	Customer will provide access to all information and documentation required to complete this project.
•	Customer will provide an onsite contact person responsible for providing direction and approvals on completion of work.
•	Customer will directly provide all non ImageNet hardware and software support required unless specifically indicated otherwise.
•	Customer will ensure that any customer provided hardware will meet all required specifications for software.
•	Customer will assure that all required LAN/WAN access and administrative rights are made available to complete the installation.
•	Customer will verify final and provide on-going folder, template, and user set up.
•	Customer is solely responsible for back-up of system and database.
•	Customer will provide Remote Access capabilities and credentials so that ongoing support can be provided as necessary via phone and remote desktop support.
•	Customer is responsible for maintaining agreed upon timeline, customer side delays may push back launch dates by a ratio that exceeds 1:1 and may incur further service costs as well.
•	If Oracle DB is used, client will create ORACLE DB Instance and instantiate provided schema.
•	Client will secure SSL Certificate for chosen Server host names when applicable.
•	Client will determine appropriate IP configuration to allow for relay of web based modules to an external IP address and host name should they want it to be externally accessible.
•	Client is responsible to setup initial 2008 R2 or newer server environment for Laserfiche Server installation. Should any other applications be running on this server, it is the responsibility of the client to notify our engineers before they begin to access the system. Should any issue arise due to unknown applications being on the server, this could result in a billable action.

Platform Requirements

Laserfiche Server Requirements

Standard Low Volume Architecture & Specifications

- Windows 2008 R2, or newer, Server hosting Laserfiche Software Suite running all modules
  - Processor Type: Intel Xeon Processor or equivalent. If VM Recommended 1 Processors and 2 Cores
  - Memory: 8 GB RAM
  - Hard Drive Configuration:
    - 120GB Primary Drive for OS and Application installation
    - 1TB Data Drive or Dynamic Drive attached to SAN or NAS for storage of Laserfiche Repository documents, images, OCR data, and installation media.
- Server running supported SQL or Oracle Configurations as listed below in Database Engine Requirements.

High Volume Architecture & Specifications (30+ Users and/or several intense workflows)

- Windows 2008 R2, or newer, Server hosting Laserfiche Server, Full Text Search Engine, Import Agent, WebAccess, and Audit Trail. (if all purchased)
  - Processor Type: Intel Xeon Processor or equivalent. If VM Recommended 1 Processors and 4 Cores
  - Memory: 16 GB RAM
  - Hard Drive Configuration:
    - 120GB Primary Drive for OS and Application installation
    - 1TB Data Drive or Dynamic Drive attached to SAN or NAS for storage of Laserfiche Repository documents, images, OCR data, and installation media.
- Windows 2008 R2, or newer, Server running Laserfiche Workflow Server and Subscriber as well as Clustered Computing Components
  - Processor Type: Intel Xeon Processor or equivalent. If VM Recommended 1 Processors and 2 Cores
  - Memory: 8 GB RAM
  - Hard Drive Configuration:
    - 120GB Primary Drive for OS and Application installation
- Server running supported SQL or Oracle Configurations as listed below in Database Engine Requirements.

Change Requests

If any changes or additions are required outside of the defined scope and deliverables previously listed, a Project Change Request will need to be completed and signed by both the Customer Project Manager and ImageNet Consulting representatives. (Copy attached)

Assumptions & Terms

- Rates are based on a commitment that work is to be performed during regular business hours; 8AM to 5PM local time, Monday through Friday
- It is assumed that all work will be completed as a continuous effort. Disruptions of this continuous effort beyond the control of ImageNet Consulting may require additional costs, additionally if the project is finished ahead of the estimated completion, there will be no credit issued to the customer.
- All System Engineer work outside of the work defined within the SOW is billed at $165.00 per hour for system configuration work
- All Process Analyst work outside of the work defined within the SOW is billed at $225.00 per hour for automation analysis and design
- For a full Professional Service Agreement, see appendix A.

Disclaimers

- ImageNet Consulting is not responsible for the loss of data due to system failure and lack of database back-up
- Future software installation services from ImageNet Consulting are at an additional cost
- ImageNet Consulting does its best to anticipate conversion changes and user needs, however once design agreement is established, any major changes requiring more than 1 hour of work will require a Project Change order and may incur additional costs.

This Consulting Services Agreement (the "*Agreement*") is made and entered into as of **04/27/2017** (the "*Effective Date*") by and between ImageNet Consulting, with a place of business at 913 North Broadway, Oklahoma City, OK 73102 (ImageNet) and Customer a Oklahoma Government Organization with a place of business at 300 W Evergreen | Durant, OK 74071 ("*Customer*").

Pursuant to this Agreement, Customer is engaging ImageNet to provide certain consulting services as more fully described herein. The Agreement consists of the following documents, incorporated herein by this reference:

Statement of Work
Attachment A Professional Services Agreement
Attachment B Project Change Request
Attachment C Project Completion Form

Customer has read and agrees to the terms and conditions and the documents annexed hereto. This Agreement will be effective only when executed below by both parties.

AGREED TO:

Customer

Authorized Representative Signature

Name: Jerry L. Tomlinson
Title: Mayor. City of Durant, OK
Address: 300 West Evergreen, Durant, OK
Customer Contact: Michelle Hall
Email: mhall@durant.org
Telephone: 580.931.6652

ImageNet

Authorized Representative Signature

Name: Cory Wood
Title: Enterprise Solutions Specialist
Address: 913 North Broadway OKC, OK 73102
Contact:
Email: cwood@imagenetconsutling.com
Telephone: 405-600-1344 or 580-484-3264

Attachment A: Professional Services Agreement

1. PROFESSIONAL SERVICES AND DELIVERABLES
   a. ImageNet Professional Services. ImageNet will provide the services ("Professional Services") and the tangible work product of Professional Services, if any, ("Deliverables") described in these terms and the relevant Transaction Document (together, our "Agreement"). A "Transaction Document" may include a Statement of Work ("SOW"), Customer accepted order (except for Customer pre-printed terms), a valid ImageNet quotation, proposal letter, or other executed documents that reference these terms and relate to such SOW.
   b. Acceptance. Customer accepts the Professional Services when ImageNet performs them. Customer accepts Deliverables when ImageNet deliver them to Customer, or as both parties otherwise agree in an SOW. The foregoing Deliverable acceptance procedure does not apply to Products or Custom Products, even if they are used in connection with the Professional Services or Deliverables. For the purposes of this Agreement, "Product" means any hardware or software on ImageNet's standard price list at the time ImageNet accept Customer order. "Custom Products" mean any Products that may modify in any way to meet Customer requirements.
   c. Changes. If Customer request changes or ImageNet recommend changes to the Professional Services or Deliverables, ImageNet will follow the change management procedures in the SOW.
2. INTELLECTUAL PROPERTY RIGHTS
   Neither party will gain rights or ownership of copyrights, patents, trade secrets, trademarks or any other intellectual property rights owned by the other by virtue of our Agreement. ImageNet retain exclusive ownership in the Deliverables and own all intellectual property rights, title and interest in any ideas, concepts, know how, documentation or techniques developed under our Agreement. ImageNet grant Customer a non-exclusive, perpetual, non-transferable, royalty-free right and license to use the Deliverables for Customer internal use in the countries in which Customer do business. Customer grant ImageNet a non-exclusive, worldwide, royalty-free right and license (or sub-license) to use, copy, make derivative works of, distribute, display, perform, and transmit Customer and Customer third parties' intellectual property rights to the extent necessary for ImageNet to perform our obligations and our rights under our Agreement.
3. CONFIDENTIALITY
   In connection with the Professional Services described in the Transaction Document, either party may receive or have access to technical information, information about product plans and strategies, promotions, customers and related technical, financial or business information which the disclosing party considers to be the confidential information of that party or its third party contractors or suppliers ("Confidential Information"). The following will apply to any such Confidential Information:
   a. Before any Confidential Information is disclosed, the parties will first agree to disclose and receive such information in confidence. If then disclosed, the Confidential Information will be marked as confidential at the time of disclosure, or if disclosed orally but stated to be confidential, will be designated as confidential in a writing by the disclosing party summarizing the Confidential Information disclosed and sent to the receiving party within thirty (30) days after such oral disclosure.
   b. Confidential Information may be used by the receiving party only with respect to the performance of its obligations under these Terms and the relevant Transaction Document, and only by the employees of the receiving party and its employees, agents or contractors who have a need to know such information for purposes of this these Terms and the relevant Transaction Document. The receiving party will protect, and will ensure that its employees, agents and contractors will protect, the disclosed Confidential Information by using the same degree of care, but no less than a reasonable degree of care, to prevent the unauthorized use, dissemination or publication of the Confidential Information as the receiving party uses to protect its own confidential information of a like nature.
   c. The receiving party's confidentiality obligation will be for a period of three (3) years after the date of disclosure.
   d. The confidentiality obligations of the parties will not extend to information that:
      1. was in the receiving party's possession before receipt from the disclosing party;
      2. Is or becomes publicly known without breach by the receiving party;
      3. Is rightfully received by the receiving party from a third party without a duty of confidentiality;
      4. Is independently developed or learned by the receiving party; or
      5. Is disclosed by the receiving party with the disclosing party's prior written approval.
4. PAYMENTS
   a. Fees and Taxes. Prices are in the local ImageNet price list at the time ImageNet receive Customer order or in a valid Transaction Document. In addition, Customer is responsible for any out of pocket expenses reasonably incurred by ImageNet in connection with the performance of the Professional Services, including the travel and travel-related expenses set forth in the SOW. Prices do not include taxes.
   b. Payment Terms. Customer agrees to pay invoiced amounts within thirty (30) days of our invoice date, without offset. ImageNet may change credit terms or payment terms if, in ImageNet's reasonable opinion, Customer financial condition, previous payment record, or relationship with ImageNet merits such change. ImageNet may discontinue performance if Customer fails to pay any sum due, or if after ten (10) days written notice, Customer has not cured any other failure to perform under this Agreement.
   c. Leasing. If applicable, Customer agrees that even if the Software is not fully installed, accepted and/or does not function or perform as Customer anticipates or expects, the commencement of your lease and the invoicing thereof will begin ten(10) days from the "Effective Date"
5. WARRANTY
   a. Services Warranty. ImageNet will perform the Professional Services using generally recognized commercial practices and standards. If Customer notify ImageNet within thirty (30) days after ImageNet perform that the Professionals Services didn't meet this warranty, ImageNet will re-perform them.
   b. Warranty Disclaimer. The warranty contained in sub-section 5. a. is in place of, ImageNet expressly disclaim, and Customer expressly waive, all other express warranties or conditions, and all other warranties, conditions, and obligations implied in law, including warranties of merchantability and fitness for a particular purpose.
6. LIMITATION OF LIABILITY
   Except for damages for bodily injury, our total liability to Customer is limited to the fees Customer paid for the Professional Services that are the subject of Customer claim. Except for claims by another party for infringement of their intellectual property rights, in no event will either party be liable for any consequential, special, indirect, or incidental damages, including: downtime costs; lost business revenues, or profits; failure to realize expected savings; loss or unavailability of or damage to data; and software restoration. To the extent allowed by local law, these limitations apply regardless of the basis of liability, including negligence, misrepresentation, breach of any kind, or any other claims in contract, tort, or otherwise.
7. TERM AND TERMINATION
   a. Term. Our Agreement becomes effective when ImageNet accepts Customer order and will remain in effect until ImageNet complete the Professional Services or one party terminates the Agreement according to the terms of this section 7.
   b. Termination for Failure to Pay. ImageNet may terminate our Agreement if Customer fails to pay any amount due and Customer don't pay within ten (10) days after ImageNet notify Customer.
   c. Effects of Termination. After our Agreement terminates, Customer will pay ImageNet for all the Professional Services ImageNet performed and our expenses up to the date of termination, and ImageNet will give Customer all work in progress for which Customer has paid. If the amounts Customer owes

ImageNet are less than any of Customer advance payments, ImageNet will refund Customer the difference within thirty (30) days after termination. Any terms of our Agreement which by their nature extend beyond termination will remain in effect until fulfilled.

8. GENERAL
   a. Dependencies. Customer will give ImageNet accurate information and comply with Customer obligations in a timely and cooperative manner. Customer understands that if Customer doesn't ImageNet may not be able to deliver the Professional Services. Customer acknowledges that ImageNet bids and Customer has the right to acquire Professional Services and Products separately.
   b. Similar Services. ImageNet may provide similar Professional Services to our other customers.
   c. Independent Contractor. ImageNet don't intend to create a joint venture, partnership or employment relationship between parties.
   d. Hiring of Employees. Customer won't solicit, offer employment to, or enter into consultant relationships with our employees or consultants who perform (directly or indirectly) Professional Services within one (1) year after an SOW ends. However, Customer may hire an employee or consultant who responds to a general hiring program Customer conduct in the ordinary course of Customer business.
   e. Publicity. Customer won't disclose the price or other terms of our Agreement without asking us first. However, ImageNet may use Customer name and identify this engagement in our general lists of our customers and experience.
   f. No Assignment. Customer may not assign this Agreement without our prior written consent, which consent will not be unreasonably withheld.
   g. Force Majeure. Except for payment obligations, neither party is liable for delays or non-performance due to causes beyond our reasonable control.
   h. Notices. If both parties notify each other about these terms both parties do so in writing and the notices will be effective upon receipt.
   i. Precedence. If these terms conflict with a Transaction Document, these terms take precedence unless the Transaction Document 1) expressly states that it amends these terms and 2) is executed by both parties.
   j. Entire Agreement. The Agreement is the entire agreement between ImageNet regarding Customers purchase of Professional Services and Deliverables. It supersedes and replaces any previous communications, representations or agreements, or Customer additional terms.
   k. Applicable Law. Oklahoma law governs our Agreement; except for its choice of law rules.
   l. Authorization to Install Software. As part of the Professional Services, ImageNet may be required to install copies of third-party or ImageNet-branded software products (the "Software"). Customer authorize ImageNet to accept the license terms accompanying the Software (collectively "Shrink-wrap Terms") on Customer behalf, and acknowledge it is Customer responsibility to review any Shrink-wrap Terms associated with the Software. Shrink-wrap Terms may be in electronic format, embedded in Software, or contained within the Software documentation.
   m. Export and Import. Customer who exports, re-exports, imports, or otherwise transfers Products, technology, or technical data purchased hereunder, assumes responsibility for complying with applicable laws and regulations and for obtaining required export and import authorizations. ImageNet may suspend performance under this Agreement: 1) if the Customer is in violation of any applicable laws or regulations, and 2) to the extent necessary to assure compliance under the U.S. or other applicable export or similar regulations.
   n. No Fee Engagements. If ImageNet provides Services at no cost to Customer, Section 4 and Sub-Sections 7.c. and 7.e. shall not apply to this agreement. In addition, any terms of the Agreement which by their nature extend beyond termination will remain in effect until fulfilled.

Attachment B: Project Change Request

Project Change Request

PCR Number: _____

Date: _____ Party requesting change: _____

Nature of the proposed change:

_____
_____
_____

Reason for the proposed change:

_____
_____
_____

Impact of the proposed change on project:

Pricing: _____

P.O. to which changes will apply: _____

Schedule Changes:

_____
_____

This Project Change Request is (circle): Approved Rejected

Signatures:

ImageNet Consulting Representative: _____

Customer Representative: _____

Attachment C: Project Completion Form

Date:_____

I, _____(Project Manager) agree that ImageNet Consulting has completed this project to the satisfaction of _____(Company Name) and achieved every goal outlined in this Statement of Work in addition to any change requests that were made during the project. No further work will be done for Client in regards to this project, any additional requests will detailed in a new document with a different project scope.

AGREED TO:

Customer	ImageNet
_____	_____
Authorized Representative Signature	Authorized Representative Signature
Name:	Name:
Title:	Title:
Address:	Address: _____
Customer Contact:	Contact:
Email:	Email:
Telephone:	Telephone:

City of Durant

System Installation and Naming Convention

Punch List

Use this document to insure that you follow all naming conventions for the installation and configuration of the solutions software packages. Track all information on summary page and upload to ConnectWise upon completion so that Analyst may use to produce the Sign-Off Documentation

Project Information

Client Name: City of Durant
IT Contact: Marie Goldsby -

Modules to Be Installed

Product Selection:

☒Laserfiche Avante ☐Laserfiche RIO ☐LincDoc

Laserfiche Database Type

☐Oracle ☐Microsoft SQL ☒Microsoft SQL Express

LincDoc Virtual Environment

☐Hyper V ☐VMWare

Laserfiche Module Selection:

☒Laserfiche Workflow ☐Import Agent ☐Quick Fields ☐Quick Fields w/ Agent

☒WebAccess ☐WebLink ☒Audit Trail ☐Records Management ☒Forms

☐Forms Portal

Laserfiche Quick Fields Modules

☐Zone OCR ☐RTL ☐Barcode Lookup ☐Bates Numbering ☐Optical Mark Recognition

☐Pattern Matching

LincDoc Modules

☐Topaz Signature Module ☐Mobile Signatures ☐Authenticated Digital Signatures

☐Laserfiche Connector ☐Mobile App Module ☐External Database Interface

☐Active Directory Integration ☐Doc Package ☐Electronic Payment ☐Unlimited Forms

Confidential Summary:

Punch List Summary

Network and System Credentials and Logins

- **System Login and Password:**
- **Service Login and Password:**

Laserfiche Configuration

SQL Information

- **SQL Server Host Name:**
- **Databases mdf and ldf Paths:**
- **LF SQL Login (If not tied to Service Account):**
- **LF Server DB Name:**
- **Workflow DB Name:**
- **Audit Trail DB Name:**
- **LF Forms DB Name:**

Laserfiche Configuration Information

- **LF Server Host Name:**
- **LF Server IP Address:**
- **LF Database Name:**
- **LF Server Physical Location:**
- **LF Repository Name:**
- **LF Repository Data Path:**
- **LF Installation Media Path:**
- **Workflow Server Host Name:**
- **Workflow Database Name:**
- **Workflow Laserfiche 'wf9user' login password:**

WebAccess URL:
Audit Trail URL:
Who is Permitted Audit Trail Rights:
LF Forms Server Host:
LF Forms URL:

Pre-Flight Check

1. Review Statement of Work for listed modules as Included
2. Verify Modules that are licensed and will require download and configuration via LF Support Site.
    1. Any discrepancies should be brought up to operations immediately
3. For LincDoc, complete the LincDoc Questionnaire with client 1 week before Installation date.

Quick Reference Table	(Item x Default Value)
Media Folder	{Datadrive}\ImageNet Installation Media\
LF Repositories	{Datadrive}\Repositories\{RepoName}
DB Location (if on LF Server)	{Datadrive}\Repositories\DB Files\
LWSA Password	1M@g3N3t
LD Admin Password	{ClientAcronym}ldadmin
LF Admin Password	{ClientAcronym}lfadmin
LF WF User	wf9user
LF WF User Password	wf9user_{ClientAcronym}
LF Iagent User	IAgent
LF Iagent User Password	iagent_{ClientAcronym}
LF Audit Trail User	Audit9User
LF Audit User Password	audit9user_{ClientAcronym}
LF Group for all System accounts to be placed in	Admin Services –Configure it. Not individual System Accounts
LF LincDoc User	Lincdoc
LF LincDoc User Password	L1ncD0c
LF QF Agent User	QFA
QF Agent User Password	qfa_{ClientAcronym}

Pre-Installation Procedures

- Secure and document all server IP and host names from client
- Secure and document Service account and SQL logins for use in project
- Secure and document SMTP and account information for email functionality.
- Perform server Pre-Requisite installation for necessary modules on their respective servers
    - All LF Server Pre-Reqs
        - Add Server Roles
            - Application Server
            - Web Server (IIS)
                - Install Role Options
                - ASP.NET
                - .NET Extensibility
                - Security – Basic Authentication
                - Security – Windows Authentication
                - Management Tools
                - IIS Mgmt Console
                - IIS 6 Mgmt Compatibility – ALL options
    - LF Workflow Server Pre-Reqs
        - Add Feature
            - Message Queuing
    - LF Primary Server Pre-Reqs
        - Create default folders on Data Drives
            - "ImageNet Installation Media"
            - "Repositories"
                - If SQL on this server, create sub-folder called "Database Files"
        - Download and install SQL Management Studio for SQL communications
        - Download Licenses and Media to "Installation Media" folder
        - Copy all activation keys from LF Support to text file called "Activation Keys.txt"

- **Track by listing machine name and HWFgrprint of each machine where Activation Keys are used throughout install**

- Extract all modules to folders by module name with version & Revision as folder name.
  - Ex: Laserfiche RIO would extract to folder called "D:\Laserfiche Installation Media\RIO 9.1.1.548\"

Installation Procedures

Laserfiche Procedure

- Install Laserfiche Server

- Components default will work, except check/uncheck SQL Express install as needed depending on program

- Install Laserfiche Client on LF Server
  - Select Custom Install
    - DO NOT INSTALL
      - Photodocs
      - Scanning
      - Language Packs (unless in Miami)
- Configure Databases
  - IF SQL Server is same as LF Server
    - In SQL Management Studio and "Create Database" with intended naming schema as outlined below
    - DB location should be in "Repositories\Database Files\" Folder
- Name all DB according to naming schema:
  - LF Server DB- Repository name PLUS version for LF Server.
    - EX: Repository = "ImageNet_Consulting" Database = "ImageNet_Consulting_911" for version 9.1.1
  - Workflow DB - Create empty DB call "LFWorkflow" + Version.
    - ex: LFWorkflow_911
  - Audit Trail DB - Create empty DB called "LFAudit" + Version
    - ex: LFAudit_911
- Open Laserfiche Admin Console, Create new repository
  - During configuration, Repository name should be client name (must not contain spaces), unless multiple repositories will be used.
  - Location of repository should be {DataDrive}\Repositories\{RepositoryName}
  - When asked to create DB
    - For separate SQL Server
      - Repository name PLUS version for LF Server.
        - EX: Repository = "ImageNet_Consulting" Database = "ImageNet_Consulting_911" for version 9.1.1
    - For SQL Server on LF Server
      - Point to previously created empty DB that you made in SQL Management Studio
  - In new repository, go to 'Everyone' user and disable Bypass Filter and Bypass Browse privileges.

- Set admin user account password using naming convention "{ClientAcronym}lfadmin"
    - Ex: Edgemont Public Schools would be "epslfadmin" –NO CAPS
- Create LF Group called "Admin Services"
- Give Admin services ALL Rights and Privileges
- Create user 'wf9user' and add to Admin Services.
    - Set wf9user password to 'wf9user_{ClientAcronym}'
- For AuditTrail, create user 'Audit9user' and add to admin services group.
    - Set Audit9user password to 'audit9user_{ClientAcronym}'
- For Quick Fields Agent, create 'QFA' and add to Admin Services group.
    - Set QFA password to 'qfa_{ClientAcronym}'
- Set Recycle Bin expiration to 120 Days
- Turn on "Track Sticky Notes"
- Turn on "File Deletion" in repository settings
- Set "Entry Conflict" minimum number of digits to 2

- In Client, login to repository using admin account to test connectivity.
    - In client, give "Admin Services" group all rights at Root Folder
- Install Workflow on designated Server
    - Run Workflow Configuration Manager
        - Select previously made empty SQL DB during configuration or if on SQL Server create via wizard using above listed naming convention.
            - Set SMTP configuration
            - Tie AD account to Trustee Settings
            - Add Repositories to Monitored Repositories

C-2011-34

ImageNet Leasing, A Limited Partnership	Lease Agreement #

Lessee Information

Lessee

City of Durant

Billing Address

PO Box 578

City	County	State	Zip	Phone Number
Durant	**Bryan**	**OK**	**74702**	**580-931-6652**

Equipment Description

Make & Type	Quantity	Model	Attachments	Serial Number
			Please see attached City of Durant Server Schedule A	

Location	Address:	City:	County:	State:	Zip:
	300 West Evergreen	**Durant**	**Bryan**	**OK**	**74701**

Term & Payment Schedule

Term in Months	Lease Payment
60	$ 99.56

Approval

Lessee

By X Jerry L. Fowler — Mayor, City of Durant, OK

Authorized Signature — Title

Certificate of Acceptance of Leased Equipment

We hereby acknowledge that on the date indicated below we received delivery of all the equipment described in the lease numbered above. The equipment is accepted by us as the Equipment described in the Lease and is satisfactory in all respects for the purposes of said Lease.

By X

Authorized Signature — Date

Terms and Conditions

1. This contract shall commence on 1st day of July 2017 and shall terminate on the last day of June 2022. The Contract may be extended for Lessee's 2018-2022 years only if mutually ratified by Lessor and Lessee for each of those years.
2. The Lessee shall have the right to terminate this lease at the end of any fiscal year of the Lessee if the State fails to allocate sufficient funds to the Lessee for the rental payments required under the lease.
3. Should Lessee fail to receive sufficient funds, Lessee will notify the Lessor in writing thirty (30) days prior to the end of the then current fiscal year of its termination of the lease and allow Lessor the opportunity to present Lessee with alternate options.
4. A Purchase Order has previously been issued by the Lessee, the number of which is set forth below and a copy of which is attached.
5. It is expressly understood that the contract is subject to the procedures and limitations provided under Oklahoma Law.

Purchase Order #:

Accepted By

Lessor:	By:	Title:	Accepted On:
ImageNet Leasing, Ltd.		Manager	6/28/2017

City of Durant Laserfiche Schedule A

Server Details					
Quanitity	*Item number*	*description*	*MSRP list (per)*	*City of Durant Preferred (per)*	*line item total*
1		Dell PowerEdge R330 Rackable Server	$ 5,191.00	$ 3,676.69	$ 3,676.69
Dell PowerEdge Server configured with PowerEdge R330 Motherboard v2, Shassis with up to 8, 2.5" Hot Plug Hard Drives, Intel Xeon E3-1220 v5 3.0GHz, 8M cache, 4C/4T, Turbo (80W) Processors, Standard Heat Sink for PE R230/R330, Raid 5, H330/H730 for SAS/SATA, PERC H330 RAID Controller, On-Board LOM 1GBE Dual Port (BCM5720 GbE LOM), iDRAC8, Basic, DVD ROM SATA Internal, Bezel up to 8 Drive Chassis, ReadyRails Sliding Rails Without Cable Management, Performance BIOS Settings, Dual Hot Plug Power Supplies 350W, Windows Server 2012R2 Standard Edition Factory Installed No Media, 2 Socket 2 VMs No CALs, Windows Server 2012R2 Standard Media Fl Standard Ed Downloadable Image, Cooling Fan and Dell Limited Warranty with On Site Service.					
				Totals for Laserfiche Liscensing	$ 3,676.69
Professional Services Components					
#REF!	*Item number*	*description*	*MSRP list (per)*	*City of Durant Preferred (per)*	*line item total*
	MITPSG	Server Server Install and Configuration	$ -	$ -	$ 800.00
				Totals for Professional Services Components	$ 800.00
				Purchase Total	$ 4,476.69
				60 Month Mututally-Ramified State Lease Option	$ 99.56

Initial: _____

Service Level Agreement – Software Solutions

This Service Level Agreement is made between City of Durant and ImageNet Consulting, LLC ("ImageNet") on the Effective Date below.

Services

ImageNet will provide Client with certain Software Solutions services as more fully described in Appendix B to this Agreement under the terms herein.

Hardware/System Support

ImageNet shall provide support and replacement of all hardware and systems specified in Appendix B, provided that all Software is Genuine, Currently Licensed, and Vendor-Supported. Should any hardware or systems fail to meet these provisions, they will be excluded from this Service Agreement. Should 3rd Party Vendor Support Charges be required in order to resolve any issues, these will be passed on to the Client after first receiving the Client's authorization to incur them.

Coverage

Remote Helpdesk and remote technical services will be provided to the Client by ImageNet through remote means between the hours of 8:00 am – 5:00 pm Monday through Friday, ImageNet recognized holidays. If customer is greater than 25 miles from an ImageNet office, travel costs will be charged to the client as an extension of the time of the call.

Support and Escalation

ImageNet will respond to Client's Trouble Tickets under the provisions of Appendix A, and with best effort after hours or on holidays. Trouble Tickets must be opened via our ticket entry process by submitting an email ticket to: softwaresupport@imagenetconsulting.com or by phone if internet is unavailable. Each call will be assigned a Trouble Ticket number for tracking and the client will be notified of its receipt. Our escalation process is detailed in Appendix A.

Service outside Normal Working Hours

Emergency services performed outside of the hours of 8:00 am – 5:00 pm Monday through Friday, excluding public holidays, shall be subject to provisions of Appendix B.

Service Disclaimer

Client grants ImageNet authorization to view any data within the regular routine of the repair or system improvement. Client also authorizes ImageNet to reasonably delete, change, and/or rewrite any necessary information to complete the system repair or improvement that is consistent with the standards and practices in the industry

Excluded Services

Service rendered under this Agreement does not include:

- Post-Project on-site software technical services (see fee schedule for pricing)
- Post-Project training of administrator or end-users after project completion
- Hardware warranty or maintenance (separate agreement required)

Suitability of Existing Environment

Minimum Standards Required for Services

In order for Client's existing environment to qualify for ImageNet's Remote Technical Services, the following requirements must be met:

- All Servers with Microsoft Windows Operating Systems must be running Windows 2003 Server or later, and have all of the latest Microsoft Service Packs and Critical Updates installed.
- All Desktop PC's and Notebooks/Laptops with Microsoft Windows Operating Systems must be running Windows XP Pro or later, and have all of the latest Microsoft Service Packs and Critical Updates installed.
- All Server and Desktop Software must be Genuine, Licensed and Vendor-Supported.
- The environment must have a currently licensed, up-to-date and Vendor-Supported Server-based Antivirus Solution protecting all Servers, Desktops, Notebooks/Laptops, and Email.
- The environment must have a currently licensed, Vendor-Supported Server-based Backup Solution that can be monitored, and send notifications on job failures and successes.
- The environment must have a currently licensed, Vendor-Supported Hardware Firewall between the Internal Network and the Internet.

- All Wireless data traffic in the environment must be securely encrypted.
- There must be an outside static IP address assigned to a network device, allowing VPN access.

Chronically Failing Equipment

Experience has shown equipment belonging to the client which has initially passed Minimum Standard Requirements for system support can reveal itself to become chronically failing. This means that the equipment repeatedly breaks down and consistently causes user and business interruption even though repairs are accomplished. Should this occur, while rare, Client agrees to work constructively and positively with ImageNet to replace the equipment to ensure optimum system performance.

Term of Agreement

This Agreement is effective upon the date signed, shall remain in force for one year ("Initial Term"). Any adjustments or modifications to the terms herein must be made in writing as an amendment to this Agreement and must be signed by Client and ImageNet.

- This Agreement automatically renews for subsequent annual terms beginning on the day immediately following the end of the Initial Term unless either party gives the other thirty (30) day's prior written notice of its intent not to renew this Agreement.
- This Agreement may be terminated by either party if the other Party:
  - Breaches any material term or condition of this Agreement and fails to remedy such breach within ninety (90) days of receipt of such written notice; or
  - Terminates or suspends its business operations, unless it is succeeded by a permitted assignee under this Agreement.
- If either party terminates this Agreement, ImageNet will assist Client in the orderly termination of services, including timely transfer of the services to another designated provider. Client agrees to pay ImageNet the costs of rendering such assistance. Costs could include but are not limited to: Training, data transfer, license transfers or equipment de-installation.
- Client agrees to allow ImageNet to assign, delegate, and subcontract services to third party competent contractors approved by ImageNet.
- If block time is purchased on this agreement, it has an expiration date one year from the date of this agreement.

Taxes

It is understood that any Federal, State or Local Taxes applicable shall be added to each invoice for services or materials rendered under this Agreement. Client shall pay any such taxes unless a valid exemption certificate is furnished to ImageNet for the state of use.

Limitation of Liability

In no event shall ImageNet be held liable for indirect, special, incidental or consequential damages arising under this contract, including but not limited to loss of profits or revenue, loss of use of equipment, lost data, costs of substitute equipment, or other costs.

ImageNet or its suppliers shall not be liable for any indirect, incidental, consequential, punitive, economic or property damages whatsoever (including any damages for loss of business profits, business interruption, loss of data or other pecuniary loss) arising out of this Agreement

Confidentiality

ImageNet and its agents may use Client information, as necessary to or consistent with providing the contracted services, and will use best efforts to protect against unauthorized use.

Miscellaneous

This agreement shall be governed by, construed and enforced in accordance with the laws of the State of Oklahoma Jurisdiction and venue shall exclusively lie in the County of Oklahoma City of Oklahoma City. It constitutes the entire Agreement between Client and ImageNet for services listed in "Appendix B". This agreement can be modified by a signed written Addendum by both parties.

If any collection action litigated or otherwise, is necessary to enforce the terms of this agreement, ImageNet shall be entitled to reasonable attorneys' fees and costs in addition to any other relief to which it may be entitled.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

ImageNet is not responsible for failure to render services due to circumstances beyond its control including, but not limited to, acts of God.
IN WITNESS WHEREOF, the parties hereto have caused this Service Agreement to be signed by their duly authorized representatives as of the date set forth below.

Fees and Payment Schedule

- Fees will be $5,935.00 per year plus applicable taxes, invoiced to Client on an annual basis, and will become due and payable on the first day of the renewal month. Services will be suspended if payment is not received within 10 days following the date due. Refer to Appendix B for ImageNet Services covered by the annual fee under the terms of this Agreement. Any additions to the current system at any future time will be added to the annual fee.
- It is understood that any and all Services requested by Client that fall outside of the terms of this Agreement will be considered Projects, and will be quoted and billed as separate, individual Services.
- ImageNet Consulting, LLC reserve the right to increase contract rates annually, not to exceed 10% of the previous contract year fees and payments.

Accepted by: SIGN HERE

		6-13-2017
Authorized Signature	City of Durant	Date
	Enterprise Solutons Specialist	5-15-2017
Authorized Signature	ImageNet Consulting	Date

Appendix A

Response and Resolution Times

The following table shows the targets of response and resolution times for each priority level:

Trouble	Priority	Response time (in hours) *	Resolution time (in hours) *	Escalation threshold (in hours)
Service not available (all users and functions unavailable).	1	Within 1 hour	ASAP – Best Effort	2 hours
Significant degradation of service (large number of users or business critical functions affected)	2	Within 4 hours	ASAP – Best Effort	8 hours
Limited degradation of service (limited number of users or functions affected, business process can continue).	3	Within 24 hours	ASAP – Best Effort	48 hours
Small service degradation (business process can continue, one user affected).	4	Within 48 hours	ASAP – Best Effort	96 hours

Support Tiers

The following details and describes our Support Tier levels:

Support Tier	Description
Tier 1 Support	All support incidents begin in Tier 1, where the initial trouble ticket is created, and the issue is identified and clearly documented, and basic hardware/software troubleshooting is initiated. Support provided by ImageNet
Tier 2 Support	All support incidents that cannot be resolved with Tier 1 Support are escalated to Tier 2, where more complex support on hardware/software issues can be provided by more experienced Engineers. Support provided by ImageNet & Vendor
Tier 3 Support	Support Incidents that cannot be resolved by Tier 2 Support are escalated to Tier 3, where support is provided by the most qualified and experienced Engineers who have the ability to collaborate with 3rd Party (Vendor) Support Engineers to resolve the most complex issues.

Service Request Escalation Procedure

- Support Request is Received
- Trouble Ticket is Created
- Issue is Identified and documented in Help Desk system
- Issue is qualified to determine if it can be resolved through Tier 1 Support

If issue can be resolved through Tier 1 Support:

- Level 1 Resolution - issue is worked to successful resolution
- Quality Control –Issue is verified to be resolved
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 1 Support:

- Issue is escalated to Tier 2 Support
- Issue is qualified to determine if it can be resolved by Tier 2 Support

If issue can be resolved through Tier 2 Support:

- Level 2 Resolution - issue is worked to successful resolution
- Quality Control –Issue is verified to be resolved
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 2 Support:

- Issue is escalated to Tier 3 Support
- Issue is qualified to determine if it can be resolved through Tier 3 Support

If issue can be resolved through Tier 3 Support:

- Level 3 Resolution - issue is worked to successful resolution
- Quality Control –Issue is verified to be resolved
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 3 Support:

- Issue is escalated to Onsite Support
- Issue is qualified to determine if it can be resolved through Onsite Support

If issue can be resolved through Onsite Support:

- Onsite Resolution - issue is worked to successful resolution
- Quality Control –Issue is verified to be resolved
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

Appendix B

Software (Software Upgrades, Remote Technical Support All Tiers)

Basic Laserfiche Software Assurance Plan (LSAP B Annual) * $5,935.00

**Laserfiche Software Assurance Plans Include Certified Product Professional Classes as defined.*

Service Rates

Labor	Rate
Remote Help Desk **8am-5pm M-F (30 minutes per ticket)**	INCLUDED
Remote Software Access/Fix **8am-5pm M-F (30 minutes per ticket)**	INCLUDED
Remote Administrator Assistance **8am-5pm M-F (30 minutes per ticket)**	INCLUDED
Remote Scanner Assistance **8am-5pm M-F (30 minutes per ticket)**	INCLUDED
Tier 2 Software Manufacturer Support	INCLUDED
Remote Help Desk (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$135/hr.
Remote Software Access Technical/Fix (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$135/hr.
Remote Administrator Assistance (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$135/hr.
Remote Capture Assistance (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$135/hr.
Remote Workflow/Issues (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$195/hr.
Remote Migration/Issues (after 30 minutes billed in 15 min. increments) **8:00 am-5pm M-F**	$195/hr.
On site Technical/Issues Labor **8:00 am – 5:00 pm (1 hour minimum)**	$165/hr.
Onsite Workflow and Migration/Issues Labor **8:00 am – 5:00 pm (1 hour minimum)**	$225/hr.
Onsite Labor **All Other Times (1-Hr Minimum)**	$ Time and a half/hr.

Hardware

Servers, scanners and other hardware are covered under warranty or separate maintenance agreement.

C-2017-55

ImageNet Consulting

Managed Services Agreement

Customer Information

Legal Name:	City of Durant						
Billing Address:	PO Box 578						
City:	Durant	State:	OK	Zip:	74702	Main Phone #:	580-931-6652
Equipment Address:	300 West Evergreen						
City:	Durant	State:	OK	Zip:	74702	Phone #:	580-931-6652
Main Contact:	Marie Goolsby	E-Mail:	mgoolsby@durant.org		Phone:	580-579-4480	Ext:
A/P Contact:	Michelle Hall	E-Mail:	mihall@durant.org		Phone:	580-931-6652	Ext:

Equipment Description

Refer to Schedule A, attached to and made part of this Agreement, for specific equipment, pricing and locations.

Agreement Terms

Term in Months				
	Start Date: July 1, 2017	**Total Agreement Charge**	**$150.00**	**per billing.**
12	Expiration Date: June 30, 2018	Base to be billed in advance:	☒ Monthly	☐ Quarterly ☐ Annually

Standard Services

1. **Coverage.** Remote Helpdesk and Vendor Management of Client's IT networks will be provided to the Client by ImageNet Consulting, LLC's Managed IT Services through remote means between the hours of 8:00am – 5:00pm Monday through Friday, excluding public holidays. Network Monitoring Services will be provided during and after business hours, including public holidays. All services qualifying under these conditions, as well as Services that fall outside this scope will fall under the provisions of Appendix B.
2. **Support and Escalation.** ImageNet Consulting, LLC's Managed IT Services will respond to Client's Trouble Tickets under the provisions of Appendix A, and with best effort after hours or on holidays. Trouble Tickets must be opened via email at ITSolutions@Imagenetconsulting.com or by phone at 1-844-787-7078 if internet is unavailable. Each call will be assigned a Trouble Ticket number for tracking. For reference, the escalation process is detailed in Appendix A.
3. **Hardware/System Support**. ImageNet Consulting's Managed IT Services shall provide support of hardware and systems specified in Appendix B, provided that all Software is Genuine, Currently Licensed, and Vendor-Supported. Should any hardware or systems fail to meet these provisions, they will be excluded from this Service Agreement. Should 3rd Party Vendor Support Charges be required in order to resolve any issues, these will be passed on to the Client after first receiving the Client's authorization to incur them.
4. **Monitoring Services.** ImageNet Consulting's Managed IT Services will provide ongoing monitoring and security services of all critical devices as indicated in Appendix B. ImageNet Consulting's Managed IT Services will provide monthly reports as well as document critical alerts, scans and event resolutions to Client. Should a problem be discovered during monitoring, ImageNet Consulting's Managed IT Services shall make every attempt to rectify the condition in a timely manner through remote means.
5. **Correspondence**: All correspondence relating to the notifications within this agreement are to be sent via registered letter to the Contracts Department at: 913 N. Broadway, Oklahoma City, OK 73102 attention Contracts.

Key Contact: Customer agrees to make available and designate a key contact for general administration of this Agreement. If the employment status of Customer key contact changes so as to affect the contact's availability to perform this assignment, Customer shall promptly inform ImageNet and replace with a new key contact.

Initial_____

Customer Authorized Signature:	ImageNet Consulting, LLC Authorized Signature:
Terry L. Paulsen 6/13/2017	1GU 6/28/17
Accepted by: Title: Date:	Accepted by: Title: Date:

CITY OF DURANT OFFICIAL SEAL STATE OF OKLAHOMA

Standard Terms & Conditions

1. **Suitability of Existing Environment**

Minimum Standards Required for Services

In order for Client's existing environment to qualify for ImageNet Consulting, LLC's (ImageNet) Managed IT Services, the following requirements must be met:

1. All Servers must have Vendor-Supported versions of Microsoft Windows Operating Systems and have all of the latest Microsoft Service Packs and Critical Updates installed.
2. All Desktop PC's and Notebooks/Laptops must have Vendor-Supported versions of Microsoft Windows Operating Systems and have all of the latest Microsoft Service Packs and Critical Updates installed.
3. All Server and Desktop Software must be Genuine, Licensed and Vendor-Supported.
4. The environment must have a currently licensed, up-to-date and Vendor-Supported Server-based Antivirus Solution protecting all Servers, Desktops, Notebooks/Laptops, and Email.
5. The environment must have a currently licensed, Vendor-Supported Server-based Backup Solution that can be monitored, and send notifications on job failures and successes.
6. The environment must have a currently licensed, Vendor-Supported Hardware Firewall between the Internal Network and the Internet.
7. All Wireless data traffic in the environment must be securely encrypted.
8. There must be an outside static IP address assigned to a network device.
9. Please reference *Covered Equipment and Application Form* and *Level Report: Site Device Summary.*
10. Any changes that are made to the Covered Equipment must be approved by both parties.

Costs required to bring Client's current environment up to these Minimum Standards are included in the ImageNet's Managed IT Services Equipment Proposal.

Chronically Failing Equipment

Experience has shown equipment belonging to the client which has initially passed Minimum Standard Requirements for Service can reveal itself to become chronically failing. This means that the equipment repeatedly breaks down and consistently causes user and business interruption even though repairs are accomplished. Should this occur, while rare, client agrees to work constructively and positively with ImageNet Consulting's Managed IT Services to replace the equipment at additional cost.

2. **Coverage Excluded**

Service rendered under this Agreement does not include:

1) Parts, equipment or software for Client's telecommunications systems which are not covered by ImageNet's Managed IT Services warranty or support.
2) The cost of any Software, Licensing, or Software Renewal or Upgrade Fees of any kind.
3) The cost of any 3rd Party Vendor or Manufacturer Support or Incident Fees of any kind.
4) The cost to bring Client's environment up to minimum standards required for Services.
5) Failure due to acts of God, building modifications, power failures or other adverse environmental conditions or factors.
6) Service and repair made necessary by the alteration or modification of equipment other than that authorized by ImageNet's Managed IT Services, including alterations, software installations or modifications of equipment made by Client's employees or anyone other than ImageNet's Managed IT Services.
7) Maintenance of Applications software packages, whether acquired from ImageNet's Managed IT Services or any other source unless as specified in Appendix B.
8) Programming (modification of software code) and program (software) maintenance unless as specified in Appendix B.
9) Training Services of any kind.
10) This proposal does not include replacement of or parts required for repairs on printers, screens or peripherals, (PDA's, Point of Sale Scanners, Digital Cameras, Cell Phones, Blackberry's nor any other specialized accessory), unless this equipment was originally provided under this agreement or a pre-existing ImageNet Managed IT Services agreement. All labor required for installation of the above devices is covered under this agreement.
11) Consumables such as printer maintenance kits, toner, ink, batteries, paper, etc. are not included or covered under this service agreement and will be invoiced separately.

3. **Confidentiality**

In connection with the Professional Services described in the Transaction Document, either party may receive or have access to technical information, information about product plans and strategies, promotions, customers and related technical, financial or business information which the disclosing party considers to be the confidential information of that party or its third party contractors or suppliers ("Confidential Information"). The following will apply to any such Confidential Information:

a. Before any Confidential Information is disclosed, the parties will first agree to disclose and receive such information in confidence. If then disclosed, the Confidential Information will be marked as confidential at the time of disclosure, or if disclosed orally but stated to be confidential, will be designated as confidential in a writing by the disclosing party summarizing the Confidential Information disclosed and sent to the receiving party within thirty (30) days after such oral disclosure.

b. Confidential Information may be used by the receiving party only with respect to the performance of its obligations under these Terms and the relevant Transaction Document, and only by the employees of the receiving party and its employees, agents or contractors who have a need to know such information for purposes of this these Terms and the relevant Transaction Document. The receiving party will protect, and will ensure that its employees, agents and contractors will protect, the disclosed Confidential Information by using the same degree of care, but no less than a reasonable degree of care, to prevent the unauthorized use, dissemination or publication of the Confidential Information as the receiving party uses to protect its own confidential information of a like nature.

c. The receiving party's confidentiality obligation will be for a period of three (3) years after the date of disclosure.

d. The confidentiality obligations of the parties will not extend to information that:

1. was in the receiving party's possession before receipt from the disclosing party;
2. Is or becomes publicly known without breach by the receiving party;
3. Is rightfully received by the receiving party from a third party without a duty of confidentiality;
4. Is independently developed or learned by the receiving party; or
5. Is disclosed by the receiving party with the disclosing party's prior written approval.

4. **Additional Equipment:** Customer must immediately notify ImageNet upon installation and network connection of any additional hardware at Customer's site. Upon installation, such equipment will automatically be included as the Equipment under this Agreement and billed accordingly to Customer.

5. **Term:** This Agreement will begin on the Effective Date and continue for a term designated in the Agreement Terms section of this Agreement (the "Initial Term"). This Agreement will be automatically extended for an additional twelve (12) months; unless Customer provides written notice to ImageNet of its intent to cancel the Agreement at least thirty (30) days prior to the last day of the then current term. ImageNet may cancel this Agreement at the end of each term without written notice.

6. **Early Termination:** The Agreement is set for a 12-month contract should an early termination be requested it will need to be submitted in writing to (All correspondence relating to the notifications within this agreement are to be sent via registered letter to the Contracts Department at: 913 N. Broadway, Oklahoma City, OK 73102 attention Contracts.) and the customer will be required to pay an early termination fee relative to 4 months of monthly revenue should the contract be expiring within 4 months the remaining term of the contract would have to be paid out to be release from the full contractual obligation.

7. **Payment:** Payment is due ten (10) days from date of invoice. Delinquent amounts will accrue interest at a rate of 1.5 percent of the past due amount per month (or, if lower, the maximum rate of interest chargeable under applicable law). Customer will pay all federal, state and local sales, use, property, excise or other taxes imposed with respect to the equipment listed on this Agreement.

8. **Indemnification:** Each party agrees to hold harmless, defend and indemnify the other party against any liability, demand, claim or cause of action for personal injury or property damage due to or arising out of the acts of that party, its agents and employees. However, each party shall have no obligation to hold harmless, defend or indemnify the other from or for liability arising from the other's own intentional or negligent acts. In no event will ImageNet be liable to Customer for consequential or damages due to ImageNet non-performance, any breach of this Agreement, or any act of ImageNet or of its employees or agents.

9. **Assignment:** ImageNet may sell, assign or transfer this Agreement, without notice. Customer agrees that if ImageNet sells, assigns or transfers this Agreement, the new owner will have the same rights and benefits that ImageNet now has. Customer agrees that the right of the new owner will not be subject to any claims, defenses, or set offs that you may have against us. In the event of a sale, assignment or transfer, ImageNet agrees to remain responsible for our obligations hereunder. Customer may not sell, transfer and/or assign this Agreement without the prior written consent of ImageNet, such consent not to be unreasonably withheld.

10. **Miscellaneous:** This Agreement supersedes all prior discussions or understandings between the parties. This Agreement cannot be changed or terminated orally. No modification of this Agreement shall be binding unless signed by both parties. If any provision of this Agreement is held to be invalid or unenforceable, the remainder of the Agreement shall still be construed as valid and enforceable. No waiver shall be deemed to be made by any party of any of its rights hereunder unless, the same shall be in writing signed by the waiving party and any waiver shall be a waiver only with respect to the specific instance involved and shall in no way impair the rights or obligations of any party in any respect at any other time.

11. **Breach or Default:** If the Customer does not pay all charges for services as provided hereunder, promptly when due: (1) ImageNet may (a) refuse to provide service or supplies and (2) the Customer agrees to pay ImageNet costs and expenses of collection including the reasonable attorney's fee permitted by law in addition to all other rights and remedies available to ImageNet.

12. **Jurisdiction:** This Agreement will be governed by and construed according to the laws of the State of Oklahoma applicable to agreements wholly negotiated, executed and performed in Oklahoma. It constitutes the entire Agreement between parties and may not be modified except in writing signed by duly authorized officers of ImageNet and the Customer.

13. **Non-solicitation.** During the term of the contract, and for a period of one (1) year immediately thereafter, the customer agrees not to solicit any employee or independent contractor of ImageNet Consulting on behalf of any other business enterprise, nor shall you induce any employee or independent contractor associated with the Company to terminate or breach an employment, contractual or other relationship with the Company.

Managed Services Agreement
Schedule A

Covered Equipment and Application Form and Level Report: Site Device Summary			
Type	**Make**	**Location**	**Coverage**
1	**Dell PowerEdge Server for Laserfiche**	**City of Durant: 300 W Evergreen Durant, OK 74702**	**Gold Support**

Appendix A – Support and Escalation

Response and Resolution Times

The following table shows the targets of response and resolution times for each priority level:

Trouble	Priority	Response time (in hours) *	Resolution time (in hours) *	Escalation threshold (in hours)
Service not available (all users and functions unavailable).	1	Within 1 hour	ASAP – Best Effort	2 hours
Significant degradation of service (large number of users or business critical functions affected)	2	Within 4 hours	ASAP – Best Effort	8 hours
Limited degradation of service (limited number of users or functions affected, business process can continue).	3	Within 24 hours	ASAP – Best Effort	48 hours
Small service degradation (business process can continue, one user affected).	4	Within 48 hours	ASAP – Best Effort	96 hours

Support Tiers

The following details and describes our Support Tier levels:

Support Tier	Description
Tier 1 Support	All support incidents begin in Tier 1, where the initial trouble ticket is created, and the issue is identified and clearly documented, and basic hardware/software troubleshooting is initiated.
Tier 2 Support	All support incidents that cannot be resolved with Tier 1 Support are escalated to Tier 2, where more complex support on hardware/software issues can be provided by more experienced Engineers.
Tier 3 Support	Support Incidents that cannot be resolved by Tier 2 Support are escalated to Tier 3, where support is provided by the most qualified and experienced Engineers who have the ability to collaborate with 3rd Party (Vendor) Support Engineers to resolve the most complex issues.

Service Request Escalation Procedure

1. Support Request is Received
2. Trouble Ticket is Created
3. Issue is Identified and documented in Help Desk system
4. Issue is qualified to determine if it can be resolved through Tier 1 Support

If issue can be resolved through Tier 1 Support:

a. Level 1 Resolution - issue is worked to successful resolution
b. Quality Control –Issue is verified to be resolved
c. Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 1 Support:

d. Issue is escalated to Tier 2 Support
e. Issue is qualified to determine if it can be resolved by Tier 2 Support

If issue can be resolved through Tier 2 Support:

f. Level 2 Resolution - issue is worked to successful resolution
g. Quality Control –Issue is verified to be resolved
h. Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 2 Support:

i. Issue is escalated to Tier 3 Support
j. Issue is qualified to determine if it can be resolved through Tier 3 Support

If issue can be resolved through Tier 3 Support:

k. Level 3 Resolution - issue is worked to successful resolution
l. Quality Control –Issue is verified to be resolved
m. Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

If issue cannot be resolved through Tier 3 Support:

n. Issue is escalated to Onsite Support
o. Issue is qualified to determine if it can be resolved through Onsite Support

If issue can be resolved through Onsite Support:

p. Onsite Resolution - issue is worked to successful resolution
q. Quality Control –Issue is verified to be resolved
r. Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system

Servers

Manage Servers	Ongoing	YES
Check print queues	As needed	YES
Monitor all Server services	Ongoing	YES
Keep Service Packs, Patches and Hot fixes current as per company policy	Monthly	YES
Check event log of every server and identify any potential issues	As things appear	YES
Monitor hard drive free space on server	Ongoing	YES
Exchange Server user/mailbox management	As needed	YES
Monitor Active Directory replication	As needed	YES
Monitor WINS replication	As needed	YES
SQL server management	As needed	YES
Reboot servers if needed	As needed	YES
Run defrag and chkdsk on all drives	As needed	YES
Scheduled off time server maintenance	As needed	YES
Install supported software upgrades	As needed	YES
Determine logical directory structure, Implement, MAP, and detail	As needed	YES
Set up and maintain groups (accounting, admin, printers, sales, warehouse, etc)	As needed	YES
Check status of backups	Daily	YES
Alert Client to dangerous conditions -Memory running low -Hard drive showing sign of failure -Hard drive running out of disk space -Controllers losing interrupts -Network Cards report unusual collision activity	As needed	YES
Educate and correct user errors (deleted files, corrupted files, etc.)	As needed	YES
Clean and prune directory structure, keep efficient and active	As needed	YES

Appendix A – Qualifying Services

Service Rates

Labor	Rate
Remote Assistance 8am-5pm (Monday-Friday)	INCLUDED
Remote Maintenance 8am-5pm (Monday-Friday)	INCLUDED
Remote Network Monitoring 24x7x365	INCLUDED
Remote PC Management/Help Desk 5:01pm-9pm M-F	$ 100/hr
Remote Printer Management 5:01pm-9pm M-F	$ 100/hr
Remote Network Management 5:01pm-9pm M-F	$ 100/hr
Remote Server Management 5:01pm-9pm M-F	$ 100/hr
Remote Lab Labor 5:01pm-9pm M-F	$ 100/hr
Onsite Labor 8:00 am-5:00 pm M-F 2-Hr Minimum	$ 200/hr
Remote Labor All Other Times	$150/hr

Agenda Item: 2.k.

The City of Durant

Office of City Clerk

Memorandum

Date: 7/24/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Request for Authorization to Purchase for Legal Services (RFAP #2019-48)

This Request for Authorization to Purchase is for legal services to be provided by the city attorney for FY 2018-19 in the amount of $90,000. The amount is unchanged from that approved by council at their May 8, 2018 meeting for FY 2017-18.

Council Information / Action Requested

Approval of Request for Authorization to Purchase for Legal Services (RFAP #2019-48)

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

ATTACHMENTS:

Description	Type	Upload Date
RFAP #2019-048	Exhibit	7/24/2018

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP #2019-048

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #		
1	Item planned for spending (provide details): LEGAL SERVICES	
2	Department requesting authorization: CITY ADMINISTRATION	
3	Bidding recommendation (award or reject along with name and contact information of vendor): THOMAS MARCUM, OBA MEMBER #20271	
4	Estimated Purchase Date (M/D/Y):	July 23, 2018
5	What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)	
6	Is this item included in the current FY budget (Yes/No)	Yes
7	GL account code:	#001-004-516-30-77
8	Spending / purchase request details (complete below blanks):	
8a	Amount requested to spend	$90,000.00
8b	Item (new or replacement, if a capital item complete fixed asset form)?	New
8c	Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form?	No
	If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)	
8d	Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review	No
8e	Does the purchase involve Grant Funding (Yes or No)	No
8f	What is the City Cash Match for the Grant	$
8g	What other match or financial obligation is involved with the City accepting this Grant (explain with details)	

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes** – Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

9c **State Contract** – Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

CONTRACT SERVICES AGREEMENT FOR CITY ATTORNEY SERVICES CONTRACT# (C-2017-49)

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) date (M/D/Y):

10b Signature Department Head date (M/D/Y):

10c Signature of Division Head date (M/D/Y):

10d Signature of Budget Administrator date (M/D/Y):

10e Signature of Project Manager date (M/D/Y): 7-23-18

10f Signature of City Treasurer date (M/D/Y): 7-23-18

10g Signature of City Manager (only over $2,000) date (M/D/Y):

11h City Manager Comments:

CONTRACT SERVICES AGREEMENT FOR CITY ATTORNEY SERVICES

CITY OF DURANT

This CONTRACT SERVICES AGREEMENT FOR CITY ATTORNEY SERVICES (the "Agreement") is effective as of the 11th day of July, 2017, by and between THOMAS MARCUM, OBA member #20271, ("Attorney" or "City Attorney") and the CITY OF DURANT, a municipal corporation ("City'). The term "City" shall also include all boards, commissions, financing authorities, and other bodies of City, including trust authorities in which the City is the beneficiary.

1. APPOINTMENT

City Council hereby appoints and hires Thomas Marcum as its City Attorney to render such legal services as are customarily rendered by such officials and as further specified herein, including attending meetings of the City Council, Planning Commission meetings and other boards and bodies of City, and its affiliated agencies, as may be directed by the City Manager.

Thomas Marcum represents he employs, or will employ at his own expense, all personnel required for the satisfactory performance of any and all tasks and services set forth herein. Attorney shall not replace the designated City Attorney (or any successor to such person) without the City Manager's prior approval in the event of illness or vacation scheduling. Approval of any such temporary substitute shall be obtained from the City Manager. City Attorney may appoint various assistants and deputies without cost to the City as City Attorney deems appropriate, without the need for amendment hereof.

2. SCOPE OF WORK AND DUTIES

A. Attorney shall perform any and all work necessary for the provision of City Attorney services to City including, without limitation, the following:

(i) Attendance at City Council, various authorities and committee meetings unless excused by the City Manager or his/her designee, and other board and commission meetings on request of the City Manager or his/her designee; and

(ii) Provide legal advice, written legal opinions, and consultation on all matters affecting the City to the City Council, City Manager, boards, commissions, committees, officers, and employees of City and as requested by the City Council, the City Manager, or his/her designee, in accordance with such policies and procedures as may be established by City from time to time; and

(iii) Be available for telephone consultation with City staff, as needed on legal matters which are within their area of operation and maintain office hours as requested by the City Manager at times mutually agreed to by the City Manager and City Attorney; and

(iv) Prepare or review necessary legal documents such as: ordinances and resolutions; all agreements of any nature; all real property instruments of any nature including purchase agreements and escrows, leases, covenants, deeds, easements and licenses, public works construction documents including bid specifications, contracts, bonds, insurance, liens and related documents; memorandums of understanding; franchise agreements; and all similar documents, all as requested by City; and

(v) Represent and advise City on pending and potential litigation as requested by City; notwithstanding the foregoing, it is expressly understood that Attorney shall not be responsible for any pending litigation matter(s) handled by attorneys previously or otherwise employed by the City until all files have been transferred to the Attorney; and

(vi) Monitor pending and current legislation and case law as appropriate; and

(vii) Prosecute criminal matter in municipal court including trials, plea negotiations, and communications with defendants and defense attorneys; and

(viii) Supervise outside legal services, if any.

B. Attorney as a full-service law firm, is prepared to, and will upon request of City, provide representation to City in all of its legal affairs, including, but not limited to, municipal law, land use, environmental, toxics, mining, water, tort defense, personnel, code enforcement, criminal prosecution, redevelopment, housing, cable television, finance, franchising, contracts, airport, water, waste water, electricity, waste management, transportation, enterprise and other matters, except where conflicts exist or where the City Council may otherwise direct. The City Attorney shall represent City in all of the foregoing legal matters, and in initiating and defending all litigation unless otherwise directed by the City Council or City Manager.

C. The City Attorney will keep City informed as to the progress and status of all pending matters in accordance with such procedures as the City may establish from time to time. The City Attorney is expected to manage, control and oversee the delivery of legal services in a competent, professional, and cost-effective manner. All legal services shall be properly supervised and all personnel shall be qualified to handle the work assigned. If outside special counsel is retained, unless otherwise directed by the City Council, such special counsel shall be supervised by the City Attorney.

D. All legal services shall be coordinated under the direction of the City Manager. Notwithstanding any other provision contained herein, any legal services can only be authorized by the City Council or City Manager. Nothing in this Agreement shall be construed in any manner as limiting the ultimate and absolute discretion of the City Council or City Manager, at any time, to assign or reassign legal matter of City from or to the City Attorney. However, it is mutually understood that

Thomas Marcum may maintain a civil practice outside of his duties contained herein.

3. CITY DUTIES

City agrees to provide such information, assistance, cooperation, and access to books, records, and other information as is necessary for the City Attorney to effectively render his professional services under this Agreement. To the extent City desires services to be rendered on site, City, at City's expense, will make available sufficient office space, furniture, telephones, computers, facsimile machines, and secretarial support, as approved by the City Manager, as may be necessary therefore. City further agrees to abide by this Agreement, and to timely pay Thomas Marcum's bills for fees, costs, and expenses, as established by this Agreement. However, nothing in this Section, or any other part of this Agreement, shall be construed in any manner as limiting the ultimate and absolute discretion of the City Manager, at any time, to assign or reassign legal matters of City from or to the City Attorney.

4. COMPENSATION

A. Compensation shall be as set forth in Exhibit A.

B. Payment of Compensation shall be as set forth in Exhibit B.

5. COSTS AND OTHER CHARGES

City Attorney, may incur various costs and expenses in rendering the legal services required by this Agreement which, if customary and necessary for the performance of legal services hereunder, shall be reimbursable by City. These costs and expenses are described in more detail in Exhibit A. All clerical services, ordinary travel costs *(e.g.,travel within the City),* and miscellaneous expenses *(e.g., telephone and facsimile charges)* are included within the rates set forth above, and there shall be no additional charges for such expenses. City agrees to reimburse City Attorney for expenses such as experts or consultant fees, or litigation expenses such as court reporters, which shall be passed through to the City at the actual costs thereof. Reimbursable costs shall not include any overhead or administrative charge by Attorneys cost of equipment or supplies except as provided herein. City does understand that City currently furnishes one· desk top computer and one Microsoft Surface Pro for his use on City matters.

City Attorney may determine it necessary or appropriate to use one or more outside investigators, consultants, or experts in rendering the legal services required (particularly if a matter goes into litigation). City will be responsible for paying such fees and charges. City Attorney will not, however, retain the services of any outside investigators, consultants, or experts without the prior agreement of City. Attorney will select any investigators, consultants, or experts to be hired only after consultation with the City Manager.

Extraordinary travel expenses, including transportation, meals, and lodging, when incurred on behalf of the City shall be reimbursed by City only with the prior agreement of City. If the City Attorney needs to spend the night in City due to the late

completion or early start of any meeting or litigation, then Attorney would be reimbursed actual costs for meals and lodging not to exceed reimbursement in excess of City policy.

Finally, periodically, when on-site, the City Attorney may be required to make local and long-distance telephone calls, or make photocopies, or incur other expenses on behalf of the City, City will not be charged for such expenses and, in exchange, will not charge the City for calls made from his office or other locations to the City.

6. STATEMENTS

City Attorney shall render to City a statement for fees, costs, and expenses incurred on a periodic basis (generally monthly). Such statement(s) shall indicate the basis of the fees, including the hours worked, the hourly rate(s), and a brief description of the work performed. Separate billing categories can be established to track costs associated with City funding categories or to track project costs, or such other basis as the City may direct. Reimbursable costs shall be separately itemized.

Payments shall be made by City normally on the second Wednesday of each month following the billing month, except for those specific items on an invoice which are contested or questioned and are returned by City with a written explanation of the question or contest, within thirty (30) days of receipt of the invoice.

7. PROHIBITION AGAINST SUBCONTRACTING OR ASSIGNMENT

The experience, knowledge, capability and reputation of Thomas Marcum and employees, were a substantial inducement for City to enter into this Agreement. Therefore, City Attorney shall not contract with any other person or entity to perform, in whole or in part, the legal services required under this Agreement without the written approval of City. In addition, neither this Agreement, nor any interest herein, may be transferred, assigned, conveyed, hypothecated, or encumbered voluntarily, or by operation of law, whether for the benefit of creditors, or otherwise, without the prior written approval of City. Adding attorneys to Attorney firm, changes in the partnership, name changes and similar changes shall not be deemed a transfer or assignment requiring approval of City or amendment hereof.

8. INDEPENDENT CONTRACTOR

Thomas Marcum and staff shall perform all legal services required under this Agreement as an *independent contractor* of the City, and shall remain, at all times as to City, a wholly independent contractor with only such obligations as are required under this Agreement. Neither City, nor any of its employees, shall have any control over the manner, mode, or means by which Thomas Marcum his agents or employees, render the legal services required under this Agreement, except as otherwise set forth. City shall have no voice in the selection, discharge, supervision or control of Thomas Marcum, employees, servants, representatives, or agents, or in fixing their number, compensation, or hours of service.

9. INDEMNIFICATION

A. Thomas Marcum agrees to indemnify City, its officers, employees and agents against and will hold and save each of them harmless from any and all actions, suits, claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the work, operations or activities of its agents, employees, subcontractors, or invitees, provided for herein or arising from the acts or omissions of Thomas Marcum, hereunder, or arising from Attorney's performance of or failure to perform any term, provision, covenant or condition of this Agreement, except to the extent such claims or liabilities arise from the negligence or willful misconduct of City, its officers, agents or employees.

B. City acknowledges Thomas Marcum is being appointed as City Attorney pursuant to the authority of 11 O.S. §8-115, and has the authority of that office. Accordingly, the City is responsible for providing a defense for the City Attorney for actions within the scope of its engagement hereunder. Therefore, City agrees to undertake its duty and indemnify Thomas Marcum, employees and agents against and will hold and save each of them harmless from, any and all claims or liabilities that may be asserted or claims by any person, firm or entity arising out of or in connection with the work, operations or activities of the City Attorney in the course and scope of his employment hereunder, but nothing herein shall require City to indemnify Thomas Marcum for liability arising from his own negligence in connection herewith:

(i) City will promptly provide a defense and pay any judgment rendered against the City, its officers, agency or employees for any such claims or liabilities arising out of or in connection with such work, operations or activities of City hereunder;

(ii) In the event Thomas Marcum, his agents or employees are made a party to any action or proceeding filed or prosecuted against City for such damages or other claims solely arising out of or in connection with the work operation or activities of City hereunder, City agrees to pay *to* Thomas Marcum, his agents or employees any and all costs and expenses incurred by Attorney, his agents or employees in such action or proceeding, including but not limited to, legal costs and attorney fees.

10. <u>NOTICES</u>

Notices required pursuant to this Agreement shall be given by personal service upon the party to be notified, or by delivery of same into the custody of the United States Postal Service, or its lawful successor; postage prepaid and addressed as follows:

CITY: CITY OF DURANT
300 West Evergreen St.
Durant, OK 74701
Attention: City Manager

ATIORNEY: Thomas Marcum, OBA 20271
3025 Prestonwood Circle
Durant, OK 74701

Service of a notice by personal servi shall be deemed to have been given as of the date of such personal service. Notice gi by deposit with the United States Postal Service shall be deemed to have been n three (3) consecutive business days following the deposit of the same in the ody of said Postal Service. Either party hereto may from time to time by writte tice to the other, designate a different address or person which shall be substitute or that specified above.

11 NON-DISCRIMINATION

In connection with the execution of this Agreement, Attorney shall not discriminate against any employee or applicant for employment because of race, religion, marital status, color, sex, handicap, sexual persuasion, or national origin. Thomas Marcum shall take affirmative action to ensure that applicants are employed, and that employees are treated fairly during their employment, without regard to their race, religion, color, sex, marital status, handicap, sexual persuasion, or national origin. Such actions shall include, but not be limited to the following: employment, promotion, demotion, transfer, duties assignment; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

12. TERM. DISCHARGE AND WITHDRAWAL

This Agreement shall commence on July 11, 2017, and shall remain in full force and effect until terminated by either party hereto. City may discharge Attorney at any time. The City Attorney shall have no right to hearing or notice, and may be discharged with or without notice. City Attorney may withdraw from City's representation at any time, to the extent permitted by law, and the Rules of Professional Conduct, upon at least sixty (60) days' notice to City.

In the event of such discharge or withdrawal, City will pay Thomas Marcum professional fees and costs, in accordance with this Agreement, for all work done (and costs incurred) through the date of cessation of legal representation, including without limitation, proration of the monthly amount to the date of such cessation. City agrees to execute, upon request, a stipulation in such form as to permit Attorney to withdraw as City's attorney of record in any legal action then pending. Attorney shall deliver all documents and records of City to City, or to counsel designated by City, and assist to the fullest extent possible in the orderly transition of all pending matters to City's new counsel.

13. CONFLICTS

Attorney has no present or contemplated employment which is adverse to the City. Attorney agrees that he shall not represent clients in matters either litigation or non-litigation against the City. However) he may have past and present clients or may have future clients, which, from time to time, may have interests adverse to City, and THOMAS MARCUM reserves the right to represent such clients in matters not connected with his representation of the City.

If a potential conflict of interest arises in attorney's representation of two

clients, if such conflict is only speculative or minor, Attorney shall seek waivers from each client with regards to such representation. However, if real conflicts exist, Attorney would withdraw from representing either client in the matter, and assist them in obtaining outside special counsel.

14. INTERPRETATION OF AGREEMENT AND FORUM

This Agreement shall be construed and interpreted both as to validity and performance of the parties in accordance with the laws of the State of Oklahoma. In the event of any dispute hereunder, forum shall be the Bryan County District Court.

15. INTEGRATED AGREEMENT; AMENDMENT

This Agreement contains all of the agreements of the parties and cannot be amended or modified except by written agreement. No prior oral or written understanding shall be of any force or effect with respect to those matters covered in this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

16. AUTHORITY

The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that in so executing this Agreement the parties hereto are formally bound to the provisions of this Agreement

IN WITNESS HEREOF, the parties hereto have executed this Agreement as of the date of execution by the City.

Dated: 7-11-2017

"City"

City of Durant, a municipal corporation

By: _____
Tim Rundel, City Manager

CITY OF DURANT • STATE OF OKLAHOMA • OFFICIAL SEAL

Attest:

_____
City Clerk

Dated: 7-11-2017

_____
Thomas Marcum

EXHIBIT "A"
BILLING RATES

(1) General legal services (which include services described except those hereafter described) will be billed at the rate of One Hundred Seventy-five Dollars ($175) per hour not to exceed the annual budget.

(2) Where there is an opportunity to obtain cost recovery through a private party such as a developer, the hourly rate will be Two Hundred Dollars ($200) per hour.

(3) In addition to the foregoing, Thomas Marcum would be reimbursed for out-of-pocket expenses including document reproduction expense; computer research services; court reporters; mileage cost to court and administrative proceedings; travel expenses outside City of Durant; and other costs and expenses incurred on City's behalf. Notwithstanding the foregoing, attorney does not charge for word processing, local calls or mileage to City Hall or City offices. In exchange, when on-site, he would have the authority to use City copiers and telephones without charge. If the City Attorney needs to spend the night on City business due to the late completion or early start of any meeting or City litigation, then Thomas Marcum would be reimbursed actual costs for meals and lodging not to exceed expenses allowed by City policy.

(4) The rate for legal assistants or paralegals, irrespective of matter, shall be Seventy-FiveDollars ($75) per hour.

(5) The foregoing fee arrangement would remain m effect until adjusted by the City Manager.

EXHIBIT B

BILLING STATEMENT AND PAYMENT

The Attorneys fees are charged on an hourly basis for all time actually expended and are generally billed monthly with payment due on the second Wednesday of each month after the date of the bill. The current hourly design rate for the attorneys and staff working on this matter will be set forth in the billing statement.

The Firm will incur various costs and expenses in performing legal services. These costs and expenses are separately billed to the client and include fees fixed by law or assessed by public agencies, litigation costs including deposition, reporter fees, and transcript fees, long distance telephone calls, messenger and other delivery fees, and postage and staff overtime when necessitated and authorized by the client, all based on the actual and reasonable cost

Travel costs including mileage (current IRS rate), parking, airfare, lodging, meals, and incidentals are charged in connection with administrative or judicial proceedings, or when traveling outside of City of Durant. Travel time may also be charged in connection with such proceedings. In addition, the client will be responsible for paying the fees of consultants and other outside experts who are retained after consultation with the client.

City will furnish and be billed the cost of annual membership dues in the Oklahoma Municipal Attorneys Association and cost of the "Municipal Legal Forms" publication which Attorney retains in his office.

Registration fees for attorney attending conferences and seminars are paid by the City only upon approval of the City Manager.

The City of Durant

Deputy City Manager of Administration

Memorandum

Date:	4/30/2018
To:	Mayor and City Council
From:	Greg Buckley, Interim City Treasurer
Re:	Consider Approval of Amending RFAP 2018-034 Legal Services from $60,000.00 to $90,000.00, or Take Any Other Appropriate Action

The original Budget for legal services was $60,000.00, but anticipated Legal Services for year end will be closer to $90,000.00. Council has been presented a Budget amendment to amend the Budget appropriation from $60,000.00 to $90,000.00 to allow for the adjustment to RFAP 2018-034.

Council Information / Action Requested

Approve amending RFAP 2018-034 Legal Services from $60,000.00 to $90,000.00.

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

ATTACHMENTS:

Description	Type	Upload Date
Revised RFAP 2018-034	Exhibit	5/1/2018

*** CERTIFIED MINUTES ***

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 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 5:35 p.m. on the 4th day of May, 2018.

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT CITY COUNCIL OF May 8, 2018 AT 6:00 PM, Roscoe J. Hatfield Council Chambers, 300 West Evergreen, Durant, Oklahoma

CALL TO ORDER

Mayor Tomlinson called the meeting to order at 6:07 p.m.

INVOCATION/FLAG SALUTE

James Dalton provided the invocation. Council Member Mike Dills led the flag salute.

ROLL CALL

Present: Council Member Destry Hawthorne
Council Member Oden Grube
Council Member Mike Dills
Vice-Mayor Chad Hitchcock
Mayor Jerry Tomlinson

City Attorney Tom Marcum
City Manager Tim Rundel
City Clerk Cynthia J. Price

Absent: None (*denotes partial attendance)

Mayor Tomlinson declared a quorum.

1. Consent Items

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

a. Consider Approval of Regular Meeting Minutes of April 10, 2018

b. Consider Approval of Special Called Meeting Minutes of April 14, 2018

c. Consider Approval of Special Called Meeting Minutes of April 16, 2018

d. Consider Approval of Claims for April 2018

e. Consider Approval of Budget Amendment 2018-05

f. Consider Approval of Amending RFAP 2018-034 Legal Services from $60,000.00 to $90,000.00, or Take Any Other Appropriate Action

g. Consider Approval of Former Employee Jordan Ward's Application for Lump Sum Distribution from Oklahoma Municipal Retirement Plan (Defined Benefits)

h. Consider Approval of Special Event Application from Durant Main Street for Kopper Kettle Cook-Off (SEP #2018-10)

i. Consider Approval of Special Event Application from Durant FOP Auxiliary for Police Memorial Service (SEP #2018-12)

j. Consider Approval of Special Event Application from Durant Area Chamber of Commerce for Southeastern Oklahoma State University and Durant High School Joint Homecoming Parade on October 11, 2018 at 6:30 p.m.; Veteran's Day Parade on November 10, 2018 at 10:00 a.m. and Christmas Parade on December 4, 2018 at 7:00 p.m. (SEP #2018-14)

k. Consider Approval of Special Event Application from Durant Rotary Club for Magnolia Bike Tour (SEP #2018-15)

l. Consider Approval of Special Event Application from Light of Hope Shelter, Inc. for Light of Hope 5K Run (SEP #2018-13)

Approved

Council Member Grube asked that Item 1(f) be removed for further discussion.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve remaining consent items as presented. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

2. Consider Items Removed from Consent

2(f) - Administrative Services Director Greg Buckley addressed council in response to Council Member Grube and stated the City is currently under the amount of the existing RFAP. City Manager Tim Rundel stated former city attorney Pat Phelps was both contractual and a part-time employee and that both those amounts were not factored in to

the original RFAP for legal services. City Attorney Tom Marcum stated he does not anticipate going over $90,000 and that this amount was proposed to avoid having to go back to council to ask for approval of another budget amendment. Council Member Grube stated she was just trying to watch our money because the city is supposedly broke. City Attorney Marcum asked Council Member Grube on what basis she makes the statement that the city is supposedly broke. Council Member Grube first challenged City Attorney Marcum's right to speak and then answered that her reason for making the statement was because there is a $20 Million bond issue we are trying to get passed.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve amendment of RFAP 2018-034 Legal Services from $60,000 to $90,000. Motion Passed with the following vote:

Ayes: Dills, Hawthorne, Hitchcock, Tomlinson

Abstain: Grube

3. Administration

a. Select Two Nominees and Authorize Ballot to Fill Expiring Terms of Two Trustees on the Oklahoma Municipal Assurance Group Board of Trustees

Approved

City Manager Tim Rundel recommended Kimberly Meek, City Manager of the City of Duncan, Oklahoma, and Craig Stephenson, City Manager of the City of Ponca City, Oklahoma for election to the Oklahoma Municipal Assurance Group Board of Trustees.

Motion was made by Chad Hitchcock and seconded by Mike Dills to select Kimberly Meek, City Manager of the City of Duncan, Oklahoma, and Craig Stephenson, City Manager of the City of Ponca City, Oklahoma and authorize ballot to fill expiring terms of two trustees on the Oklahoma Municipal Assurance Group Board of Trustees. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

b. Consider Recommendation of Oklahoma Municipal Assurance Group to Deny Tort Claim

Approved

City Clerk Cynthia Price provided an overview of the tort claim. The tort claim was provided in its entirety as an attachment to the agenda item.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve recommendation of the Oklahoma Municipal Assurance Group to deny tort clam of Stanley Pollard. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

c. Presentation by Durant Independent School District

No Action Taken

Duane Meredith, Durant Independent School District Superintendent, addressed council and provided a overview of the legal process for annexation.

d. Consider Approval of Resolution 2018-13 Establishing a Fee Schedule for Open Records

Approved

City Attorney Tom Marcum provided city council members with a copy of the proposed fee schedule for open records. The current form accurately reflects the permissible charges but was not posted with the county clerk. This action will bring the City into statutory compliance. Discussion followed

Motion was made by Destry Hawthorne and seconded by Oden Grube to approve Resolution 2018-13 Establishing a Fee Schedule for Open Records conditioned upon revision to Exhibit A - Electronic Copies and Exhibit A - Cost of Employee Time to read 'if employee time exceeds 60 minutes'. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

e. Consider Approval of Joint Resolution 2018-14 Authorizing the Acquisition of Real Property for the Purpose of Extending the Runway at Durant Regional Airport - Eaker Field and Declaring a Necessity

Approved

City Attorney Tom Marcum addressed council and stated the plans are to extend the runway at Durant Regional Airport southward 1800 feet. In order to be compliant with FAA regulations, the City needs to acquire real property at the end of the runway. The process has begun to have the land appraised to determine market value so that the City can enter into negotiations with the landowners. If the purchase is not successfully negotiated, the City can take the land by eminent domain. City Attorney Marcum stated the land will never be developed. Marty Cook, Public Works Director, stated the funds will come from the Airport Authority budget as it will become Airport Authority property. Mr. Cook stated the FAA requires that the city own a certain amount of property on each end of our paved runway to control development. The land will continue to be available for hay lease or grazing.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Joint Resolution 2018-14 authorizing the acquisition of real property for the purpose of extending the runway at Durant Regional Airport - Eaker Field and declaring a necessity.

Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

f. Consider Approval of Ordinance No. 1853 - Amending the Durant Code of Ordinances Section 135.06 "False Alarms"; Declaring an Emergency

Approved

Matt Nahrstedt, City Planner and Community Development Director, addressed council and stated the amendment would address intentional 911 calls as well as unintentional 911 calls. Mr. Nahrstedt clarified the difference between the intentional and unintentional 911 calls. Mr. Nahrstedt recommended language be added to Section D(2) to read as follows: 'Any person found guilty in violation of subsection (D) shall be punished by a fine not to exceed One Hundred Dollars ($100.00), plus costs per call subsequent to notification.'.

Motion was made by Destry Hawthorne and seconded by Oden Grube to approve Ordinance No. 1853, Section 1, amending the Durant Code of Ordinances Section 135.06 "False Alarms" to include the amendment noted by Matt Nahrstedt. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Ordinance 1853, Section 2, Emergency Clause. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

g. Consider Approval of Resolution # 2018-12 to Update the City of Durant Fee Schedule to Include New False Alarm Fees

Approved

Matt Nahrstedt, City Planner and Community Development Director, addressed council and stated this resolution would update the fee schedule to include intentional and unintentional 911 calls at a fee of $500 and $100 respectively.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Resolution 2018-12 to update the City of Durant Fee Schedule to include new false alarm fees. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

h. Consider Approval of Resolution # 2018-11 Authorizing Five Mural

Projects in the Central Business District for the Durant Main Street Organization

Approved

Matt Nahrstedt, City Planner and Community Development Director, addressed council and stated there are five additional murals for consideration located at Axis Dance, the Pickery, Sweaengin Insurance, Nautilus and the Brenda Shipman Building. Artists Clay and Dotti Moore stepped forward and discussed the Nautilus project.

Motion was made by Mike Dills and seconded by Chad Hitchcock to approve Resolution 2018-11 Authorizing Five Mural Projects in the Central Business District for the Durant Main Street Organization. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

i. Consideration To Approve The Request For Authorization To Purchase RFAP 2018-160 In The Amount of $ 182,228 For Infrastructure Improvements At Market Square Partially Funded By 17031 CDBG 17 (C-2017-65)

Approved

Rebecca Collins, Grants Coordinator, addressed council and stated the Request for Authorization to Purchase is for the entire project. Ms. Collins stated no money will be spent until the release of funds is complete. There is a 1-1 cash match. This is a budgeted item.

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to approve the Request for Authorization to Purchase RFAP 2018-160 in the amount of $182,228 for infrastructure improvements at Market Square partially funded by 17031 CDBG 17 (C-2017-65). Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

j. 2017 Community Development Block Grant (CDBG) Economic Development Infrastructure Finance Grant Award 17166 CDBG -ED 87 For Water and Wastewater Infrastructure Improvements (C-2018-17) Benefitting SteelFab, Inc Facility To Create New Jobs At 446 Country Club Road.

1. Consideration To Approve The Residential Anti-Displacement And Relocation Assistance Plan Relating To the Community Development Block Grant-Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87.

2. Consideration To Approve The Statement Of Compliance To

Ensure Compliance With Specific Grant Award Conditions Relating To The Community Development Block Grant-Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87.

3. Consideration To Approve Resolution No. 2018-15 Relating To The SteelFab, Inc. Job Creations Benefitted By The Community Development Block Grant-Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87.

4. Consideration To Approve Ordinance No. 1854 Relating To The SteelFab, Inc. Job Creations Benefitted By The Community Development Block Grant-Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87.

5. Consideration To Approve The Request For Authorization To Purchase RFAP 2018-149 (CONST) In The Amount of $ 882,715 For Infrastructure Construction Costs Relating To the Community Development Block Grant-Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87.

6. Consideration To Authorize The Mayor To Sign Documents Relating To The Community Development Block Grant-Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87.

Approved

j.(1) Rebecca Collins, Grants Coordinator, addressed council and stated this project does not involve any displacement.

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to approve the Residential Anti-Displacement and Relocation Assistance Plan relating to the Community Development Block Grant - Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

j. (2) Rebecca Collins, Grants Coordinator, addressed council and stated the City has not secured or completed the easements for this project in accordance with #3 of the Statement of Compliance. Ms. Collins recommended that this document be approved contingent upon #3 of the Statement of Compliance being completed.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve the Statement of Compliance to ensure compliance with specific grant award conditions relating to the Community Development Block Grant - Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87 contingent upon #3 of the Statement of Compliance being completed. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

j. (3) Rebecca Collins, Grants Coordinator, appeared before council.

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to approve Resolution No. 2018-15 relating to the SteelFab, Inc. job creations benefited by the Community Development Block Grant - Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

j. (4) Rebecca Collins, Grants Coordinator, addressed council and stated this ordinance mirrors the resolution and is for job tracking based upon the grant guidelines.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Ordinance No. 1854, Sections 1 and 2, relating to the SteelFab, Inc. job creations benefited by the Community Development Block Grant - Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87 contingent upon the final paragraph of the ordinance being corrected to replace the word 'special' with 'regular'. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

j. (4)

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Ordinance 1854, Section 3 Emergency Clause. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

j. (5) Rebecca Collins, Grants Coordinator, addressed council and stated this is all grant funds and no city funds.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve Request for Authorization to Purchase RFAP 2018-149 (CONST) in the amount of $882,715 for infrastructure construction costs relating to the Community Development Block Grant - Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

j. (6)

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to authorize the mayor to sign documents relating to the Community Development Block Grant - Economic Development Infrastructure Finance (CDBG-ED) Award 17166 CDBG-ED 87. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

4. Public Hearings

a. Consider Approval of Ordinance # 1843, a Rezoning Request from R-3 (General Residential) to C-3 (General Commercial) for a Property Located at 215 University Blvd; Providing for an Emergency.

Approved

Matt Nahrstedt, City Planner and Community Development Director, addressed council and stated this item is to rezone the Church of Christ and its parking lot located at 215 University Boulevard. No discrepancy was found with the application. The Planning Commission recommended approval for C-O with a 4-0-0 vote though the application requested a C-3. There was one concern. Jered Hyatt, representing Church of Christ, answered questions from council.

Hearing opened to public;

Linda Gray - question as to how the Wesley Center is zoned;
Rex WIlliams - types of businesses that would qualify under C-3;

Call for public comments three times.

Public hearing closed.

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to approve Ordinance 1843, Section 1, a rezoning request from R-3 (General Residential) to C-3 (General Commercial) for a property located at 215 university Boulevard; providing for an emergency. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to approve Ordinance 1843, Section 2 Emergency Clause. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

b. Consider Approval of PC2018-06, a Preliminary Plat for a Property Located at 1110 N 49th Ave.

Approved

Matt Nahrstedt, City Planner and Community Development Director, addressed council and stated this a 7.5 acre property located at 1110 49th Avenue. Mr. Nahrstedt stated the applicant hopes to sub-divide the property into half acre lots. All requirements have been met through the Community Development office. The Planning Commission approved the plat with a 4-0-0 vote. No citizens concerns have been received,

Hearing opened to public.

Betty Colclazier - spoke in favor.

Called for public comment x 3.

Public hearing closed.

Motion was made by Oden Grube and seconded by Chad Hitchcock to approve PC2018-06, a preliminary plat for a property located at 1110 N. 49th Avenue. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

5. Information Items

a. Airport Manager's Monthly Report - April 2018

b. City Clerk Monthly Report - April 2018

c. Community Development Monthly Report - April 2018
Report of Community Development activities for the month of April 2018.

d. Durant Industrial Authority Monthly Report - April 2018

e. Emergency Management Report - April 2018

f. Financial Reports March, 2018 and Sales Tax Breakdown, April, 2018

Council Member Grube had questions and stated she would meet with Greg Buckley, Interim Treasurer and Administrative Services Director to discuss at a later time.

g. Fire Department Monthly Report April 2018

h. Grants Department Report - April 2018

i. Landfill Information & Monthly Reports - April 2018

j. Library Report for Apr 2018

k. Police Department Monthly Report - March 2018

l. Public Works Director Monthly Projects Report - April 2018

m. Solid Waste Department Monthly Report - April 2018

n. Street Department Report - April 2018

o. Utilities Department Monthly Report - March 2018

p. Waste Water Treatment Plant and Lab Monthly Report - April 2018

q. Water Treatment Plant Monthly Reports - April 2018

6. Citizen Comments on Non-Agenda Items

Name: Rex Williams Topic: Proposed $20 Million General Operation Bond

7. Executive Session

a. Consider Executive Session for Confidential Communication with Attorney Concerning Pending Claims Against the City of Durant - Dempsey Ballard v. City of Durant; Emily Brittingham v. City of Durant (This Executive Session Authorized by Title 25, Section 307 B(4) of the Oklahoma State Statutes)

Approved

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to enter into executive session. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to re-enter regular session. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

b. Consider Action Pursuant to Item 7(a)

No Action Taken

8. New Business

There was no new business.

ADJOURNMENT

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to adjourn meeting. Motion Passed with the following vote:

Ayes: Dills, Grube, Hawthorne, Hitchcock, Tomlinson

This is to certify that the foregoing is a true and complete copy of the original document.

CYNTHIA J. PRICE, CITY CLERK
CITY OF DURANT, OKLAHOMA

Cynthia J Price

CITY OF DURANT • STATE OF OKLAHOMA • OFFICIAL SEAL

Agenda Item: 2.I.

The City of Durant

Office of City Clerk

Memorandum

Date:	7/24/2018
To:	Mayor and City Council
From:	Marty Pope, Parks Superintendent
Re:	Consider Approval of Request for Authorization for Lake Durant Contract Labor (Park Ranger) (RFAP#2019-49)

This request is for FY 2018-19 which is also the third year of this three year contract.

Council Information / Action Requested

Approval of Request for Authorization for Lake Durant Contract Labor (Park Ranger) (RFAP#2019-49)

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

ATTACHMENTS:

Description	Type	Upload Date
RFAP #2019-49	Exhibit	7/24/2018

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP #2019-049

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #		
1	Item planned for spending (provide details): LAKE DURANT CONTRACT LABOR (C-2016-74) EFFECTIVE JULY 1, 2018 - JUNE 30, 2019	
2	Department requesting authorization: LAKE DURANT	
3	Bidding recommendation (award or reject along with name and contact information of vendor): MIKE WARD	
4	Estimated Purchase Date (M/D/Y):	July 23, 2018
5	What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)	
6	Is this item included in the current FY budget (Yes/No)	Yes
7	GL account code:	#405-031-552-30-51
8	Spending / purchase request details (complete below blanks):	
8a	Amount requested to spend	$18,250.20
8b	Item (new or replacement, if a capital item complete fixed asset form)?	New
8c	Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form?	No
	If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)	
8d	Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review	No
8e	Does the purchase involve Grant Funding (Yes or No)	No
8f	What is the City Cash Match for the Grant	$
8g	What other match or financial obligation is involved with the City accepting this Grant (explain with details)	

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes** – Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

9c **State Contract** – Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

SEE ATTACHED CONTRACT

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a	Signature of Grants Administrator (if applicable)	date (M/D/Y): 7/23/18
10b	Signature Department Head	date (M/D/Y): 7-23-18
10c	Signature of Division Head	date (M/D/Y):
10d	Signature of Budget Administrator	date (M/D/Y):
10e	Signature of Project Manager	date (M/D/Y): 7-23-18
10f	Signature of City Treasurer	date (M/D/Y): 7-23-18
10g	Signature of City Manager (only over $2,000)	date (M/D/Y):

11h City Manager Comments:

C-2016-14

STATE OF OKLAHOMA)
) SS: AGREEMENT
COUNTY OF BRYAN)

This agreement entered into this 11th day of October 2016, by and between the City of Durant, hereinafter called "Owner" and Mike Ward, hereinafter called "Lake Ranger", WITNESSETH:

Whereas, Owner owns and operates the Lake Access Area of Lake Durant, the City reservoir and surrounding property, on behalf of the City of Durant; and

Whereas, it is in the best interest of the City of Durant that said lake and lake property be operated in such a manner as to provide services to those persons desiring to use the lake access facilities, as well as providing adequate lake access area maintenance and services; and

Whereas, the Lake ranger purports to possess the expertise necessary to achieve the goals of the City in the operation of said Lake Durant Access Area; and

Whereas, the Owner designates Mike Ward as Lake Ranger.

Now, therefore, the parties hereto agree as follows:

1. The Lake Ranger shall at all times during the continuance of the term of this agreement and any renewal or extension thereof, conduct, operate and maintain for the benefit of the public the Lake Durant Access Area for the purpose of performing the functions and furnishing of services hereinafter set out for the Lake Ranger. The Lake Ranger will provide a concession area and provide services to the public and will devote his best efforts for the accomplishment of such purposes and will at all times charge fair, reasonable and not unjust discriminatory prices to patrons and customers for all merchandise or materials and services furnished or rendered. Notwithstanding anything contained in the agreement that may be or appear to be contrary, it is expressly understood and agreed that the rights granted there under shall be provided exclusively by the Lake Ranger in the Lake Access Area subject to an exercise of option by either party to terminate this agreement. The minimum standards for the operation of the Lake Durant Access Area are as follows:

   A. Services provided by the Lake Ranger will, at a minimum, be from dawn until dusk. The Lake Ranger shall be responsible for daily enforcement of rules and issuances of permits during the fishing season. Lake Ranger will be responsible for any relief persons that will provide services required of the Lake Ranger and said employee/employees shall be paid by the Lake Ranger.

   B. Lake Ranger will provide year-round maintenance at Lake Durant. Lake Ranger will empty trashcans and pick up trash on the grounds of the Lake Access Area and will provide mowing of the grounds around the house, gate and Lake Access Area.

   C. The Lake Ranger and any of his employees must make application for a fidelity bond to assure payment of monies to the City for permits collected. All permit money will be paid to the Durant City Treasurer daily as required by state law.

   D. It is understood that the Lake Ranger is an independent contractor and will not receive additional benefits such as are paid or provided to regular employees. The Lake Ranger will be required to furnish his own vehicle for any supplies to be purchased and for use at the Lake Access Area.

2. Parties hereto agree that the Owner shall, as part of the consideration herein, provide as follows:

A. A recreational vehicle pad and utility hook-up site for use by relief persons as may be designated by the Lake Ranger during the fishing and boating season.

B. Owner will provide supplies for issuance of permits and will provide mowers, trash containers, and any other grounds maintenance equipment required to maintain the grounds at the Lake Access Area.

C. The Owner will pay for any fidelity bond to be required of the Lake Ranger and his employees.

D. The Owner will provide solid waste containers and will pick up solid waste dumpsters on a regular basis.

E. In the event that the mowing and grounds maintenance are beyond the capability of the Lake Ranger in the opinion of the Public Works Director, the Owner shall provide additional personnel to supplement said mowing and grounds maintenance.

F. The Owner will be responsible for payment of any minor repairs to the house or concessions area, which cost in excess of $50 per repair. The Lake Ranger will pay any minor repair requiring expenditure of less than $50.

G. The Owner will be responsible for providing suitable lake concession facilities and office area as follows: Existing boathouse has been converted to office and concession area. Office and concession building has been equipped with insulation, wiring, lights, outlet plugs, air conditioning, and a door has been installed.

H. The Owner agrees to pay a monthly contract payment the day after the City council meeting for the month proceeding for services provided by the Lake Ranger for the fiscal year in the amount of $1,520.85 per month. This amount includes a $10 allowance for basic phone services. All invoices for service will need to be turned into the Accounts Payable department by the 25th of each month.

3. The parties hereto agree, on a case-by-case basis, to evaluate individual proposals for addition, renovation, alteration, and improvements to lake access buildings, facilities, grounds, and equipment and determine the extent, if any, which the Owner will participate. It is further agreed that if the Lake Ranger, at his sole cost and expense, makes said changes that when and if subject Lake Ranger vacates the facilities or cancels the agreement for any reason, the Lake Ranger may either remove said improvements at his expense within sixty (60) days or title will automatically pass to the Owner.

4. The term of this Lease is from November 1, 2016 through June 30, 2017, with an option to renew for two additional lease terms from July 1, 2017 through June 30, 2018 and July 1, 2018 through June 30, 2019, respectively. Renewal of this lease is at the option of the Lessees and the City of Durant.

5. The parties hereto agree that all monies received from permit sales shall be deposited with representative of Owner. It is further agreed that all concession sales shall be received by the Lake Ranger and shall be operated by the Lake Ranger as his business independent of the City. Lake Ranger shall be responsible for purchasing any supplies and inventory required to operate his business and shall pay for all labor for any employees hired by the Lake Ranger and also shall be required to pay for worker's compensation coverage for his employees.

6. The parties hereto agree that this agreement will continue in effect until either party gives the other party sixty (60) days written notice of cancellation of this agreement.

This agreement shall be binding upon our respective heirs and assigns.

CITY OF DURANT, OKLAHOMA LAKE DURANT RANGER

C-2016-74

Mayor, City of Durant

Lake Durant Lake Ranger

ATTEST:

Cynthia J. Price, City Clerk

CITY OF DURANT
OFFICIAL
SEAL
STATE OF OKLAHOMA

Agenda Item: 2.m.

The City of Durant

Durant Police Department

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: David Houser, Chief of Police
Re: Consider Approval of Request For Authorization To Purchase (RFAP # 2019-069) In The Amount Of $23,616 For Annual Digiticket Service

---

Saltus Technologies/Digiticket continues to be our service provider for electronic citations. I request that we pay an annual invoice instead of the normal monthly invoices to obtain an annual savings of $984.

The amount requested is currently budgeted and a funding mechanism was put in place by the council previously (July 2015) when council approved Ordinance 1763 to collect $25 per citation to be used for the acquisition, operation, maintenance, repair, and replacement of said electronic citation system.
DigiTicket electronic ticketing solution "as a service" by Saltus Technologies is the current vendor in place for this monthly service:

- Zero upfront costs for hardware, software, implementation and training
- **City pays a per month per unit fee (Discount for Annual Payment)**
- City does not have to manage devices, warranties or ongoing supply costs
- No contract term obligations

Council Information / Action Requested

Request Approval

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

Request and Obtain PO
Pay Annual Invoice

ATTACHMENTS:

Description	Type	Upload Date
RFAP 2019-069	Cover Memo	8/7/2018

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-069

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
Service fee for digiTicket

2 Department requesting authorization:
Police

3 Bidding recommendation (award or reject along with name and contact information of vendor):
Saltus Technologies / DigiTicket vendor # 005777

4 Estimated Purchase Date (M/D/Y): 08/15/18

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)

6 Is this item included in the current FY budget (Yes/No)

7 GL account code: # 001-013-512.30-79

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend (discount rate if paid annually) $ 23,616 annual

8b Item (new or replacement, if a capital item complete fixed asset form)?

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form?

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review

8e Does the purchase involve Grant Funding (Yes or No)

8f What is the City Cash Match for the Grant $

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

9 Purchase is Planned By (complete appropriate item(s) below):

9a Informal Quotes - Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):
blank

9b **Formal Bids** - Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:
blank

9c State Contract - Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:
blank

9d **Buy Board** - Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

blank

9e **Professional Services Agreement** - Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

blank

9f **Emergency Purchase** - To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

blank

9g **Sole Source Purchase** - Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

blank This is our current provider for our DigiTicket service. There is a 4% discount by paying the annual amount of $23,616 a savings of $984 per year.

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) — date (M/D/Y):

10b Signature Department Head — date (M/D/Y): 8/6/18

10c Signature of Division Head — date (M/D/Y):

10d Signature of Budget Administrator — date (M/D/Y):

10e Signature of Project Manager — date (M/D/Y):

10f Signature of City Treasurer(only over $2,000) — date (M/D/Y): 8-7-18

10g Signature of City Manager — date (M/D/Y): 8/7/18

11h City Manager Comments:

005777

SALTUS TECHNOLOGIES

907 South Detroit Avenue
Suite 820
Tulsa, OK 74120

Phone # 918-392-3900
Fax # 918-392-3901

Date	Invoice #
7/1/2018	1807-25

Bill To
City of Durant Attn: Laura Hider PO Box 578 Durant, OK 74702

P.O. Number	Terms	Rep
1859895	Net 15	CB

Quantity	Item Code	Description	Price Each	Amount
120	dTSaaS	digiTICKET as a Service Monthly License Fee - Annual Pre-payment (10 untis x 12 months - 120)	205.00	24,600.00
1	dTSaaS	Annual pre-payment discount	-984.00	-984.00
		SERVICES FROM JULY 2018 THROUGH JUNE 2019.		
Please remit to Saltus Technologies, LLC at address above.			**Total:**	**$23,616.00**

Durant.org
Powered by Google

David Houser <dhouser@durant.org>

invoice

8 messages

David Houser <dhouser@durant.org> Tue, May 15, 2018 at 1:57 PM
To: Cory Box <CoryB@saltustech.com>

Cory,

Could you send a monthly expense or invoice or quote for our digitickets where we can begin preparing RFAPs.

--
David Houser, Chief of Police
Durant Police Dept.
3104 Carl Albert Drive
Durant, OK 74701
Office: 580.924.6022
Ph: 580.924.3737
Fax1: 580.924.8573
Fax2: 580.924.8928

Cory Box <CoryB@saltustech.com> Tue, May 15, 2018 at 2:20 PM
To: David Houser <dhouser@durant.org>

Chief Houser,

Per our conversation here are your payment options:

1. Continue to receive and pay invoices every month @ $2,050…. In this scenario you guys end up paying $24,600 for the year. It's your standard rate with no prepayment discount.
2. Pay 6 months of invoices in advance to receive a 2% discount… total invoice for the six months will be $12,054 ($492 yearly savings)
3. Pay 12 months of invoices in advance to receive a 4% discount… total invoice for the 12 months will be $23,616 ($984 yearly savings)

Once you let me know which option your AP department prefers, I can ask my folks to send the appropriate invoice.

See you in June,

Cory

From: David Houser <dhouser@durant.org>
Sent: Tuesday, May 15, 2018 1:58 PM
To: Cory Box <CoryB@saltustech.com>
Subject: invoice

[Quoted text hidden]

The City of Durant

Durant Police Department

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: David Houser, Chief of Police
Re: Consider Approval of Request For Authorization To Purchase (RFAP #2019-067) In The Amount Of $17,388.60 For Six Portable Police Radios

---

This purchase is part of an ongoing plan to upgrade the current analog radios to digital radios increasing the interoperability. Last year's purchase completed equipping all fulltime sworn officers with a digital radio and this purchase will begin equipping the reserve officers as well.

The purchase will be made via NASPO State Contract through Motorola Solutions (004723) to purchase six Motorola APX6000 portable hand held radios.

Council Information / Action Requested

Recommend Approval

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

Request and Obtain a PO
Place Order
Distribute Equipment

ATTACHMENTS:

Description	Type	Upload Date
RFAP 2019-067	Cover Memo	8/7/2018

F02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-067

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
Six Motorola APX6000 Portable Radios

2 Department requesting authorization:
Police

3 Bidding recommendation (award or reject along with name and contact information of vendor):

N/A

4 Estimated Purchase Date (M/D/Y): **August 10, 2018**

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)
N/A

6 Is this item included in the current FY budget (Yes/No) **Yes**

7 GL account code: **001-005-521.50-69**

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend **$17,388.60**

8b Item (new or replacement, if a capital item complete fixed asset form)? **Replacement**

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form? **No**

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review **No**

8e Does the purchase involve Grant Funding (Yes or No) **No**

8f What is the City Cash Match for the Grant **N/A**

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes** – Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

N/A

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

N/A

9c **State Contract** – Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:
Motorola Solutions (004723)

State Contract NASPO Value Point

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

N/A

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

N/A

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

No

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) — date (M/D/Y): 8/6/18

10b Signature Department Head — date (M/D/Y):

10c Signature of Division Head — date (M/D/Y):

10d Signature of Budget Administrator — date (M/D/Y):

10e Signature of Finance Manager — date (M/D/Y): 8/7/18

10f Signature of City Manager (only over $2,000) — date (M/D/Y): 8/7/18

10g Signature of City Treasurer — date (M/D/Y):

11h City Manager Comments:

MOTOROLA SOLUTIONS

Quote Number: QU0000446727
Effective: 18 JUL 2018
Effective To: 16 SEP 2018

Bill-To:
DURANT, CITY OF
3104 CARL ALBERT DR
DURANT, OK 74701
United States

Ultimate Destination:
DURANT, CITY OF
3104 CARL ALBERT DR
DURANT, OK 74701
United States

Attention:
Name: Joe Sebourn
Phone: 580-924-3737

Sales Contact:
Name: Wesley Short MR
Email: wesleys7971@sbcglobal.net
Phone: 9034658297

Contract Number: NASPO ValuePoint
Freight terms: FOB Destination
Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	1	H98KGD9PW5BN	APX6000 VHF MHZ MODEL 1.5 PORTABLE	$2,705.00	$1,974.65	$1,974.65
1a	1	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	$515.00	$375.95	$375.95
1b	1	QA05100AA	ENH:STD WARRANTY APPLIES-NO SFS	-	-	-
1c	1	QA05570AA	ALT: LI-ION IMPRES 2 IP68 3400 MAH	$100.00	$73.00	$73.00
1d	1	H35BU	ADD: CONVENTIONAL OPERATION	$500.00	$365.00	$365.00
2	1	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	$150.00	$109.50	$109.50

Total Quote in USD $2,898.10

Equipment sales only.

PO Issued to Motorola Solutions Inc. must:
>Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
>Have a PO Number/Contract Number & Date
>Identify "Motorola Solutions Inc." as the Vendor
>Have Payment Terms or Contract Number
>Be issued in the Legal Entity's Name
>Include a Bill-To Address with a Contact Name and Phone Number
>Include a Ship-To Address with a Contact Name and Phone Number
>Include an Ultimate Address (only if different than the Ship-To)
>Be Greater than or Equal to the Value of the Order
>Be in a Non-Editable Format
>Identify Tax Exemption Status (where applicable)
>Include a Signature (as Required)

Durant Police Department

3104 Carl Albert Drive
Durant, Oklahoma 74701
Phone: 580/924-3737 * Fax: 580/924-8573
David R. Houser, Chief of Police

August 25, 2018

Phone Order Record

Company: Shipman Communications (000613)

Salesmen: Wes Short

Phone: 800-465-8297

Fax: 903-463-3130

Source: 001 005-521.50-69

PO #: RFAP

ITEM	*PRICE*
6- H98KGD9PW5AN APX6000 VHF Model 1.5 Portable Radio 1,974.65ea	$11,847.90
6- Q806BM Astro Digital Cal Operation 375.95ea	$2,255.70
6- QA05570AA LI-ION Impres IP67 3400MAH 73.00ea	$438.00
6- H35BU Conventional Operation 365.00ea	$2,190.00
6- NNTN8860A Charger Impres 2 109.50ea	$657.00

Total Order $17,388.60

Any questions please call: LT Joe Sebourn 580-924-3737 ext 207

Rec:

Agenda Item: 2.o.

The City of Durant

Durant Police Department

Memorandum

Date:	8/9/2018
To:	Mayor and City Council
From:	David Houser, Chief of Police
Re:	Consider Approval of Contract (C-2018-49) with Durant Independant School District for a School Resource Officer

For several years now the City of Durant and Durant Public Schools have entered into a contract for the Durant Police Department to provide a school resource officer to Durant Schools. The contract includes a daily reimbursement rate applicable to the current benefit package of the assigned officer and billed to Durant ISD monthly for reimbursement.

This contract must be approved and signed by the Durant ISD School Board Officials as well.

Council Information / Action Requested

Recommend Approval and authorization for signatures upon school board approval

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

Obtain Signatures from Mayor, City Manager, and School Officials
Provide SRO to School
Provide Monthly Billing

ATTACHMENTS:

Description	Type	Upload Date
School Resource Officer Contract C-2018-49	Cover Memo	8/10/2018

Durant Police Department

3104 Carl Albert Drive
Durant, Oklahoma 74701
Phone: (580) 924-3737 Fax: (580) 924-8928
David R. Houser, Chief of Police

City of Durant/Durant School District

School Resource Officer (S.R.O.) Agreement

This Agreement is entered into by and between the City of Durant (Oklahoma) and the Durant School District (Oklahoma) (hereinafter referred to as "Agreement") and shall become effective upon approval of both parties represented by their governing bodies. This agreement shall remain effective year to year until June 30, 2019 or until such time as one or both parties terminate the agreement in writing. If either governing body fails to appropriate sufficient monies in any fiscal year for any payment due under this agreement and other funds are not available for such payment and the non-appropriation of funds did not result from any act or failure to act on either party, then a “non-appropriation” shall be deemed to have occurred.

The City of Durant agrees to provide one full-time police officer to act as School Resource Officer (S.R.O.) to the Durant High School for the 2018-2019 school year beginning the first day students report in August, 2018 and ending the last day of school in May, 2019.

The Durant School District agrees to pay the total cost of the Officers salary, benefits and overtime for the days worked within the Durant Public School System. Costs billed to the Durant School System by the City of Durant will be calculated in the following way:

School Year >	2018-2019
Yearly Salary	$56,253.86
Education Benefit	$2,400.00
Uniform Allowance	$900.00
Footwear Allowance	$120.00
Longevity Benefit	$1,547.00
CLEET Instructor Benefit	$120.00
Total Annual Salary	**$61,340.86**
Police Pension	$7,841.71
Health Insurance	$12,411.60
Worker’s Compensation	$1,500.00
FICA	$4,692.57
Unemployment Insurance	$136.00
Total Benefit Pkg.	**$26,581.88**
Combined Salary	**$87,922.74**
Daily Cost	**$338.16**

The combined salary divided by 260 work days creates a daily cost of $338.16 for year 2018/2019. Any overtime accrued by the officer above 8 hours in a work day will be calculated at one and one-half of the officer's base pay.

The above listed costs will be invoiced to the Durant Public School System monthly and will be based on the cost per day multiplied by the number of days worked in that month and any overtime accrued during that month.

While working within the Durant Public School System the Officer will report to the Administrator/Principal of the facility in which the officer is working and the day shift Captain/Supervisor on duty as appropriate. The officer will make every effort to keep these Administrators informed of any action taken by the officer and the circumstances surrounding the incident. This may include written documentation as requested by the Administrator. In the event that the officer must take enforcement action the officer will document that action on an official Durant Police Report and submit it through regular channels to the day shift Captain for further investigation, criminal charges or referral to the Juvenile Services Unit.

Overtime, attendance, scheduling and leave requests will be coordinated with the needs of the Administrator/Principal and the day shift Captain of the Durant Police Department.

For administrative and procedural purposes, the officer will remain a fulltime sworn police officer whose primary employer will be the City of Durant, Durant Police Department. The officer will comply with the duties, policies, procedures and guidelines of the State of Oklahoma, City of Durant and the Durant Police Department. Nothing in this agreement should be interpreted as relieving the Officer of these responsibilities.

Agreed to the _____ day of _____, 2018.

X_____
Joyce Northcutt
School Board President

X_____
Jerry Tomlinson
Mayor, City of Durant

X_____
Duane Merideth
Durant School Superintendent

X_____
Tim Rundel
City Manager, City of Durant

Agenda Item: 2.p.

The City of Durant

Grants Department

Memorandum

Date: 8/9/2018

To: Mayor and City Council

From: Rebecca Collins, Grants Coordinator

Re: Water and Wastewater Utility Infrastructure Improvements Funded By Community Development Block Grant (CDBG) Economic Development Infrastructure Finance Grant Award 17166 CDBG-ED 87 (C-2018-17) Related To The SteelFab, Inc. Facility To Create New Jobs At 446 Country Club Road.

1. Consideration For Approval of Construction Contract 2018-149 No.1 (C-2018-47) Documents With Sooner Site Utility And Construction, LLC. For Lift Station Utility Infrastructure Improvements Related To 17166 CDBG-ED 87 (C-2018-17) - Contingent Upon Legal Review And Approval Of Change Order No. 1.

2. Consideration For Approval of Change Order No.1 For Construction Contract 2018-149 No.1 (C-2018-47) With Sooner Site Utility And Construction LLC. For the Lift Station Utility Infrastructure Improvements Related To 17166 CDBG-ED 87 (C-2018-17)

3. Consideration For Approval of Construction Contract 2018-149 No. 2 (C-2018-48) Documents With W. Brown Enterprises, Inc. For Water Main & Sewer Main Utility Infrastructure Improvements Related To 17166 CDBG-ED 87 (C-2018-17) - Contingent Upon Legal Review And Approval Of Change Order No. 1.

4. Consideration For Approval of Change Order No.1 For Construction Contract 2018-149 No.2 (C-2018-48) With W. Brown Enterprises, Inc. For the Water Main & Sewer Main Utility Infrastructure Improvements Related To 17166 CDBG-ED 87 (C-2018-17)

Council approved the **Bid Proposals** for Contracts No. 1 & 2 at June 21 special meeting contingent upon the approved Release of Funds for grant 17166 CDBG-ED 87 related to the SteelFab infrastructure improvements project.

Release of Funds approved by ODOC on July 23. Contracts and Change Orders can now be considered for approval.

The project is within approved budget for 17166 CDBG-ED 87

(RFAP 2018-149).

Construction Contracts and Change Orders will be given to Tom Marcum for legal review approval prior to Tuesday council mtg.

Council Information / Action Requested

Consideration to approve each of the (4) items individually.

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

Rebecca will coordinate the approved documentation with the engineer and contractor to proceed with the construction projects.

ATTACHMENTS:

Description	Type	Upload Date
17166 Construction Contract 2018-149 No. 1	Cover Memo	8/9/2018
17166 Const Contract No. 1 - Change Order 1	Cover Memo	8/9/2018
17166 Construction Contract 2018-149 No. 2	Cover Memo	8/9/2018
17166 Const Contract No. 2 - Change Order 1	Cover Memo	8/9/2018

City of Durant

2017 CDBG EDIF
SteelFab Utility Improvements
Contract No. 1

17166 CDBG-ED 87

PROJECT MANUAL
AND
BIDDING DOCUMENTS

REGISTERED PROFESSIONAL ENGINEER
BRANDON WALL
21108
OKLAHOMA

08/06/18

PROJECT ENGINEER / DATE

August 2018

WALL ENGINEERING
Certificate of Authorization # 5413
Expiration Date: 6/30/19

WALL ENGINEERING

Form RD 1924-7
(REV. 2-97)

FORM APPROVED
OMB NO. 0575-0042

CONTRACT CHANGE ORDER

ORDER NO.	1
DATE	8/9/2018
STATE	Oklahoma
COUNTY	Bryan

CONTRACT FOR: 2017 CDBG EDIF SteelFab Utility Improvements –Durant, OK - 17166 CDBG-ED 87

OWNER: City of Durant

TO: Sooner Site Utility

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes	DECREASE in Contract Price	INCREASE in Contract Price
Remove bid item #12 Cash allowance for rock removal	($25,000.00)	
Remove bid item #10 Interior and exterior coating of lift station	($40,000.00)	
TOTALS	($65,000.00)	$0.00
NET CHANGE IN CONTRACT PRICE		($65,000.00)

REGISTERED PROFESSIONAL ENGINEER
BRANDON WALL
21108
OKLAHOMA
08/09/18

JUSTIFICATION:

The Original Contract Amount per Agreement dated	Dollars	$318,000.00
The Contract Amount will be Decreased by this Change Order the Sum Of:	Dollars	($65,000.00)
The Contract Amount of all previous Change Orders:	Dollars	$0.00
The Contract Total Including this and previous Change Orders Will Be:	Dollars	**$253,000.00**

The Original Contract Period for Completion per Agreement dated	150 DAYS
The Contract Period Provided for Completion Will be Increased by this Change Order:	DAYS
The Contract Period Provided for Completion Modifications in all previous Change Orders	DAYS
The Revised Contract Period Provided for Construction will be:	**150 DAYS**

This document will become a supplement to the contract and all provisions will apply hereto.

Requested:

Mayor - City of Durant, Oklahoma (DATE)

Recommended

Wall Engineering (DATE)

Accepted

Contractor (DATE)

City of Durant

2017 CDBG EDIF
SteelFab Utility Improvements
Contract No. 2

17166 CDBG-ED 87

PROJECT MANUAL
AND
BIDDING DOCUMENTS

REGISTERED PROFESSIONAL ENGINEER
BRANDON WALL
21108
OKLAHOMA

08/06/18

PROJECT ENGINEER / DATE

August 2018

WALL ENGINEERING
Certificate of Authorization # 5413
Expiration Date: 6/30/19

WALL ENGINEERING

Form RD 1924-7
(REV. 2-97)

FORM APPROVED
OMB NO. 0575-0042

CONTRACT CHANGE ORDER

ORDER NO.	1
DATE	8/9/2018
STATE	Oklahoma
COUNTY	Bryan

CONTRACT FOR: 2017 CDBG EDIF SteelFab Utility Improvements –Durant, OK - 17166 CDBG-ED 87

OWNER: City of Durant
TO: W. Brown Enterprises, Inc.

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes	DECREASE in Contract Price	INCREASE in Contract Price
Remove Bid item #37-Cash allowance for rock removal	($60,000.00)	
Remove Bid item #33-Coating and sealing manholes	($35,000.00)	
Remove Bid item #8 Hydromulch	($25,000.00)	
Reduce steel casing from 24"diameter to 18" diameter on bores 345' @ $35.00 lf.	($12,075.00)	
Reduce steel casing from 24" diameter to 18" diameter on open cut 80' @ $15.00 lf.	($1,200.00)	
TOTALS	($133,275.00)	$0.00
NET CHANGE IN CONTRACT PRICE		($133,275.00)

REGISTERED PROFESSIONAL ENGINEER
BRANDON WALL
21108
OKLAHOMA
08/09/18

JUSTIFICATION: These were optional items and items that are being removed for budget purposes.

The Original Contract Amount per Agreement dated	Dollars	$915,484.00
The Contract Amount will be Decreased by this Change Order the Sum Of:	Dollars	($133,275.00)
The Contract Amount of all previous Change Orders:	Dollars	$0.00
The Contract Total Including this and previous Change Orders Will Be:	Dollars	**$782,209.00**

The Original Contract Period for Completion per Agreement dated	110 DAYS
The Contract Period Provided for Completion Will be Increased by this Change Order:	DAYS
The Contract Period Provided for Completion Modifications in all previous Change Orders	DAYS
The Revised Contract Period Provided for Construction will be:	**110 DAYS**

This document will become a supplement to the contract and all provisions will apply hereto.

Requested:

Mayor - City of Durant, Oklahoma (DATE)

Recommended

Wall Engineering (DATE)

Accepted

Contractor (DATE)

Agenda Item: 4.a.

The City of Durant

Public Works Director

Memorandum

Date: 7/18/2018
To: Mayor and City Council
From: Marty Cook - Public Works Director
Re: Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-64) for $500,000 for Phase 2 of the Carl Albert Swimming Pool Rehabilitation Project

---

Our summer pool season is winding down and a new off season is upon us. We have prepared a plan for Phase II Renovation of the swimming pool that would include renovating the bathhouse for ADA accessibility, replacing pool decking with a new cool touch surface, and the installation of shade structures, among other things. These proposed renovations will make for a more accessible and comfortable environment for the patrons and employees alike. We would like to begin bidding and construction as soon as possible to ensure that we would be open in time for normal operation next summer without interruption.

Council Information / Action Requested

Approve / Deny 2019-64

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

ATTACHMENTS:

Description	Type	Upload Date
RFAP 2019-64	Cover Memo	8/6/2018
Pool Rehab Phase 2	Cover Memo	7/13/2018

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-064

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
Carl Albert Swimminig Pool renovation Phase 2

2 Department requesting authorization:
Public Works - Marty Cook

3 Bidding recommendation (award or reject along with name and contact information of vendor):

Construction Portion to be bid out - $440,346.00
Wall Engineering - $59,654.00

4 Estimated Purchase Date (M/D/Y): August 16, 2018

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)

6 Is this item included in the current FY budget (Yes/No) Yes

7 GL account code: #015-012-536.61-07

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend $500,000.00

8b Item (new or replacement, if a capital item complete fixed asset form)? New

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form? No

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review No

8e Does the purchase involve Grant Funding (Yes or No) No

8f What is the City Cash Match for the Grant $

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes** – Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

blank

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

Construction Process to be Formally bid at a future time..

9c **State Contract** – Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:
blank

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

Brandon Wall at Wall Engineering to provide Engineering, Design, Construction Administration, Inspections, etc.

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) date (M/D/Y):

10b Signature Department Head date (M/D/Y): 7-5-18

10c Signature of Division Head date (M/D/Y):

10d Signature of Budget Administrator date (M/D/Y):

10e Signature of Project Manager date (M/D/Y): 7-9-18

10f Signature of City Treasurer date (M/D/Y): 7-9-18

10g Signature of City Manager (only over $2,000) date (M/D/Y):

11h City Manager Comments:

WORK ORDER FOR PROFESSIONAL SERVICES

CITY OF DURANT

WORK ORDER NUMBER DU-18-02

CITY POOL REHABILITATION – PHASE 2

This will constitute authorization by the CITY OF DURANT (Owner) for WALL ENGINEERING, LLC (Engineer) to proceed with the outlined scope of services as described and in accordance with the previously executed "Work Order Agreement for Engineering Services":

PROJECT: CITY POOL REHABILITATION – PHASE 2

- Projected cost of project included in attached Cost Estimate
- Participate in meetings with the Owner's representatives and any and other Agencies as required to define the project scope and design requirements.
- Prepare, or cause to have prepared, Engineering & Architectural Plans and Specifications of infrastructure improvements for the Project.
- Obtain approval of the Plans and Specifications from the Owner and Oklahoma Health Department (if necessary)
- Prepare bid packages, and assist owner in obtaining bids from contractors
- Prepare Contract documents and coordinate contract execution.
- Provide engineering during construction to include review of contractors work, approving contractors pay estimates, review change order requests, and be the final judge of acceptance of the work performed by the contractor.
- Provide Inspection Services during Construction.
- Conduct Final Inspection and Project Closeout.
- Submit final "As-Built" drawings to Owner

For performing the services described, the Engineer is to be paid based on a lump sum amount of $59,654.00 for all services performed based on % complete.

Design, Bidding, Construction & Inspection Services: $ 59,654.00

Project Schedule

Approval of Work Order	08/14/18
Engineering Design & Architecture	08/14/18 – 10/15/18
Permitting	10/15/18 – 11/15/18
Bidding	11/15/18 – 12/15/18
City Council Award	12/20/18
Procurement & Construction	01/01/19 – 05/01/19
Punch List, Fill & Test	05/01/19 – 05/15/19
Project Complete	05/15/19

APPROVED:

CITY OF DURANT, OKLAHOMA

By: _____
Mayor

ACCEPTED:

WALL ENGINEERING, LLC

By: _____
Brandon Wall, P.E.
President

ATTEST:

_____
City Clerk

Date: _____

Date: 08/14/18

WALL ENGINEERING, LLC
P.O. Box 1457
Durant, OK 74702
Ph: 580-317-4104 Fax: 580-317-4190

City of Durant
Pool Rehabilitation Phase II
Cost Estimate
June 6, 2018

ITEM	AMOUNT
Mobilization, Insurance, General Conditions and Bonding	$ 44,560.00
Remove Entrance Planters and Replace w/ Benches	$ 4,480.00
Paint Interior and Exterior Walls & Ceiling	$ 21,230.00
Remove and Replace Chain Link Fence w/ Vinyl Coated Fencing	$ 23,560.00
Remove SW Restroom and Incorporate Into Concessions	$ 4,410.00
Rehabilitate Concessions Area Electrical	$ 6,110.00
Rehabilitate / Renovate Concessions / Office	$ 9,910.00
Replace Light Fixtures w/ LEDs	$ 4,980.00
Install Additional Exterior LED Lighting	$ 9,120.00
Rehabilitate Windows including Remove and Replace Window Shutters	$ 7,960.00
Remove Window Units and Install HVAC Sytem	$ 5,390.00
Remove & Replace Toilet Partitions and Accessories	$ 17,140.00
Remove Shower Fixtures and Install ADA Compliant Fixtures	$ 5,420.00
Replace Restroom and Shower Benches	$ 3,140.00
Install Drinking Fountains	$ 5,940.00
Refinish Pipe Rails	$ 5,190.00
Refinish Waterslide Steel Frame	$ 5,850.00
Paint Pool House (Chem Bldg) Exterior	$ 3,710.00
Misc Improvements to Chemical Feed and Monitoring Equipment	$ 6,370.00
Paint Exterior Piping & Tankage	$ 4,210.00
Exterior Painting / Refinish of Shade Structures & Misc Equipment	$ 5,590.00
Powerwash Existing Roof and Replace Deteriorated Fasterners	$ 3,300.00
Repaint Exterior Handicapped Parking & Stripe	$ 3,880.00
Install Shade Structure on West Side of Pool	$ 33,410.00
Remove and Replace Pool Decking Surface	$ 79,230.00
Regrade Pool House (Chem Building) and Install Retaining Wall	$ 7,880.00
Grassing	$ 3,510.00
Misc Concrete & Decking Repair	$ 13,240.00
Contingency (10%)	$ 34,900.00
Construction SubTotal	$ 383,620.00
Engineering & Architecture	$ 38,362.00
Contract Documents, Bidding & Procurement	$ 6,714.00
Construction Oversight & Inspection	$ 14,578.00
Project Total	$ 443,274.00

WORK ORDER FOR PROFESSIONAL SERVICES

CITY OF DURANT

WORK ORDER NUMBER DU-18-02

CITY POOL REHABILITATION – PHASE 2

This will constitute authorization by the CITY OF DURANT (Owner) for WALL ENGINEERING, LLC (Engineer) to proceed with the outlined scope of services as described and in accordance with the previously executed "Work Order Agreement for Engineering Services":

PROJECT: CITY POOL REHABILITATION – PHASE 2

- Projected cost of project included in attached Cost Estimate
- Participate in meetings with the Owner's representatives and any and other Agencies as required to define the project scope and design requirements.
- Prepare, or cause to have prepared, Engineering & Architectural Plans and Specifications of infrastructure improvements for the Project.
- Obtain approval of the Plans and Specifications from the Owner and Oklahoma Health Department (if necessary)
- Prepare bid packages, and assist owner in obtaining bids from contractors
- Prepare Contract documents and coordinate contract execution.
- Provide engineering during construction to include review of contractors work, approving contractors pay estimates, review change order requests, and be the final judge of acceptance of the work performed by the contractor.
- Provide Inspection Services during Construction.
- Conduct Final Inspection and Project Closeout.
- Submit final "As-Built" drawings to Owner

For performing the services described, the Engineer is to be paid based on a lump sum amount of $59,654.00 for all services performed based on % complete.

Design, Bidding, Construction & Inspection Services: $ 59,654.00

Project Schedule

Approval of Work Order	08/14/18
Engineering Design & Architecture	08/14/18 – 10/15/18
Permitting	10/15/18 – 11/15/18
Bidding	11/15/18 – 12/15/18
City Council Award	12/20/18
Procurement & Construction	01/01/19 – 05/01/19
Punch List, Fill & Test	05/01/19 – 05/15/19
Project Complete	05/15/19

APPROVED:

CITY OF DURANT, OKLAHOMA

By: _____
Mayor

ACCEPTED:

WALL ENGINEERING, LLC

By: _____
Brandon Wall, P.E.
President

ATTEST:

_____
City Clerk

Date: _____

Date: 08/14/18

WALL ENGINEERING, LLC
P.O. Box 1457
Durant, OK 74702
Ph: 580-317-4104 Fax: 580-317-4190

City of Durant
Pool Rehabilitation Phase II
Cost Estimate
June 6, 2018

ITEM	AMOUNT	
Mobilization, Insurance, General Conditions and Bonding	$	44,560.00
Remove Entrance Planters and Replace w/ Benches	$	4,480.00
Paint Interior and Exterior Walls & Ceiling	$	21,230.00
Remove and Replace Chain Link Fence w/ Vinyl Coated Fencing	$	23,560.00
Remove SW Restroom and Incorporate Into Concessions	$	4,410.00
Rehabilitate Concessions Area Electrical	$	6,110.00
Rehabilitate / Renovate Concessions / Office	$	9,910.00
Replace Light Fixtures w/ LEDs	$	4,980.00
Install Additional Exterior LED Lighting	$	9,120.00
Rehabilitate Windows including Remove and Replace Window Shutters	$	7,960.00
Remove Window Units and Install HVAC Sytem	$	5,390.00
Remove & Replace Toilet Partitions and Accessories	$	17,140.00
Remove Shower Fixtures and Install ADA Compliant Fixtures	$	5,420.00
Replace Restroom and Shower Benches	$	3,140.00
Install Drinking Fountains	$	5,940.00
Refinish Pipe Rails	$	5,190.00
Refinish Waterslide Steel Frame	$	5,850.00
Paint Pool House (Chem Bldg) Exterior	$	3,710.00
Misc Improvements to Chemical Feed and Monitoring Equipment	$	6,370.00
Paint Exterior Piping & Tankage	$	4,210.00
Exterior Painting / Refinish of Shade Structures & Misc Equipment	$	5,590.00
Powerwash Existing Roof and Replace Deteriorated Fasterners	$	3,300.00
Repaint Exterior Handicapped Parking & Stripe	$	3,880.00
Install Shade Structure on West Side of Pool	$	33,410.00
Remove and Replace Pool Decking Surface	$	79,230.00
Regrade Pool House (Chem Building) and Install Retaining Wall	$	7,880.00
Grassing	$	3,510.00
Misc Concrete & Decking Repair	$	13,240.00
Contingency (10%)	$	34,900.00
Construction SubTotal	$	383,620.00
Engineering & Architecture	$	38,362.00
Contract Documents, Bidding & Procurement	$	6,714.00
Construction Oversight & Inspection	$	14,578.00
Project Total	$	443,274.00

Agenda Item: 4.b.

The City of Durant

Office of City Clerk

Memorandum

Date: 7/19/2018
To: Mayor and City Council
From: Marty Pope, Parks Superintendent
Re: Consider Award of Bid for Uniform Rental Services

This bid was advertised in the Durant Daily Democrat on July 17, 2018 and July 24, 2018. It was advertised on the City of Durant website continuously from July 17, 2018 through the deadline of August 8, 2018. There were three bids. I recommend Clean Uniform Company be awarded this bid. Clean Uniform Company is based in Oklahoma City, however they do have a footprint in Durant as they currently service Eagle Construction, ETS/Lindgren, GAMCO and Quik Link/Red River Ford.

Council Information / Action Requested

Award of Bid for Uniform Rental Services to Clean Uniform Company.

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

City Clerk - Notify bidders of council decision.

ATTACHMENTS:

Description	Type	Upload Date
Uniform Rental Service Bid Tab Sheet	Exhibit	8/10/2018

BID NO. C-2018-040
2018 UNIFORM RENTAL SERVICES FOR THE CITY OF DURANT
BID TABULATION SHEET
AUGUST 8, 2018 @ 10:00 A.M.

ITEM - DELIVERY	QUANTITY	CINTAS	CLEAN UNIFORM CO.	UNIFIRST CORP.
Shirts per man per week	11	$2.15	$1.43	$1.98 - 65/35 $3.74 - 100% Cotton
Jeans per man per week	11	$2.15	$2.53	$2.64 - 65/35 Pant $4.40 - Jeans
Shop Towels	Each	$0.103	$0.08	$0.08
Linen Towels	Each	$0.18	$0.18	$0.16
ADDITIONAL COSTS	QUANTITY	CINTAS	CLEAN UNIFORM CO.	UNIFIRST CORP.
Size Premium	Per Garment	No bid	No Charge	$2.00 - 1 time charge
Garment Insurance	Per Garment	$0.10	$0.12 covers all loss, damage, setup	$0.10
Make-Up Charges	Per Garment	$0.04	No charge with insurance	$0.75
Emblems: Name	Per Garment	$0.09	No charge	$1.50
Emblems: Company Logo	Per Garment	$0.09	No charge	$3.00
Emblems: Flags	Per Garment	$0.09	No charge	$3.00
Large & Regular: Shirts	Per Garment	$20.00	No charge	20% of standard cost

ADDITIONAL COSTS	QUANTITY	CINTAS	CLEAN UNIFORM CO.	UNIFIRST CORP.
Large & Regular: Jeans	Per Garment	$22.00	No charge	20% of standard cost
Large & Regular: Jackets	Per Garment	$27.00	No charge	20% of standard cost
Large & Regular: Shop Towels	Each	$0.53	$0.30	20% of standard cost
Dust Mops 30"	Each	$1.50	$0.50	$0.75 - 24"
Dust Mops 36"	Each	$1.50	$0.65	$1.00
Dust Mops 48"	Each	$1.50	$0.70	$1.25
Wet Mops - Large	Each	$1.50	$1.00	$0.75
Mop Buckets	Each	$3.00	$60.00	$75.00
Disposable Shop Towels - All Purpose Wiper Box	Each	$5.50	$20.00	$5.00
Disposable Shop Towels - Heavy Duty Wiper Box	Each	$6.50	$25.00	$40.00 - 280 sheets
Disposable Shop Towels - All Purpose Wiper Roll	Each	$19.00	$40.00	$45.00 - 416 ft
Disposable Shop Towels - Heavy Duty Wiper Roll	Each	$26.00	$40.00	$115.00 per case
Hand Soap - Foam and Gritty	Each	$3.00	$10.00 - foam $20.00 gritty	$15.00
Air Freshener	Each	$3.00	$2.50	$1.00
Paper Towels	Each	$5.00	$5.833 - case of 6	$2.89

ADDITIONAL COSTS	QUANTITY	CINTAS	CLEAN UNIFORM CO.	UNIFIRST CORP.
Toilet Tissue	Each	$3.50	$2.916 - case of 12	$0.781 - case of 96
Restroom Mat: Urinal/Commode	Each	$2.00	$1.75	$9.50
Scented Urinal Screens/Blocks	Each	$1.50	$0.75	$2.25
OPTIONAL DIRECT SALES PRICES	QUANTITY	CINTAS	CLEAN UNIFORM CO.	UNIFIRST CORP.
T-Shirts with logo and name emblem	Per Garment	No bid	$7.00	$10.50
Caps with Company Logo	Each	No bid	$5.98	$8.50
3x5 Mats	Each	No bid	$1.80 Rental $60.00 Direct purchase	$50.00
4x6 Mats	Each	No bid	$2.40 Rental $110.00 Direct purchase	$70.00
DISCOUNT FOR SELF-CLEANED UNIFORMS		CINTAS	CLEAN UNIFORM CO.	UNIFIRST CORP.
		No discount.	Discount. Will provide them 5 sets of shirts and jeans at discounted rate of $0.65 for shirts and $1.15 for jeans.	No discount. Employee will be issued half their garments, UniFirst will perform all maintenance and replace garments as needed due to normal wear.

In Attendance: Marty Pope, Cynthia Price

Staff Recommendation: Clean Uniform Company

Agenda Item: 4.c.

The City of Durant

Office of City Clerk

Memorandum

Date: 7/19/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Contract for Uniform Rental Services (C-2018-43)

This three year contract has been reviewed and approved by City Attorney Tom Marcum.

Council Information / Action Requested

Approval of Contract for Uniform Rental Services (C-2018-43)

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

City Clerk - Obtain signatures on contract.

ATTACHMENTS:

Description	Type	Upload Date
Contract for Uniform Rental Services	Exhibit	8/10/2018

CITY OF DURANT
2018 STANDARD RENTAL SERVICE AGREEMENT
(UNIFORMS)

This Standard Rental Agreement ('Service Agreement') made and entered into this 9th day of September, 2018 by and between **Clean Uniform Company**, 4700 N. Santa Fe, Oklahoma City, OK 73118 (hereinafter referred to as 'Clean') and **City of Durant**, a municipal corporation, 300 West Evergreen Street, Durant, OK 74701, (hereinafter referred to as 'City').

The parties to this agreement, in consideration of the mutual covenants and stipulations set out, agree as follows:

SECTION A:

1. RENTAL SERVICES TO BE FURNISHED

Clean agrees to furnish to City at its point of reception all necessary clean uniforms, shop towels and mats (hereinafter referred to as 'Supplies') as may be required by City. That all supplies shall be freshly laundered before delivery. That Clean shall deliver upon request by City specific articles listed herein and more particularly described herein. Delivery shall be made at multiple drop-off sites as listed in Section B and any additional locations as may be required by City.

Sub-contracting of rental services will not be permitted.

Clean agrees to furnish and deliver said clothing and supplies at the following costs to-wit:

ITEM - DELIVERY	QUANTITY	CLEAN UNIFORM CO.
Shirts per man per week	11	$1.43
Jeans per man per week	11	$2.53
Shop Towels	Each	$0.08
Linen Towels	Each	$0.18
ADDITIONAL COSTS	QUANTITY	CLEAN UNIFORM CO.
Size Premium	Per Garment	No Charge
Garment Insurance	Per Garment	$0.12 covers all loss, damage, setup
Make-Up Charges	Per Garment	No charge with insurance
Emblems: Name	Per Garment	No charge
Emblems: Company Logo	Per Garment	No charge
Emblems: Flags	Per Garment	No charge
Large & Regular: Shirts	Per Garment	No charge

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ADDITIONAL COSTS	QUANTITY	CLEAN UNIFORM CO.
Large & Regular: Jeans	Per Garment	No charge
Large & Regular: Jackets	Per Garment	No charge
Large & Regular: Shop Towels	Each	$0.30
Dust Mops 30"	Each	$0.50
Dust Mops 36"	Each	$0.65
Dust Mops 48"	Each	$0.70
Wet Mops - Large	Each	$1.00
Mop Buckets	Each	$60.00
Disposable Shop Towels - All Purpose Wiper Box	Each	$20.00
Disposable Shop Towels - Heavy Duty Wiper Box	Each	$25.00
Disposable Shop Towels - All Purpose Wiper Roll	Each	$40.00
Disposable Shop Towels - Heavy Duty Wiper Roll	Each	$40.00
Hand Soap - Foam and Gritty	Each	$10.00 - foam $20.00 gritty
Air Freshener	Each	$2.50
Paper Towels	Each	$5.833 - case of 6
ADDITIONAL COSTS	QUANTITY	CLEAN UNIFORM CO.
Toilet Tissue	Each	$2.916 - case of 12
Restroom Mat: Urinal/Commode	Each	$1.75
Scented Urinal Screens/Blocks	Each	$0.75
OPTIONAL DIRECT SALES PRICES	QUANTITY	CLEAN UNIFORM CO.
T-Shirts with logo and name emblem	Per Garment	$7.00
Caps with Company Logo	Each	$5.98
3x5 Mats	Each	$1.80 Rental $60.00 Direct purchase
4x6 Mats	Each	$2.40 Rental $110.00 Direct purchase
DISCOUNT FOR SELF-CLEANED UNIFORMS		CLEAN UNIFORM CO.
		Discount. Will provide them 5 sets of shirts and jeans at discounted rate of $0.65 for shirts and $1.15 for jeans.

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2. DURATION

Performance of all rental services at all locations shall be performed as specified in Section A, Paragraph 1 of the 2018 Standard Rental Service Agreement Uniforms, for

three consecutive twelve month time periods being: September 9, 2018 to September 9, 2019; September 9, 2019 to September 9, 2020; and September 9, 2020 to September 9, 2021.

3. NON-APPROPRIATION CLAUSE

The City shall be permitted to cancel the lease, without penalty, at the end of a fiscal period if its governing body elects not to include in the budget an appropriation for the contractual payments coming due in the next fiscal period.

SECTION B: PAY REQUESTS

As full consideration for performing all work and services set out in this Contract, the City agrees to pay Clean a unit price as set forth in Section A, Paragraph 2 of this contract. Clean is to submit a monthly pay request or invoice for each facility group **only after all work is completed for each group each week.** The city personnel responsible for property inspection and payment approval for each group is listed below.

GROUP	LOCATION	APPROVER
Group #1	Street Department	James Young
Group #2	Sanitation Department	Kenny Cooper
Group #3	Landfill	Kenny Cooper
Group #4	Wastewater Treatment Plant	Terry Condor
Group #5	Water Treatment Plant	Phillip Hightower
Group #6	Water/Sewer Line Maintenance	Jay Neal
Group #7	Parks Department	Marty Pope
Group #8	Durant Multi Sports Complex	Marty Pope
Group #9	City Garage	Jerry Burk

Partial payment or payments for groups with incomplete service at any of the locations **will not be processed under any circumstances.** The invoice must clearly state **INVOICE** with an associated invoice number, date, amount of pay requested, the company name and address, and an itemized description of the service provided; i.e. 'Rental Services (Uniforms)' with the group number and week specified. **Invoices will not be processed the same work week as the work performed under any circumstances.** Invoices may be submitted by U.S. Mail to the address below:

City of Durant
c/o Accounts Payable Clerk
PO Box 578
Durant, Ok 74702

Alternatively, invoices may be submitted by electronic mail to the Accounts Payable Department at: ap@durant.org. All work must be inspected by City personnel prior to payment being made to Clean. Every effort will be made on the City's behalf to process

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the pay requests as efficiently and promptly as humanly possible. All payments will be made on the second Wednesday of each month following the regularly scheduled Durant City Council meeting provided that invoices are received by the Accounts Payable Clerk by the 25th of each month prior.

SECTION C: DAMAGES TO CITY/PRIVATE PROPERTY

Clean is required to take necessary precautions to protect the City and private property. Any damages to property resulting from wrongful or negligent acts shall be reported to the Durant City Clerk at 580-931-6641 immediately. Clean will be responsible for the repair or replacement of any damages caused solely by Clean to the City or private property, including vehicles on City's property, immediately and at Clean' expense. The replacement of materials/parts shall be identical or City approved equal to those damaged. In the event that Clean does damage to City/private property and such damages are not repaired within a reasonable length of time, the City reserves the right to make such repairs and bill or deduct from payment the cost of such repairs.

SECTION D: SAFETY

All materials and performance of work will meet all Federal Health and Safety laws currently in effect and those of local authorities having jurisdiction. Clean will take all necessary precautions for the safety of his/her employees on the job and of the general public. Services will be scheduled to provide the least inconvenience to the occupants of the building and the users of the fields.

SECTION E: NON-COLLUSION

Clean warrants that it has not employed or retained any company or person other than a bona fide employee working solely for him/her to solicit or secure this contract. Clean further warrants that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for Clean, any fee, compensation, percentage, gift or consideration contingent upon or resulting from the award or making of this contract. If Clean violates this provision, the City shall have the right (which shall be cumulative to the other rights the City may have) to forthwith terminate this Contract without liability. Clean also certifies that its Contract is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, services, or equipment and is in respects fair and without collusion or fraud. The signing of this Contract indicates that Clean understands and agrees to this clause.

SECTION F: BANKRUPTCY/INSOLVENCY

At the time of the signing of this contract, Clean shall not be in the process of or engaged in any type of proceedings in insolvency or bankruptcy either voluntary or involuntary or receivership proceedings (a person legally appointed to receive and have charge of property or money involved in a lawsuit). If Clean files for bankruptcy during the term of, insolvency or receivership, the City may, at its option, terminate and cancel said contract in which all rights hereunder shall immediately cease and terminate.

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SECTION G: TERMS:

This Rental Service Agreement contains the entire agreement between the parties, and no statements, promises, or inducements made by either party or the agent of either party that are not contained in this written contract shall be valid or binding; this contract may not be enlarged, modified, or altered except in writing signed and endorsed by the parties on this agreement.

Each party to this agreement has the right to terminate this agreement with a thirty (30) day written notification of cancellation of said agreement.

Signed on this 14th day of August, 2018.

CLEAN CORPORATION

BY:_____
General Manager

Date Approved_____

CITY OF DURANT

BY:_____
Jerry L. Tomlinson, Mayor

_____
Cynthia J. Price, City Clerk

Date Approved_____

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Agenda Item: 4.d.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/3/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Recommendation of Oklahoma Municipal Assurances Group (OMAG) to Deny Tort Claims

1. Consider Recommendation of Oklahoma Municipal Assurances Group (OMAG) to Deny Tort Claim of G. Jane Hicks;

2. Consider Recommendation of Oklahoma Municipal Assurances Group (OMAG) to Deny Tort Claim of Cathryn Phelps

---

These tort claims are being combined into one agenda item because they both are based on incidents that happened at the same location with overlapping timing. The timeline is detailed below.

May 24, 2018 - Claimant Hicks' car sustained tire damage.
June 24, 2018 - Claimant Phelps' car sustained tire damage. It is a Sunday. Claimant Phelps reports road hazard online.
June 25, 2018 - Raining. Street Department cannot fix.
June 26, 2018 - Street Department fixes road edge.
June 28, 2018 - Claimant Hicks filed Notice of Tort Claim and states road is already fixed.
July 2, 2018 - Claimant Phelps filed Notice of Tort Claim.

ITEM 1. OMAG has recommended denial of of this claim stating "A municipality may be liable only if it had prior notice of a defect or problem and failed to take appropriate remedial action within a reasonable time before the damage occurred." While Claimant Hicks stated in her claim the damage happened on May 24, 2018, she did not report the incident until filing her claim on June 28, 2018 when she stated the road had already been repaired. It was, in fact, repaired on June 26, 2018, two days before she filed her claim.

ITEM 2. OMAG has recommended denial of of this claim stating "A municipality may be liable only if it had prior notice of a defect or problem and failed to take appropriate remedial action within a reasonable time before the damage occurred." The City of Durant did not have notice of a defect or problem to this location prior to the report made by Claimant Phelps online on June 24, 2018. The City took appropriate remedial action within a reasonable time once notified.

Council Information / Action Requested

Approve or deny recommendation of OMAG regarding tort claim of Hicks and tort claim of Phelps.

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

City Clerk: Notify claimants by certified mail of city council decision.

ATTACHMENTS:

Description	Type	Upload Date
Tort Claim - Hicks	Exhibit	8/3/2018
Tort Claim - Phelps	Exhibit	8/3/2018

OMAG

3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

July 31,2018

City of Durant
Attn: Cynthia Price
P. O. Box 578
Durant, OK 74702-0578

RE:	Member	:	City of Durant
	Claimant	:	G. Jane Hicks
	Date of Loss	:	5/24/2018
	Claim No.	:	205024-LR

Dear Ms. Price:

We have completed our investigation regarding the above referenced claim. It is our recommendation to the City of Durant that this claim be denied. We find no liability on the City's part regarding this incident.

Under the Governmental Tort Claims Act, 51 Okla. Sec. 157(A), this claim will be deemed denied ninety (90) days after it was received by the City of Durant. 51 Okla. Stat. Sec. 157 (B) requires any lawsuit under the Act to be commenced within one hundred eighty (180) days after denial of the claim.

Thus to begin the 180-day statute of limitations prior to 9/26/18, you must deny this claim in writing before 9/26/18. For the 180-day period to start running, the claimant **must be notified at the address on the claim within five (5) days of the denial**. To document compliance with the Act, we recommend that you send notice of denial of this claim by certified mail.

Please advise us as soon as possible of any official action taken by you on denial of this claim.

Sincerely,

Lori Randall
Claims Adjuster

OMAG

3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

July 31, 2018

G. Jane Hicks
2886 W. Mockingbird
Durant, OK 74701

RE:	Member	:	City of Durant
	Claimant	:	G. Jane Hicks
	Date of Loss	:	5/24/2018
	Claim No.	:	205024-LR

Dear Ms. Hicks:

As the adjuster for the Oklahoma Municipal Assurance Group, the insurer for the City of Durant, I am recommending denial of this claim and find no liability on the City of Durant's part for this claim.

A municipality may be liable only if it had prior notice of a defect or problem and failed to take appropriate remedial action within a reasonable time before the damage occurred.

The City of Durant had no notice of this issue prior to your incident. Based on this information we are recommending denial of this claim to the City of Durant.

Sincerely,

Lori Randall
Claims Adjuster

cc: City of Durant

NOTICE OF TORT CLAIM

OKLAHOMA MUNICIPAL ASSURANCE GROUP (OMAG) – MUNICIPAL LIABILITY PROTECTION PLAN

A. CLAIMANT REPORT

To the City of Durant, OK
Public entity you are filing the claim against.

PLEASE PRINT OR TYPE AND SIGN

IMPORTANT NOTICE: This notice will be sent to OMAG Claims Dept. for investigation. You may expect them to contact you.

CLAIMANT(S) G, Jane Hicks
ADDRESS 2886 W mockingbird
Durant, OK 74701

CLAIMANT(S) SOCIAL SECURITY NO. [redacted]
CLAIMANT(S) DATE OF BIRTH 9/25/1951 Circle: M (F)
PHONE: HOME 580 775 8522 BUS. ( )

(Exact Date Required)
(Continue on another sheet if needed for any information requested)

1. DATE AND TIME OF INCIDENT 5/24/18 ( ) a.m. (✓) p.m.
2. LOCATION OF INCIDENT University, just W of Victory Life
3. DESCRIBE INCIDENT 3rd pothole I have incurred charges totaling $130.21 + 231.37 + 1332.39 + 1693.97 in the past three years. Incidents all ocurred @ night when I pulled further into my lane to accomodate oncoming cars.
4. LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES: Charges for tires & rims

unrepaired as of 6.26.18

BODILY INJURY: WAS CLAIMANT INJURED? YES___ NO ✓ If yes, complete this section
Describe injury _____
WERE YOU ON THE JOB AT THE TIME OF INJURY? YES___ NO___ If so, please provide Employer info.

Employer's Name | Address | Phone

ALL MEDICAL BILLS (attach copies) $_____
LIST OTHER DAMAGES CLAIMED $_____

MEDICARE/MEDICAID/SOCIAL SECURITY DISABILITY:
Is there any Social Security Disability involvement ___Yes ✓ No
Has any medical bill been paid or will be paid by Medicare/Medicaid? ___Yes ___No. If so, list Medicare/Medicaid Number.
Medicare/Medicaid Number _____
If the City is responsible for such bills, the City must report any settlement to Medicare/Medicaid.

I understand that the information requested is to assist the requesting insurance information arrangement to accurately coordinate benefits with Medicare/Medicaid and to meet its mandatory reporting obligation under Medicare Secondary Payer Act 42 U.S.C§1395y.

Medicare/Medicaid Beneficiary Name (please print) | Medicare/Medicaid Beneficiary Name Signature

PROPERTY DAMAGE: Proof that you are the owner of the vehicle or property allegedly damaged as specified in your claim will be required.
VEHICLE YEAR 2009 MAKE Honda MODEL Accord
NOTE: If damage is to a vehicle, a photocopy of your motor vehicle title is required. ✓
IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS _____
PROPERTY DAMAGE (Attach repair bills or estimates if available) $ 130.21
LIST OTHER DAMAGES CLAIMED $_____

5. NAME OF YOUR INSURANCE CO.	POLICY NO.	AMOUNT CLAIMED	AMOUNT RECEIVED
		$ 0.00	$ 0.00

6. The names of any witnesses known to you:

Name | Address | Phone Number

Name | Address | Phone Number

STATE THE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLEMENT ON THIS CLAIM.
TOTAL CLAIM.....$ 130.21

SIGNATURE(S) | DATE 6.28.18

CONTINUE ON THE BACK

B. THIS SECTION IS FOR USE BY THE PUBLIC ENTITY WHICH RECEIVES THE CLAIM

To inquire about this claim you may write to .OMAG Claims Dept. or call 1-800-234-9461

This Notice of Tort Claim was received by Cynthia J. Price

(Title) City Clerk, on June 28, 20 18

For further information on this claim contact Cynthia J. Price

(Title) City Clerk, by telephone at (__) 580-931-6641

The following reports, statements or other documentation, which support our understanding of the facts relating to this claim are attached:

Claimant- title, repair bill, picture

Information for City Owned Vehicle Involved: N/A

Year: ____ Make: ____ Model: ____ Last 4 Vin#: ____ Dept: ____

As a result of this incident, are there damages to the City vehicle? ____YES ✓ NO

If YES, please fill out an **OMAG Auto Loss Notice** to have it repaired.

Persons who have knowledge of the circumstances surrounding this claim are:

Name	Title/Position	Telephone
1. James Young	Street Superintendent	580-775-2486
2. (In general, not		
3. specific to claimant)		
4.		

Submitted by: Cynthia J Price Date 6-28, 20 18

Title: City Clerk

AFTER THE PUBLIC ENTITY HAS RECEIVED THIS CLAIM, PLEASE PROVIDE INFORMATION REQUESTED ABOVE AND IMMEDIATELY SEND TO:

OMAG Claims Dept.
3650 S. Boulevard
Edmond, OK 73013
Phone (405) 657-1400
Fax (405) 657-1401
claims@omag.org

Invoice #35432

Durant Discount Tire & Service

501 Westside Drive, Durant, OK 74701
Phone: (580) 924-1387

repaired rim / replaced tire 5/24/18
pot hole on University

Customer Information	Invoice	Additional Information
JANE HICKS 2886 W MOCKINGBIRD DURANT, OK 74701 P: 580-775-8522 Contact:	Date: 5/25/2018 Reference: 35432 Salesperson: Jimmy Kelly Route: Delivery Date: 5/25/2018	PO Number: Work Order#: W-144197 Comment: Comment: Entered By: Jimmy Kelly

Vehicle: 2009 Honda Accord EX-L Lic No: 488GRV Unit: Mileage IN:
Desc: BLACK VIN: 1HGCS22849A003739 Mileage OUT:
(!) TPMS Equipped *Lug Torque (ft. lbs): 80 *Inflation Front/Rear (psi): 32/32 *OE Info

Qty	Description	Unit Price	Ext. Price
1.00	Right Front Flat And Check The Right Rear Also	0.00	0.00
1.00	15587NXK, 235/4518, N5000 Plus BL B (4 Ply), Nexen	116.76	116.76
	Taxable	**Subtotal:**	**116.76**
		Sales Tax (9.375):	10.95
		Waste Tire Fee (A) Rim 19.5" & Smaller:	2.50
	Terms: N/A	**Total:**	**$130.21**
		5/25/2018 Payment# P-144425 Amount:	$130.21

MASTERCARD 7808 Exp: 10/2022 AC: SALE:03245P:14::996767638::: (MP - OrderID:787595802 ,TransID:996767638) 130.21

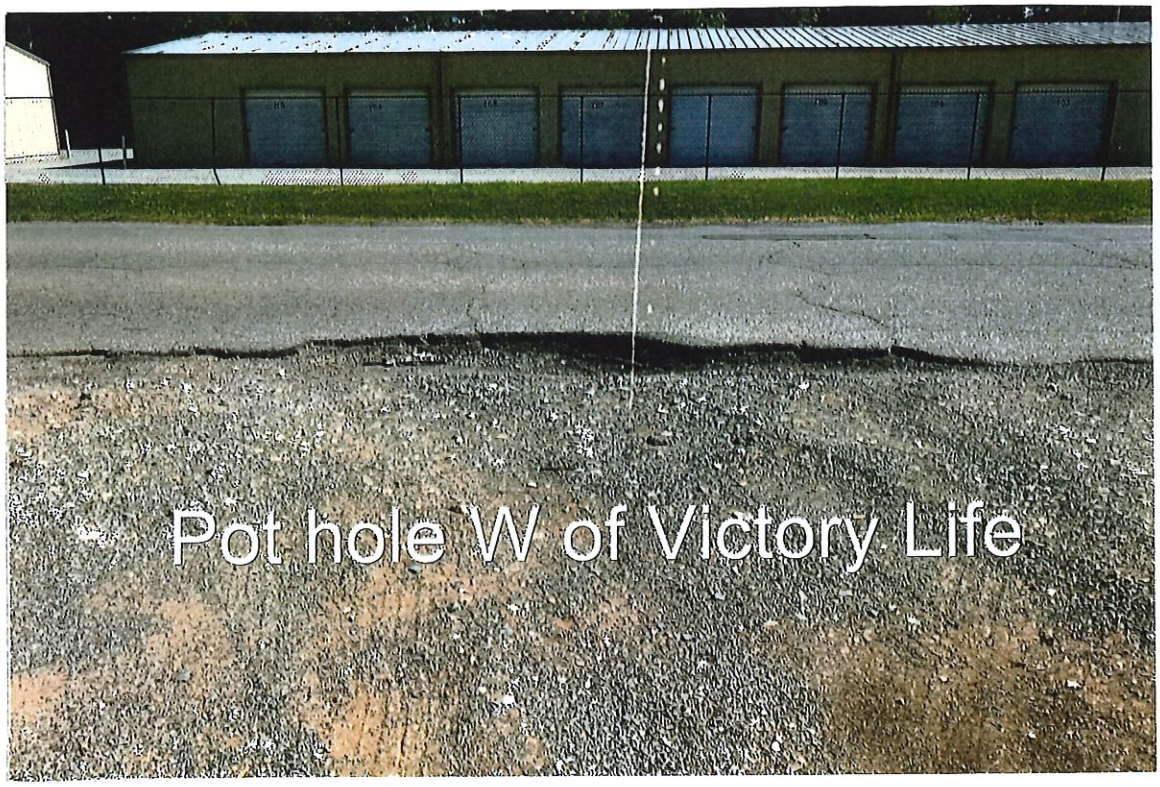
Signature _____

Balance: $0.00

Thank You For Your Business

I hereby authorize the stated repair work to be done along with the necessary material, and hereby grant Durant Discount Tire & Service permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. Durant Discount Tire & Service is not responsible for loss or damage to vehicles, or articles left in vehicles, in case of fire, theft or any other cause beyond it's control. (For Commercial Accounts) A 1.5% (18% APR) service charge will be assessed on any amount which becomes delinquent beyond 30 days. Durant Discount Tire & Service, LLC - DBA 'DTS' Discount Tire & Service, LLC

Signature _____


Pot hole W of Victory Life

OMAG

3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

July 31, 2018

City of Durant
Attn: Cynthia Price
P. O. Box 578
Durant, OK 74702-0578

RE:			
	Member	:	City of Durant
	Claimant	:	Catheryn Phelps
	Date of Loss	:	6/24/2018
	Claim No.	:	205044-LR

Dear Ms. Price:

We have completed our investigation regarding the above referenced claim. It is our recommendation to the City of Durant that this claim be denied. We find no liability on the City's part regarding this incident.

Under the Governmental Tort Claims Act, 51 Okla. Sec. 157(A), this claim will be deemed denied ninety (90) days after it was received by the City of Durant. 51 Okla. Stat. Sec. 157 (B) requires any lawsuit under the Act to be commenced within one hundred eighty (180) days after denial of the claim.

Thus to begin the 180-day statute of limitations prior to 9/30/18, you must deny this claim in writing before 9/30/18. For the 180-day period to start running, the claimant **must be notified at the address on the claim within five (5) days of the denial**. To document compliance with the Act, we recommend that you send notice of denial of this claim by certified mail.

Please advise us as soon as possible of any official action taken by you on denial of this claim.

Sincerely,

Lori Randall
Claims Adjuster

OMAG

3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

July 31, 2018

Catheryn Phelps
98 Hickory Dr.
Durant, OK 74701

RE:			
	Member	:	City of Durant
	Claimant	:	Catheryn Phelps
	Date of Loss	:	6/24/2018
	Claim No.	:	205044-LR

Dear Ms. Phelps:

As the adjuster for the Oklahoma Municipal Assurance Group, the insurer for the City of Durant, I am recommending denial of this claim and find no liability on the City of Durant's part for this claim.

A municipality may be liable only if it had prior notice of a defect or problem and failed to take appropriate remedial action within a reasonable time before the damage occurred.

The City of Durant had no notice of this issue prior to your incident. Based on this information we are recommending denial of this claim to the City of Durant.

Sincerely,

Lori Randall
Claims Adjuster

cc: City of Durant

NOTICE OF TORT CLAIM

OKLAHOMA MUNICIPAL ASSURANCE GROUP (OMAG) – MUNICIPAL LIABILITY PROTECTION PLAN

A. CLAIMANT REPORT

To the _____

Public entity you are filing the claim against.

PLEASE PRINT OR TYPE AND SIGN

IMPORTANT NOTICE: This notice will be sent to OMAG Claims Dept. for investigation. You may expect them to contact you.

CLAIMANT(S) Cathryn Phelps
ADDRESS 98 Hickory Dr.
Durant OK 74701

CLAIMANT(S) SOCIAL SECURITY NO. [redacted]
CLAIMANT(S) DATE OF BIRTH 8-16-1982 Circle: M (F)
PHONE: HOME (580) 579-9952 BUS. (580) 916-9036

(Exact Date Required) June 24, 2018 **(Continue on another sheet if needed for any information requested)**

1. DATE AND TIME OF INCIDENT 8:50 ( ) a.m. (✓) p.m.
2. LOCATION OF INCIDENT University Blvd just passed Victory Life heading west.
3. DESCRIBE INCIDENT A car was coming the opposite direction + I moved over to allow room on the road when I hit a pot hole + heard the noise. My PSI immediately started declining. I pulled over + when I removed my tire I seen
4. LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES: the rim was bent. causing the tire to deflate

BODILY INJURY: WAS CLAIMANT INJURED? YES___ NO X If yes, complete this section

Describe injury _____

WERE YOU ON THE JOB AT THE TIME OF INJURY? YES___ NO X If so, please provide Employer info.

Employer's Name _____ Address _____ Phone _____

ALL MEDICAL BILLS (attach copies) $_____

LIST OTHER DAMAGES CLAIMED $_____

MEDICARE/MEDICAID/SOCIAL SECURITY DISABILITY:

Is there any Social Security Disability involvement ___Yes X No

Has any medical bill been paid or will be paid by Medicare/Medicaid? ___Yes X No. If so, list Medicare/Medicaid Number.

Medicare/Medicaid Number _____

If the City is responsible for such bills, the City must report any settlement to Medicare/Medicaid.

I understand that the information requested is to assist the requesting insurance information arrangement to accurately coordinate benefits with Medicare/Medicaid and to meet its mandatory reporting obligation under Medicare Secondary Payer Act 42 U.S.C§1395y.

Medicare/Medicaid Beneficiary Name (please print) _____ Medicare/Medicaid Beneficiary Name Signature _____

PROPERTY DAMAGE: Proof that you are the owner of the vehicle or property allegedly damaged as specified in your claim will be required.

VEHICLE YEAR 2017 MAKE Ford MODEL Fusion

NOTE: If damage is to a vehicle, a photocopy of your motor vehicle title is required.

IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS _____

PROPERTY DAMAGE (Attach repair bills or estimates if available) $ 305.00

LIST OTHER DAMAGES CLAIMED $_____

5. NAME OF YOUR INSURANCE CO.	POLICY NO.	AMOUNT CLAIMED	AMOUNT RECEIVED
Travelers		$ Ø	$ Ø

6. The names of any witnesses known to you:

Name	Address	Phone Number
John Terry	1504 McLish St. Ardmore, Ok	405-659-5832

STATE THE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLEMENT ON THIS CLAIM.

TOTAL CLAIM.....$_____

Cathryn Phelps
SIGNATURE(S)

6/27/2018
DATE

CONTINUE ON THE BACK

B. THIS SECTION IS FOR USE BY THE PUBLIC ENTITY WHICH RECEIVES THE CLAIM

To inquire about this claim you may write to OMAG Claims Dept. or call 1-800-234-9461

This Notice of Tort Claim was received by Cynthia Price

(Title) City Clerk, on 7-2, 20 18

For further information on this claim contact Cynthia Price

(Title) City Clerk, by telephone at (__) 580 931 6641

The following reports, statements or other documentation, which support our understanding of the facts relating to this claim are attached:

Claimant — Title, receipt, estimate letter, email

City —

Information for City Owned Vehicle Involved: N/A

Year: ____ Make: ____ Model: ____ Last 4 Vin#: ____ Dept: ____

As a result of this incident, are there damages to the City vehicle? ____YES ✓ NO

If YES, please fill out an **OMAG Auto Loss Notice** to have it repaired.

Persons who have knowledge of the circumstances surrounding this claim are:

Name	Title/Position	Telephone
1. James Young	Street Superintendent	(580) 775-2486
2.		
3.		
4.		

Submitted by: Cynthia J Price Date 7-2, 20 18

Title: City Clerk

AFTER THE PUBLIC ENTITY HAS RECEIVED THIS CLAIM, PLEASE PROVIDE INFORMATION REQUESTED ABOVE AND IMMEDIATELY SEND TO:

OMAG Claims Dept.
3650 S. Boulevard
Edmond, OK 73013
Phone (405) 657-1400
Fax (405) 657-1401
claims@omag.org

R & D AUTO SALVAGE

AUTO WRECKING
ALL LATE PARTS
CARS and TRUCKS

1405 S. 9th DURANT, OK 74701
PHONE (580) 924-9311

Customer's Order No. _____ Date 6/ 27/ 2018

Name C.C.

Address

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D.	PAID OUT	
SW	CC						

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	17 Fusion	$200.00	
	17" alum wheel		
	TAX		
	TOTAL	$200.00	

Paid

All claims and returned goods MUST be accompanied by this bill.

Received

Durant.org
Powered by Google

Cynthia Price <cprice@durant.org>

Phelps Tort Claim

Cathryn Phelps <[redacted]> Mon, Jul 2, 2018 at 10:54 AM
To: Cynthia Price <cprice@durant.org>

Good Morning Cindy,

Attached is the tort claim documents. I have misplaced the quote I received from Casteels. Because of the price difference I ordered the wheel from the salvage yard and it's supposed to be a new wheel that was switched out because the owner purchased new wheels after buying the car so hopefully it looks like my other 3 wheels and is in good condition. Casteels will put on the tire and valve stem for $15 and then Red River will complete the alignment for $90. Please let me know if you need additional documents or have questions. I appreciate your help.

Thank you,
Cathryn

Durant.org
Powered by Google

James Young <jyoung@durant.org>

Online Form Submittal: Report a Concern

2 messages

noreply@civicplus.com <noreply@civicplus.com> Sun, Jun 24, 2018 at 9:59 PM
To: jyoung@durant.org, mcook@durant.org, mgoolsby@durant.org, duwaynew@durant.org

Report a Concern

If this is an emergency and needs prompt attention, please call 9-1-1 immediately.

The City of Durant appreciates your help. With over 26 square miles of city to maintain, it is impossible for us to see everything in our normal rounds. Taking the time here to report a concern helps keep Durant vibrant, safe, and beautiful. Below is a list of the most frequently reported concerns. If you do not see what you are looking for, simply select "Other" and enter all of the details in the "Brief Description / Additional information" box.

Last Name (optional)	Phelps
First Name (optional)	Kathyrn
Phone Number (optional)	580-579-9952
E-mail (optional)	*Field not completed.*
Location or Address of Concern	University Blvd infront of high meadows apts
Description of Concern	large pot hole cause flat tire
Check only one catagory per submission	Street Condition and Repair: (580) 924-8828

Email not displaying correctly? View it in your browser.

James Young <jyoung@durant.org> Fri, Jun 29, 2018 at 7:22 AM
To: noreply@civicplus.com

fixed on 6/26/18
[Quoted text hidden]

Work Order Information History Save

Work Order Number	13043 Date: 6/29/2018
Location	UNIVERSITY/LARKSPUR
Requested By	JAMES YOUNG
Citizens Phone #	
Work Description	PATCH EDEGE OF THE RD
Problem Code	001: Maintenance Repair
Project Code	001: Routine Maintenance
Status Code	Closed
Work Start Date	6/26/2018
Work End Date	6/26/2018

Copy Work Order
Create Template
Email Work Order
Field Work Order
Print Work Order

Add/Edit Items in Work Order:

Notes
Add PO
Employees
Equipment
Material
Multi-Select
Upload File

Assigned Employees Update Employees

	Employee	Hours	Multiplier	Rate	Total
X	CODY JONES	0.5	1	12.28	$6.14
X	SHAWN WATKINS	0.5	1	12.54	$6.27
X	TONY BAEZA	0.5	1	12.54	$6.27
					Cost: $18.68

Assigned Equipment Update Equipment

	Equipment	Amount	Units	Rate	Total
X	10 WHEEL DUMP TRUCK	0.5	Hours	110	$55.00
					Cost: $55.00

Assigned Material Update Material

	Material	Amount	Units	Rate	Total
X	HOT - MIX	0.25	TON	66.74	$16.69
					Cost: $16.69

Total Cost: $90.36

Agenda Item: 4.e.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/2/2018
To: Mayor and City Council
From: Tim Rundel, City Manager
Re: Consider Approval of Resolution 2018-21 Declaring the Intent to Consider Approval of a Project Plan and Creation of a Tax Increment District Under the Local Development Act; Directing Preparation of a Project Plan; Appointing a Review Committee; Directing the Review Committee to Make Findings as to Eligibility and Financial Impact, if any, on Taxing Jurisdictions and Business Activities Within the District; Directing the Review Committee to Make a Recommendation with Respect to the Proposed Project; and Declaring an Emergency

---

Representatives of Salem Tube will be in attendance to answer questions from council and will formally announce their intention to locate in Durant and for Durant to serve as the national headquarters for Salem Tube.

Council Information / Action Requested

Approve or Deny Resolution 2018-21 Declaring the Intent to Consider Approval of a Project Plan and Creation of a Tax Increment District Under the Local Development Act; Directing Preparation of a Project Plan; Appointing a Review Committee; Directing the Review Committee to Make Findings as to Eligibility and Financial Impact, if any, on Taxing Jurisdictions and Business Activities Within the District; Directing the Review Committee to Make a Recommendation with Respect to the Proposed Project; and Declaring an Emergency

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

ATTACHMENTS:

Description	Type	Upload Date
Resolution 2018-21	Exhibit	8/2/2018

RESOLUTION 2018-21

RESOLUTION DECLARING THE INTENT TO CONSIDER APPROVAL OF A PROJECT PLAN AND CREATION OF A TAX INCREMENT DISTRICT UNDER THE LOCAL DEVELOPMENT ACT; DIRECTING PREPARATION OF A PROJECT PLAN; APPOINTING A REVIEW COMMITTEE; DIRECTING THE REVIEW COMMITTEE TO MAKE FINDINGS AS TO ELIGIBILITY AND FINANCIAL IMPACT, IF ANY, ON TAXING JURISDICTIONS AND BUSINESS ACTIVITIES WITHIN THE DISTRICT; DIRECTING THE REVIEW COMMITTEE TO MAKE A RECOMMENDATION WITH RESPECT TO THE PROPOSED PROJECT; AND DECLARING AN EMERGENCY

WHEREAS, it is an objective of the City of Durant, Oklahoma ("City") to promote economic development in order to attract major investment, enhance the tax base, stimulate economic growth, and improve the quality of life in and around the City; and

WHEREAS, Salem Tube, Inc. has expressed its interest and desire to acquire, develop, construct, equip, and operate a metal tubing manufacturing facility on a 40-acre tract of land located near the intersection of Country Club Road and State Highway 78 in Durant, representing an investment of over $40 million and the creation of 140 jobs ("Project"); and

WHEREAS, in order to stimulate economic development, it is necessary and desirable to establish a legal framework and funding mechanism for a substantial portion of the local public investment required to support the Project; and

WHEREAS, the principal objective of the Project will be to support the manufacturing facility and does not include principally commercial retail; and

WHEREAS, for the health, safety, and public welfare of the residents of the City, it is appropriate and desirable to consider and potentially adopt a project plan ("Project Plan") and increment district for the Project pursuant to the Oklahoma Local Development Act, 62 O.S. §850, *et seq.* ("Act"); and

WHEREAS, the Act was passed by the Oklahoma Legislature to implement Section 6C of Article X of the Oklahoma Constitution, which empowers the governing bodies of cities, towns, and counties to apportion tax increments to help finance the public costs of economic development; and

WHEREAS, the development of the area depends upon the utilization of tax increment financing to help finance the public costs of the Project; and

WHEREAS, without the preparation of a Project Plan, the establishment of an increment district, and other authorizations provided for in the Act, the investment and development represented by the Project would be difficult or impossible; and

WHEREAS, consistent with the Act, a Review Committee is to be established, the membership of which shall consist of the following: one representative from the City of Durant City Council, who shall serve as chairperson of the Review Committee; one representative from the City Planning and Zoning Commission to be selected by that body; one representative from the Bryan County Board of County Commissioners to be selected by that body; one representative from the Calera Public School System to be selected by that body; one representative from the Bryan County Health Department to be selected by that body; one representative from the Kiamichi Technology Center to be selected by that body; one representative from the Bryan County Ambulance Authority Emergency Medical Services to be selected by that body; and three members representing the public at large, at least one of whom is a representative of the business community in the City, selected by the other Review Committee members from a list of seven names submitted by the chairperson of the Review Committee; and

WHEREAS, the Review Committee shall review and make a recommendation concerning a proposed Project and Project Plan including a potential increment district, consider and make findings and recommendations with respect to the conditions establishing the eligibility of the proposed increment district, and to consider and determine whether the proposed Project and Project Plan will have a financial impact on any taxing jurisdiction and business activities within the proposed increment district and to report its findings and make its recommendations to the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Durant that:

Section 1. The City Council of the City of Durant intends to consider approval of a Project Plan and creation of a tax increment district to facilitate the financing of eligible project costs for economic development and hereby directs the preparation of the Project Plan to be submitted for consideration in accordance with the Act.

Section 2. A Review Committee is hereby appointed whose membership shall consist of the following: one representative from the City of Durant City Council, who shall serve as chairperson of the Review Committee; one representative from the City Planning and Zoning Commission to be selected by that body; one representative from the Bryan County Board of County Commissioners to be selected by that body; one representative from the Calera Public School System to be selected by that body; one representative from the Bryan County Health Department to be selected by that body; one representative from the Kiamichi Technology Center to be selected by that body; one representative from the Bryan County Ambulance Authority Emergency Medical Services to be selected by that body; and three members representing the public at large, at least one of whom is a representative of the business community in the City, selected by the other Review Committee members from a list of seven names submitted by the chairperson of the Review Committee.

Section 3. _____ shall serve as the City of Durant City Council's representative and chairperson of the Review Committee.

Section 4. The chairperson of the Review Committee shall request that each of the following entities select a representative to serve on the Review Committee:

1. City Planning and Zoning Commission;
2. Bryan County Board of County Commissioners;
3. Calera Public School System;
4. Bryan County Health Department;
5. Kiamichi Technology Center; and
6. Bryan County Ambulance Authority Emergency Medical Services.

Section 5. The chairperson of the Review Committee shall submit a list of seven names of possible persons, at least one of whom is a representative of the business community in the City, to represent the public at large on the Review Committee.

Section 6. The other Review Committee members shall select three persons from the list submitted by the chairperson who shall represent the public at large on the Review Committee; at least one of the three persons selected to represent the public at large shall be a representative of the business community in the City.

Section 7. The Review Committee shall consider and make its findings and recommendations to the City of Durant City Council with respect to the conditions establishing the eligibility of the proposed increment district and the appropriateness of approval of the proposed Project Plan and Project.

Section 8. The Review Committee shall consider and determine whether the proposed Project Plan and Project will have a financial impact on any taxing jurisdiction and business activities within the proposed increment district and shall report its findings to the City of Durant City Council.

Section 9. The City Planning and Zoning Commission shall review the proposed Project Plan and shall make its recommendation regarding the Project Plan to the City of Durant City Council.

Section 10. An emergency is hereby declared to exist for the preservation of the public peace, health, safety, and welfare, and by reason whereof this Resolution shall take effect immediately from and after its adoption and approval.

ADOPTED by the City of Durant City Council duly convened and approved by the Mayor of the City of Durant, Oklahoma, this _____ day of _____, 2018.

_____
Mayor

ATTEST:

_____
City Clerk

APPROVED as to form and legality this _____ day of _____, 2018.

_____
City Attorney

Agenda Item: 4.f.

The City of Durant

Office of City Clerk

Memorandum

Date:	8/10/2018
To:	Mayor and City Council
From:	Greg Buckley, Administrative Services Director
Re:	Consider Approval of Utility Audit Agreement with AMERESCO, Inc., Through the Interlocal Purchasing System (TIPS), or Take Any Other Appropriate Action

---

Staff has been working on options for full implementation of an Automated Meter Reading System. Through the review process we had discussion with AMERESCO, which provided an option to analyze our meters and determine if they could assist in a financing option that could be revenue neutral. In addition, they could review our operations and utility usage to see if upgrade(s) to equipment and or fixtures could save money.

The Utility Audit Agreement is the first step in determining if their services could assist the City in cost savings and at a minimum result in the savings covering the cost of any improvements or upgrades.

There is no initial cost for AMERESCO to perform the Utility Audit. If the City chooses to implement one or more of any proposed projects there would be no cost of the Audit to the CIty. If the City chooses not to implement any of AMERESCO's proposed cost saving projects then the Audit would cost the City $85,000.00.

Council Information / Action Requested

Approve Utility Audit Agreement with AMERESCO, Inc., through The Interlocal Purchasing System (TIPS).

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

ATTACHMENTS:

Description	Type	Upload Date
Utility Audit Agreement	Exhibit	8/10/2018

THIS AUDIT AGREEMENT (the "Audit Agreement") is entered into as of the _____ day of _____ (the "Effective Date") by and between the City of Durant, Oklahoma whose principal offices are located at 300 W. Evergreen, Durant, Oklahoma 74701 (the "Owner") and AMERESCO, Inc., with an address of 2375 East Camelback Road, Suite 400, Phoenix, AZ 85016 ("AMERESCO"). AMERESCO and Owner are also referred to individually as "Party" and collectively as the "Parties".

Whereas, the Owner desires that AMERESCO develop a Utility Audit (as hereinafter defined) at its facilities listed in Attachment A (the "Premises"); and the scope of services as listed in Attachment B.

Whereas, the Owner has selected Ameresco to provide the scope of services through The Interlocal Purchasing System (TIPS) of which the Owner is a member in good standing.

Whereas, performance of the Utility Audit constitutes the first phase ("Phase 1") of a Comprehensive Services project (the "Project");

Whereas, if AMERESCO is directed by the Owner to proceed with the implementation of the recommendations following the Utility Audit, the second phase of the Project ("Phase 2") will consist of the design and installation of measures described and recommended in the Utility Audit Report (defined below).

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Owner and AMERESCO agree as follows.

ARTICLE 1
PHASES OF PROJECT

1.1 Phase I – Utility Audit.

(a) After execution of this Audit Agreement, AMERESCO will conduct a Utility Audit at the Premises. As used in this Audit Agreement, "Utility Audit" means a process including (i) the collection of data related to Owner's use and operation of the Premises, observations of the Premises, determination of base year energy and/or water consumption and/or water billings, financial analysis of the cost and benefit of upgrades to utility meters and metering systems at the Premises, determination of potential increases in water and sewer billings from meter accuracy improvements, and operational saving projects that are recommended to be installed at the Premises, and (ii) the preparation of a detailed Utility Audit Report, which analyzes current utility operations, recommendations for equipment upgrades, and a detailed analysis of implementation costs, anticipated benefits resulting from such improvements and assumptions upon which the projected benefits are based. The Utility Audit Report is intended to provide the Owner with the information necessary for the evaluation of the costs and benefits of proceeding with the second phase of the Project.

(b) Should AMERESCO determine, in its sole discretion, at any time before the completion of the Utility Audit Report that the anticipated improvements to the Premises and operational savings cannot be achieved at the Premises in compliance with the project goals, AMERESCO will provide written notice to Owner and cease all further Energy Audit activities, in which case Owner will not be charged for any Utility Audit activities performed by AMERESCO.

Utility Report Price: $85,000.00

1.2 Phase 2 – Implementation.

(a) If the Owner decides to proceed with the design and implementation of one or more of the measures described in the Utility Audit Report or identified as part of a Comprehensive Services Project, the Parties shall execute a mutually-acceptable Comprehensive Services Agreement (CSA). If the Parties enter into a CSA which includes one or more of the measures identified in the scope of work in the Utility Audit Report, AMERESCO will not bill Owner for the Utility Audit Price, but will include such Utility Audit Price in the cost of the work to be performed under the CSA.

(b) Owner acknowledges that the price for the Utility Audit is $85,000.00 and will be included in the CSA. Owner also acknowledges that if AMERESCO prepares and identifies a workable project that meets the Owner's goal of a project that is self funding over a term not to exceed twenty years using energy savings and revenue increases, and does not proceed with implementing one or more of the measures within 90 days after completion of the audit, AMERESCO will submit a bill not to exceed $85,000.00 due and payable. The 90 days may be extended by mutual agreement of the parties.

(c) Owner acknowledges that the price for the Project is based on the market cost as of the date of the Utility Audit Report, for steel, copper and similar raw materials incorporated into equipment and material used for the Project. Price increases for such equipment and materials after the Audit Report was issued may either result in a project price increase or a corresponding decrease in the project size. Once the CSA to complete the Project is executed by both parties, the Project price will not be contingent on those fluctuations.

1.3 Other Terms and Conditions.

(a) AMERESCO's receipt of an executed copy of this Audit Agreement shall serve as notification to AMERESCO to proceed with the Utility Audit. AMERESCO will thereafter promptly initiate the Utility Audit.

(b) AMERESCO does not assume responsibility to Owner for the anticipated revenues, savings or benefits projected in the Utility Audit Report.

(c) Owner hereby agrees to provide timely and complete access to all necessary utility and cost records for the three years preceding, the commencement of AMERESCO's services.

1.4 Miscellaneous Terms and Conditions.

(a) This Audit Agreement is hereby executed as of the Effective Date, written above.

(b) The signatories hereto represent that they have been duly authorized to enter into to this Audit Agreement on behalf of the Party for whom they sign.

(c) The laws of the State of Oklahoma shall govern the interpretation and enforcement of the terms and conditions stated herein.

(d) This Audit Agreement may not be amended unless in writing signed by authorized representatives of both Parties.

(e) Neither Party may assign this Audit Agreement to another party without the prior written consent of the non-assigning Party, which will not be unreasonably withheld, delayed or conditioned. No un-consented-to assignment will be legally binding upon the non-assigning Party.

AMERESCO, INC.	City of Durant, Oklahoma
By:_____	By:_____
Name: Robert Georgeoff	Name: Jerry L. Tomlinson
Title: Vice President	Title: Mayor

ATTACHMENT A

List of Departments/Facilities

Water Metering Infrastructure

Facilities to be Evaluated for Lighting Improvements	Square Footage
T Hangars, Eaker Field	16,800
Maintenance Hangar	22,500
Airport Hangar	14,400
T Hangars	25,600
Main Hangar	27,090
Corporate Hangars	14,640
Runaway / Taxiway lighting	
10 Unit T Hangar in North Development	6,750
Tractor Storage & Sign Shop	3,771
City Garage	8,144
Tractor Storage	1,440
Maintenance Building - 1622 Blanchard Rd	6,500
Criminal Investigation Building	2,100
Athletic Fields & Facilities - Hwy 78	6,440
Wastewater Treatment Plant Facilities	13,152
Golf Clubhouse	5,500
Dog Pound	9,000
Street Lighting	
TOTAL	**183,827**

Facilities to be Evaluated for Energy Efficiency Improvements	
Airport Terminal Building	7,812
Police Station	4,560
Public Works Building	4,590
Maintenance & Operations Building	10,340
Fire Station Training Center	15,000
Library & Community Center	29,500
City Hall	25,965
Senior Citizens Building	6,000
Law Enforcement Headquarters	16,999
Sanitation and Streets Departments	10,880
Fire Station	3,600
Emergency Operations Center	6,964
TOTAL	**142,210**

ATTACHMENT B

SCOPE OF SERVICES

this table presents an approximation of common engineering, project management, and installation activities that occur during the evaluation of the water metering infrastructure under the utility audit agreement:

Scope
Database extract from billing system and entry to Ameresco meter evaluation software
Establish which residential meters to pull from representative meter population (quantity 68)
Establish testing methodology for intermediate size meters based on database extract of meter quantity and type
Coordinate and host meter manufacturer workshops for City to evaluate technology of their choice
Coordinate RFP with meter manufacturer
Coordinate RFP with meter installation subcontractor
Purchase meter test set for residential meters
Coordinate shipping and receiving of meter test set
Issue a subcontract to meter test set installation company
Coordinate with City and residents on meter change-outs by providing door hangers
Coordinate with City and businesses on large meter tests (verify shut-off valves)
Pull residential meters and replace
Ship and bench test residential meters
Engineer survey via field verification or software analysis of all meters 3" or larger
Software model of 3" or larger meters that need testing
Analyze system for automated leak detection technology in the water distribution system by evaluating length of mains, piping materials, and economic payback.
Mobilize equipment for in-ground testing of large meters 3" and larger that merit field testing (based on our software analysis from billing system and field surveys of vault sizes and conditions, we will determine which of the large meters provide enough economic benefit to warrant testing)
Coordinate RFPs and finalize pricing with City's desired meter manufacturer
Billing Software Integration Options
Finalized pricing and scope for Comprehensive Services Contract

The following identifies some of the activities that will occur when evaluating the facilities for energy efficiency and other operational improvements. The evaluation will be limited to the lighting systems only in the facilities identified in Attachment A. Evaluation of the facilities will usually begin around the time that test results are received from the laboratory testing the residential water meters removed as part of the evaluation of the water metering infrastructure.

1) **Data and Information**. Collect data and background information from Owner concerning facility operation and energy use for the most recent three years from the effective date of this Contract, including:
   - **a.** Building square footage.

b. Utility company invoices.
c. Occupancy and usage information.
d. Description of all energy-consuming or energy-saving equipment used on the premises.
e. Description of energy management procedures utilized on the premises.
f. Description of any energy-related improvements made or currently being implemented.
g. Description of any changes in the structure of the facility or energy-using or water-using equipment.
h. Description of future plans regarding building modifications or equipment modifications and replacements.
i. Drawings, as available (may include mechanical, plumbing, electrical, building automation and temperature controls, structural, architectural, modifications and remodels).
j. Original construction submittals and factory data (specifications, pump curves, etc.), as available.
k. Operating engineer logs, maintenance work orders, etc., as available.
l. Records of maintenance expenditures on energy-using equipment, including service contracts.
m. Prior energy audits or studies, if any.

2) Identify Potential Measures

a. Interview individuals with knowledge of the facility such as the facility manager, maintenance staff, subcontractors and occupants of each building regarding:
- **i.** Facility operation, including energy management procedures.
- **ii.** Equipment maintenance problems.
- **iii.** Comfort problems and requirements.
- **iv.** Equipment reliability.
- **v.** Projected equipment needs.
- **vi.** Occupancy and use schedules for the facility and specific equipment.
- **vii.** Facility improvements – past, planned and desired.

b. Survey major energy-using equipment, including, but not limited to, lighting (indoor and outdoor), heating and heat distribution systems, cooling systems and related equipment, automatic temperature control systems and equipment, air distribution systems and equipment, outdoor ventilation systems and equipment; exhaust systems and equipment; hot water systems, electric motors, transmission and drive systems, special systems such as kitchen/dining equipment and swimming pools, renewable energy systems, other energy using systems, water consuming systems, such as restroom fixtures, water fountains, and irrigation systems.

c. Perform "late-night" surveys outside of normal business hours or on weekends to confirm building system and occupancy schedules, if deemed necessary.

d. Develop a preliminary list of potential energy and water saving measures. Consider the following for each system:
- **i.** Comfort and maintenance problems.
- **ii.** Energy use, loads, proper sizing, efficiencies and hours of operation.
- **iii.** Current operating condition.
- **iv.** Remaining useful life.
- **v.** Feasibility of system replacement.
- **vi.** Hazardous materials and other environmental concerns.
- **vii.** Owner’s future plans for equipment replacement or building renovations.
- **viii.** Facility operation and maintenance procedures that could be affected.

3) Base-Year Consumption. Establish base-year consumption and reconcile with end-use consumption estimates.

a. Establish appropriate base year consumption by examining utility bills for the past three years for electricity, gas, propane, steam, water, and any other applicable utilities. Present base year consumption in terms of energy units (kWh, kW, ccf, Therms, gallons, or other units used in bills), in terms of energy units per square foot, in terms of dollars, and in terms of dollars per square foot. Describe the process used to determine the base year

(averaging, selecting most representative contiguous 12 months, removal of anomalies, or other statistical or weather-normalized method). Consult with facility personnel to account for any anomalous schedule or operating conditions on billings that could skew the base year representation. Contractor shall account for periods of time when equipment was broken or malfunctioning in calculating the base year.

b. Estimate loading, usage and/or hours of operation for all major end uses of total facility consumption including, but not limited to: lighting, heating, cooling, motors (fans, pumps, and other pertinent), plug loads, and other major energy and water using equipment. Where loading or usage are highly uncertain (including variable loads such as cooling), Contractor shall use its best judgment, spot measurements or short-term monitoring. Contractor should not assume that equipment run hours equal the operating hours of the building(s) or facility staff estimates.

c. Reconcile annual end-use estimated consumption with the annual base year consumption. This reconciliation shall place reasonable "real-world" limits on potential savings. Propose adjustments to the baseline for energy and water saving measures that shall be implemented in the future.

4) Preliminary Analysis. Develop a preliminary analysis of potential energy and water saving measures.

a. List all potential opportunities, whether cost-effective or not. Consider technologies in a comprehensive approach including, but not limited to: lighting and daylighting systems, heating/ventilating/air conditioning equipment and distribution systems, controls systems, building envelope, motors, kitchen equipment, pools, renewable energy systems, other special equipment, irrigation systems, and water saving devices.

b. Identify measures which appear likely to be cost effective and therefore warrant detailed analysis.

5) Preliminary Meeting. Meet with Owner to present preliminary analysis prior to complete analysis. Describe how the projected project economics meet the Owner's terms for completing the Energy Audit. Discuss assessment of energy use, savings potential, project opportunities, and potential for developing an energy performance contract. Develop a list of recommended measures for further analysis. The Owner shall at its discretion, have the option to reject any presented calculations of savings, potential savings allowed, or project recommendations.

6) Savings and Cost Analysis. Analyze savings and costs for each mutually agreed to energy and water saving measure and any mutually agreed to capital improvement measures.

a. Follow the methodology of the American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) or other nationally-recognized authorities following the engineering principle(s) identified for each retrofit option.

b. Utilize assumptions, projections and baselines which best represent the true value of future energy or operational savings. Include accurate marginal costs for each unit of savings at the time the audit is performed, documentation of material and labor cost savings, adjustments to the baseline to reflect current conditions at the facility, calculations which account for the interactive effects of the recommended measures.

c. Use best judgment regarding the employment of instrumentation and recording durations so as to achieve an accurate and faithful characterization of energy use.

d. Develop a preliminary measurement and verification plan for each measure.

7) Draft Audit Report. Prepare a draft Energy Audit Report. The report provides an engineering and economic basis for negotiating a potential Energy Performance Contract between the Owner and the Contractor. The report shall include:

a. Overview.

i. Contact information.

ii. Summary table of recommended energy and water saving measures, with itemization for each measure of total design and construction cost, annual

maintenance costs, the first year cost avoidance (in dollars and energy/water units), simple payback and equipment service life.

iii. Summary of annual energy and water use by fuel type and costs of existing or base year condition.

iv. Calculation of cost savings expected if all recommended measures are implemented and total percentage savings of total facility energy cost.

v. Description of the existing facility, mechanical and electrical systems.

vi. Summary description of measures, including estimated costs and savings for each as detailed above.

vii. Discussion of measures considered but not investigated in detail.

viii. Conclusions and recommendations.

b. Base year energy use.

i. Description and itemization of current billing rates, including schedules and riders.

ii. Summary of all utility bills for all fuel types and water.

iii. Identification and definition of base year consumption and description of how established.

iv. Reconciliation of estimated end use consumption (i.e. lighting, cooling, heating, fans, plug loads, etc.) with base year (include discussion of any unusual findings)

c. Full description of each energy and water saving measure including:

i. Written description of:

A. Existing conditions.

B. Description of equipment to be installed and how it shall function.

C. Include discussion of facility operations and maintenance procedures that shall be affected by installation/implementation.

D. Present the plan for installing or implementing the recommendation.

ii. Savings calculations:

A. Base year energy use and cost.

B. Post-retrofit energy use and cost.

C. Savings estimates including analysis methodology, supporting calculations and assumptions used.

D. Annual savings estimates. The cost savings for all energy saving measures must be determined for each year during the contract period. Savings must be able to be achieved each year (cannot report average annual savings over the term of the contract).

E. Savings must be limited to savings allowed by the Owner as described above.

F. Description and calculations for any proposed rate changes.

G. Explanation of how savings interactions between retrofit options are accounted for in calculations.

H. Operation and maintenance savings, including detailed calculations and description. Ensure that maintenance savings are only applied in the applicable years and only during the lifetime of the particular equipment.

I. If computer simulation is used, include a short description and state key input data. If requested by Owner, access shall be provided to the program and all assumptions and inputs used, and/or printouts shall be provided of all input files and important output files and included in the Energy Audit with documentation that explains how the final savings figures are derived from the simulation program output printouts.

J. If manual calculations are employed, formulas, assumptions and key data shall be stated.

K. Conclusions, observations, caveats.

iii. Cost estimate – Include a detailed scope of the construction work suitable for cost estimating. Include all anticipated costs associated with installation and implementation. Provide preliminary specifications for major mechanical

components as well as detailed lighting and water fixture counts. The following shall also be included:

A. Engineering/design costs.
B. Contractor/vendor estimates for labor, materials, and equipment; include special provisions, overtime, and all other appropriate items, as needed to accomplish the work with minimum disruption to the operations of the facilities.
C. Permit costs.
D. Construction management fees.
E. Identify any hazardous materials that must be abated by the Owner in order for the work to be installed
F. Conclusions, observations, caveats.

d. Miscellaneous:

i. Estimate of average useful service life of equipment.
ii. Preliminary commissioning plan.
iii. Discussion of impacts that facility would incur after contract ends. Consider operation and maintenance impacts, staffing impacts, budget impacts, etc., and identify who is responsible for maintenance.
iv. Compatibility with existing systems.

8) Post-Audit Meeting. Meet with Owner to review the recommendations, savings calculations and impact of the measures on the operations of the facility. Describe how the projected project economics meet the Owner's terms for completing the Energy Audit. Discuss the willingness and capability of Owner to make capital contributions to the project to improve the economics of the overall project. Revise Audit as directed by Owner.

9) Complete and Present Final Energy Audit Report. Deliver final audit report to Owner for approval.

Agenda Item: 4.g.

The City of Durant

Public Works Director

Memorandum

Date:	8/6/2018
To:	Mayor and City Council
From:	Marty Cook - Public Works Director
Re:	Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-63) for the Purchase of Used Haul Vehicles for the Landfill in the Amount of $135,000 and to Grant Negotiating and Purchasing Authority to Staff.

Within our current budget, we have set aside $135,000 to purchase at least two used semi trucks with wet kits to haul waste to the Southern Oklahoma Regional Disposal location in Ardmore, Ok. We make these runs everyday and are in need of more dependable vehicles than we currently have in use. We have identified a couple of used trucks that will serve our needs and would like to be able to negotiate the best deal possible when making this purchase. Our current plan would be to keep our existing trucks and use them as back up vehicles when needed.

Council Information / Action Requested

Approve / Deny

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

ATTACHMENTS:

Description	Type	Upload Date
RFAP # 2019-63	Cover Memo	8/6/2018

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-063

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
Purchase of 2 Semi Trucks for MSW Transfer over the road. Require 485 hp and wet kit options.

2 Department requesting authorization:
Landfill - Kenny Cooper

3 Bidding recommendation (award or reject along with name and contact information of vendor):

TBD

4 Estimated Purchase Date (M/D/Y): August 16, 2018

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)

6 Is this item included in the current FY budget (Yes/No) Yes

7 GL account code: # 015-049-554.61-04

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend $135,000.00

8b Item (new or replacement, if a capital item complete fixed asset form)? New

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form? No

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review No

8e Does the purchase involve Grant Funding (Yes or No) No

8f What is the City Cash Match for the Grant $

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes** – Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

blank

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

Used vehicle quotes attached. As used vehicle prices vary, similar products were quoted based on horsepower and wet kit and vehicle availability.

9c **State Contract** – Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:
blank

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a	Signature of Grants Administrator (if applicable) Kenneth Cooper	date (M/D/Y): 8-2-18
10b	Signature Department Head Matt Cw	date (M/D/Y): 8-2-18
10c	Signature of Division Head	date (M/D/Y):
10d	Signature of Budget Administrator	date (M/D/Y):
10e	Signature of Project Manager	date (M/D/Y): 8-2-18
10f	Signature of City Treasurer	date (M/D/Y): 8/6/18
10g	Signature of City Manager (only over $2,000)	date (M/D/Y):

11h City Manager Comments:

« Return to Search Results (/truck-sales/truck-inventory/)

3 available

2013 Kenworth T800

Photos (10) Page 1 of 2

CONTACT US

979-307-6200 (tel:9793076200)
800-391-7383 (tel:8003917383)
979-307-6249 (tel:9793076249)

LOCATION

(/locations/location-search/1037-college-station)
2801 North Earl Rudder Freeway Pkwy
Bryan, tx 77803

TOOLS

(http://cdn.rushtruckcenters.com/salessheet.aspx?stk=901265)
(mailto:?subject=2013 Kenworth T800&body=http://www.rushtruckcenters.com/truck-sales/truck-inventory/339543-kenworth-t800)
(http://www.rushfinancing.com/creditapp.aspx)

VEHICLE HIGHLIGHTS | BODY EXTERIOR | CAB INTERIOR | POWERTRAIN | SUSPENSION & HANDLING | TIRES & WHEELS

1XKDD49X8DJ349490	BLACK
2013	52000 lbs
901265	480400
Call for Price $55,000	Used Heavy Duty

$60,000 with Wet Kit installed

Wet Kit Price
Gear Ratio.

Where were trucks used?
What was it used for?

Enter Email Address GO

Privacy - Terms

2012 KENWORTH T800 CONVENTIONAL - DAY CAB in Tulsa, OK

2 Photos

Email a Friend Print Save Contact Seller

$59,950 Price Alerts

Specification

Year:	2012
Make:	KENWORTH
Model:	T800
Class:	Class 8 (GVW 33001 - 150000)
Category:	Conventional - Day Cab
Cab Type:	STANDARD CAB
Engine Make:	Cummins
Engine Size:	14.9L

More

Seller Information

MHC Kenworth - Tulsa Website

(866) 383-9389

Reference Stock #:
73-48-0381549

6141 South 49th West Ave
Tulsa, OK
74131 (Map)

See All Inventory

Contact MHC Tulsa to learn how we can help get you in a truck

Vehicle Description

BIG HORSE POWER DAYCAB!!! 485HP CUMMINS, 13SPD, FULL LOCKERS, 16 GUAGES, AM/FM CD, POWER WINDOWS TILT/TELE, POWER LOCKS, POWER MIRROR DRIVERS AIR SEAT

milage 409181

Wet Kits installed $3500.00

Wet Kit 5 Stage Cylinder
100 gallon

2 Photos

Price: $59,950

Price Alerts

Specification

Year:	2012
Make:	KENWORTH
Model:	T800
Class:	Class 8 (GVW 33001 - 150000)
Category:	Conventional - Day Cab
Cab Type:	STANDARD CAB
Engine Make:	Cummins
Engine Size:	14.9L

More

Description

BIG HORSE POWER DAYCAB!!! 485HP CUMMINS, 13SPD, FULL LOCKERS, 16 GUAGES, AM/FM CD, POWER WINDOWS TILT/TELE, POWER LOCKS, POWER MIRROR PTO SET UP, DRIVERS AIR SEAT PEEPER WINDOW Call NOW

Seller Information

MHC Kenworth - Tulsa Website

(866) 383-9389

Reference Stock #:
48-48-0381556

6141 South 49th West Ave
Tulsa,OK
74131 (Map)

See All Inventory

Contact MHC Tulsa to learn how we can help get you

2 Photos

Price: $59,950

Price Alerts

Specification

Year:	2012
Make:	KENWORTH
Model:	T800
Class:	Class 8 (GVW 33001 - 150000)
Category:	Conventional - Day Cab
Cab Type:	STANDARD CAB
Engine Make:	Cummins
Engine Size:	14.9L

More

Description

BIG HORSE POWER DAYCAB!!! 485HP CUMMINS, 13SPD, FULL LOCKERS, 16 GUAGES, AM/FM CD, POWER WINDOWS TILT/TELE, POWER LOCKS, POWER MIRROR PTO SET UP, DRIVERS AIR SEAT PEEPER WINDOW Call NOW

milage 467,262

Cummins ISX 14.9L I6

Commercial Truck Trader.Com

Seller Information

MHC Kenworth - Tulsa Website

(866) 383-9389

Reference Stock #:

48-48-0381556

6141 South 49th West Ave
Tulsa,OK
74131 (Map)

See All Inventory

Contact MHC Tulsa to learn how we can help get you

2013 KENWORTH T800 CONVENTIONAL - DAY CAB in Tye, TX

Contact this Seller: (800) 335-3634

6 Photos Play Brochure

Email a Friend Print Save Contact Seller

$62,950 Price Alerts

Specification

Year:	2013
Make:	KENWORTH
Model:	T800
Class:	Class 8 (GVW 33001 - 150000)
Category:	Conventional - Day Cab
Cab Type:	STANDARD CAB
Engine Make:	Cummins
Engine Size:	14.9L

More

Vehicle Description

542243 - MHCTL Fort Smith, AR CUMMINS POWER - 10 spd - Diamond Int. Matching Unit available Under 400,000 miles - Repl EGR 3/18 - Compressor in Jan/18 -

Seller Information

MHC Kenworth - Abilene Website

(800) 335-3634

Reference Stock #:
40-100-0395610

518 South Access Road
Tye, TX
79563 (Map)

See All Inventory

Agenda Item: 4.h.

The City of Durant

Public Works Director

Memorandum

Date: 8/2/2018
To: Mayor and City Council
From: Marty Cook - Public Works Director
Re: Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-61) for $174,000 for the Design and Installation of a Fluoride Treatment System at our Water Treatment Plant

---

This RFAP is for the Fluoride Treatment System that is to be located at our City Water Treatment Plant. A copy of the estimates and diagram of the system are included in the attached information. This would cover design, engineering, and construction of this system.

Council Information / Action Requested

Approve / Deny RFAP 2019-61

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

ATTACHMENTS:

Description	Type	Upload Date
RFAP # 2019-61	Cover Memo	8/6/2018
layout	Cover Memo	8/2/2018
Cost Estimate	Cover Memo	8/2/2018
Professional Service Agreement	Cover Memo	8/2/2018

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-061

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
Desingn, Bidding, Adminitstration and Construction of a Fouride Treatment System at the Water Treatment Plant.

2 Department requesting authorization:
Water Treatment Plant - Phillip Hightower

3 Bidding recommendation (award or reject along with name and contact information of vendor):

Wall Engineering - $ 23,530
Construction Bidder TBD - $ 150,470

4 Estimated Purchase Date (M/D/Y): August 16, 2018

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)

6 Is this item included in the current FY budget (Yes/No) Yes

7 GL account code: # 015-027-552.61-45

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend $174,000.00

8b Item (new or replacement, if a capital item complete fixed asset form)? New

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form? No

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review No

8e Does the purchase involve Grant Funding (Yes or No) No

8f What is the City Cash Match for the Grant $

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes –** Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

blank

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

Formal Bids will be received at a later time to be accepted individually by council. Our engineering estimate places the purchase price within the budgetted amount for the project.

9c **State Contract –** Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:
blank

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

Wall Engineering for the Design, Engineering, Bidding, Administration and Inspection of the Project.

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) date (M/D/Y):

10b Signature Department Head date (M/D/Y): 8-2-18

10c Signature of Division Head date (M/D/Y):

10d Signature of Budget Administrator date (M/D/Y):

10e Signature of Project Manager date (M/D/Y): 8-3-18

10f Signature of City Treasurer date (M/D/Y): 8/6/18

10g Signature of City Manager (only over $2,000) date (M/D/Y):

11h City Manager Comments:

WORK ORDER FOR PROFESSIONAL SERVICES

CITY OF DURANT OKLAHOMA

WORK ORDER NUMBER DU-18-01

WTP FLUORIDE IMPROVEMENTS

This will constitute authorization by CITY OF DURANT, OKLAHOMA (Owner) for WALL ENGINEERING, LLC (Engineer) to proceed with the outlined scope of services as defined below in accordance with "EJCDC Agreement for Engineering Services – Work Order Addition" previously approved by Owner.

PROJECT: DESIGN, BIDDING & CONSTRUCTION SERVICES
WTP FLUORIDE IMPROVEMENTS

- Participate in meetings with the Owner and other entities as required to define the project requirements
- Conduct and/or have conducted project survey as required
- Prepare Plans and Specifications based on project requirements
- Obtain approval of Plans and Specifications from Owner and other entities as required (ODEQ Permit to Construct)
- Prepare bid packages, and assist owner in obtaining bids from contractors for the construction of the improvements.
- Prepare Contract documents, coordinate contract execution and conduct preconstruction conference.
- Provide construction oversight services including review of contractors work, approving contractors pay estimates, review change order requests, and be the final judge of acceptance of the work performed by the contractor.
- Provide Construction Inspection Services
- Conduct Final Inspection and Project Closeout

For performing the engineering services described, the Engineer is to be paid based on a lump sum amount of $23,530.00 to be paid based on percent complete of services proposed. The prices for all work proposed by the Engineer are more particularly described as follows:

Engineering Report, Engineering Design, Plans, Specs, Bidding, Contracting & Construction Engineering		$ 14,560.00
Survey		$ 650.00
Geotechnical Engineering		$ 1,850.00
Construction Inspection & Oversight		$ 6,470.00
	Total	$ 23,530.00

APPROVED:

CITY OF DURANT, OKLAHOMA

By: _____
Mayor

ACCEPTED:

WALL ENGINEERING, LLC

By: _____
Brandon Wall, P.E.
President

ATTEST:

_____
City Clerk

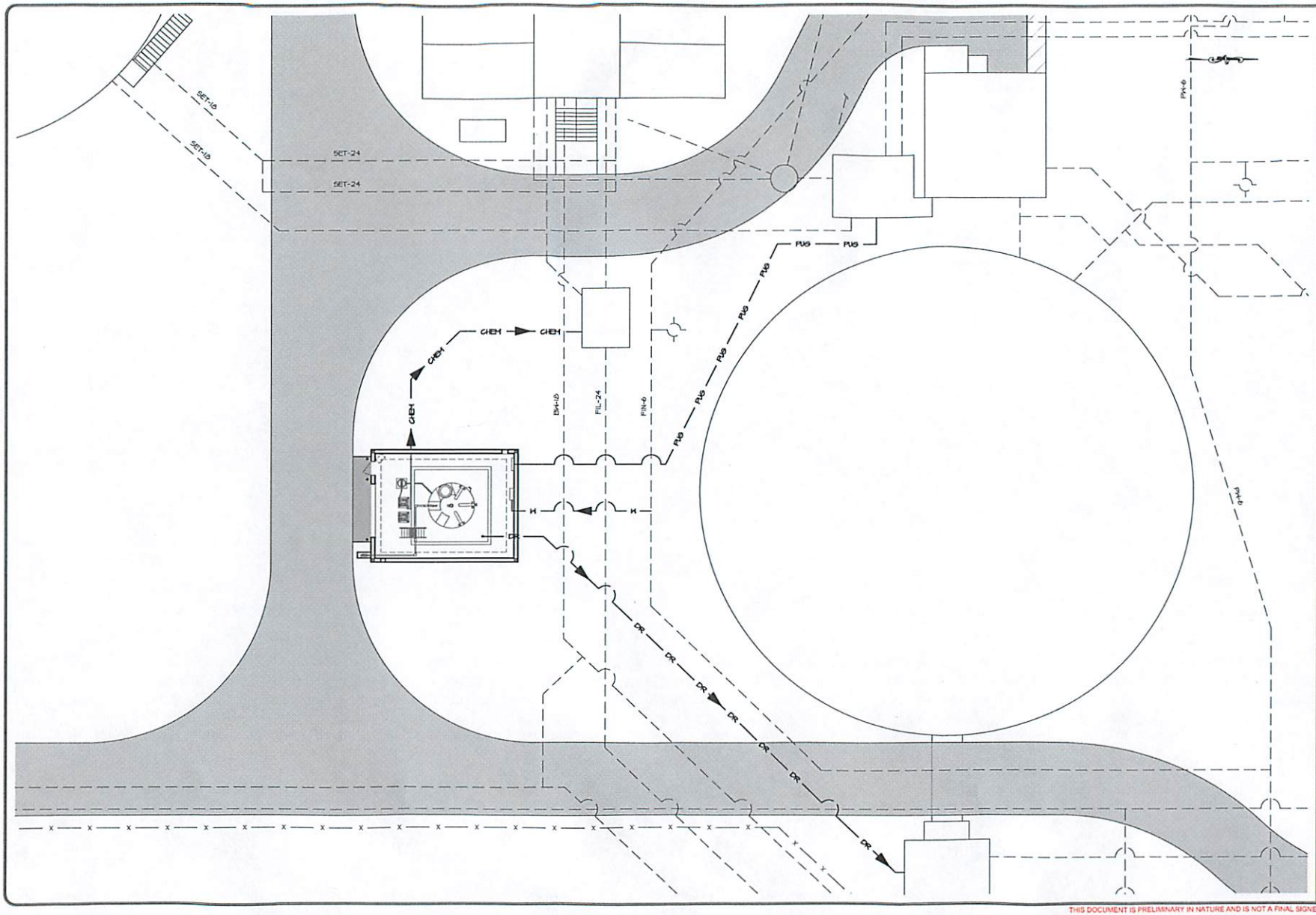
Date: _____

Date: 05/11/18

WALL ENGINEERING, LLC
P.O. Box 1457
Durant, OK 74702
Ph: 580-317-4104 Fax: 580-317-4190

Water Treatment Plant Fluoridation System
Final Cost Estimate
Durant City Utilities Authority
4/10/2018

Mobilization, Bonding & Insurance	$	12,500.00
Construction Survey and Testing	$	2,640.00
Site Work, Grading, & Grassing	$	7,460.00
Electrical & Controls w SCADA Integration	$	17,350.00
Chemical Feed System w/ Equipment & Tanks	$	56,345.00
Metal Building	$	31,500.00
Yard & Building Piping	$	8,160.00
Testing & Disinfection	$	1,875.00
Construction Subtotal	$	137,830.00
Contingency (10%)	$	13,790.00
Engineering	$	14,560.00
Site Survey	$	650.00
Geotechnical Engineering	$	1,850.00
ODEQ Permitting Fee	$	470.00
Total Project Cost	$	169,150.00



WALL ENGINEERING

PO BOX 1457, DURANT, OK 74702
OKLAHOMA CA #5413 EXP. JUNE 30, 2019

SUBMITTAL / REVISIONS:

DATE	BY	SUBMITTAL / REVISION

DURANT PUBLIC WORKS AUTHORITY
FLUORIDE CHEMICAL SYSTEM
BRYAN COUNTY, OKLAHOMA

FLUORIDE SYSTEM LAYOUT

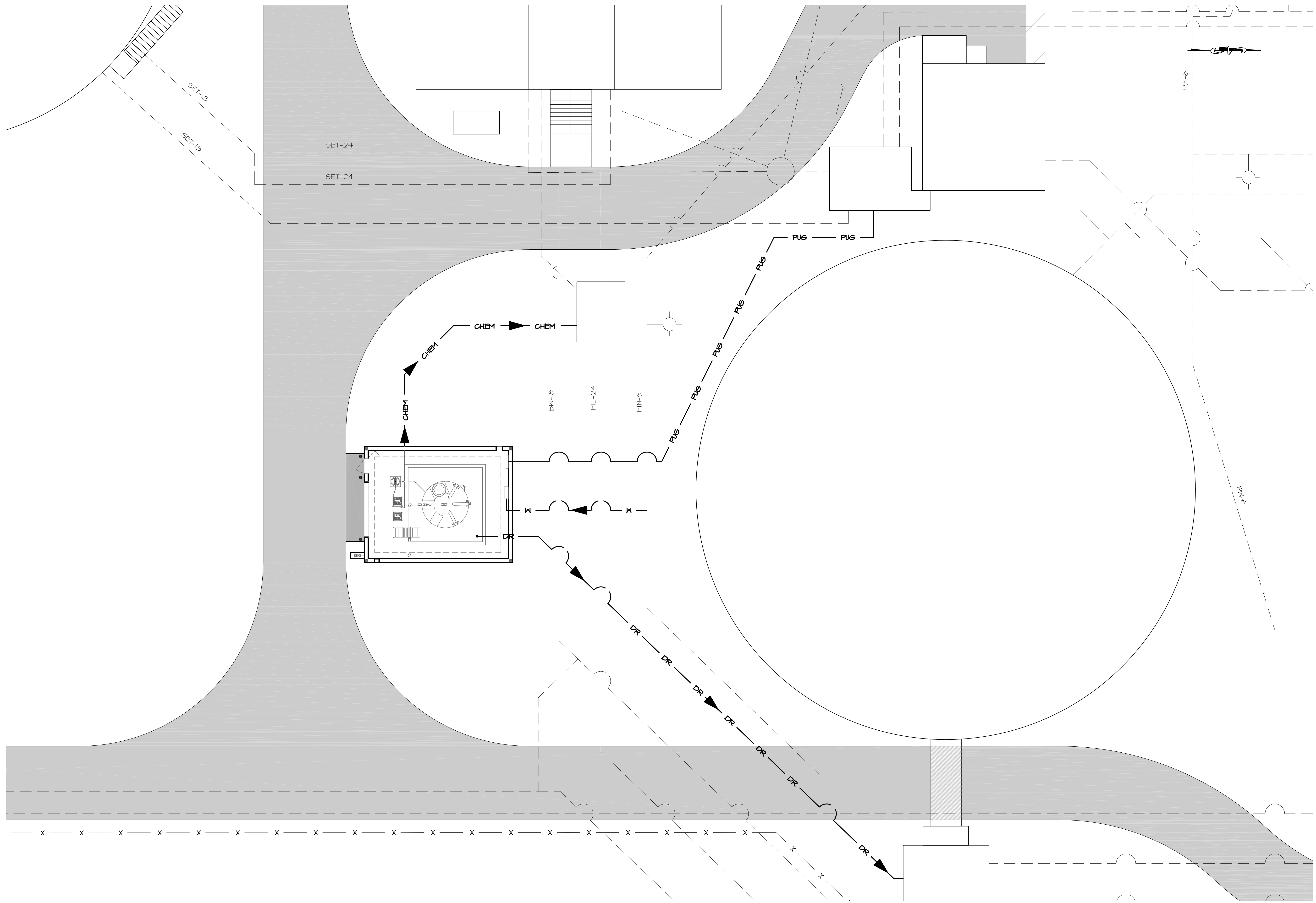
PROJECT NO.	DU-18-01
DATE	4/18
DRAWN BY:	JR
CHECKED BY:	JA
REVIEWED BY:	BH
SCALE:	1"=10'

BAR IS ONE-HALF INCH ON ORIGINAL DRAWING
0" 1/2"
IF NOT ONE-HALF INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

SHEET

EX-1

THIS DOCUMENT IS PRELIMINARY IN NATURE AND IS NOT A FINAL SIGNED AND SEALED DOCUMENT.



WALL ENGINEERING
PO BOX 1457, DURANT, OK 74702
OKLAHOMA CA #5413 EXP. JUNE 30, 2019

SUBMITTAL / REVISIONS:

DATE	BY	SUBMITTAL / REVISION

DURANT PUBLIC WORKS AUTHORITY
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WALL ENGINEERING, LLC
P.O. Box 1457
Durant, OK 74702
Ph: 580-317-4104 Fax: 580-317-4190

Water Treatment Plant Fluoridation System
Final Cost Estimate
Durant City Utilities Authority
4/10/2018

Mobilization, Bonding & Insurance	$	12,500.00
Construction Survey and Testing	$	2,640.00
Site Work, Grading, & Grassing	$	7,460.00
Electrical & Controls w SCADA Integration	$	17,350.00
Chemical Feed System w/ Equipment & Tanks	$	56,345.00
Metal Building	$	31,500.00
Yard & Building Piping	$	8,160.00
Testing & Disinfection	$	1,875.00
Construction Subtotal	$	137,830.00
Contingency (10%)	$	13,790.00
Engineering	$	14,560.00
Site Survey	$	650.00
Geotechnical Engineering	$	1,850.00
ODEQ Permitting Fee	$	470.00
Total Project Cost	$	169,150.00

WORK ORDER FOR PROFESSIONAL SERVICES

CITY OF DURANT OKLAHOMA

WORK ORDER NUMBER DU-18-01

WTP FLUORIDE IMPROVEMENTS

This will constitute authorization by CITY OF DURANT, OKLAHOMA (Owner) for WALL ENGINEERING, LLC (Engineer) to proceed with the outlined scope of services as defined below in accordance with "EJCDC Agreement for Engineering Services – Work Order Addition" previously approved by Owner.

PROJECT: DESIGN, BIDDING & CONSTRUCTION SERVICES
WTP FLUORIDE IMPROVEMENTS

- Participate in meetings with the Owner and other entities as required to define the project requirements
- Conduct and/or have conducted project survey as required
- Prepare Plans and Specifications based on project requirements
- Obtain approval of Plans and Specifications from Owner and other entities as required (ODEQ Permit to Construct)
- Prepare bid packages, and assist owner in obtaining bids from contractors for the construction of the improvements.
- Prepare Contract documents, coordinate contract execution and conduct preconstruction conference.
- Provide construction oversight services including review of contractors work, approving contractors pay estimates, review change order requests, and be the final judge of acceptance of the work performed by the contractor.
- Provide Construction Inspection Services
- Conduct Final Inspection and Project Closeout

For performing the engineering services described, the Engineer is to be paid based on a lump sum amount of $23,530.00 to be paid based on percent complete of services proposed. The prices for all work proposed by the Engineer are more particularly described as follows:

Engineering Report, Engineering Design, Plans, Specs, Bidding, Contracting & Construction Engineering		$ 14,560.00
Survey		$ 650.00
Geotechnical Engineering		$ 1,850.00
Construction Inspection & Oversight		$ 6,470.00
	Total	$ 23,530.00

APPROVED:

CITY OF DURANT, OKLAHOMA

By: _____
Mayor

ACCEPTED:

WALL ENGINEERING, LLC

By: _____
Brandon Wall, P.E.
President

ATTEST:

_____
City Clerk

Date: _____

Date: 05/11/18

Agenda Item: 4.i.

The City of Durant

Office of City Clerk

Memorandum

Date:	8/6/2018
To:	Mayor and City Council
From:	Albert Pierce, Sold Waste Department Superintendent
Re:	Consider Approval of Request for Authorization to Purchase 2019 Hino 338 Chassis with Heil PT 1000 20 Yard Rear Load Refuse Bed (RFAP#2019-60)

2019 Hino 338 chassis with Heil PT 1000 20 yard rear load refuse bed with roll bar with lip and latch kit for 2-3 yard containers, a 15,000 lb reeving cylinder for heavy 3 and 4 yard containers, and a Perkins 6620-27k cart tipper.

Council Information / Action Requested

Approval of Request for Authorization to Purchase 2019 Hino 338 Chassis with Heil PT 1000 20 Yard Rear Loan Refuse Bed in the amount of $168,000 (RFAP#2019-60)

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

ATTACHMENTS:

Description	Type	Upload Date
RFAP #2019-060	Exhibit	8/6/2018

R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-060

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
2019 Hino 338 chassis with Heil PT 1000 20 yard rear load refuse bed with Roll bar with lip and latch kit for 2-3 yard containers,a 15000 lb. reeving cylinder for heavy 3 and 4 yard containers ,and a Perkins 6620-27k cart tipper.

2 Department requesting authorization:
Solid Waste Collection

3 Bidding recommendation (award or reject along with name and contact information of vendor):

This will be a Oklahoma State Contract Purchase.

4 Estimated Purchase Date (M/D/Y): August 15, 2018

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)

6 Is this item included in the current FY budget (Yes/No) Yes

7 GL account code: 015-029-554.61-84

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend $168,000.00

8b Item (new or replacement, if a capital item complete fixed asset form)? New

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form? No

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review No

8e Does the purchase involve Grant Funding (Yes or No) No

8f What is the City Cash Match for the Grant

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes –** Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

blank

9c **State Contract –** Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:
OKLAHOMA STATE PURCHASING CONTRACT SW197 BID PRICE $ 168,000.00

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

blank

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

blank

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

blank

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) — date (M/D/Y): 7-30-18

10b Signature Department Head — date (M/D/Y): 7-30-18

10c Signature of Division Head — date (M/D/Y):

10d Signature of Budget Administrator — date (M/D/Y):

10e Signature of Project Manager — date (M/D/Y): 7-31-18

10f Signature of City Treasurer — date (M/D/Y): 8/6/18

10g Signature of City Manager (only over $2,000) — date (M/D/Y):

11h City Manager Comments:

United Engines

July 10, 2018

Mr. Albert Pierce
City of Durant
P. O. Box 578
Durant Oklahoma 74702

We are pleased to present the following **Oklahoma State purchasing contract SW197 BID for o**ne 2019 Hino 338/Heil PT 1000 20yard rear load refuse truck with the following standard body features:

3.0 cubic yard hopper
Smooth side body construction
Bolt on ANSI rear riding step
Body side access door
Tailgate service props
Hinged left side body access door
Remote mount cast iron roller bearing gear pump
Chrome plated single stage cylinder rods and ejector cylinder
Quick change ejector shoes
Wide track easy change carrier slides
Under body mounted oil tank
Oil suction shut off valve
10 micron return line filter and 140 micron suction line strainer
Level/temperature/sight gauge for hydraulic tank
Regenerative valve for faster pack and reload times
Neutral safety switch
Right side buzzer controls
Right side packer controls
Back up alarm
LED center mounted stop light, duplicate LED mount high and low stop, turn and tail lights
LED mid body turn signals
Body undercoating and cavity and joint sealer
ICC reflective tape
Standard one year (2000 hours of operation) warranty
Customer's choice of one color finish

Bid price also includes the following optional equipment:

Full factory mount
Hot shift PTO with over speed protection
Dual hopper work lights with switch on tailgate

5555 W. Reno • Oklahoma City, Oklahoma 73127 • Ph: (405) 947-3321 • Fax: (405) 604-2870

Body side back-assist lights
Peterson SMART system safety strobe light system
15,000 lb. reeving cylinder for 4-8 yard containers
Roll bar with lip and latch kit for 2-3 yard containers
Heavy duty hopper over lay package, 3/16" hopper floor and sides
20 lb. fire extinguisher, body mounted with holder
Broom and shovel holder, mounted on side of tailgate
Heavy duty tailgate raise cylinders
Third Eye single camera system with color monitor
One Perkins 6620-27K cart tipper

2019 Hino 338 chassis please see enclosed information for complete chassis specifications

Bid price includes training of equipment. Chassis delivery to Heil approximately October 1 2018, allow an additional 60 days for delivery to Tulsa.

OKLAHOMA STATE PURCHASING CONTRACT SW197 BID PRICE
$ 168,000.00

FOB Tulsa Oklahoma

All sales are subject to United Engines Terms and Conditions of Sale, which can be found at http://unitedengines.com/UEStandardTC.pdf and which are incorporated by reference into this document as if fully set forth herein.

Accepted by _____ Date _____

Respectfully submitted,

Dave Chapel
United Engines
5555 West Reno
Oklahoma City Oklahoma 73127
dchapel@unitedengines.com
405-625-2044

Agenda Item: 4.j.

The City of Durant

Durant Police Department

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: David Houser, Chief of Police
Re: Enterprise Fleet Managment Police Vehicle Leasing
1. Consider Approval of Enterprise Fleet Management Equity Lease Menu Pricing - Open-End (Equity) Lease Rate Quote Number 3947038

2. Consider Entering Into a Master Equity Lease Agreement with Enterprise Fleet Management

3. Consider Entering Into a Maintenance Management and Fleet Rental Agreement with Enterprise Fleet Management

4. Consider Approval of Request For Authorization To Purchase (RFAP#2019-070) in the Amount of $120,000 for the Leasing and Upfit of Police Patrol Vehicles

---

Enterprise Fleet Management has been identified as a source for leasing City of Durant police vehicles as approved in the Capital Improvement Budget Plan. Enterprise Fleet Management is a State Contract Vendor through TIPS www.tips-usa.com an Interlocal Purchasing System.

A credit application is the first step in beginning the process of leasing and was approved by council at the last special council meeting July 30, 2018 and subsequently submitted.

Enterprise has provided the attached equity Lease Menu Pricing for ten (10) 2019 Ford Utility Interceptor KBA- Base All-wheel Drive including upfit costs minus police radios.

Fifty percent of the upfit cost ($30,000) is due upon delivery, then the lease cost per vehicle is $738.75/mo for five years. An approximate cost of $120,000 over twelve (12) months.

Mr. John Holland and an associate has made plans to be on hand to speak with council regarding the lease.

Council Information / Action Requested

Recommend Approval of:
1. Enterprise Fleet Management Equity Lease Menu Pricing - Open-End (Equity) Lease Rate Quote Number 3947038

2. Master Equity Lease Agreement with Enterprise Fleet Management

3. Maintenance Management and Fleet Rental Agreement with Enterprise Fleet Management

4. Request For Authorization To Purchase (RFAP#2019-070) in the Amount of $120,000 for the Leasing and Upfit of Police Patrol Vehicles

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

Sign Documents - Mayor et al
Provide Order to Enterprise - Police

ATTACHMENTS:

Description	Type	Upload Date
Equity Lease Menu Pricing	Cover Memo	8/7/2018
Master EquityLease Agreement	Cover Memo	8/7/2018
Maintenance Management and Fleet Rental Agreement	Cover Memo	8/7/2018
RFAP # 2019-70	Cover Memo	8/9/2018

City of Durant - Police

Equity Lease Menu Pricing

Year	Make	Model	Trim	Upfit	Upfit Cost	Quantity by type	Term	Estimated Annual Mileage	Monthly Lease Cost	Annual Cost By Quanity
2019	Ford	Utility Interceptor	K8A-Base All-wheel Drive	Upfit included from Ford	$6,000.00	10	60	15,000	$738.75	$88,650.00

***We cannot offer our budgeted Full Maintenance on Pursuit type units.
***Pricing does not include expected return on equity at end of lease
***50% of Police Upfit would be required down

Annual Cost	$88,650.00
50% Aftermarket Cost	$3,000.00
50% of Aftermarket by Qty Paid upon Delivery	$30,000.00
Total Cost over 5 Years	$473,250.00

Open-End (Equity) Lease Rate Quote

Quote No: 3947038

Prepared For: City of Durant

Date 08/01/2018
AE/AM JH9/ZCK

Unit #
Year 2019 **Make** Ford **Model** Police Interceptor Utility
Series Base All-wheel Drive
Vehicle Order Type Ordered **Term** 60 **State** OK **Customer#** 579163

$ 40,483.00		Capitalized Price of Vehicle[1]
$ 0.00	*	Motor Vehicle Excise Tax 3.2500% **State** OK
$ 0.00	*	Initial License Fee
$ 0.00	*	Registration Fee
$ 200.00		Other: (See Page 2)
$ 3,000.00	*	Capitalized Price Reduction
$ 0.00	*	Tax on Capitalized Price Reduction
$ 0.00		Gain Applied From Prior Unit
$ 0.00	*	Tax on Gain On Prior
$ 0.00	*	Security Deposit
$ 0.00	*	Tax on Incentive(Taxable Incentive Total : $0.00)
$ 37,683.00		Total Capitalized Amount (Delivered Price)
$ 584.09		Depreciation Reserve @ 1.5500%
$ 154.66		Monthly Lease Charge (Based on Interest Rate - Subject to a Floor)[2]
$ 738.75		**Total Monthly Rental Excluding Additional Services**
		Additional Fleet Management
		Master Policy Enrollment Fees
$ 0.00		Commercial Automobile Liability Enrollment
		Liability Limit $0.00
$ 0.00		Physical Damage Management — Comp/Coll Deductible 0 / 0
$ 0.00		Full Maintenance Program[3] Contract Miles 0 — OverMileage Charge $ 0.00 Per Mile
		Incl: # Brake Sets (1 set = 1 Axle) 0 — # Tires 0 — Loaner Vehicle Not Included
$ 0.00		**Additional Services SubTotal**
$ 0.00		Use Tax 0.0000% — **State**
$ 738.75		**Total Monthly Rental Including Additional Services**
$ 2,637.60		Reduced Book Value at 60 Months
$ 375.00		Service Charge Due at Lease Termination

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name	
Exterior Color	
Interior Color	
Lic. Plate Type	Government
GVWR	0

Quote based on estimated annual mileage of 15,000
(Current market and vehicle conditions may also affect value of vehicle)
(Quote is Subject to Customer's Credit Approval)
Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle.
Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

LESSEE City of Durant

BY _____ **TITLE** _____ **DATE** _____

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

[1] Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.

[2] Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).

[3] The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Open-End (Equity) Lease Rate Quote

Quote No: 3947038

Aftermarket Equipment Total

Description	(B)illed or (C)apped	Price
Equipment Quote from Shipman Communication	C	$ 6,061.00
Total Aftermarket Equipment Billed		$ 0.00
Total Aftermarket Equipment Capitalized		$ 6,061.00
Aftermarket Equipment Total		$ 6,061.00

Other Totals

Description	(B)illed or (C)apped	Price
Pricing Plan Delivery Charge	B	$ 100.00
Courtesy Delivery Fee	C	$ 200.00
Total Other Charges Billed		$ 100.00
Total Other Charges Capitalized		$ 200.00
Other Charges Total		$ 300.00

Open-End (Equity) Lease Rate Quote

Quote No: 3947038

VEHICLE INFORMATION:

2019 Ford Police Interceptor Utility Base All-wheel Drive - US
Series ID: K8A

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	$ 32,110.00	$ 33,275.00
Total Options	$ 6,374.00	$ 6,710.00
Destination Charge	$ 995.00	$ 995.00
Total Price	**$ 39,479.00**	**$ 40,980.00**

SELECTED COLOR:

Exterior: -
Interior: -

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
113WB	113" Wheelbase	STD	STD
18X	100 Watt Siren/Speaker w/Bracket & Pigtail	Included	Included
44C	Transmission: 6-Speed Automatic	Included	Included
500A	Order Code 500A	NC	NC
52P	Hidden Door-Lock Plunger/Rr-Door Handles Inoperable	Included	Included
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	Included	Included
66A	Front Headlamp Lighting Solution	Included	Included
66B	Tail Lamp Lighting Solution	Included	Included
66C	Rear Lighting Solution	Included	Included
67H	Ready For The Road Package	$ 3,244.00	$ 3,415.00
76D	Deflector Plate	Included	Included
85R	Rear Console Plate	Included	Included
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included	Included
99T	Engine: 3.5L V6 EcoBoost	$ 3,130.00	$ 3,295.00
NONAX	3.16 Axle Ratio	Included	Included
PAINT	Monotone Paint Application	STD	STD
STDGV	GVWR: 6,300 lbs	Included	Included
STDRD	Radio: AM/FM/CD/MP3 Capable	Included	Included
STDTR	Tires: 245/55R18 AS BSW	Included	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel	Included	Included

CONFIGURED FEATURES:

Body Exterior Features:

- Number Of Doors 4
- Rear Cargo Door Type: liftgate
- Driver And Passenger Mirror: power remote manual folding side-view door mirrors
- Convex Driver Mirror: convex driver and passenger mirror
- Spoiler: rear lip spoiler
- Skid Plates: skid plates
- Door Handles: black
- Front And Rear Bumpers: body-coloured front and rear bumpers with black rub strip
- Rear Step Bumper: rear step bumper
- Body Material: galvanized steel/aluminum body material
- Body Side Cladding: black bodyside cladding
- Grille: black grille

Convenience Features:

- Air Conditioning manual air conditioning
- Air Filter: air filter
- Cruise Control: cruise control with steering wheel controls
- Trunk/Hatch/Door Remote Release: power cargo access remote release
- Power Windows: power windows with driver and passenger 1-touch down
- 1/4 Vent Rear Windows: power rearmost windows
- Steering Wheel: steering wheel with manual tilting
- Adjustable Pedals: power adjustable pedals
- Day-Night Rearview Mirror: day-night rearview mirror
- Driver and Passenger Vanity Mirror: driver and passenger-side visor mirrors
- Overhead Console: mini overhead console with storage
- Glove Box: locking glove box
- Driver Door Bin: driver and passenger door bins
- Dashboard Storage: dashboard storage
- Driver Footrest: driver's footrest
- Retained Accessory Power: retained accessory power
- Power Accessory Outlet: 2 12V DC power outlets

Entertainment Features:

- radio AM/FM stereo with seek-scan, single in-dash CD player
- MP3 Player: CD-MP3 decoder
- Speed Sensitive Volume: speed-sensitive volume
- Steering Wheel Radio Controls: steering-wheel mounted audio controls
- Speakers: 12 speakers
- 1st Row LCD: 1 1st row LCD monitor
- Antenna: integrated roof antenna

Lighting, Visibility and Instrumentation Features:

- Headlamp Type aero-composite LED low beam headlamps
- Front Wipers: variable intermittent speed-sensitive wipers wipers
- Front Windshield Visor Strip: front windshield visor strip
- Rear Window wiper: fixed interval rear window wiper with heating wiper park
- Rear Window Defroster: rear window defroster
- Tinted Windows: deep-tinted windows
- Dome Light: dome light with fade
- Front Reading Lights: front and rear reading lights
- Variable IP Lighting: variable instrument panel lighting
- Display Type: analog display
- Tachometer: tachometer
- Low Tire Pressure Warning: tire specific low-tire-pressure warning
- Trip Computer: trip computer
- Trip Odometer: trip odometer
- Water Temp Gauge: water temp. gauge
- Engine Hour Meter: engine hour meter
- Clock: in-radio display clock
- Systems Monitor: systems monitor
- Check Control: redundant digital speedometer
- Rear Vision Camera: rear vision camera

Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Door Ajar Warning: door-ajar warning
Trunk Ajar Warning: trunk-ajar warning
Brake Fluid Warning: brake-fluid warning

Safety And Security:
ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Spare Tire Type: full-size spare tire
Spare Tire Mount: spare tire mounted inside under cargo
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: Safety Canopy System curtain 1st and 2nd row overhead airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
Side Impact Bars: side-impact bars
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Electronic Stability: AdvanceTrac w/Roll Stability Control electronic stability stability control with anti-roll
Traction Control: ABS and driveline traction control
Front and Rear Headrests: manual adjustable front head restraints

Seats And Trim:
Seating Capacity max. seating capacity of 5
Front Bucket Seats: front bucket seats
Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
Reclining Driver Seat: manual reclining driver and passenger seats
Driver Lumbar: manual driver and passenger lumbar support
Driver Height Adjustment: power height-adjustable driver and passenger seats
Driver Fore/Aft: power driver and passenger fore/aft adjustment
Driver Cushion Tilt: power driver and passenger cushion tilt
Rear Seat Type: rear 60-40 split-bench seat
Rear Folding Position: rear seat fold-forward seatback
Leather Upholstery: cloth front seat upholstery
Rear Seat Material: vinyl rear seat upholstery
Headliner Material: full cloth headliner
Floor Covering: full vinyl/rubber floor covering
Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert
Shift Knob Trim: urethane shift knob
Interior Accents: metal-look interior accents
Cargo Space Trim: carpet cargo space
Trunk Lid: plastic trunk lid/rear cargo door
Cargo Tie Downs: cargo tie-downs
Cargo Light: cargo light
Cargo Tray: cargo tray/organizer

Standard Engine:
Engine 365-hp, 3.5-liter V-6 (premium)

Standard Transmission:
Transmission 6-speed automatic w/ OD

TIPS – The Interlocal Purchasing System
Region 8 Education Service Center
4845 US Hwy 271 North | Pittsburg, Texas 75686
1-866-839-8477 | www.tips-usa.com

July 28, 2016

Enterprise Fleet Management Inc.
Billy Dobosz
600 Corporate Park Dr
St Louis, MO 63105

RE: TIPS Awarded Contract – Fleet Leasing and Management Services
TIPS Contract Number – 2072816

CONTRACT AWARD

Congratulations! The Interlocal Purchasing System (TIPS) Board of Directors of Region VIII Education Service Center has awarded a contract for **Fleet Leasing and Management Services** under **Contract Number #2072816** to **Enterprise Fleet Management Inc.**. This contract will be in effect from **7/28/2016** through **7/25/2019**. With automatic annual renewal at each 12 month anniversary, for the next two consecutive years, if both parties agree and vendor has reported TIPS sales. Total term of contract will be 36 months, unless terminated for due cause.

CONTRACT ADDITIONS or UPDATES

Only items submitted on the original proposal can be sold through this contract. If you need to change pricing or add products, that are considered components of the awarded category, email the products, including prices with the discount offered, to Kim Thompson, at kim.thompson@tips-usa.com.

RESELLERS or DEALERS

As an Awarded Contract Holder, you may list Resellers or Dealers to your contract. It is the Awarded Vendor Contract Holder's responsibility to report all Reseller Sales to TIPS. Resellers are only allowed to sell the items listed on the Awarded Vendor's Contract. PO's should be made out to either the Contract Holder/Resellers Name or may be made to the Reseller but MUST have the Contract Holder's Name listed. If you need to add Resellers/Dealers to your contract, please send the following information: Reseller Name; Contact Person; Contact Person's Email; Address; Telephone Number and website, to Kim Thompson, at kim.thompson@tips-usa.com.

CERTIFICATE OF AWARDED CONTRACT

THE INTERLOCAL PURCHASING SYSTEM

Awards
Enterprise Fleet Management Inc.
an Awarded Vendor Contract
for
Fleet Leasing and Management Services
Contract # 2072816

Contract Effective Dates

Year One – 7/28/2016 – 7/28/2017
Year Two – 7/28/2017 – 7/28/2018
Year Three – 7/28/2018 – 7/25/2019

***Contract will automatically renew on the contract date if both parties agree and vendor has reported TIPS Sales during the previous 12 months.**

Dr. David Fitts
Executive Director
Region VIII ESC

Visit www.tips-usa.com for details on this Awarded Vendor

enterprise

FLEET MANAGEMENT

MASTER EQUITY LEASE AGREEMENT

This Master Equity Lease Agreement is entered into this _____ day of _____, by and between Enterprise FM Trust, a Delaware statutory trust ("Lessor"), and the lessee whose name and address is set forth on the signature page below ("Lessee").

1. LEASE OF VEHICLES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the vehicles (individually, a "Vehicle" and collectively, the "Vehicles") described in the schedules from time to time delivered by Lessor to Lessee as set forth below ("Schedule(s)") for the rentals and on the terms set forth in this Agreement and in the applicable Schedule. References to this "Agreement" shall include this Master Equity Lease Agreement and the various Schedules and addenda to this Master Equity Lease Agreement. Lessor will, on or about the date of delivery of each Vehicle to Lessee, send Lessee a Schedule covering the Vehicle, which will include, among other things, a description of the Vehicle, the lease term and the monthly rental and other payments due with respect to the Vehicle. The terms contained in each such Schedule will be binding on Lessee unless Lessee objects in writing to such Schedule within ten (10) days after the date of delivery of the Vehicle covered by such Schedule. Lessor is the sole legal owner of each Vehicle. This Agreement is a lease only and Lessee will have no right, title or interest in or to the Vehicles except for the use of the Vehicles as described in this Agreement. This Agreement shall be treated as a true lease for federal and applicable state income tax purposes with Lessor having all benefits of ownership of the Vehicles. It is understood and agreed that Enterprise Fleet Management, Inc. or an affiliate thereof (together with any subservicer, agent, successor or assign as servicer on behalf of Lessor, "Servicer") may administer this Agreement on behalf of Lessor and may perform the service functions herein provided to be performed by Lessor.

2. TERM: The term of this Agreement ("Term") for each Vehicle begins on the date such Vehicle is delivered to Lessee (the "Delivery Date") and, unless terminated earlier in accordance with the terms of this Agreement, continues for the "Lease Term" as described in the applicable Schedule.

3. RENT AND OTHER CHARGES:

(a) Lessee agrees to pay Lessor monthly rental and other payments according to the Schedules and this Agreement. The monthly payments will be in the amount listed as the "Total Monthly Rental Including Additional Services" on the applicable Schedule (with any portion of such amount identified as a charge for maintenance services under Section 4 of the applicable Schedule being payable to Lessor as agent for Enterprise Fleet Management, Inc.) and will be due and payable in advance on the first day of each month. If a Vehicle is delivered to Lessee on any day other than the first day of a month, monthly rental payments will begin on the first day of the next month. In addition to the monthly rental payments, Lessee agrees to pay Lessor a pro-rated rental charge for the number of days that the Delivery Date precedes the first monthly rental payment date. A portion of each monthly rental payment, being the amount designated as "Depreciation Reserve" on the applicable Schedule, will be considered as a reserve for depreciation and will be credited against the Delivered Price of the Vehicle for purposes of computing the Book Value of the Vehicle under Section 3(c). Lessee agrees to pay Lessor the "Total Initial Charges" set forth in each Schedule on the due date of the first monthly rental payment under such Schedule. Lessee agrees to pay Lessor the "Service Charge Due at Lease Termination" set forth in each Schedule at the end of the applicable Term (whether by reason of expiration, early termination or otherwise).

(b) In the event the Term for any Vehicle ends prior to the last day of the scheduled Term, whether as a result of a default by Lessee, a Casualty Occurrence or any other reason, the rentals and management fees paid by Lessee will be recalculated in accordance with the rule of 78's and the adjusted amount will be payable by Lessee to Lessor on the termination date.

(c) Lessee agrees to pay Lessor within thirty (30) days after the end of the Term for each Vehicle, additional rent equal to the excess, if any, of the Book Value of such Vehicle over the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule. If the Book Value of such Vehicle is less than the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule, Lessor agrees to pay such deficiency to Lessee as a terminal rental adjustment within thirty (30) days after the end of the applicable Term. Notwithstanding the foregoing, if (i) the Term for a Vehicle is greater than forty-eight (48) months (including any extension of the Term for such Vehicle), (ii) the mileage on a Vehicle at the end of the Term is greater than 15,000 miles per year on average (prorated on a daily basis) (i.e., if the mileage on a Vehicle with a Term of thirty-six (36) months is greater than 45,000 miles) or (iii) in the sole judgment of Lessor, a Vehicle has been subject to damage or any abnormal or excessive wear and tear, the calculations described in the two immediately preceding sentences shall be made without giving effect to clause (ii) in each such sentence. The "Book Value" of a Vehicle means the sum of (i) the "Delivered Price" of the Vehicle as set forth in the applicable Schedule minus (ii) the total Depreciation Reserve paid by Lessee to Lessor with respect to such Vehicle plus (iii) all accrued and unpaid rent and/or other amounts owed by Lessee with respect to such Vehicle.

(d) Any security deposit of Lessee will be returned to Lessee at the end of the applicable Term, except that the deposit will first be applied to any losses and/or damages suffered by Lessor as a result of Lessee's breach of or default under this Agreement and/or to any other amounts then owed by Lessee to Lessor.

(e) Any rental payment or other amount owed by Lessee to Lessor which is not paid within twenty (20) days after its due date will accrue interest, payable on demand of Lessor, from the date due until paid in full at a rate per annum equal to the lesser of (i) Eighteen Percent (18%) per annum or (ii) the highest rate permitted by applicable law (the "Default Rate").

(f) If Lessee fails to pay any amount due under this Agreement or to comply with any of the covenants contained in this Agreement, Lessor, Servicer or any other agent of Lessor may, at its option, pay such amounts or perform such covenants and all sums paid or incurred by Lessor in connection therewith will be repayable by Lessee to Lessor upon demand together with interest thereon at the Default Rate.

(g) Lessee's obligations to make all payments of rent and other amounts under this Agreement are absolute and unconditional and such payments shall be made in immediately available funds without setoff, counterclaim or deduction of any kind. Lessee acknowledges and agrees that neither any Casualty Occurrence to any Vehicle nor any defect, unfitness or lack of governmental approval in, of, or with respect to, any Vehicle regardless of the cause or consequence nor any breach by Enterprise Fleet Management, Inc. of any maintenance agreement between Enterprise Fleet Management, Inc. and Lessee covering any Vehicle regardless of the cause or consequence will relieve Lessee from the performance of any of its obligations under this Agreement, including, without limitation, the payment of rent and other amounts under this Agreement.

4. USE AND SURRENDER OF VEHICLES: Lessee agrees to allow only duly authorized, licensed and insured drivers to use and operate the Vehicles. Lessee agrees to comply with, and cause its drivers to comply with, all laws, statutes, rules, regulations and ordinances and the provisions of all insurance policies affecting or covering the Vehicles or their use or operation. Lessee agrees to keep the Vehicles free of all liens, charges and encumbrances. Lessee agrees that in no event will any Vehicle be used or operated for transporting hazardous substances or persons for hire, for any illegal purpose or to pull trailers that exceed the manufacturer's trailer towing recommendations. Lessee agrees that no Vehicle is intended to be or will be utilized as a "school bus" as defined in the Code of Federal Regulations or any applicable state or municipal statute or regulation. Lessee agrees not to remove any Vehicle from the continental United States without first obtaining Lessor's written consent. At the expiration or earlier termination of this Agreement with respect to each Vehicle, or upon demand by Lessor made pursuant to Section 14, Lessee at its risk and expense agrees to return such Vehicle to Lessor at such place and by such reasonable means as may be designated by Lessor. If for any reason Lessee fails to return any Vehicle to Lessor as and when required in accordance with this Section, Lessee agrees to pay Lessor additional rent for such Vehicle at twice the normal pro-rated daily rent. Acceptance of such additional rent by Lessor will in no way limit Lessor's remedies with respect to Lessee's failure to return any Vehicle as required hereunder.

5. COSTS, EXPENSES, FEES AND CHARGES: Lessee agrees to pay all costs, expenses, fees, charges, fines, tickets, penalties and taxes (other than federal and state income taxes on the income of Lessor) incurred in connection with the titling, registration, delivery, purchase, sale, rental, use or operation of the Vehicles during the Term. If Lessor, Servicer or any other agent of Lessor incurs any such costs or expenses, Lessee agrees to promptly reimburse Lessor for the same.

6. LICENSE AND CHARGES: Each Vehicle will be titled and licensed in the name designated by Lessor at Lessee's expense. Certain other charges relating to the acquisition of each Vehicle and paid or satisfied by Lessor have been capitalized in determining the monthly rental, treated as an initial charge or otherwise charged to Lessee. Such charges have been determined without reduction for trade-in, exchange allowance or other credit attributable to any Lessor-owned vehicle.

7. REGISTRATION PLATES, ETC.: Lessee agrees, at its expense, to obtain in the name designated by Lessor all registration plates and other plates, permits, inspections and/or licenses required in connection with the Vehicles, except for the initial registration plates which Lessor will obtain at Lessee's expense. The parties agree to cooperate and to furnish any and all information or documentation, which may be reasonably necessary for compliance with the provisions of this Section or any federal, state or local law, rule, regulation or ordinance. Lessee agrees that it will not permit any Vehicle to be located in a state other than the state in which such Vehicle is then titled for any continuous period of time that would require such Vehicle to become subject to the titling and/or registration laws of such other state.

8. MAINTENANCE OF AND IMPROVEMENTS TO VEHICLES:

(a) Lessee agrees, at its expense, to (i) maintain the Vehicles in good condition, repair, maintenance and running order and in accordance with all manufacturer's instructions and warranty requirements and all legal requirements and (ii) furnish all labor, materials, parts and other essentials required for the proper operation and maintenance of the Vehicles. Any alterations, additions, replacement parts or improvements to a Vehicle will become and remain the property of Lessor and will be returned with such Vehicle upon such Vehicle's return pursuant to Section 4. Notwithstanding the foregoing, so long as no Event of Default has occurred and is continuing, Lessee shall have the right to remove any additional equipment installed by Lessee on a Vehicle prior to returning such Vehicle to Lessor under Section 4. The value of such alterations, additions, replacement parts and improvements will in no instance be regarded as rent. Without the prior written consent of Lessor, Lessee will not make any alterations, additions, replacement parts or improvements to any Vehicle which detract from its economic value or functional utility. Lessor will not be required to make any repairs or replacements of any nature or description with respect to any Vehicle, to maintain or repair any Vehicle or to make any expenditure whatsoever in connection with any Vehicle or this Agreement.

(b) Lessor and Lessee acknowledge and agree that if Section 4 of a Schedule includes a charge for maintenance, (i) the Vehicle(s) covered by such Schedule are subject to a separate maintenance agreement between Enterprise Fleet Management, Inc. and Lessee and (ii) Lessor shall have no liability or responsibility for any failure of Enterprise Fleet Management, Inc. to perform any of its obligations thereunder or to pay or reimburse Lessee for its payment of any costs and expenses incurred in connection with the maintenance or repair of any such Vehicle(s).

9. SELECTION OF VEHICLES AND DISCLAIMER OF WARRANTIES:

(a) LESSEE ACCEPTANCE OF DELIVERY AND USE OF EACH VEHICLE WILL CONCLUSIVELY ESTABLISH THAT SUCH VEHICLE IS OF A SIZE, DESIGN, CAPACITY, TYPE AND MANUFACTURE SELECTED BY LESSEE AND THAT SUCH VEHICLE IS IN GOOD CONDITION AND REPAIR AND IS SATISFACTORY IN ALL RESPECTS AND IS SUITABLE FOR LESSEE'S PURPOSE. LESSEE ACKNOWLEDGES THAT LESSOR IS NOT A MANUFACTURER OF ANY VEHICLE OR AN AGENT OF A MANUFACTURER OF ANY VEHICLE.

(b) LESSOR MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY VEHICLE, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO CONDITION, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, IT BEING AGREED THAT ALL SUCH RISKS ARE TO BE BORNE BY LESSEE. THE VEHICLES ARE LEASED "AS IS," "WITH ALL FAULTS." All warranties made by any supplier, vendor and/or manufacturer of a Vehicle are hereby assigned by Lessor to Lessee for the applicable Term and Lessee's only remedy, if any, is against the supplier, vendor or manufacturer of the Vehicle.

(c) None of Lessor, Servicer or any other agent of Lessor will be liable to Lessee for any liability, claim, loss, damage (direct, incidental or consequential) or expense of any kind or nature, caused directly or indirectly, by any Vehicle or any inadequacy of any Vehicle for any purpose or any defect (latent or patent) in any Vehicle or the use or maintenance of any Vehicle or any repair, servicing or adjustment of or to any Vehicle, or any delay in providing or failure to provide any Vehicle, or any interruption or loss of service or use of any Vehicle, or any loss of business or any damage whatsoever and however caused. In addition, none of Lessor, Servicer or any other agent of Lessor will have any liability to Lessee under this Agreement or under any order authorization form executed by Lessee if Lessor is unable to locate or purchase a Vehicle ordered by Lessee or for any delay in delivery of any Vehicle ordered by Lessee.

10. RISK OF LOSS: Lessee assumes and agrees to bear the entire risk of loss of, theft of, damage to or destruction of any Vehicle from any cause whatsoever ("Casualty Occurrence"). In the event of a Casualty Occurrence to a Vehicle, Lessee shall give Lessor prompt notice of the Casualty Occurrence and thereafter will place the applicable Vehicle in good repair, condition and working order; provided, however, that if the applicable Vehicle is determined by Lessor to be lost, stolen, destroyed or damaged beyond repair (a "Totaled Vehicle"), Lessee agrees to pay Lessor no later than the date thirty (30) days after the date of the Casualty Occurrence the amounts owed under Sections 3(b) and 3(c) with respect to such Totaled Vehicle. Upon such payment, this Agreement will terminate with respect to such Totaled Vehicle.

11. INSURANCE:

(a) Lessee agrees to purchase and maintain in force during the Term, insurance policies in at least the amounts listed below covering each Vehicle, to be written by an insurance company or companies satisfactory to Lessor, insuring Lessee, Lessor and any other person or entity designated by Lessor against any damage, claim, suit, action or liability:

(i) Commercial Automobile Liability Insurance (including Uninsured/Underinsured Motorist Coverage and No-Fault Protection where required by law) for the limits listed below (Note - $2,000,000 Combined Single Limit Bodily Injury and Property Damage with No Deductible is required for each Vehicle capable of transporting more than 8 passengers):

State of Vehicle Registration	Coverage
Connecticut, Massachusetts, Maine, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont	$1,000,000 Combined Single Limit Bodily Injury and Property Damage - No Deductible
Florida	$500,000 Combined Single Limit Bodily Injury and Property Damage or $100,000 Bodily Injury Per Person, $300,000 Per Occurrence and $50,000 Property Damage (100/300/50) - No Deductible
All Other States	$300,000 Combined Single Limit Bodily Injury and Property Damage or $100,000 Bodily Injury Per Person, $300,000 Per Occurrence and $50,000 Property Damage (100/300/50) - No Deductible

(ii) Physical Damage Insurance (Collision & Comprehensive): Actual cash value of the applicable Vehicle. Maximum deductible of $500 per occurrence - Collision and $250 per occurrence - Comprehensive).

If the requirements of any governmental or regulatory agency exceed the minimums stated in this Agreement, Lessee must obtain and maintain the higher insurance requirements. Lessee agrees that each required policy of insurance will by appropriate endorsement or otherwise name Lessor and any other person or entity designated by Lessor as additional insureds and loss payees, as their respective interests may appear. Further, each such insurance policy must provide the following: (i) that the same may not be cancelled, changed or modified until after the insurer has given to Lessor, Servicer and any other person or entity designated by Lessor at least thirty (30) days prior written notice of such proposed cancellation, change or modification, (ii) that no act or default of Lessee or any other person or entity shall affect the right of Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns to recover under such policy or policies of insurance in the event of any loss of or damage to any Vehicle and (iii) that the coverage is "primary coverage" for the protection of Lessee, Lessor, Servicer, any other agent of Lessor and their respective successors and assigns notwithstanding any other coverage carried by Lessee, Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns protecting against similar risks. Original certificates evidencing such coverage and naming Lessor, Servicer, any other agent of Lessor and any other person or entity designated by Lessor as additional insureds and loss payees shall be furnished to Lessor prior to the Delivery Date, and annually thereafter and/or as reasonably requested by Lessor from time to time. In the event of default, Lessee hereby appoints Lessor, Servicer and any other agent of Lessor as Lessee's attorney-in-fact to receive payment of, to endorse all checks and other documents and to take any other actions necessary to pursue insurance claims and recover payments if Lessee fails to do so. Any expense of Lessor, Servicer or any other agent of Lessor in adjusting or collecting insurance shall be borne by Lessee.

Lessee, its drivers, servants and agents agree to cooperate fully with Lessor, Servicer, any other agent of Lessor and any insurance carriers in the investigation, defense and prosecution of all claims or suits arising from the use or operation of any Vehicle. If any claim is made or action commenced for death, personal injury or property damage resulting from the ownership, maintenance, use or operation of any Vehicle, Lessee will promptly notify Lessor of such action or claim and forward to Lessor a copy of every demand, notice, summons or other process received in connection with such claim or action.

(b) Notwithstanding the provisions of Section 11(a) above: (i) if Section 4 of a Schedule includes a charge for physical damage waiver, Lessor agrees that (A) Lessee will not be required to obtain or maintain the minimum physical damage insurance (collision and comprehensive) required under Section 11(a) for the Vehicle(s) covered by such Schedule and (B) Lessor will assume the risk of physical damage (collision and comprehensive) to the Vehicle(s) covered by such Schedule; provided, however, that such physical damage waiver shall not apply to, and Lessee shall be and remain liable and responsible for, damage to a covered Vehicle caused by wear and tear or mechanical breakdown or failure, damage to or loss of any parts, accessories or components added to a covered

Vehicle by Lessee without the prior written consent of Lessor and/or damage to or loss of any property and/or personal effects contained in a covered Vehicle. In the event of a Casualty Occurrence to a covered Vehicle, Lessor may, at its option, replace, rather than repair, the damaged Vehicle with an equivalent vehicle, which replacement vehicle will then constitute the "Vehicle" for purposes of this Agreement; and (ii) if Section 4 of a Schedule includes a charge for commercial automobile liability enrollment, Lessor agrees that it will, at its expense, obtain for and on behalf of Lessee, by adding Lessee as an additional insured under a commercial automobile liability insurance policy issued by an insurance company selected by Lessor, commercial automobile liability insurance satisfying the minimum commercial automobile liability insurance required under Section 11(a) for the Vehicle(s) covered by such Schedule. Lessor may at any time during the applicable Term terminate said obligation to provide physical damage waiver and/or commercial automobile liability enrollment and cancel such physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least ten (10) days prior written notice. Upon such cancellation, insurance in the minimum amounts as set forth in 11(a) shall be obtained and maintained by Lessee at Lessee's expense. An adjustment will be made in monthly rental charges payable by Lessee to reflect any such change and Lessee agrees to furnish Lessor with satisfactory proof of insurance coverage within ten (10) days after mailing of the notice. In addition, Lessor may change the rates charged by Lessor under this Section 11(b) for physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least thirty (30) days prior written notice.

12. INDEMNITY: To the extent permitted by state law, Lessee agrees to defend and indemnify Lessor, Servicer, any other agent of Lessor and their respective successors and assigns from and against any and all losses, damages, liabilities, suits, claims, demands, costs and expenses (including, without limitation, reasonable attorneys' fees and expenses) which Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns may incur by reason of Lessee's breach or violation of, or failure to observe or perform, any term, provision or covenant of this Agreement, or as a result of any loss, damage, theft or destruction of any Vehicle or related to or arising out of or in connection with the use, operation or condition of any Vehicle. The provisions of this Section 12 shall survive any expiration or termination of this Agreement. Nothing herein shall be deemed to affect the rights, privileges, and immunities of Lessee and the foregoing indemnity provision is not intended to be a waiver of any sovereign immunity afforded to Lessee pursuant to the law.

13. INSPECTION OF VEHICLES; ODOMETER DISCLOSURE; FINANCIAL STATEMENTS: Lessee agrees to accomplish, at its expense, all inspections of the Vehicles required by any governmental authority during the Term. Lessor, Servicer, any other agent of Lessor and any of their respective successors or assigns will have the right to inspect any Vehicle at any reasonable time(s) during the Term and for this purpose to enter into or upon any building or place where any Vehicle is located. Lessee agrees to comply with all odometer disclosure laws, rules and regulations and to provide such written and signed disclosure information on such forms and in such manner as directed by Lessor. Providing false information or failure to complete the odometer disclosure form as required by law may result in fines and/or imprisonment. Lessee hereby agrees to promptly deliver to Lessor such financial statements and other financial information regarding Lessee as Lessor may from time to time reasonably request.

14. DEFAULT; REMEDIES: The following shall constitute events of default ("Events of Default") by Lessee under this Agreement: (a) if Lessee fails to pay when due any rent or other amount due under this Agreement and any such failure shall remain unremedied for ten (10) days; (b) if Lessee fails to perform, keep or observe any term, provision or covenant contained in Section 11 of this Agreement; (c) if Lessee fails to perform, keep or observe any other term, provision or covenant contained in this Agreement and any such failure shall remain unremedied for thirty (30) days after written notice thereof is given by Lessor, Servicer or any other agent of Lessor to Lessee; (d) any seizure or confiscation of any Vehicle or any other act (other than a Casualty Occurrence) otherwise rendering any Vehicle unsuitable for use (as determined by Lessor); (e) if any present or future guaranty in favor of Lessor of all or any portion of the obligations of Lessee under this Agreement shall at any time for any reason cease to be in full force and effect or shall be declared to be null and void by a court of competent jurisdiction, or if the validity or enforceability of any such guaranty shall be contested or denied by any guarantor, or if any guarantor shall deny that it, he or she has any further liability or obligation under any such guaranty or if any guarantor shall fail to comply with or observe any of the terms, provisions or conditions contained in any such guaranty; (f) the occurrence of a material adverse change in the financial condition or business of Lessee or any guarantor; or (g) if Lessee or any guarantor is in default under or fails to comply with any other present or future agreement with or in favor of Lessor, The Crawford Group, Inc. or any direct or indirect subsidiary of The Crawford Group, Inc.. For purposes of this Section 14, the term "guarantor" shall mean any present or future guarantor of all or any portion of the obligations of Lessee under this Agreement.

Upon the occurrence of any Event of Default, Lessor, without notice to Lessee, will have the right to exercise concurrently or separately (and without any election of remedies being deemed made), the following remedies: (a) Lessor may demand and receive immediate possession of any or all of the Vehicles from Lessee, without releasing Lessee from its obligations under this Agreement; if Lessee fails to surrender possession of the Vehicles to Lessor on default (or termination or expiration of the Term), Lessor, Servicer, any other agent of Lessor and any of Lessor's independent contractors shall have the right to enter upon any premises where the Vehicles may be located and to remove and repossess the Vehicles; (b) Lessor may enforce performance by Lessee of its obligations under this Agreement; (c) Lessor may recover damages and expenses sustained by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns by reason of Lessee's default including, to the extent permitted by applicable law, all costs and expenses, including court costs and reasonable attorneys' fees and expenses, incurred by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns in attempting or effecting enforcement of Lessor's rights under this Agreement (whether or not litigation is commenced) and/or in connection with bankruptcy or insolvency proceedings; (d) upon written notice to Lessee, Lessor may terminate Lessee's rights under this Agreement; (e) with respect to each Vehicle, Lessor may recover from Lessee all amounts owed by Lessee under Sections 3(b) and 3(c) of this Agreement (and, if Lessor does not recover possession of a Vehicle, (i) the estimated wholesale value of such Vehicle for purposes of Section 3(c) shall be deemed to be $0.00 and (ii) the calculations described in the first two sentences of Section 3(c) shall be made without giving effect to clause (ii) in each such sentence); and/or (f) Lessor may exercise any other right or remedy which may be available to Lessor under the Uniform Commercial Code, any other applicable law or in equity. A termination of this Agreement shall occur only upon written notice by Lessor to Lessee. Any termination shall not affect Lessee's obligation to pay all amounts due for periods prior to the effective date of such termination or Lessee's obligation to pay any indemnities under this Agreement. All remedies of Lessor under this Agreement or at law or in equity are cumulative.

15. ASSIGNMENTS: Lessor may from time to time assign, pledge or transfer this Agreement and/or any or all of its rights and obligations under this Agreement to any person or entity. Lessee agrees, upon notice of any such assignment, pledge or transfer of any amounts due or to become due to Lessor under this Agreement to pay all such amounts to such assignee, pledgee or transferee. Any such assignee, pledgee or transferee of any rights or obligations of Lessor under this Agreement will have all of the rights and obligations that have been assigned to it. Lessee's rights and interest in and to the Vehicles are and will continue

at all times to be subject and subordinate in all respects to any assignment, pledge or transfer now or hereafter executed by Lessor with or in favor of any such assignee, pledgee or transferee, provided that Lessee shall have the right of quiet enjoyment of the Vehicles so long as no Event of Default under this Agreement has occurred and is continuing. Lessee acknowledges and agrees that the rights of any assignee, pledgee or transferee in and to any amounts payable by the Lessee under any provisions of this Agreement shall be absolute and unconditional and shall not be subject to any abatement whatsoever, or to any defense, setoff, counterclaim or recoupment whatsoever, whether by reason of any damage to or loss or destruction of any Vehicle or by reason of any defect in or failure of title of the Lessor or interruption from whatsoever cause in the use, operation or possession of any Vehicle, or by reason of any indebtedness or liability howsoever and whenever arising of the Lessor or any of its affiliates to the Lessee or to any other person or entity, or for any other reason.

Without the prior written consent of Lessor, Lessee may not assign, sublease, transfer or pledge this Agreement, any Vehicle, or any interest in this Agreement or in and to any Vehicle, or permit its rights under this Agreement or any Vehicle to be subject to any lien, charge or encumbrance. Lessee's interest in this Agreement is not assignable and cannot be assigned or transferred by operation of law. Lessee will not transfer or relinquish possession of any Vehicle (except for the sole purpose of repair or service of such Vehicle) without the prior written consent of Lessor.

16. MISCELLANEOUS: This Agreement contains the entire understanding of the parties. This Agreement may only be amended or modified by an instrument in writing executed by both parties. Lessor shall not by any act, delay, omission or otherwise be deemed to have waived any of its rights or remedies under this Agreement and no waiver whatsoever shall be valid unless in writing and signed by Lessor and then only to the extent therein set forth. A waiver by Lessor of any right or remedy under this Agreement on any one occasion shall not be construed as a bar to any right or remedy, which Lessor would otherwise have on any future occasion. If any term or provision of this Agreement or any application of any such term or provision is invalid or unenforceable, the remainder of this Agreement and any other application of such term or provision will not be affected thereby. Giving of all notices under this Agreement will be sufficient if mailed by certified mail to a party at its address set forth below or at such other address as such party may provide in writing from time to time. Any such notice mailed to such address will be effective one (1) day after deposit in the United States mail, duly addressed, with certified mail, postage prepaid. Lessee will promptly notify Lessor of any change in Lessee's address. This Agreement may be executed in multiple counterparts (including facsimile and pdf counterparts), but the counterpart marked "ORIGINAL" by Lessor will be the original lease for purposes of applicable law. All of the representations, warranties, covenants, agreements and obligations of each Lessee under this Agreement (if more than one) are joint and several.

17. SUCCESSORS AND ASSIGNS; GOVERNING LAW: Subject to the provisions of Section 15, this Agreement will be binding upon Lessee and its heirs, executors, personal representatives, successors and assigns, and will inure to the benefit of Lessor, Servicer, any other agent of Lessor and their respective successors and assigns. This Agreement will be governed by and construed in accordance with the substantive laws of the State of Missouri (determined without reference to conflict of law principles).

18. NON-PETITION: Each party hereto hereby covenants and agrees that, prior to the date which is one year and one day after payment in full of all indebtedness of Lessor, it shall not institute against, or join any other person in instituting against, Lessor any bankruptcy, reorganization, arrangement, insolvency or liquidation proceedings or other similar proceeding under the laws of the United States or any state of the United States. The provisions of this Section 18 shall survive termination of this Master Equity Lease Agreement.

19. NON-APPROPRIATION: Lessee's funding of this Agreement shall be on a Fiscal Year basis and is subject to annual appropriations. Lessor acknowledges that Lessee is a municipal corporation, is precluded by the County or State Constitution and other laws from entering into obligations that financially bind future governing bodies, and that, therefore, nothing in this Agreement shall constitute an obligation of future legislative bodies of the County or State to appropriate funds for purposes of this Agreement. Accordingly, the parties agree that the lease terms within this Agreement or any Schedules relating hereto are contingent upon appropriation of funds. The parties further agree that should the County or State fail to appropriate such funds, the Lessor shall be paid all rentals due and owing hereunder up until the actual day of termination. In addition, Lessor reserves the right to be paid for any reasonable damages. These reasonable damages will be limited to the losses incurred by the Lessor for having to sell the vehicles on the open used car market prior to the end of the scheduled term (as determined in Section 3 and Section 14 of this Agreement).

IN WITNESS WHEREOF, Lessor and Lessee have duly executed this Master Equity Lease Agreement as of the day and year first above written.

LESSEE: _____

Signature: _____

By: _____

Title: _____

Address: _____

_____

_____

Date Signed: _____, _____

LESSOR: Enterprise FM Trust
By: Enterprise Fleet Management, Inc. its attorney in fact

Signature: _____

By: _____

Title: _____

Address: _____

_____

_____

Date Signed: _____, _____

Initials: EFM_____ Customer_____

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enterprise

FLEET MANAGEMENT

MAINTENANCE MANAGEMENT AND FLEET RENTAL AGREEMENT

This Agreement is entered into as of the _____ day of _____, by and between Enterprise Fleet Management, Inc., a Missouri corporation, doing business as "Enterprise Fleet Management" ("EFM"), and _____ (the "Company").

WITNESSETH:

1. ENTERPRISE CARDS: Upon request from the Company, EFM will provide a driver information packet outlining its vehicle maintenance program (the "Program") and a card ("Card") for each Company vehicle included in the Company's request. All drivers of vehicles subject to this Agreement must be a representative of the Company, its subsidiaries or affiliates. All Cards issued by EFM upon request of the Company shall be subject to the terms of this Agreement and the responsibility of the Company. All Cards shall bear an expiration date.

Cards issued to the Company shall be used by the Company in accordance with this Agreement and limited solely to purchases of certain products and services for Company vehicles, which are included in the Program. The Program is subject to all other EFM instructions, rules and regulations which may be revised from time to time by EFM. Cards shall remain the property of EFM and returned to EFM upon expiration or cancellation.

2. VEHICLE REPAIRS AND SERVICE: EFM will provide purchase order control by phone or in writing authorizing charges for repairs and service over $75, or such other amount as may be established by EFM from time to time under the Program. All charges for repairs and services will be invoiced to EFM. Invoices will be reviewed by EFM for accuracy, proper application of potential manufacturer's warranties, application of potential discounts and unnecessary, unauthorized repairs.

Notwithstanding the above, in the event the repairs and service are the result of damage from an accident or other non-maintenance related cause (including glass claims), these matters will be referred to the Company's Fleet Manager. If the Company prefers that EFM handle the damage repair, the Company agrees to assign the administration of the matter to EFM. EFM will administer such claims in its discretion. The fees for this service will be up to $125.00 per claim and the Company agrees to reimburse for repairs as outlined in this agreement. If the Company desires the assistance of EFM in recovering damage amounts from at fault third parties, a Vehicle Risk Management Agreement must be on file for the Company.

3. BILLING AND PAYMENT: All audited invoices paid by EFM on behalf of the Company will be consolidated and submitted to the Company on a single monthly invoice for the entire Company fleet covered under this Agreement. The Company is liable for, and will pay EFM within ten (10) days after receipt of an invoice or statement for, all purchases invoiced to the Company by EFM, which were paid by EFM for or on behalf of the Company. EFM will be entitled to retain for its own account, and treat as being paid by EFM for purposes of this Agreement, any discounts it receives from a supplier with respect to such purchases which are based on the overall volume of business EFM provides to such supplier and not solely the Company's business. EFM will exercise due care to prevent additional charges from being incurred once the Company has notified EFM of its desire to cancel any outstanding Card under this Agreement. The Company will use its best efforts to obtain and return any such cancelled Card.

4. RENTAL VEHICLES: The Card will authorize the Company's representative to arrange for rental vehicles with a subsidiary of Enterprise Rent-A-Car Company for a maximum of two (2) days without prior authorization. Extensions beyond two (2) days must be granted by an EFM representative. The Company assumes all responsibility for all rental agreements arranged by EFM with a subsidiary of Enterprise Rent-A-Car Company through an EFM representative or through the use of the Card. All drivers must be at least 21 years of age, hold a valid driver's license, be an employee of the Company or authorized by the Company through established reservation procedures and meet other applicable requirements of the applicable subsidiary of Enterprise Rent-A-Car Company.

5. NO WARRANTY: EFM MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO PRODUCTS, REPAIRS OR SERVICES PROVIDED FOR UNDER THIS AGREEMENT BY THIRD PARTIES, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO MERCHANTABILITY, COMPLIANCE WITH SPECIFICATIONS, OPERATION, CONDITION, SUITABILITY, PERFORMANCE, QUALITY OR FITNESS FOR USE. Any defect in the performance of any product, repair or service will not relieve the Company from its obligations under this Agreement, including without limitation the payment to EFM of monthly invoices.

6. CANCELLATION: Either party may cancel any Card under this Agreement or this Agreement in its entirety at any time by giving written notice to the other party. The cancellation of any Card or termination of this Agreement will not affect any rights or obligations under this Agreement, which shall have previously accrued or shall thereafter arise with respect to any occurrence prior to such cancellation or termination. A Card shall be immediately returned to EFM upon cancellation to: Enterprise Fleet Management, 600 Corporate Park Drive, St. Louis, MO 63105, Attention: Enterprise Card Department. Notice to EFM regarding the cancellation of any Card shall specify the Card number and identify the Company's representative. In the case of a terminated representative, such notice shall include a brief description of the efforts made to reclaim the Card.

7. NOTICES: All notices of cancellation or termination under this Agreement shall be mailed postage prepaid by registered or certified mail, or sent by express overnight delivery service, to the other party at its address set forth on the signature page of this Agreement or at such other address as such party may provide in writing from time to time. Any such notice sent by mail will be effective three (3) days after deposit in the United States mail, duly addressed, with registered or certified mail postage prepaid. Any such notice sent by express overnight delivery service will be effective one (1) day after deposit with such delivery service, duly addressed, with delivery fees prepaid. The Company will promptly notify EFM of any change in the Company's address.

Initials: EFM_____ Customer_____

8. FEES: EFM will charge the Company for the service under this Agreement $7.00 per month per Card, plus a one time set-up fee of $0.00.

9. MISCELLANEOUS: This Agreement may be amended only by an agreement in writing signed by EFM and the Company. This Agreement is governed by the substantive laws of the State of Missouri (determined without reference to conflict of law principles).

IN WITNESS WHEREOF, EFM and the Company have executed this Maintenance Management and Fleet Rental Agreement as of the day and year first above written.

Company:		EFM:	Enterprise Fleet Management, Inc.
Signature:		Signature:	
By:		By:	Jonathan Pearson
Title:		Title:	Director
Address:		Address:	3612 S Kelly Ave
			Edmond, OK 73013
Date Signed:	_____, _____	Date Signed:	_____, _____

Initials: EFM_____ Customer_____

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R02122015

SPEND/CNTRCT#
INCODE PROJ#
RFAP# 2019-070

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

Item #

1 Item planned for spending (provide details):
Ten (10) 2019 Ford utility interceptor police patrol vehicles

2 Department requesting authorization:
Police

3 Bidding recommendation (award or reject along with name and contact information of vendor):

Enterprise Fleet Management, 3612 S KELLY AVE, EDMOND, OK 73013, (405) 463-2365, John Holland

4 Estimated Purchase Date (M/D/Y): November 1, 2018

5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)
5 Yr monthly at $738.75 per vehicle; See Equity Lease Menu Pricing and Master Equity Lease Agreement

6 Is this item included in the current FY budget (Yes/No) Yes

7 GL account code: 015-005-521.61-04

8 Spending / purchase request details (complete below blanks):

8a Amount requested to spend $120,000.00

8b Item (new or replacement, if a capital item complete fixed asset form)? Replacement

8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form? No
Charger model police vehicles as deemed surplus

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review Yes

8e Does the purchase involve Grant Funding (Yes or No) No

8f What is the City Cash Match for the Grant

8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

9 Purchase is Planned By (complete appropriate item(s) below):

9a **Informal Quotes** – Purchases of $2000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over $5,000 (city manager can require quotes for below $5,000):

9b **Formal Bids** – Purchases with an estimated cost over $15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

9c **State Contract** – Purchases of $2,000-$15,000 City Manager approval required. Purchases over $15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:

9d **Buy Board** – Purchases of $2,000-$15,000 City Manager approval required. Purchases more than $15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

TIPS - The Interlocal Purchasing System Contract # 2072816

9e **Professional Services Agreement** – Purchases over $2,000 and less than $15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of $2,000-$15,000 City Manager approval required. Purchases with an estimated cost over $15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

10a Signature of Grants Administrator (if applicable) date (M/D/Y):

10b Signature Department Head date (M/D/Y): 8/7/18

10c Signature of Division Head date (M/D/Y):

10d Signature of Budget Administrator date (M/D/Y):

10e Signature of Project Manager date (M/D/Y):

10f Signature of City Treasurer date (M/D/Y): 8-9-18

10g Signature of City Manager (only over $2,000) date (M/D/Y): 8/9/18

11h City Manager Comments:

City of Durant - Police

Equity Lease Menu Pricing

Year	Make	Model	Trim	Upfit	Upfit Cost	Quantity by type	Term	Estimated Annual Mileage	Monthly Lease Cost	Annual Cost By Quanity
2019	Ford	Utility Interceptor	K8A-Base All-wheel Drive	Upfit included from Ford	$6,000.00	10	60	15,000	$738.75	$88,650.00

***We cannot offer our budgeted Full Maintenance on Pursuit type units.
***Pricing does not include expected return on equity at end of lease
***50% of Police Upfit would be required down

Annual Cost	$88,650.00
50% Aftermarket Cost	$3,000.00
50% of Aftermarket by Qty Paid upon Delivery	$30,000.00
Total Cost over 5 Years	$473,250.00

Open-End (Equity) Lease Rate Quote

Quote No: 3947038

Prepared For: City of Durant

Date 08/01/2018
AE/AM JH9/ZCK

Unit #
Year 2019 **Make** Ford **Model** Police Interceptor Utility
Series Base All-wheel Drive
Vehicle Order Type Ordered **Term** 60 **State** OK **Customer#** 579163

$ 40,483.00		Capitalized Price of Vehicle[1]
$ 0.00	*	Motor Vehicle Excise Tax 3.2500% State OK
$ 0.00	*	Initial License Fee
$ 0.00	*	Registration Fee
$ 200.00		Other: (See Page 2)
$ 3,000.00	*	Capitalized Price Reduction
$ 0.00	*	Tax on Capitalized Price Reduction
$ 0.00		Gain Applied From Prior Unit
$ 0.00	*	Tax on Gain On Prior
$ 0.00	*	Security Deposit
$ 0.00	*	Tax on Incentive(Taxable Incentive Total : $0.00)
$ 37,683.00		Total Capitalized Amount (Delivered Price)
$ 584.09		Depreciation Reserve @ 1.5500%
$ 154.66		Monthly Lease Charge (Based on Interest Rate - Subject to a Floor)[2]
$ 738.75		**Total Monthly Rental Excluding Additional Services**
		Additional Fleet Management
		Master Policy Enrollment Fees
$ 0.00		Commercial Automobile Liability Enrollment
		Liability Limit $0.00
$ 0.00		Physical Damage Management — Comp/Coll Deductible 0 / 0
$ 0.00		Full Maintenance Program[3] Contract Miles 0 — OverMileage Charge $ 0.00 Per Mile
		Incl: # Brake Sets (1 set = 1 Axle) 0 — # Tires 0 — Loaner Vehicle Not Included
$ 0.00		**Additional Services SubTotal**
$ 0.00		Use Tax 0.0000% — State
$ 738.75		**Total Monthly Rental Including Additional Services**
$ 2,637.60		Reduced Book Value at 60 Months
$ 375.00		Service Charge Due at Lease Termination

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name	
Exterior Color	
Interior Color	
Lic. Plate Type	Government
GVWR	0

Quote based on estimated annual mileage of 15,000
(Current market and vehicle conditions may also affect value of vehicle)
(Quote is Subject to Customer's Credit Approval)
Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.
Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle.
Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

LESSEE City of Durant
BY **TITLE** **DATE**

* INDICATES ITEMS TO BE BILLED ON DELIVERY.
[1] Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.
[2] Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).
[3] The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this (Invoice/Schedule/Quote), all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate (Maintenance Agreement) entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Open-End (Equity) Lease Rate Quote

Quote No: 3947038

Aftermarket Equipment Total

Description	(B)illed or (C)apped	Price
Equipment Quote from Shipman Communication	C	$ 6,061.00
Total Aftermarket Equipment Billed		$ 0.00
Total Aftermarket Equipment Capitalized		$ 6,061.00
Aftermarket Equipment Total		$ 6,061.00

Other Totals

Description	(B)illed or (C)apped	Price
Pricing Plan Delivery Charge	B	$ 100.00
Courtesy Delivery Fee	C	$ 200.00
Total Other Charges Billed		$ 100.00
Total Other Charges Capitalized		$ 200.00
Other Charges Total		$ 300.00

Open-End (Equity) Lease Rate Quote

Quote No: 3947038

VEHICLE INFORMATION:

2019 Ford Police Interceptor Utility Base All-wheel Drive - US
Series ID: K8A

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	$ 32,110.00	$ 33,275.00
Total Options	$ 6,374.00	$ 6,710.00
Destination Charge	$ 995.00	$ 995.00
Total Price	**$ 39,479.00**	**$ 40,980.00**

SELECTED COLOR:

Exterior: -
Interior: -

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
113WB	113" Wheelbase	STD	STD
18X	100 Watt Siren/Speaker w/Bracket & Pigtail	Included	Included
44C	Transmission: 6-Speed Automatic	Included	Included
500A	Order Code 500A	NC	NC
52P	Hidden Door-Lock Plunger/Rr-Door Handles Inoperable	Included	Included
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	Included	Included
66A	Front Headlamp Lighting Solution	Included	Included
66B	Tail Lamp Lighting Solution	Included	Included
66C	Rear Lighting Solution	Included	Included
67H	Ready For The Road Package	$ 3,244.00	$ 3,415.00
76D	Deflector Plate	Included	Included
85R	Rear Console Plate	Included	Included
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included	Included
99T	Engine: 3.5L V6 EcoBoost	$ 3,130.00	$ 3,295.00
NONAX	3.16 Axle Ratio	Included	Included
PAINT	Monotone Paint Application	STD	STD
STDGV	GVWR: 6,300 lbs	Included	Included
STDRD	Radio: AM/FM/CD/MP3 Capable	Included	Included
STDTR	Tires: 245/55R18 AS BSW	Included	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel	Included	Included

CONFIGURED FEATURES:

Body Exterior Features:

- Number Of Doors 4
- Rear Cargo Door Type: liftgate
- Driver And Passenger Mirror: power remote manual folding side-view door mirrors
- Convex Driver Mirror: convex driver and passenger mirror
- Spoiler: rear lip spoiler
- Skid Plates: skid plates
- Door Handles: black
- Front And Rear Bumpers: body-coloured front and rear bumpers with black rub strip
- Rear Step Bumper: rear step bumper
- Body Material: galvanized steel/aluminum body material
- Body Side Cladding: black bodyside cladding
- Grille: black grille

Convenience Features:

- Air Conditioning manual air conditioning
- Air Filter: air filter
- Cruise Control: cruise control with steering wheel controls
- Trunk/Hatch/Door Remote Release: power cargo access remote release
- Power Windows: power windows with driver and passenger 1-touch down
- 1/4 Vent Rear Windows: power rearmost windows
- Steering Wheel: steering wheel with manual tilting
- Adjustable Pedals: power adjustable pedals
- Day-Night Rearview Mirror: day-night rearview mirror
- Driver and Passenger Vanity Mirror: driver and passenger-side visor mirrors
- Overhead Console: mini overhead console with storage
- Glove Box: locking glove box
- Driver Door Bin: driver and passenger door bins
- Dashboard Storage: dashboard storage
- Driver Footrest: driver's footrest
- Retained Accessory Power: retained accessory power
- Power Accessory Outlet: 2 12V DC power outlets

Entertainment Features:

- radio AM/FM stereo with seek-scan, single in-dash CD player
- MP3 Player: CD-MP3 decoder
- Speed Sensitive Volume: speed-sensitive volume
- Steering Wheel Radio Controls: steering-wheel mounted audio controls
- Speakers: 12 speakers
- 1st Row LCD: 1 1st row LCD monitor
- Antenna: integrated roof antenna

Lighting, Visibility and Instrumentation Features:

- Headlamp Type aero-composite LED low beam headlamps
- Front Wipers: variable intermittent speed-sensitive wipers wipers
- Front Windshield Visor Strip: front windshield visor strip
- Rear Window wiper: fixed interval rear window wiper with heating wiper park
- Rear Window Defroster: rear window defroster
- Tinted Windows: deep-tinted windows
- Dome Light: dome light with fade
- Front Reading Lights: front and rear reading lights
- Variable IP Lighting: variable instrument panel lighting
- Display Type: analog display
- Tachometer: tachometer
- Low Tire Pressure Warning: tire specific low-tire-pressure warning
- Trip Computer: trip computer
- Trip Odometer: trip odometer
- Water Temp Gauge: water temp. gauge
- Engine Hour Meter: engine hour meter
- Clock: in-radio display clock
- Systems Monitor: systems monitor
- Check Control: redundant digital speedometer
- Rear Vision Camera: rear vision camera

Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Door Ajar Warning: door-ajar warning
Trunk Ajar Warning: trunk-ajar warning
Brake Fluid Warning: brake-fluid warning

Safety And Security:
ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Spare Tire Type: full-size spare tire
Spare Tire Mount: spare tire mounted inside under cargo
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: Safety Canopy System curtain 1st and 2nd row overhead airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
Side Impact Bars: side-impact bars
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Electronic Stability: AdvanceTrac w/Roll Stability Control electronic stability stability control with anti-roll
Traction Control: ABS and driveline traction control
Front and Rear Headrests: manual adjustable front head restraints

Seats And Trim:
Seating Capacity max. seating capacity of 5
Front Bucket Seats: front bucket seats
Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
Reclining Driver Seat: manual reclining driver and passenger seats
Driver Lumbar: manual driver and passenger lumbar support
Driver Height Adjustment: power height-adjustable driver and passenger seats
Driver Fore/Aft: power driver and passenger fore/aft adjustment
Driver Cushion Tilt: power driver and passenger cushion tilt
Rear Seat Type: rear 60-40 split-bench seat
Rear Folding Position: rear seat fold-forward seatback
Leather Upholstery: cloth front seat upholstery
Rear Seat Material: vinyl rear seat upholstery
Headliner Material: full cloth headliner
Floor Covering: full vinyl/rubber floor covering
Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert
Shift Knob Trim: urethane shift knob
Interior Accents: metal-look interior accents
Cargo Space Trim: carpet cargo space
Trunk Lid: plastic trunk lid/rear cargo door
Cargo Tie Downs: cargo tie-downs
Cargo Light: cargo light
Cargo Tray: cargo tray/organizer

Standard Engine:
Engine 365-hp, 3.5-liter V-6 (premium)

Standard Transmission:
Transmission 6-speed automatic w/ OD

TIPS – The Interlocal Purchasing System
Region 8 Education Service Center
4845 US Hwy 271 North | Pittsburg, Texas 75686
1-866-839-8477 | www.tips-usa.com

July 28, 2016

Enterprise Fleet Management Inc.
Billy Dobosz
600 Corporate Park Dr
St Louis, MO 63105

RE: TIPS Awarded Contract – Fleet Leasing and Management Services
TIPS Contract Number – 2072816

CONTRACT AWARD

Congratulations! The Interlocal Purchasing System (TIPS) Board of Directors of Region VIII Education Service Center has awarded a contract for **Fleet Leasing and Management Services** under **Contract Number #2072816** to **Enterprise Fleet Management Inc.**. This contract will be in effect from **7/28/2016** through **7/25/2019**. With automatic annual renewal at each 12 month anniversary, for the next two consecutive years, if both parties agree and vendor has reported TIPS sales. Total term of contract will be 36 months, unless terminated for due cause.

CONTRACT ADDITIONS or UPDATES

Only items submitted on the original proposal can be sold through this contract. If you need to change pricing or add products, that are considered components of the awarded category, email the products, including prices with the discount offered, to Kim Thompson, at kim.thompson@tips-usa.com.

RESELLERS or DEALERS

As an Awarded Contract Holder, you may list Resellers or Dealers to your contract. It is the Awarded Vendor Contract Holder's responsibility to report all Reseller Sales to TIPS. Resellers are only allowed to sell the items listed on the Awarded Vendor's Contract. PO's should be made out to either the Contract Holder/Resellers Name or may be made to the Reseller but MUST have the Contract Holder's Name listed. If you need to add Resellers/Dealers to your contract, please send the following information: Reseller Name; Contact Person; Contact Person's Email; Address; Telephone Number and website, to Kim Thompson, at kim.thompson@tips-usa.com.

CERTIFICATE OF AWARDED CONTRACT

THE INTERLOCAL PURCHASING SYSTEM

Awards

Enterprise Fleet Management Inc.
an Awarded Vendor Contract
for
Fleet Leasing and Management Services
Contract # 2072816

Contract Effective Dates

Year One – 7/28/2016 – 7/28/2017
Year Two – 7/28/2017 – 7/28/2018
Year Three – 7/28/2018 – 7/25/2019

***Contract will automatically renew on the contract date if both parties agree and vendor has reported TIPS Sales during the previous 12 months.**

Dr. David Fitts
Executive Director
Region VIII ESC

Visit www.tips-usa.com for details on this Awarded Vendor

Agenda Item: 4.k.

The City of Durant

Office of Community Development

Memorandum

Date:	8/6/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Consider Approval of Resolution 2018-23 – A Resolution for the City of Durant Fee Schedule Update.

Resolution 2018-23 will update the City of Durant Fee Schedule to include the fees established in Ordinance 1863 for new fees consistent with Oklahoma's new alcohol laws, as well as updating fees on Certificates of Compliance, Zoning Verification and Zoning Clearance to reflect the handling of such requests in the Community Development Department.

Council Information / Action Requested

To approve or deny Resolution 2018-23 to update the City of Durant fee schedule.

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

- Mayor and City Clerk shall sign, seal and execute the ordinance.
- City Clerk to publish resolution according to state law.
- City Clerk to file resolution in their custody.

ATTACHMENTS:

Description	Type	Upload Date
Resolution 2018-23, Occupation Taxes and Certificates of Compliance	Resolution Letter	8/10/2018

RESOLUTION # 2018-23

A RESOLUTION FOR THE CITY OF DURANT FEE SCHEDULE UPDATE

WHEREAS, provisions are set forth in the Durant Code of Ordinances prescribing the establishment of fees for various services, permits, and licenses of which the fee amount shall be set by the City Council by motion or resolution; and

WHEREAS, the City of Durant must periodically review the fees charged for services performed, permits and licenses issued; and

WHEREAS, the most recent review of the City of Durant fee schedule does not establish fees specifically for the newly adopted City of Durant Code 111.002 "Occupation Tax Levied" and Section 111.009 "Certificate of Zoning Code" (Ordinance No. 1863); and

WHEREAS, the City of Durant would like to protect the public health, safety and welfare by conforming to state law; therefore, certain occupation taxes shall be added or modified to reflect the state laws and regulations effective October 1, 2018. The added or amended taxes are the following: Fifty dollars ($50.00) for an Oklahoma brewer, Three Thousand One Hundred Twenty-Five dollars ($3,125.00) for Distiller, Twenty-Five dollars ($25.00) for Oklahoma winemaker, Nine Hundred dollars ($900.00) for Retail spirits store, Five Hundred dollars ($500.00) for Retail beer (effective October 1, 2018), and One Thousand dollars ($1,000.00) for Retail wine (effective October 1, 2018), payable to the City Clerk of the City of Durant.

Also, in order to adequately verify Zoning, Fire, Health and Safety Codes for an applicant requesting a Certificate of Compliance, fee schedule line items titled "Zoning Code Compliance Certificate Fee" and "Fire, Health/Safety Code Compliance Certificate Fee" shall each cost Fifty dollars ($50.00). And, in connection with the above updates to adequately compensate for the provided services, the fees for both "Zoning Verification Letter" and "Zoning Clearance Letter" shall be Fifty dollars ($50.00) each.

The effective date of these fees shall be the same as the date of approval by the Durant City Council.

BE IT FURTHER RESOLVED that the City Clerk shall ensure that this fee schedule update is included in a comprehensive fee schedule and a written schedule of said fees shall be posted in the Office of City Clerk.

PASSED AND APPROVED by the Mayor and City Council of the City of Durant, Oklahoma this 14th day of August, 2018.

_____
JERRY L. TOMLINSON, MAYOR
CITY OF DURANT, OKLAHOMA

ATTEST:

_____
CYNTHIA PRICE
CITY CLERK

Agenda Item: 4.I.

The City of Durant

Office of Community Development

Memorandum

Date:	8/6/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Consider Approval of Ordinance 1863 – An Ordinance Amending the Durant Code of Ordinances Sections 111.002 "Occupation Tax Levied" and Sections 111.009 "Certificate of Zoning Code Compliance"; Declaring an Emergency.

Council Information / Action Requested

To approve or deny Ordinance No. 1853.
To declare an emergency for immediate application of this ordinance.

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

- If approved, Mayor and City Clerk shall sign, seal and execute the ordinance.
- City Clerk shall publish ordinance according to state law.
- City Clerk shall file ordinance in their custody and furnish copy to our publisher, American Legal Publishing.

ATTACHMENTS:

Description	Type	Upload Date
Ordinance 1863, redline	Exhibit	8/9/2018
Ordinance 1863, clean	Ordinance	8/9/2018
OML press release	Backup Material	8/9/2018

ORDINANCE NO. 1863

AN ORDINANCE AMENDING THE DURANT CODE OF ORDINANCES SECTIONS 111.002 "OCCUPATION TAX LEVIED" AND SECTIONS 111.009 “CERTIFICATE OF ZONING CODE COMPLIANCE”; DECLARING AN EMERGENCY.

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

SECTION 1. That Section 111.002 “Occupation Tax Levied” and Section 111.009 “Certificate of Zoning Code” of the Durant City Code shall be amended to read as follows:

Occupation Tax Levied

(A) There is levied an annual occupation tax upon each person, firm or corporation engaged within this city in any of the following occupations hereinafter named, in the following sums respectively set opposite the designation of each such occupation;

(1)	Brewer	$1,250;
~~(1)~~ (2)	Oklahoma brewer	$50;
~~(2)~~ (3)	Distiller	$3,~~215~~125;
~~(3)~~ (4)	Winemaker	$625;
~~(4)~~ (5)	Oklahoma winemaker	$~~75~~25;
~~(5)~~ (6)	Rectifier	$3,125;
~~(6)~~ (7)	Wholesaler	$2,500;
~~(7)~~ (8)	Class B wholesaler	$625;
(9)	~~Package~~ Retail spirits store	$900;
(10)	Retail beer (effective October 1, 2018)	$500;
~~(8)~~ (11)	Retail wine (effective October 1, 2018)	$1,000;
~~(9)~~ (12)	Mixed beverage establishment	$1,000 initial; $900 renewal;
~~(10)~~ (13)	Bottle club	$1,000 initial; $900 renewal;
~~(11)~~ (14)	Caterer	$1,000 initial; $900 renewal;
~~(12)~~ (15)	Special event (per day)	$50.

(B) Reductions; credits.

The occupation tax for a brewer and a Class B wholesaler shall be reduced by 75 percent if the brewer or Class B wholesaler is also the holder of a license from the State to manufacture or wholesale any low-point beer as provided in 37 O.S. § 518.

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(C) Interim Occupational Tax.

Except for the sale of wine or beer to the public, an interim occupational tax shall allow all qualified retail wine and retail beer, beer distributors and wine and spirits wholesaler state licensees to perform all activities permissible under a full license including but not limited to purchasing, stocking and storing the wine and/or full-strength beer prior to October 1, 2018. In order to qualify for an interim occupational tax, the state licensee must satisfy all the requirements set forth in Article XXVIIIA of the Oklahoma Constitution and state law. After October 1, 2018, the interim occupational tax shall convert to a full occupational tax and shall be renewable annually from the date originally issued.

(D) The occupation taxes prescribed herein shall be reduced to the extent necessary to conform to applicable state law reducing the state license fee to such person, but only to such extent as may be required to conform to applicable state law, it being the intention that this chapter shall levy the maximum tax allowable for the occupations on which there is levied an occupation tax.

(~~C~~E) The occupation tax shall cover only the person paying the tax and no other of a successor thereof and shall not be refundable.
(`93 Code, § 3-102) (Ord. 1071, passed 5-6-85)

Statutory reference:
Cities may levy occupation tax not to exceed state fee, see 37 O.S. § 554.1
State license fee amounts, see 37 O.S. § 518

Certificate of ~~Zoning Code~~Compliance

(A) Every applicant for a certificate of compliance with the Zoning, Fire, Health and Safety Codes of the city required by 37 O.S. shall apply at the office of the ~~City Clerk~~Director of Community Development or their designee by:
(1) Filing a written application on forms prescribed by that office; and
(2) Paying a verification and certification fee in the amount as set by the Council at the time of filing.

(B) Upon receipt of an application for a certificate of compliance, the ~~City Clerk~~Director of Community Development or their designee shall cause an investigation to be made to determine whether the premises proposed for licensed operations comply with the provisions of the zoning ordinance and any health, fire, building or other safety codes applicable to it. This investigation will be reviewed and approved by the following City departments as described below:

(1) The applicant's proposed location and use thereof must comply with all municipal zoning ordinances, verified by the Director of Community Development, or their designee.

(2) The applicant's proposed site and structure must comply with all building codes as required by the Code of the City of Durant, verified by the Director of Community Development, or their designee.

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(3) The applicant's proposed site, structure, and location must comply with all Fire Code requirements required by the Code of the City of Durant, verified by the Fire Marshal for the City of Durant or their designee.

(4) The applicant's proposed location and use thereof must comply with all provisions regarding food service requirements as required by the Code of the City of Durant, verified by the Bryan County Health Department Inspector or his designee.

(C) Upon finding that the premises of an applicant for a certificate is in compliance with all applicable zoning ordinances, a certificate of zoning shall be issued to the ABLE Commission.

(D) Upon finding that the premises of an applicant for a certificate is in compliance with all applicable fire, safety and health codes, a certificate of compliance shall be issued to the ABLE Commission.

(E) The above certificates of compliance shall be signed by the ~~Mayor or by the City Clerk~~Director of Community Development or their designee~~ or Deputy City Clerk~~.

(`93 Code, § 3-110)

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

Passed and approved this 14th day of August, 2018, in regular session of the Durant City Council.

CITY OF DURANT

_____

JERRY L. TOMLINSON, MAYOR
CITY OF DURANT, OKLAHOMA

ATTEST:

_____

CYNTHIA PRICE
CITY CLERK

ORDINANCE NO. 1863

AN ORDINANCE AMENDING THE DURANT CODE OF ORDINANCES SECTIONS 111.002 "OCCUPATION TAX LEVIED" AND SECTIONS 111.009 “CERTIFICATE OF ZONING CODE COMPLIANCE”; DECLARING AN EMERGENCY.

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Except for the sale of wine or beer to the public, an interim occupational tax shall allow all qualified retail wine and retail beer, beer distributors and wine and spirits wholesaler state licensees to perform all activities permissible under a full license including but not limited to purchasing, stocking and storing the wine and/or full-strength beer prior to October 1, 2018. In order to qualify for an interim occupational tax, the state licensee must satisfy all the requirements set forth in Article XXVIIIA of the Oklahoma Constitution and state law. After October 1, 2018, the interim occupational tax shall convert to a full occupational tax and shall be renewable annually from the date originally issued.

(D) The occupation taxes prescribed herein shall be reduced to the extent necessary to conform to applicable state law reducing the state license fee to such person, but only to such extent as may be required to conform to applicable state law, it being the intention that this chapter shall levy the maximum tax allowable for the occupations on which there is levied an occupation tax.

(E) The occupation tax shall cover only the person paying the tax and no other of a successor thereof and shall not be refundable.
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Statutory reference:
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State license fee amounts, see 37 O.S. § 518

Certificate of Compliance

(A) Every applicant for a certificate of compliance with the Zoning, Fire, Health and Safety Codes of the city required by 37 O.S. shall apply at the office of the Director of Community Development or their designee by:

(1) Filing a written application on forms prescribed by that office; and

(2) Paying a verification and certification fee in the amount as set by the Council at the time of filing.

(B) Upon receipt of an application for a certificate of compliance, the Director of Community Development or their designee shall cause an investigation to be made to determine whether the premises proposed for licensed operations comply with the provisions of the zoning ordinance and any health, fire, building or other safety codes applicable to it. This investigation will be reviewed and approved by the following City departments as described below:

(1) The applicant's proposed location and use thereof must comply with all municipal zoning ordinances, verified by the Director of Community Development, or their designee.

(2) The applicant's proposed site and structure must comply with all building codes as required by the Code of the City of Durant, verified by the Director of Community Development, or their designee.

(3) The applicant's proposed site, structure, and location must comply with all Fire Code requirements required by the Code of the City of Durant, verified by the Fire Marshal for the City of Durant or their designee.

(4) The applicant's proposed location and use thereof must comply with all provisions regarding food service requirements as required by the Code of the City of Durant, verified by the Bryan County Health Department Inspector or his designee.

(C) Upon finding that the premises of an applicant for a certificate is in compliance with all applicable zoning ordinances, a certificate of zoning shall be issued to the ABLE Commission.

(D) Upon finding that the premises of an applicant for a certificate is in compliance with all applicable fire, safety and health codes, a certificate of compliance shall be issued to the ABLE Commission.

(E) The above certificates of compliance shall be signed by the Director of Community Development or their designee.

(`93 Code, § 3-110)

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

Passed and approved this 14th day of August, 2018, in regular session of the Durant City Council.

CITY OF DURANT

_____

JERRY L. TOMLINSON, MAYOR
CITY OF DURANT, OKLAHOMA

ATTEST:

_____

CYNTHIA PRICE
CITY CLERK

201 N.E 23RD ST
Oklahoma City, OK 73105

FOR IMMEDIATE RELEASE

Contact:
Kay Hunt
Communications Director
405.528.7515
kay@oml.org

OML alerts municipalities of danger of retail stores losing ability to sell alcohol

Oklahoma City, OK – Recently the Oklahoma Municipal League (OML) alerted local governments that their convenience and grocery stores could be in jeopardy of losing the ability to sell alcohol under the new modernization laws. With an October 1st deadline looming before implementation of the act, approximately three thousand applicants have sought the updated licensing.

Under the new laws, all 3.2 beer retailers who want to sell any beer after October 1 are required to get an Interim Retail License from the ABLE commission and a Certificate of Compliance from their municipalities.

"The smooth transition to cold, full-strength beer is at risk of stumbling," said Lisette Barnes, president of the Oklahoma Beer Alliance. "We have less than three months until beer modernization goes into effect and retailers have had a year and a half to prepare. Consumers will be expecting cold, full-strength beer on October 1, and any retailer waiting to apply for their licenses is risking their ability to meet consumer demand."

According to Mike Fina, Executive Director of the Oklahoma Municipal League (OML), one of the most critical steps is that municipalities must be prepared to issue a Certificate of Compliance to retailers. A liquor store operating under a current license does not need a new Certificate of Compliance. This requirement only pertains to outlets, such as convenience, gas, and grocery stores, who are applying for a license.

"Once the municipality receives this request from a retailer, they must verify that the applicant is compliant with their applicable zoning, safety, fire, and health codes. If the applicant is not in compliance, the municipality should notify them. If the applicant is compliant, an approval letter should be provided," Fina added.

Once the retailer receives its Certificate of Compliance, they are required to forward it to the ABLE commission for license approval, along with their other application materials.

"It is important to know that if these steps are not completed by October 1, those businesses will not be able to sell alcohol as is outlined in the new law. As a result, a lot of revenue will be lost for the retailer as well as sales tax revenue for the municipalities," Fina said.

To assist municipalities with the required Certification of Compliance, OML has created a section in their website, which conveys needed information, along with sample response letters. To access this information, please go to https://www.oml.org/alcoholcompliance

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Agenda Item: 4.m.

The City of Durant

Deputy City Manager of Administration

Memorandum

Date:	8/7/2018
To:	Mayor and City Council
From:	Greg Buckley, Interim City Treasurer
Re:	Consider Approval of Ordinance 1864 Amending City of Durant Code of Ordinances by Amending Title III, Administration, Section 37.003 to 37.010 and Adding Section 37.011, Purchasing System; Declaring an Emergency, or Take Any Other Appropriate Action

---

Staff is proposing an update to the existing Code related to the City's Purchasing policy and procedures. The proposed Ordinance provides for updated definitions and incorporates additional purchasing capabilities. The main changes are:

Increases prior Council approval from $15,000 to $25,000 for materials, supplies, equipment and $50,000 for contractual services;
Provides the ability to use Cooperative Purchasing Agreements;
Provides Purchasing Policy and Procedures applies to all City Departments, Boards, Commissions, Public Trusts, etc;
Increase City Manager limit to dispose of surplus or obsolete items from $500 to $1,000;
Ability to process approved purchases by schedule set by the City Manager with claims list provided to Council at each Council Meeting;
Ability to purchase used equipment/items from Federal/State Surplus sites, auctions sites or dealer;

Staff believes these changes will enhance the operation and processing time to acquire budgeted and approved items without unduly burdening the City Council with Administrative type activities.

Council Information / Action Requested

Approve Ordinance 1864 amending City of Durant Code of Ordinances by amending Title III, Administration, Section 37.003 to 37.010 and adding Section 37.011, Purchasing System; Declaring an Emergency

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

ATTACHMENTS:

Description	Type	Upload Date
Ordinance 1864	Exhibit	8/10/2018

ORDINANCE NO. 1864

AN ORDINANCE AMENDING TITLE III, ADMINSTRATION, SECTION 37.003 to 37.010 AND ADDING SECTION 37.011, PURCHASING SYSTEM, DECLARING AN EMERGENCY

BE IT ORDAINDED BY THE COUNCIL OF DURANT, OKLAHOMA:

Section 1

PURCHASING SYSTEM

Section 37.003 Definitions
Section 37.004 City Purchasing Agent
Section 37.005 Encumbrance of Funds
Section 37.006 Prohibition of Interest
Section 37.007 Exception to Requirements
Section 37.008 Competitive Bidding Required
Section 37.009 Bidding Requirements
Section 37.010 Bidding Procedures
Section 37.011 Emergency Purchases

Section 37.003 DEFINITIONS

Unless otherwise provided herein, for the purpose of this chapter, the following terms, phrases, words and their derivations shall have the meanings given herein. When not inconsistent in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory.

A. City refers to the City of Durant, Oklahoma, and means the City government in all its forms, including not only all City departments but also any agency, public trust, commission, board or other person or entity acting for or on behalf of the City of Durant, provided, however, that any improvement district created pursuant to 11 O.S.1991, §§39-101, et seq., shall not be included in this definition thereby exempting such improvement districts from the provisions of this chapter.

B. City Manager shall mean the chief executive officer of the City or his or her designee.

C. City Purchasing Agent or Agent is the Purchasing Agent of the City, which shall be the City Manager or the designee of the City Manager of the City. The purchasing agent shall have the authority to delegate purchasing authority within the guidelines established for the city.

D. Contractual Services means and includes, but is not limited to, all telephone, gas, water,

electric light and power service; towel and cleaning service; leases for all grounds, buildings, office or other space required by the using agencies except leases from the state, a state agency, or a political subdivision (as defined herein); leases for all personal property required by the using agencies; and the rental, repair or maintenance of equipment, machinery and other city-owned personal property. The term shall not include professional services that are predominantly mental or intellectual in character rather than physical or manual and which do not involve the supplying of products. Professional services include services to support or improve municipal policy development, decision-making, management, administration, or the operation of management systems. Professional services include those as defined in Section 803 of Title 18 of the Oklahoma Statutes, those which are in their nature unique and not subject to competition, nor shall it include services or maintenance authorized and provided for an improvement district pursuant to 11O.S.1991, §39-103.1

E. Cooperative Purchasing Agreements/Plans shall mean an agreement entered into between two or more entities of government for acquisitions pursuant to a single or joint contract obtained through a competitive bidding process or issued in accordance with the authority granted to governmental entity. Government entities include all federal and state entities, political subdivisions and municipalities.

F. Council is the legislative body of the City of Durant, Oklahoma.

G. "Lowest and best" bidder and "best value" bidder shall have those meanings attributed to them by the laws of the State of Oklahoma.

H. Political Subdivision shall mean a municipality, school district, county, or public trust with a city, town, school district or county as its sole beneficiary or beneficiaries, and all their institutions, instrumentalities or agencies.

I. Supplies mean and include all supplies, materials and equipment.

J. Using Agency is any department, board, public trust, commission, agency division, section, bureau or other unit in the City government using supplies or procuring contractual services as herein provided, except as otherwise exempted by this chapter.

K. Purchasing and/or Procurement Card mean and include the commercial credit card issued to authorized City employees for the purchase of supplies and services.

Section 37.004 CITY PURCHASING AGENT

The Purchasing Agent shall have the powers and duties prescribed herein.

A. Scope of Purchasing Authority.

1. The Agent shall have the power and it shall be the Agent's duty to purchase or contract for all supplies and contractual services needed by any using agency that derives its support wholly or in part from the City.

2. The Agent shall purchase or contract for those supplies and contractual services set forth herein in accordance with:

   a. Purchasing procedures as prescribed by this title

   b. Such written rules and regulations as the Agent shall adopt for the internal management and operation of the Purchasing;

   c. Such other written rules and regulations as shall be prescribed by the Charter and Ordinances of the City of Durant.

3. All rules and regulations adopted by the Agent for the internal management and operation of Purchasing shall be approved by the Council and filed in the office of the City Clerk.

4. Except as herein provided, it shall be unlawful for any City officer or employee to order the purchase of any supplies or make any contract within the purview of this chapter, other than through the Purchasing Agent and any such purchase ordered or any contract made contrary to the provisions herein shall not be approved by City officers, and the City shall not be bound thereby.

B. Additional Powers and Duties

In addition to the purchasing authority conferred in Subsection A. above and in addition to any other powers and duties conferred by this chapter, the Agent shall perform the duties given herein.

1. Minimum Expenditure. The Agent shall act to procure for the City the highest quality in supplies and contractual services at least expense to the City.

2. Encourage Competition. The Agent shall discourage uniform bidding and endeavor to obtain as full and open competition as possible on all purchases and sales.

3. Rules and Regulations. In conjunction with the City Treasurer, the Agent shall establish and amend, when necessary, rules and regulations authorized by this chapter and any others necessary to the operation of Purchasing.

4. Purchasing Analysis. The Agent shall keep informed of current developments in purchasing, prices, market conditions and new products, and shall secure for the City the benefits of research done in the field of purchasing by other governmental jurisdictions, national technical societies, trade associations having national recognition and by private businesses and organizations.

5. Supplier Catalog File. The Agent shall prepare, adopt and maintain a supplier catalog file.

6. Bulk Purchases. The Agent shall exploit the possibilities of buying in bulk so as to take full advantage of discounts.

7. Federal-and State Tax Exemptions. The Agent shall act so as to procure for the City all federal and state tax exemptions to which it is entitled.

8. Disqualification of Bidders. The Agent shall have the authority to declare that vendors who default on their quotations are unsecured bidders and to disqualify them from receiving any business from the municipality for a stated period of time.

9. Written Specifications. The Agent shall adopt and enforce written specifications as required to procure all supplies, equipment and services.

10. Standardization. The Agent shall adopt a minimum number of standard qualities, sizes and varieties of supplies consistent with the successful operation of the City government.

11. Effects of Adoption. After its adoption, each standard specification shall, until revised or rescinded, apply alike in terms and effect to every future purchase and contract for the supply described in such specification.

12. Pre-Bid Conference. The Agent shall have the authority to conduct pre-bid conferences and make attendance mandatory for contractors wishing to submit a bid.

13. Purchase Documentation. The Agent shall have the authority, by written policy, to establish purchase limits for those purchases that require purchase orders or written contracts, and to establish purchasing guidelines for employee usage of city issued purchase or procurement cards.

14. Advanced Purchasing Methods. The Agent shall have the authority to implement advanced purchasing methods, in lieu of traditional means of advertising and bidding. Said methods may take advantage of modern modes of electronic communication, through the use of email, internet, and other electronic devices or systems that may be available. Advertising methods that provide bidding opportunities to a broad base of bidders, so long as the goals and objections of this ordinance are accomplished, may be utilized. These methods include but are not limited to reverse auctions, online bidding and other similar

electronic procurement methods.

15. Payment Procedure. The City Treasurer or his/her designee shall accumulate all properly submitted and due claims and invoices to be processed for payment and present them to the City Manager or his/her designee for consideration and approval for payment. Upon such approval for payment, the City Treasurer or his/her designee shall issue properly signed checks, or other authorized forms of payment, in payment of said claims and invoices. The City Manager may designate disbursement cycles to provide for the timely release of checks by Treasurer's Office. A list of claims and invoices paid will be prepared and presented by the City Treasurer or his/her designee and submitted, for informational purposes, to the City Council at the next regular meeting following the payment date.

16. The authority to contract, for the purpose of filling what have traditionally been employee positions, with either employees or independent contractors, if the expenditure will be within the limits of the budgeted funds.

17. The authority to expend funds for economic development projects or as economic development incentives up to the purchasing limit set by council.

18. The authority to deny tort claims that are within the purchasing authority of the city manager, and the authority to deny those claims in which the City's insurance carrier has investigated the claim and recommended denial.

Section 37.005 ENCUMBRANCE OF FUNDS

Except in cases of emergency, the Agent shall not issue any order for delivery on a contract or open market purchase until the City Treasurer or his/her designee shall have certified, that there is to the credit of the using department a sufficient unencumbered appropriation balance, in excess of all unpaid obligations, to defray the amount of such order for such purposes.

Section 37.006 PROHIBITION OF INTEREST

A. Any purchase order or contract within the purview of this chapter in which the Agent or any officer or employee, or spouse thereof, of the City is financially interested, directly or indirectly, shall be void.

B. For purposes of this section "financially interested" shall mean ownership of more than twenty-five percent (25%) of the business or of the common stock therein or any percentage that constitutes a controlling interest, but shall not include any such interest held by a blind trust.

Section 37.007 EXCEPTION TO REQUIREMENTS

The following contract for, purchase of, supplies, materials, equipment or contractual services shall not require bidding or prior approval:

A. Contractual Services, including, but not limited to natural gas, electricity or telephone purchased from a public utility at a price rate determined by the State Corporation Commission or other governmental authority;

B. Taxes, including but not limited to withholding social security and unemployment compensation taxes;

C. Retirement, pension fund, insurance and similar payments or contributions which are payable pursuant to a resolution, ordinance, contract, policy or other appropriate agreement which has been approved by the City Council.

Section 37.008 COMPETITIVE BIDDING REQUIRED

All purchases of and contracts for supplies and contractual services as defined herein and all sales of personal property which has become obsolete and unusable shall be based on competitive bids whenever possible, except as specifically provided herein or otherwise required by law. Purchases and contracts related to construction projects, labor, equipment, material and repairs by public trusts shall comply with 60 O.S. §176(G) and construction projects shall comply with the Oklahoma Public Competitive Bidding Act, 61 O.S. §101 et. seq.

Section 37.009 BIDDING REQUIREMENTS

Except as otherwise required by law, the bidding requirements of the City shall be as follows:

A. Contractual Service Purchases

Contractual services shall be purchased by formal written contract as follows:

1. Contractual services, when the estimated cost thereof exceeds Fifty Thousand Dollars ($50,000.00), shall be purchased from the lowest and best bidder or from the best value bidder, after due notice inviting bids.

2. Contractual services, when the estimated cost thereof is Fifty Thousand Dollars ($50,000.00) or less, may be purchased using the open market procedure as provided for herein.

B. Supplies, Material and Equipment Purchases

Supplies, material or equipment shall be purchased as follows:

1. All contractual purchases of supplies, materials, and equipment, when the estimated cost thereof exceeds Twenty-five Thousand Dollars ($25,000.00), shall be purchased by formal written contract or by purchase order from the lowest and best bidder or from the best value bidder, after due notice inviting bids.

2. All contractual purchases of supplies, material, and equipment, when the estimated cost thereof is Twenty-five Thousand Dollars ($25,000.00) or less may be purchased using the open market procedure provided for herein.

C. Construction Projects

Construction projects shall be purchased as follows:

1. All construction projects whereby the estimated cost thereof is over the amount set by the Oklahoma Public Competitive Bidding Act shall be bid in accordance with the requirements of that statute.

2. All construction projects whereby the estimated cost thereof is less than the amount set by the Oklahoma Public Competitive Bidding Act may be procured by written contract or by purchase order from the lowest and best bidder or from the best value bidder, using the open market procedure provided for herein.

D. Exception for Cooperative Purchases

Notwithstanding the foregoing limitations, competitive bidding shall not be required and the Purchasing Agent shall have the authority, instead, to make purchases from a Cooperative Purchasing Agreement/Plan or under contracts let by the state of Oklahoma, when the best interests of the City would be served.

E. Surplus Property

No surplus or obsolete supplies, materials, or equipment of a value of more than one thousand dollars ($1,000.00) may be sold until the council shall have declared them obsolete or surplus. Before the City Manager sells any surplus or obsolete supplies, materials, or equipment, except as otherwise provided herein, he shall advertise them for sale in a newspaper of general circulation in the city or give notice in such other manner as he or she deems necessary to adequately reach prospective buyers to give them an opportunity to make bids. All bids shall be sealed and shall be opened in public at a designated time and place, except when the sale is by public auction. The City Manager may repeatedly reject all bids and advertise or give notice again. He or she may sell such supplies, materials, or equipment only to the highest responsible bidder for cash. In case of a tie, he or she may sell to either of the bidders tying, or may divide the sale among the two or more tying, always selling to the highest responsible bidder or bidders for cash.

Section 37.010 BIDDING PROCEDURES

The following bidding procedures shall apply to those purchases that require a competitive bidding procedure.

A. Notice Inviting Bids

1. Newspaper. The Agent shall cause to be published notice inviting bids in at least one (1) daily newspaper at least five (5) days preceding the last day set for the receipt of bids or conducting an auction. The newspaper notice required herein shall include a general description of the services required or the articles to be purchased or sold and shall state where bid forms and specifications may be obtained and the time and place for opening bids or the public auction.

2. Bidders' List. The Agent shall also solicit sealed bids from all responsible prospective suppliers who have requested their names to be added to a "Bidders' List" maintained by the Agent by sending a copy of such newspaper notice or such other notice as will acquaint them with the proposed purchase or sale. In any case, invitations sent to the vendors on the Bidders' List shall be limited to commodities that are similar in character and ordinarily handled by the trade group to which the invitations are sent.

B. Bid Deposits

When deemed necessary by the Agent, bid deposits shall be prescribed in the public notices inviting bids. Unsuccessful bidders shall be entitled to return of surety where it has been required. A successful bidder shall forfeit any surety required upon failure on his part to enter a contract within ten (10) days after the award.

C. Bid Opening Procedures

1. Sealed. Except in the case of public auctions, bids shall be submitted sealed to the office of the City Clerk and shall be identified on the envelopes as bids.

2. Opening. Bids for supplies, materials, equipment or contractual services shall be opened in public at the time and place stated in public notices.

3. Tabulation. A tabulation of all bids received shall be made by the Agent and the tabulation shall be available for public inspection in the office of the City Clerk at all reasonable times.

D. Rejection of Bids

1. Public Interest. The City shall have the authority to reject all bids, parts of any or all bids, or all bids for anyone or more supplies or contractual services included in the proposed contract when the public interest will be served thereby. The City reserves the right to waive technicalities in bidding if such action is deemed to be in the best interest of the City. The ultimate authority to accept, reject or waive technicalities rests with the City Manager.

2. Undue Influence. Bids shall be rejected if any bidder has attempted to exert undue influence over the results of the bid including:

a. The bidder or anyone subject to the bidder's direction or control attempts to pay, give or donate to any officer or employee of the City any money or other thing of value, either directly or indirectly, in procuring the bid; or

b. The bidder or anyone subject to the bidder's direction or control attempts to influence the award of the bid by threat, force or intimidation.

c. Any other contact by bidder to any officer or employee of the City other than the designated agent, which in the opinion of the Agent was an attempt to unduly influence the award of the bid.

3. Bidders in Default to City. The City shall not accept the bids of a contractor who is in default on the payment of taxes, licenses or other monies due the City.

4. Bidders Not Attending Pre-Bid Conference. The City shall not accept the bids of a contractor who did not attend a mandatory pre-bid conference.

5. Late Bids. No bids shall be accepted after the stated time of the bid opening. Any bid received late shall remain unopened and returned to the bidder

E. Award of Contract

1. Authority in the City Manager. The City Manager shall have the authority to award contracts and make purchases in an amount established herein or by council by resolution, and shall have the authority to bind the city and its' agencies in that regard.

2. Lowest and Best Bidder and Best Value Bidder. Contracts shall be awarded to the lowest and best bidder or the best value bidder meeting specifications. Bid Specifications may include a point system for evaluating the bid. In addition to those factors established by state law, the following factors shall be considered:

a. The price,

b. The ability, capacity and skill of the bidder to perform the contract or provide the service required,

c. Whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference,

d. The character, integrity, reputation, judgment, experience and efficiency of the bidder,

e. The quality of performance of previous contracts or services,

f. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service,

g. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service,

h. The quality, availability and adaptability of the supplies or contractual services to the particular use required,

i. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract,

j. Where an earlier delivery date would be of great benefit to the requisitioning agency, the date and terms of delivery may be considered in the bid award,

k. The number and scope of conditions attached to the bid, and

i. If a point system has been utilized in the bid specifications, the number of points earned by the bidder.

F. Award to Other than Lowest Secure Bidder

When the award is not given to the lowest secure bidder meeting specifications, such award must be approved by the Council and a full and complete statement of reasons for placing the order with one other than the lowest secure bidder shall be entered in the minutes of the Council.

G. Tie Bids

a. Local Bidders. If two or more bids received are for the same total amount of unit price, quality and service being equal, the contract shall be awarded to the local bidder.

b. Bidders of Equal Status. Where paragraph G.a. of this section is not determinative, the Agent shall award the contract to one of the tie bidders by drawing lots in public.

H. Change Orders

If a bid has been based on a unit price bid, change orders shall be allowed based on the Bid unit price without additional advertisement or bidding.

I. Performance Bonds

Before entering a contract, the Agent shall have the authority to require a performance bond in such amount as he shall find reasonably necessary to protect the best interests of the City.

J. Prohibition Against Subdivision

No contract or purchase shall be subdivided to avoid the requirements of this section.

L. Open Market Procedure

All purchases of supplies, materials, or equipment having an estimated cost less than Twenty-five Thousand Dollars ($25,000.00), and all sales of personal property which has become obsolete and unusable, of less than the estimated value of One Thousand Dollars ($1,000.00), may be made on the open market, without newspaper advertisement and without observing the procedure prescribed in this section for the award of formal contracts.

1. Minimum Number of Bids. All open market purchases in excess of Two Thousand Five Hundred Dollars ($2,500.00) shall, whenever possible, be based on competitive market quotation bids as set forth below, and shall be awarded to the lowest secure bidder in accordance with the standards set forth herein. For purchases from $2,500.00 to $24,999.99, Buyer shall make at least three (3) solicitations (written/telephone) for competitive market quotation bids.

2. Recording. The Agent shall keep a record of all open market orders and the bids submitted in competition thereon, and such records shall be open to public inspection at all reasonable times.

M. Federal/State Surplus and or Used

The City Manager may authorize the purchase of used equipment and or items from Federal or State Surplus sites or from a dealer or auction site provided the item was budgeted and the purchase price does not exceed the budgeted amount for said item

N. Waiver of Competitive Bidding

The City Council may waive the requirement for competitive bidding for the purchase of supplies, materials, equipment or contractual services when some material feature or characteristic of the item or service sought to be purchased is unique and the Purchasing Agent has certified that to the best of his knowledge, after diligent inquiry, the item or service is available from only one source. The Purchasing Agent may require the department head or official requesting the bid waiver to submit an affidavit identifying the unique and material features or characteristics of the item or service. A full and complete statement of the reasons for approving each waiver of competitive bidding shall be filed with the City Clerk.

Section 37.011 EMERGENCY PURCHASES

A. By Agent. In Case of an apparent emergency which requires immediate purchase of supplies or contractual services, the City Manager, in an amount set by council by resolution, shall be empowered to grant written authorization to the Agent to secure by open market procedure as herein set forth, at the lowest obtainable price, any supplies or contractual services, regardless of the amount of the expenditure. A full report of the circumstances of the emergency purchase shall be filed by the Agent with the City Clerk and shall be open to public inspection.

B. By Department Head. In case of actual emergency occurring during normal office hours the head of any using agency may, with the consent of the Agent and the approval of the City Manager, purchase directly any supplies or contractual services whose immediate procurement is essential to prevent delays in the work of the using agency which may vitally affect the life, health or convenience of the citizens.

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

Passed and approved this 14th day of August, 2018, in regular session of the Durant City Council.

CITY OF DURANT

_____
JERRY L. TOMLINSON, MAYOR
CITY OF DURANT, OKLAHOMA

ATTEST:

_____
CYNTHIA PRICE
CITY CLERK

Agenda Item: 4.n.

The City of Durant

Grants Department

Memorandum

Date: 8/9/2018

To: Mayor and City Council

From: Rebecca Collins, Grants Coordinator

Re: Presentation Of The Durant Master Plan Partially Funded By National Endowment For The Arts - Our Town Grant 16-4292-7067 For The South 9th Avenue (S9A) Arts District

1. Consideration To Approve The City Of Durant Arts District Master Plan As Presented.

In August 2016, the City received a $50,000 Grant Award 16-4292-7067 from the National Endowment For The Arts organization to create and design a Master Plan for an Arts District.

The selected architect firm, Blue Star Integrative Studio, has been working with the City and our cultural partner, Oklahoma Shakespearean Festival organization, along with numerous community partners and citizens, to create the attached final plan.

Please note: Our partners, Choctaw Nation and Commercial Metals Company provided cash match towards this project.

Representatives from Blue Star Integrative Studio will provide a 10-minute presentation Tuesday during council meeting.

The plan and slides for presentation are attached.

Council Information / Action Requested

Approve The City Of Durant Arts District Master Plan As Presented.

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

Rebecca will work with OSF and the architect firm to complete requirements to submit the approved plan to the National Endowment For The Arts organization for closeout before September 30.

ATTACHMENTS:

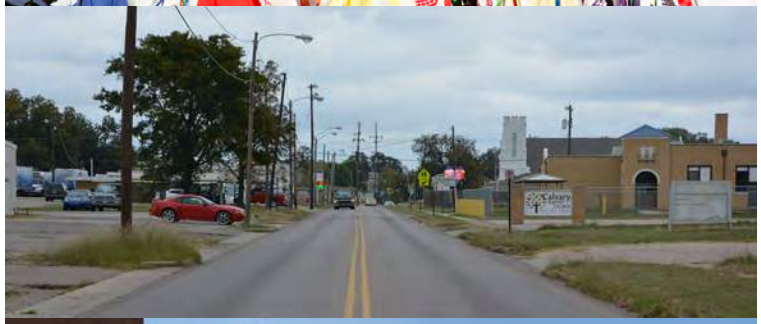
Description	Type	Upload Date
S9A Arts District Master Plan	Cover Memo	8/10/2018
Council Presentation of The Durant Arts District Master Plan	Cover Memo	8/10/2018

DURANT ARTS DISTRICT

SOUTH 9TH AVENUE - MASTER PLAN

Celebrating Diversity of Durant

DURANT
OKLAHOMA



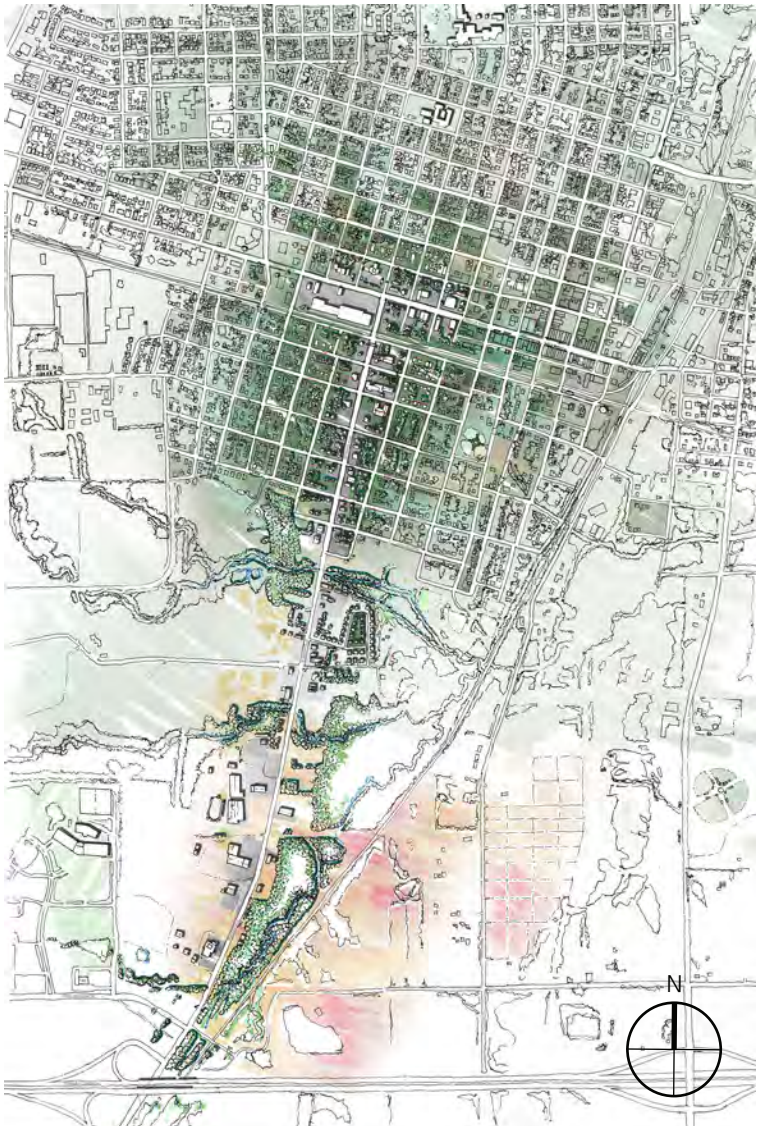
ACKNOWLEDGMENTS

This work would not have been possible without the wonderful help from the considerate people of the **NATIONAL ENDOWMENT FOR THE ARTS**. This has greatly spurred on and focussed the support and community of Durant with the procurement of the **OUR TOWN GRANT**.

Also, the integral participation and support of these organizations and the communities of Durant have further encouraged and bolstered the efforts to make this master plan.

- City of Durant
- Oklahoma Shakespearean Festival
- Durant Area Chamber of Commerce
- Ron Boyer - Bryan County Commissioner District #1
- Choctaw Nation
- Durant Main Street
- Durant School District
- Imagine Durant
- Red River Arts Associations
- SHARE
- Southeastern Oklahoma University
- Texoma Art Association

S9A CORRIDOR



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"HE WHO WORKS WITH HIS HANDS IS A LABORER. HE WHO WORKS WITH HIS HANDS AND HIS HEAD IS A CRAFTSMAN. HE WHO WORKS WITH HIS HANDS AND HIS HEAD AND HIS HEART IS AN ARTIST"

- ST. FRANCIS OF ASSISI

THE PURPOSE

BEGINNING THE JOURNEY

"DESTINY IS NOT A MATTER OF CHANCE; BUT A MATTER OF CHOICE. IT IS NOT A THING TO BE WAITED FOR, IT IS A THING TO BE ACHIEVED."

- WILLIAM JENNINGS BRYAN

INTRODUCTION

VOICES OF THE COMMUNITY

VISIONS OF THE PEOPLE

The process of coming together to develop a vision for the S9A Durant Arts District has illuminated the aspects of the corridor that we love --businesses, restaurants, school, and the people --and a desire to see the potential of this district grow.

This plan is calling for us as a community to dream and plan for the future. Making dreams reality takes looking at practical approaches to finding funding and leveraging with resources.

Making dreams reality means looking at obstacles as problems to solve, not reasons to give up. We are a vibrant, healthy, and creative community and the S9A Arts District is an expression of who we are.

PURPOSE OF A MASTER PLAN

MASTER PLAN

The master plan for a district is a guiding document for a community to collaboratively outline where they want to go. For the S9A Arts District, this master plan unifies community input with professional advice into a document that can be used to apply for grants.

With these grants we can implement various projects, discuss with private property owners options they may want to pursue, and community members have the opportunity to organize efforts such as community gardens to fullfill goals of the plan.

A key part of this master planning effort is to identify the opportunities to connect improvements to actions that help build the identity of the district.

EXISTING FEATURES & ASSETS

- Empty Spaces, Vacant Lots
- Plain Walls, Doors, Flat Surface Walls
- Light Fixtures
- Sidewalks & Crosswalks
- Building Facades
- Signage, Wayfinding

GOALS FOR MASTER PLAN

- Connect to a unifying theme or identity that sets this place apart.
- Celebrates uniqueness that brings people together.
- Promotes diversity, inclusiveness.
- Encourages activity and people coming to the district.
- Facilitates taking action for implementation

ABOUT THE TOWN

LOCATION & HISTORY

DURANT, OKLAHOMA

Located in Bryan County, the city is located 95 miles northeast of Dallas, Texas and 150 miles southeast of Oklahoma City. The area was part of Choctaw Nation in the 1820s and 1830s. Pierre Durant and sons (French-Choctaw) travelled through the Trail of Tears to Choctaw Nation in 1832.

One of the sons married a Choctaw and established their home between 8th and 9th Avenue. Bryan County was formed from the Choctaw lands at the same time Oklahoma reached statehood in 1907.

CULTURE

Durant's history has been connected to agriculture both historically and currently. The Durant Stockyards, Bryan County OSU Extension Community Center, and many businesses located south of Mineral Bayou on 9th Avenue maintain strong economic agricultural activities.

The Choctaw Nation Headquarters lies on the southern portion of 9th Avenue project. The Choctaw Nation continues to foster and encourage understanding of the history and culture of the area.
Durant enjoys hosting many types of festivals which includes the Magnolia Festival. Durant was named "the Magnolia Capital of Oklahoma" in 1999.

DEMOGRAPHICS

Durant, Oklahoma

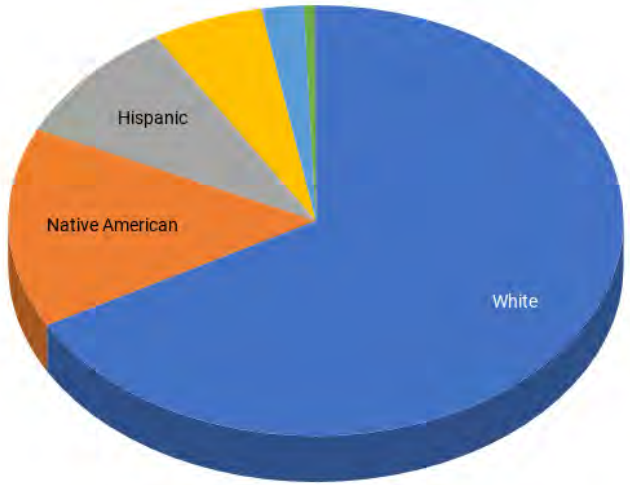


CHART LEGEND

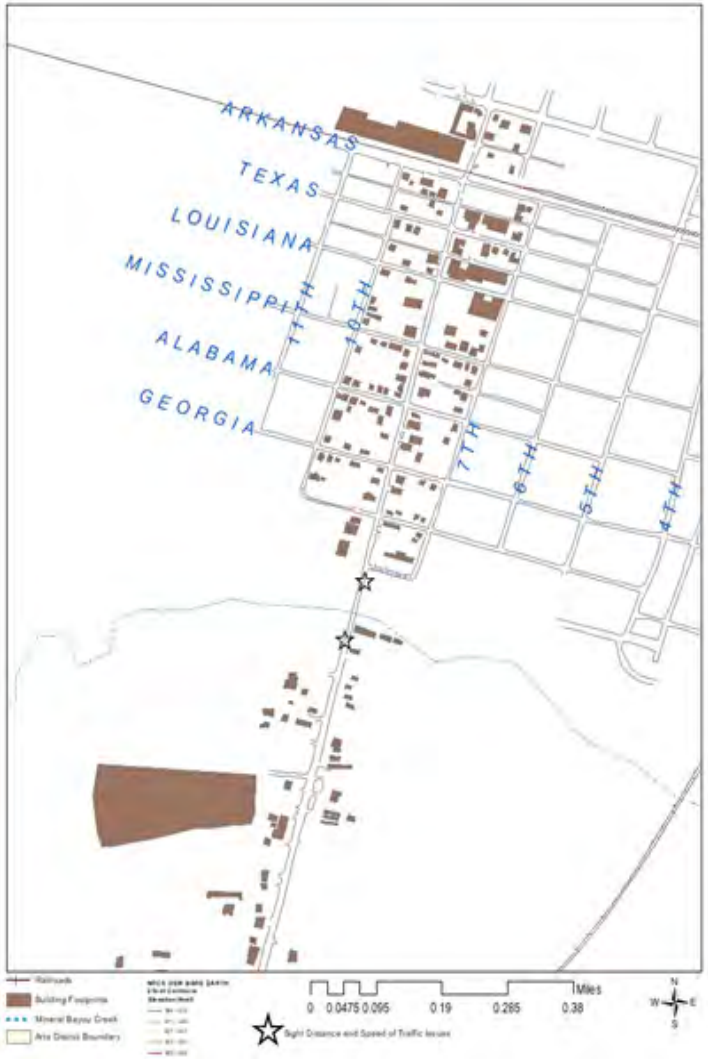
RACE	DURANK, OK	OKLAHOMA	NATIONAL
Causcasian	71.5%	73.3%	73.8%
African American	2.5%	7.3%	12.6%
Asian	0.4%	1.9%	5.0%
American Indian	13.4%	7.2%	0.8%
Native Hawaiian	0.1%	0.1%	0.2%
Mixed Race	7.9%	7.8%	2.9%
Other Race	4.3%	2.5%	4.7%

*In Durant, 7.4% are of Hispanic or Latino origin.

EXISTING CONDITIONS

ROW & SIDEWALKS CONDITIONS

RAILROADS, SIDEWALKS, & FOOTPRINTS



Paying attention to the starred locations on this map will be important for pedestrian crossings.

EXISTING PAVEMENT

9th Avenue is fairly narrow for the northern section (25'-30') and expands for the southern section (40-60'). The existing right-of-way for 9th Avenue is 50'. When the bypass was constructed, 9th Avenue was transferred to the City of Durant from ODOT which allows more flexibility in design options, however, it also impacts the ease of obtaining funding for road improvements from the state.

EXISTING SIDEWALK

Currently there are limited existing sidewalks. However, based on worn paths along the roadway, people are walking along the corridor despite the impact on their safety. The minimum width of a sidewalk is 4' (meeting ADA standards), however a 5' minimum sidewalk is typically more comfortable for pedestrian travel. The minimum width for a travel lane is 10'. Center turn lanes are typically 11'-13' depending on the speed and volume of traffic on the roadway.

PARTS & PIECES

ROADWAY CONDITIONS

NORTHERN SECTION

(Main St to just south of the Mineral Bayou bridge)
Pavement width: 25-28'
Existing ROW: 50'
One travel lane in each direction, no center turn lane.

SOUTHERN SECTION

(Mineral Bayou to I70)
Pavement width: 40'
Existing ROW:50'
One travel lane in each direction, center turn lane

- Travel lanes = 12'
- Center turn lane = 12'
- Small shoulder (striped)=2'

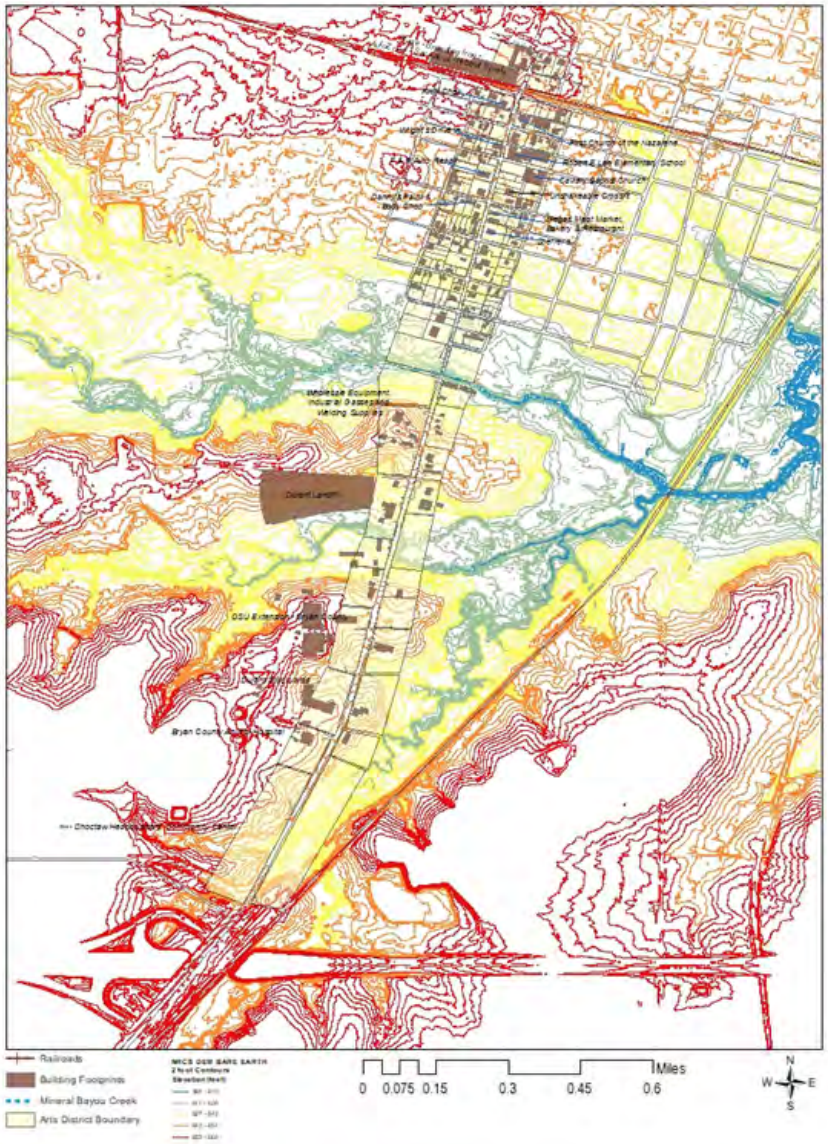
Shoulder is compromised by erosion, debris; mostly not available for pedestrian travel, offers only a small area to pull over and partially allow cars to pass.

SIGHT DISTANCES & SPEED ISSUES

At locations on 9th Avenue where sight distances are reduced due to topography elevations, traffic coming off the hills, heading north on 9th Avenue are likely increasing speeds. The posted speed limit is 35 mph. General observations indicate that prevailing speeds seem to be exceeding the speed limit, particularly near the hills. Speeds at this point impact where crossing points for pedestrians should be placed to insure safety. Additionally, design options can assist in 'softening' the impact of traffic through increased visual interest and human-scaled activity (businesses, festivals, art).

DRAINAGE CONDITIONS

CONTOUR MAP



CURB & GUTTER

The prevailing drainage pattern is leading to Mineral Bayou creek and related tributaries. In the map on the right, the higher elevations are red or orange transitioning to yellow and the lowest elevations (approximately 590 feet) are teal-green to blue. In areas where there is less development or agricultural land we can expect overland flows during rain events. Due to limited curb and gutter, flash floods may occur within the area.

There are a few inlets are in key places along the corridor. There are a few locations where the direction of the inlet grate is parallel to the roadway, thus creating a safety hazard for bicyclists and pedestrians.

"I AM SEEKING. I AM STRIVING. I AM IN IT WITH ALL MY HEART."
- VINCENT VAN GOGH

COMMUNITY ENGAGEMENT

COLLABORATIVE DECISION MAKING

"CITIES HAVE THE CAPABILITY OF PROVIDING SOMETHING FOR EVERYBODY, ONLY BECAUSE, AND ONLY WHEN, THEY ARE CREATED BY EVERYBODY."

- JANE JACOBS

COMMUNITY ENGAGEMENT

CREATING A MASTER PLAN WITH THE COMMUNITY

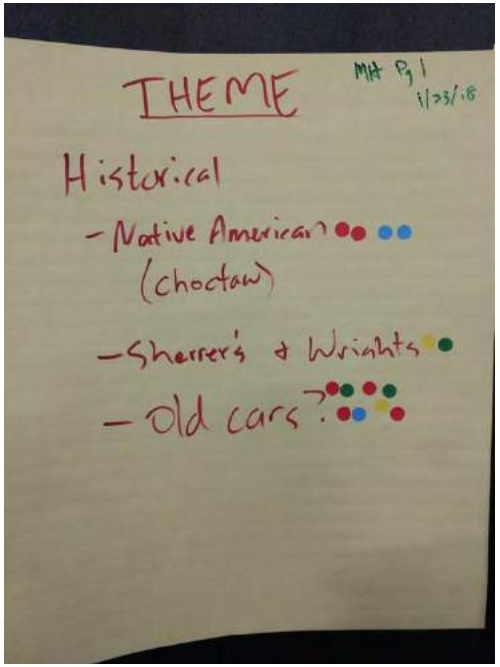
UNDERSTANDING OURSELVES

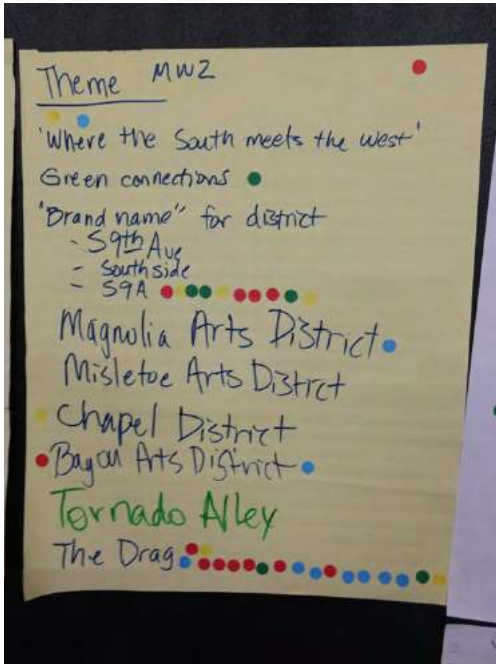
A key component of this project was to engage the community to continue the discussion on the importance of this emerging district. For this planning effort, three workshops were planned along with posting the plan online for comment to assist in refining the plan prior to final adoption.

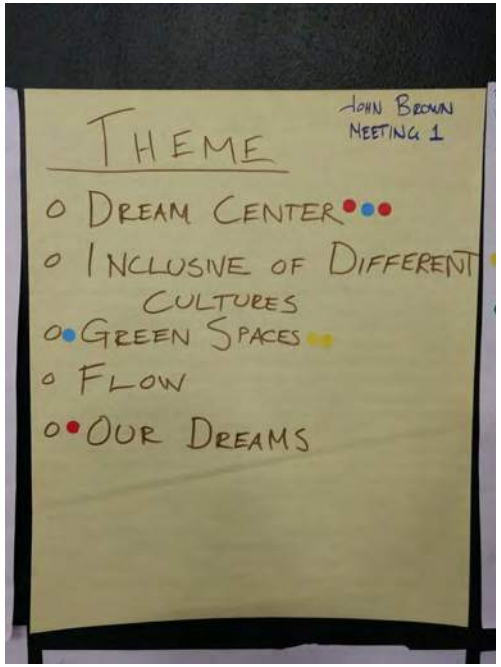
Stakeholders who have been supporting this project held 2-3 video conference meetings to help layout the planning process and marketing strategies to insure people in the community are aware of the project and the workshops.

WORKSHOP ONE

Workshop #1 had two main goals. First, to explain what an Arts District is and what it could be for S9A. Individual worksheets were passed out for all participants to discuss opportunities, assets and challenges for the district. Small groups used the worksheets to brainstorm on ideas for a theme for the corridor.







COMMUNITY INPUT & DISCUSSION

WORKSHOP ONE

DESIRED FUTURE ACTIVITIES FOR THE DISTRICT

People in Durant enjoy all types of activities in their community. Many noted that connecting S9A with the Main St. events would help expand the success and vitality of the community.

Events on Main St. that could also schedule complementary events on S9A could include:

Magnolia Festival
of Durant, Oklahoma

Magnolia Farmers Market
DOWNTOWN DURANT

KOPPER KETTLE
The Kitchen Store
Durant, Oklahoma
580.745.9306

Kopper Kettle Cook-off

CHALLENGES FOR 9TH AVENUE

KEY CHALLENGES

Issues noted by participants was a perception that the corridor was run-down, dirty, with trash in many areas. Other challenges are also seen as an opportunity. For example, several people noted that the traffic on the corridor was a negative currently.

However, this was seen as a negative because there is needed infrastructure to help make it feel safer for all users (e.g. sidewalks, turn lane). A 'busy corridor' can be a positive and support local businesses when designed for safe movement and connections to land uses.

Participants at Workshop #1 indicated they wanted a vibrant, active corridor with: music, sidewalks and trails, art, and festivals.

(FOR FULL DETAILS ON THE COMMUNITY ENGAGEMENT NOTES AND MEETINGS SEE APPENDIX)

ACTIVITIES FOR S9A ARTS DISTRICT

FUTURE FOR S9A ARTS DISTRICT

WORKSHOP ONE

THEME IDEAS

Lots of ideas flowed from the participants which revealed connections to history, culture, art, and family. Everyone acknowledged the varied features they liked or wanted to highlight along the corridor including:

- Connections to the Choctaw Nation
- Native American culture
- Hispanic culture
- Western and agricultural features
- Green, verdant and fun spaces
- Connections to 1950s, Rt 66, car culture
- Connections to existing festivals

WORKSHOP TWO

DIVERSITY OF DURANT

From the input in Workshop #1, two themes were developed that pulled together the ideas raised at the meeting. The first theme was Celebrating the Diversity of Durant: Culture, People, History & Art.

This theme captures the varied nature of the corridor and unifies the corridor through public infrastructure such as sidewalks with stamped poems, historical quotes or sayings. The second theme was Traveling on South 9th:Celebrating Car History, Culture and Business. This theme captured the nostalgia for 1950s themed ideas and car culture.

Through the discussion about the two themes, the community voted on the themes and identified the

first theme as encompassing more of the unique qualities of the corridor and even would allow a 'car-themed' node to be included where desired.

Community members in addition to 'voting' on the overall theme, they also provided feedback on inspiration images for:

- Gateway features
- Benches
- Sidewalk art
- Public Art
- Crosswalk
- Murals
- Lighting or Light pole art
- Green infrastructure

WORKSHOP THREE

ONLINE FEEDBACK

The draft of the master plan for S9A Arts District will be presented to the community at a meeting in June 2018 for initial feedback.

The draft master plan will be posted online (CiviComment) after the Workshop #3 for additional comments and refinement.

Participants placed green dots on concepts they supported, yellow on concepts they were neutral to, and red on concepts they didn't support. This informs the master plan on general ideas that are supported and where improvements are desired.

CELEBRATING DIVERSITY OF S9A

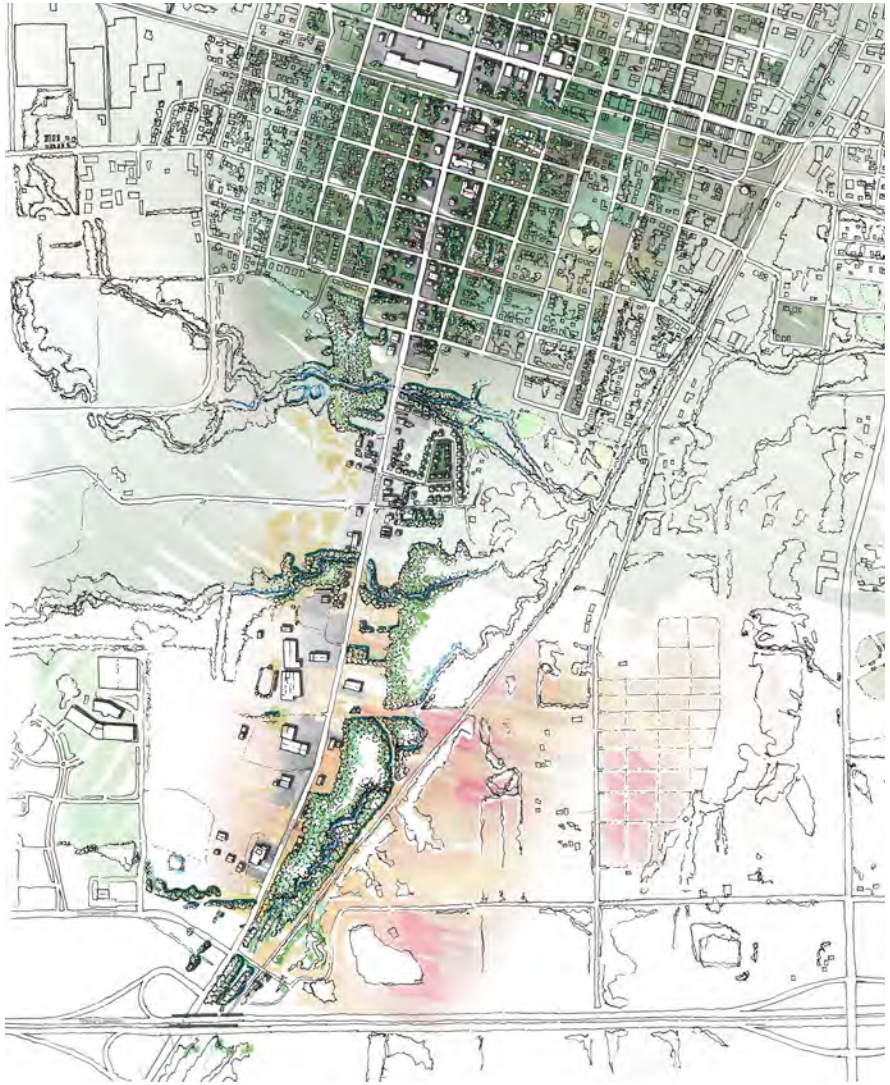
CULTURE, PEOPLE, HISTORY, & ART

INTERWOVEN DREAMS

Part of creating a district is to find threads that tie it together without stifling creativity and the unique identity that emerges. We have worked to develop a theme that comes from the ideas shared at the first two workshops that unifies culture, history, people and accommodates the future. There were many ideas raised at the workshops but participants at Workshop #2 liked **"Celebrating the Diversity of Durant: Culture, People, History & Art"** as it reflects the positive aspects of the S9A Arts District.

This theme gives the S9A Arts District a framework for implementing desired improvements. This can include giving guidance for selection of public art along the corridor, how to create unifying features and also how to connect with city-wide branding concepts.

How the theme can be implemented includes addressing elements within the streetscape including art within sidewalk improvements, green infrastructure to address drainage, wayfinding signage to promote activities along the corridor, and gateway features to highlight the identity of the district.



SIDEWALKS & CROSSWALKS

PEDESTRIANS ON THE STREETS

WHERE TO WALK

There is very little of the corridor (approximately 2 miles) that has sidewalks on either side of the roadway. In order for the Arts District to have increased activity, increased businesses, and festivals, people will need to feel safe with proper infrastructure. Sidewalks increase people walking and visiting businesses along the corridor. The concept of 'park once and walk' is vital to community spaces, downtown spaces and district functioning more for people activity and less about creating multitudes of parking spaces.

Identifying logical places where people can park and then stroll down the corridor means that individuals will spend more time at more businesses in the area. The goal of a district is for the area to be the place where people are going to, rather than just one specific business. The identity of the place is what is drawing people there to experience the activities that are there, and walking is the ideal mode of travel for people to actually visit each place.

During the community meetings, there was strong consensus that incorporating art – such as stamping into the concrete – as part of the sidewalk project would help tell the story of the corridor. This can include important historical quotes, poems, phrases in different languages, or symbols. Creating this story on the corridor will tie the corridor together.

SIDEWALKS & CROSSWALKS

PRACTICALITY & CREATIVITY

LOCATION IS KEY

There are several locations where crosswalks could be installed. Currently there is a crosswalk at S 9th Ave & Main St and at S 9th Ave & Louisiana (at Robert E. Lee Elementary). Other locations for consideration may include:

- S 9th Ave & Texas (potential art incubator space connection)
- S 9th Ave & Mississippi (safe crossing to restaurants)
- S 9th Ave & Georgia (safe crossing prior to sight distance issues coming from the bridge)
- S 9th Ave & Big Lots Rd (safe crossing at entrance to Choctaw Nation connection)

Crosswalks can also reflect the identity of the area where they are located. A performance art theme may be appropriate near the art incubator space. A children's theme like hopscotch or whimsical image can also alert drivers to pedestrians in the space.

PUBLIC ENGAGEMENT WITH CROSSWALKS

As increased pedestrian activity grows in the area, lighted pedestrian crosswalks may be a feature for enhanced safety.

GREEN STREETSCAPING

DRAINAGE & INFRASTRUCTURE

With the addition of sidewalks, addressing drainage along the corridor will also be important. There are a few inlets on the northern portion of the corridor. There is a drainage swale along the roadway south of the Mineral Bayou bridge. The participants at the workshops have indicated a desire for more greenery along the corridor. Green infrastructure is a method of addressing drainage but also provides other benefits. Green infrastructure includes rain gardens, bioswales, and green roofs. Along the corridor, small infiltration gardens integrated with the drainage system can be used to address flooding and manage water during rain events. Once established these gardens need little maintenance and improve water quality through slow infiltration through vegetation and soil substrate. Below are examples of types of these gardens that would be appropriate for the S9A District:

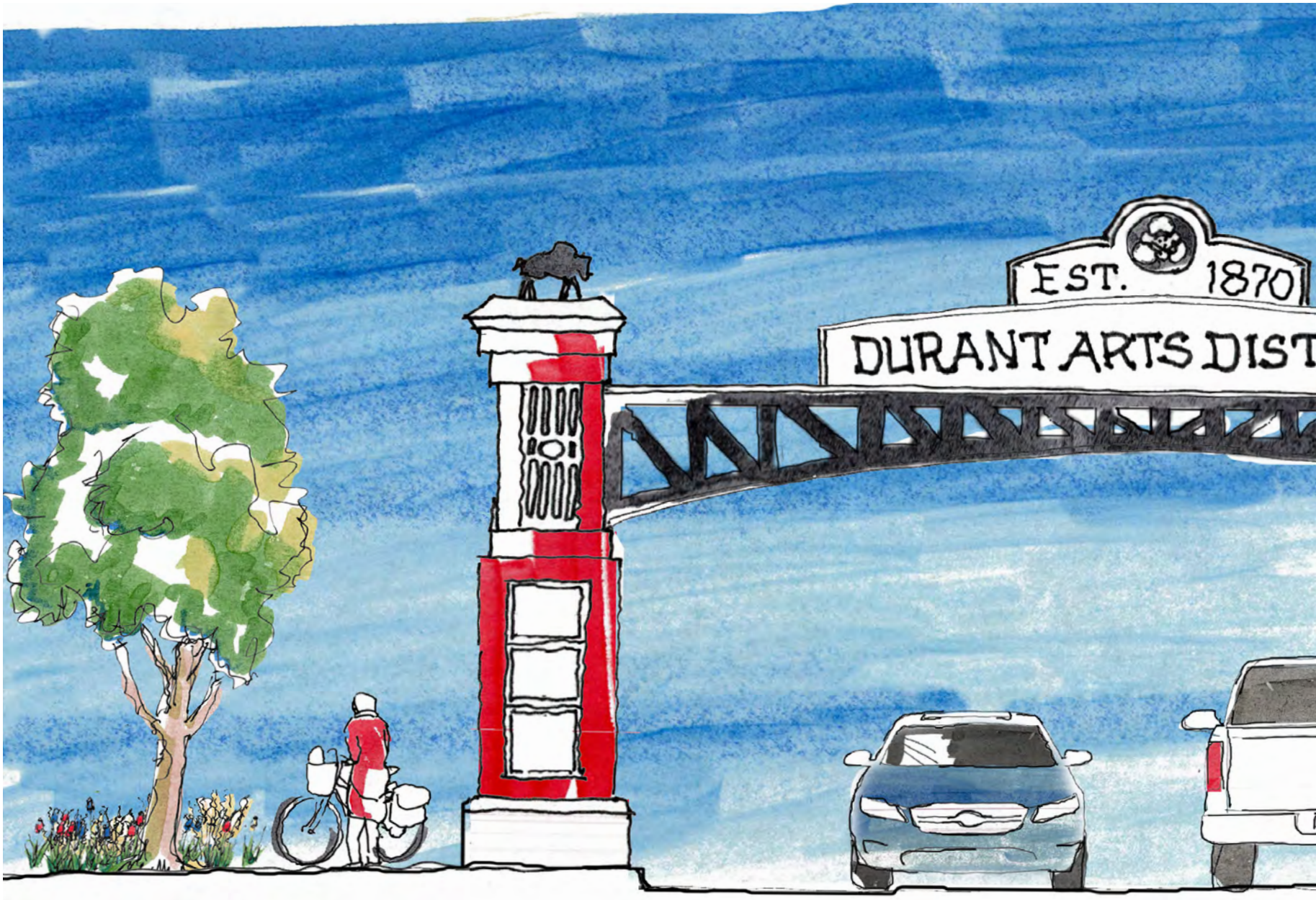
SWALES & VEGETATION

LIGHTING

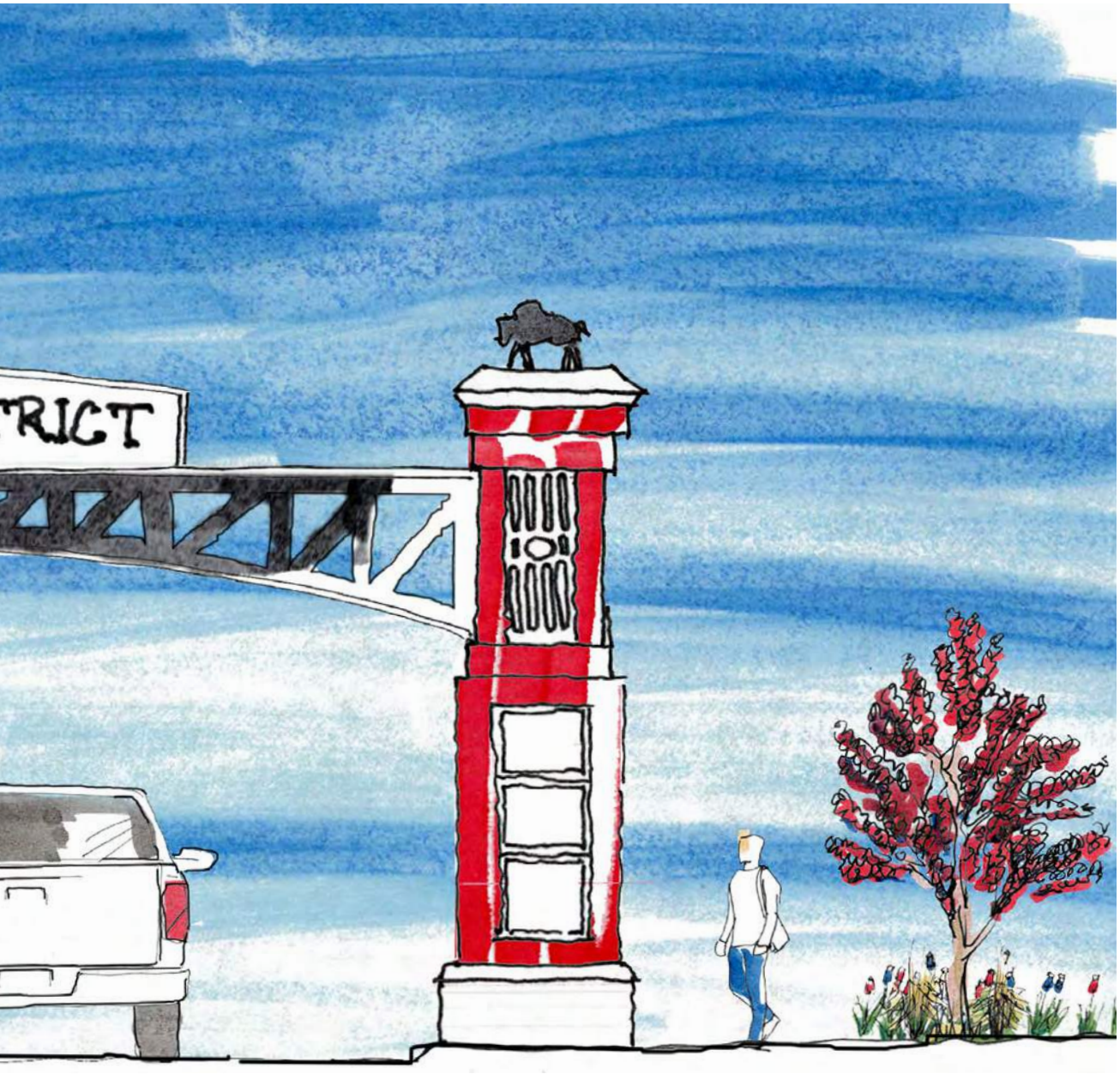
STREET & PEDESTRIAN ILLUMINATION

There are some existing light poles with cobra-style lighting. This type of lighting is for the roadway – or auto users. However, pedestrian-scaled lighting could be tied into the same pole to improve the lighting over proposed sidewalk area. Additionally, the light poles themselves could be painted. A color scheme could be developed and an “adopt a pole” could be implemented where a small group could design the pole art, paint the pole and periodically freshen up the paint. An approval process should be developed to manage general theme and appropriateness for the corridor (e.g. no advertising, family-friendly images only, etc).

LIGHT POLE ART


EST. 1870
DURANT ARTS DIST

VISUALIZING CONCEPTS



GATEWAY CONCEPT

The following image shows how the possibility of an arts incubator space along with needed infrastructure creates an active vibrant space.

The Gateway Arch below is a concept that could be constructed at the north and the south to provide a visual anchor for the district. There would be opportunities for art to be integrated into the archway as well as private sponsorship to help fund these public features.

NORTHERN GATEWAY

TYPICAL SIDEWALKS & STREETS

The following image shows how the possibility of an arts incubator space along with needed infrastructure creates an active vibrant space.

The Gateway Arch below is a concept that could be constructed at the north and the south to provide a visual anchor for the district. There would be opportunities for art to be integrated into the archway as well as private sponsorship to help fund these public features.

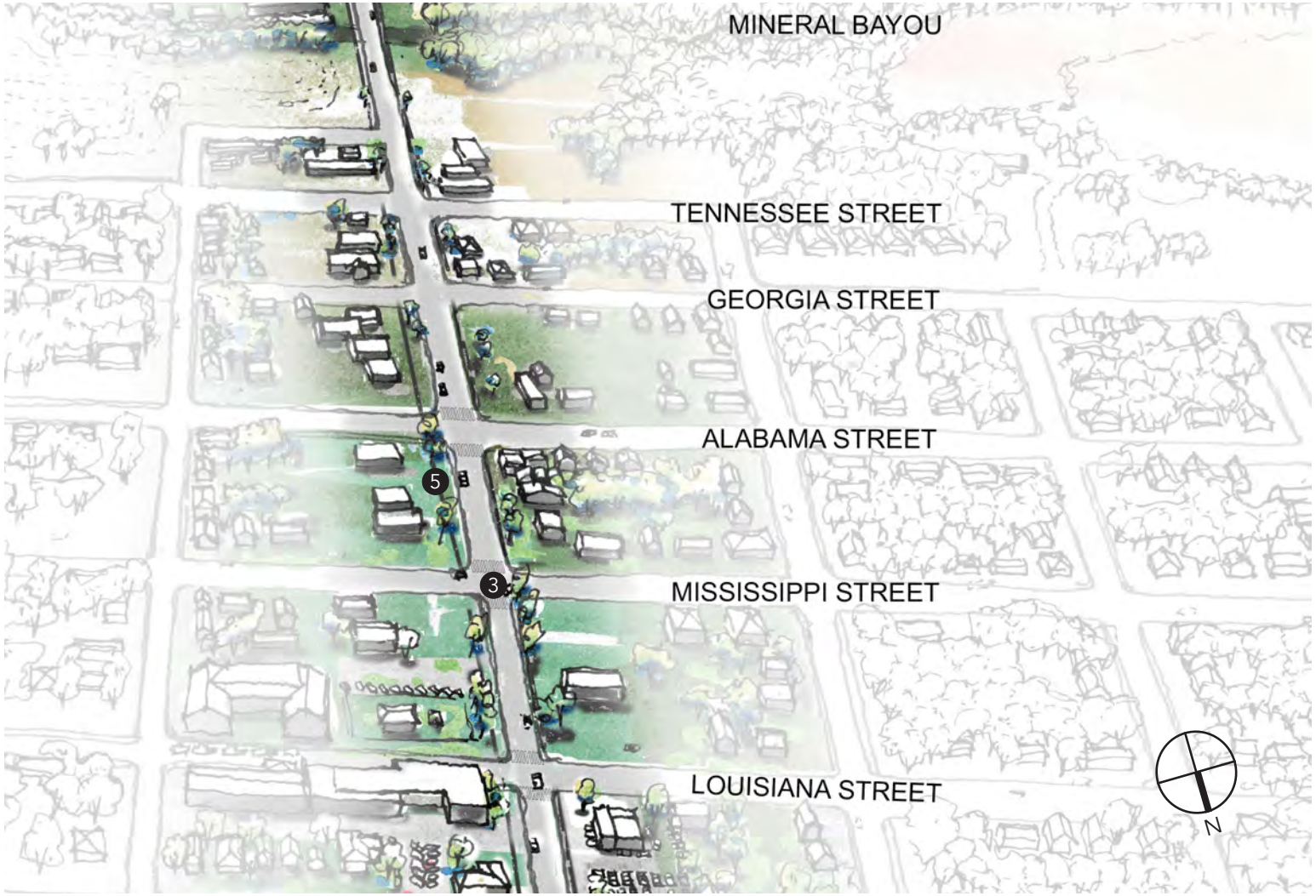
ART DISTRICT INCUBATOR

1. GREEN INFRASTRUCTURE - Drainage and aesthetics.
2. CROSSWALK - Create pattern that reflects intersection's users (e.g. hop scotch at Elementary School).
3. LIGHTING - Light poles painted with banner and pedestrian light added.
4. GATEWAY - North entrance greeting to corridor.
5. ART INCUBATOR - Space for festivals, food trucks, events, & creative community.
6. STREET - Potential to add center turn lane periodically, and narrow travel lanes.

CORRIDOR STREETSCAPE

TYPICAL SIDEWALKS & STREETS

The next image is showing a typical streetscape. Along the corridor the desire is to have consistent sidewalks, lighting, green infrastructure to manage drainage, wayfinding, and fill-in vacant lots with temporary land uses (e.g. food trucks, festivals, community gardens) until future land uses are developed.



CORRIDOR SIDEWALKS, CROSSWALKS, & IMPROVEMENTS

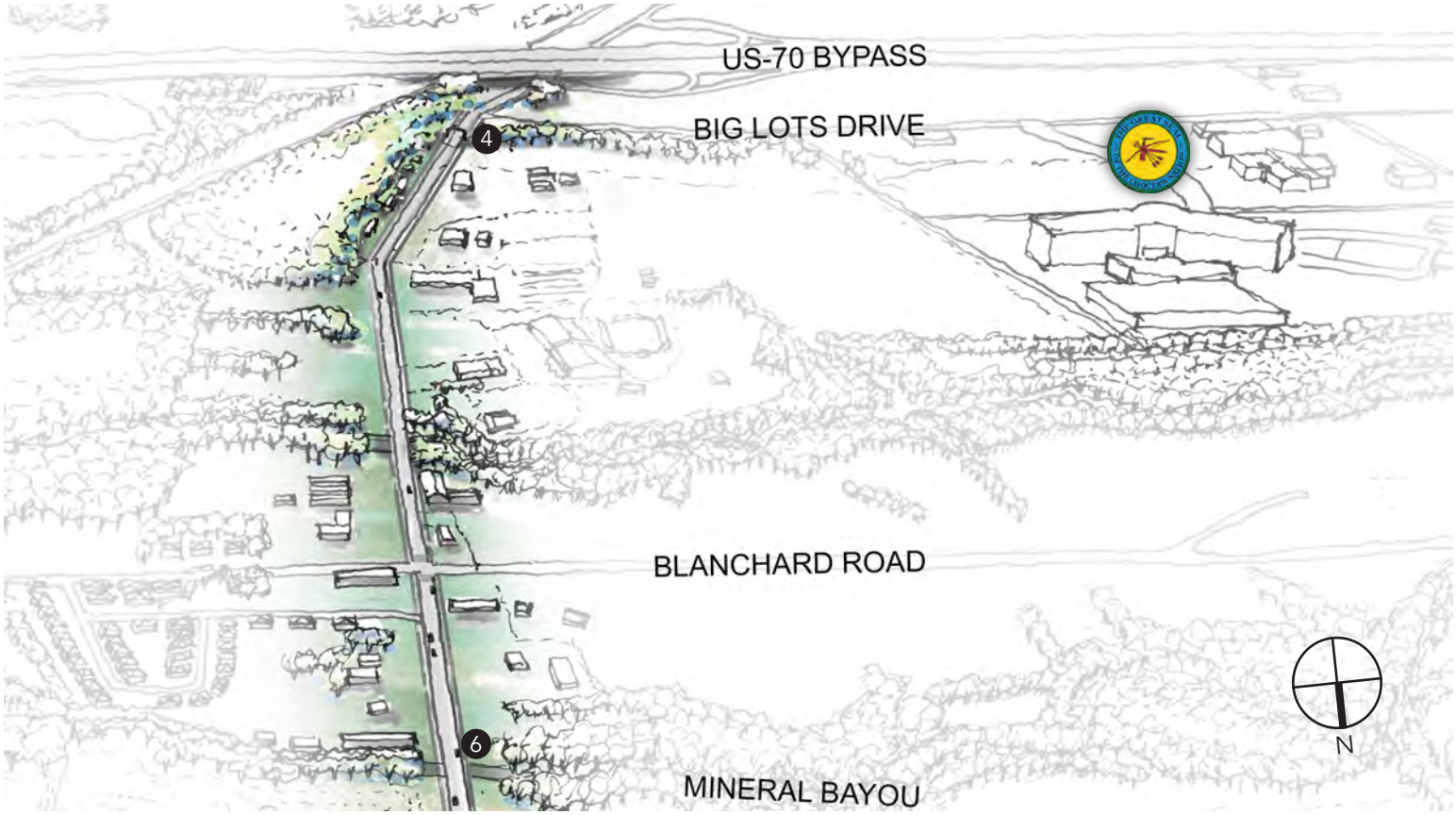
1. LIGHTING - Light poles painted with banner and pedestrian light added.
2. GREEN INFRASTRUCTURE - Drainage and aesthetics.
3. CROSSWALK - Create pattern that reflects intersection's users (e.g. hop scotch at Elementary School).
4. PUBLIC ART - Opportunity or public installations.
5. SIDEWALK & TRAILS - Potential equestrian trail, stamped poems & quotes, and historical references.
6. STREET - Potential to add center turn lane periodically, and narrow travel lanes.

SOUTHERN GATEWAY

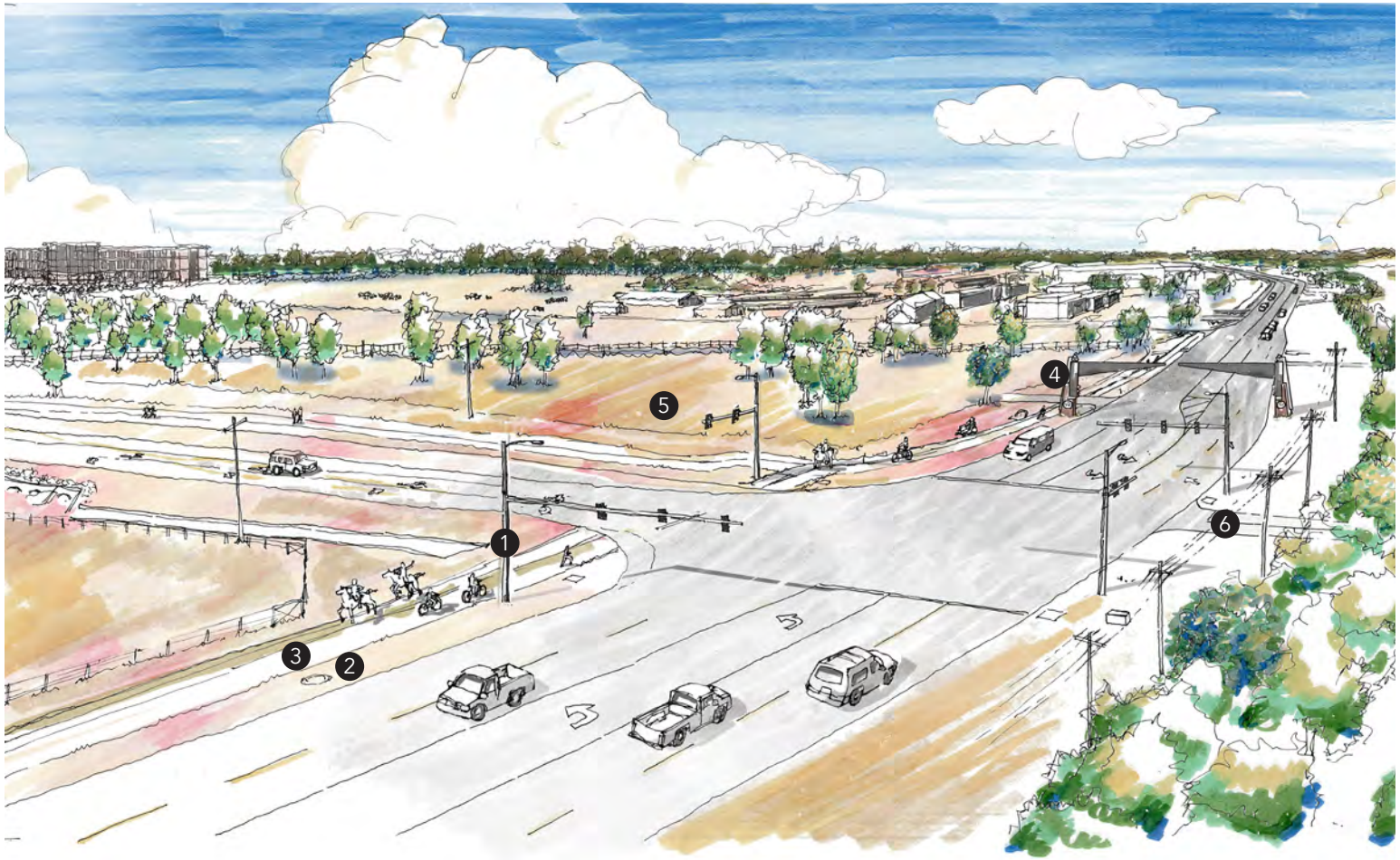
ENTRANCE TO CHOCTAW NATION & CORRIDOR

The next image is Gateway South at the entrance to the Choctaw Nation and the south end of the corridor. This is an opportunity for wayfinding to Choctaw Nation Headquarters and facilities as well as the other activities along the S9A District. In this south section, sidewalk installation may be phased to include the westside first where more existing businesses are active presently and then as new developments on the eastside occur plan for sidewalks as part of those projects.

Including festivals, food truck events and/or community gardens on the vacant land in the area can help activate those spaces and connect to the existing land uses in the area.



GATEWAY INTERSECTION & TRAILS



1. LIGHTING - Light poles painted with banner and pedestrian light added.
2. GREEN INFRASTRUCTURE - Drainage and aesthetics.
3. SIDEWALK & TRAILS - Potential equestrian trail, stamped poems & quotes, and historical references.
4. GATEWAY - South entrance greeting to corridor.
5. PUBLIC ART - Opportunity or public installations.
6. CONNECTIONS - Potential future trails linking north to the south corridor and Mineral Bayou.

FESTIVALS & FOOD TRUCKS

MAKING SPACE WITH A FLAVOR

Durant already is making itself known for the various types of festivals held throughout the community. These types of activities help bring members of the community together and to support local business efforts. S9A Arts District would add to this spirit.

There will be increased opportunities to have complementary festivals and/or create community calendar of events. Creating opportunities for local artists to share their work and to coordinate activities with a possible art incubator space could give S9A a special flavor. Extending the "Draggin Main" car show to S9A with exhibits of art made from car parts is also a unique opportunity to capture the car theme.

FOOD TRUCKS

As mobile food vendors get popular in an area due to festivals and other venues where they are welcomed, often semi-fixed locations are an attractive option. There are several locations where participants indicated there was potential for food trucks and festivals to occur. These could be a weekend type temporary event or could be a more regular location.

If a property owner was interested in having a semi-temporary location for food trucks, there are many examples of how installing access to power (to reduce noise and pollution from generators) and to create 'fencing' to establish a boundary area, similar to a restaurant, can allow for alcohol sales and create a node of activity. The food trucks may only be on site when not at a schedule festival or event but nonetheless a previous vacant space will feel more activated by this temporary land use.

If the art incubator space is pursued for the district, coordination with local food trucks to be available after performance-based events is also a fun way to increase interaction after an art event.

FESTIVALS

FOOD TRUCKS

COMMUNITY GARDENS

SLOW FOOD MARKET

Community gardens are a wonderful addition to an area but there are some requirements. First, you need to have a group of people who are interested in creating a garden. The type of garden desired should be discussed by these volunteers and can range from a flower garden, vegetable garden, or mixture.

The next thing these volunteers should coordinate is what is the key purpose and who are the serving with this garden. The goal could be a learning garden for children in the neighborhood, a space for seniors to do some gardening, or generally for the community.

Third, work with a property owner with vacant land to have an agreement where the garden is allowed on the site but is temporary. Next, create guidelines for regular maintenance and how volunteers can sign-up to help. Lastly enjoy growing flowers and vegetables!

GARDEN IDEAS

OWNER PARTICIPATION

PROPERTY OWNER INVOLVEMENT

Property owners have opportunities to add trees on their property to help reduce the urban heat island effect and increase the greenery within the corridor. Placement of trees on private property should be located to provide meaningful shade for employees and customers while not blocking signage or access. The local community may elect to have a tree give-away program where property owners (residential and commercial) can pick up a tree to plant.

Signage is also another way to participate within the Arts District. Creating special signage of the business name that also reflect the diversity of the corridor through color, use of materials or other creative connections can help businesses be active within the district.

Additionally, property owners with blank walls or fences can consider commissioning a mural or installing public art. For property owners with vacant land, considering hosting a community garden or allowing food trucks during festivals, can help activate that land and eventually reveal the market demand for development on the site.

SIGNS, ART, & LEISURE

THE STREETSCAPE

DESIGN OPTIONS

For the northern section of the corridor, the current pavement width is approximately 25' wide with two travel lanes (one in each direction). There is little to no shoulder on the northern section of 9th Avenue. South of Mineral Bayou there are portions of the corridor that have a center turn lane and slightly more room for a shoulder.

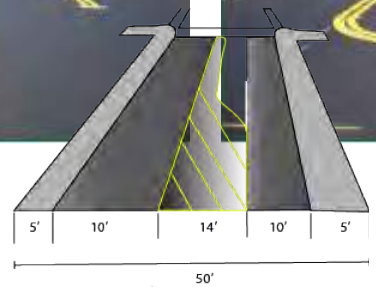
With the existing available right-of-way at 50' there are options to include the sidewalk, necessary drainage, and where desired a center turn lane. The center turn lane will allow left turn movements to be more protected and still allow travel flow. This helps travellers know where and how to access local businesses. This also can reduce rear-end accidents from left turning movements when driver behind fails to pay attention.
Within the 50' of right-of way, a continuous center turn lane or at key intersections left turn lane bay (see graphic to the right) are options for managing traffic flow and safety.

Center Turn Lane
(Continuous Option)

Left Turn Bay
(Raised Median Option)

Left Turn Bay
(Striped Option)

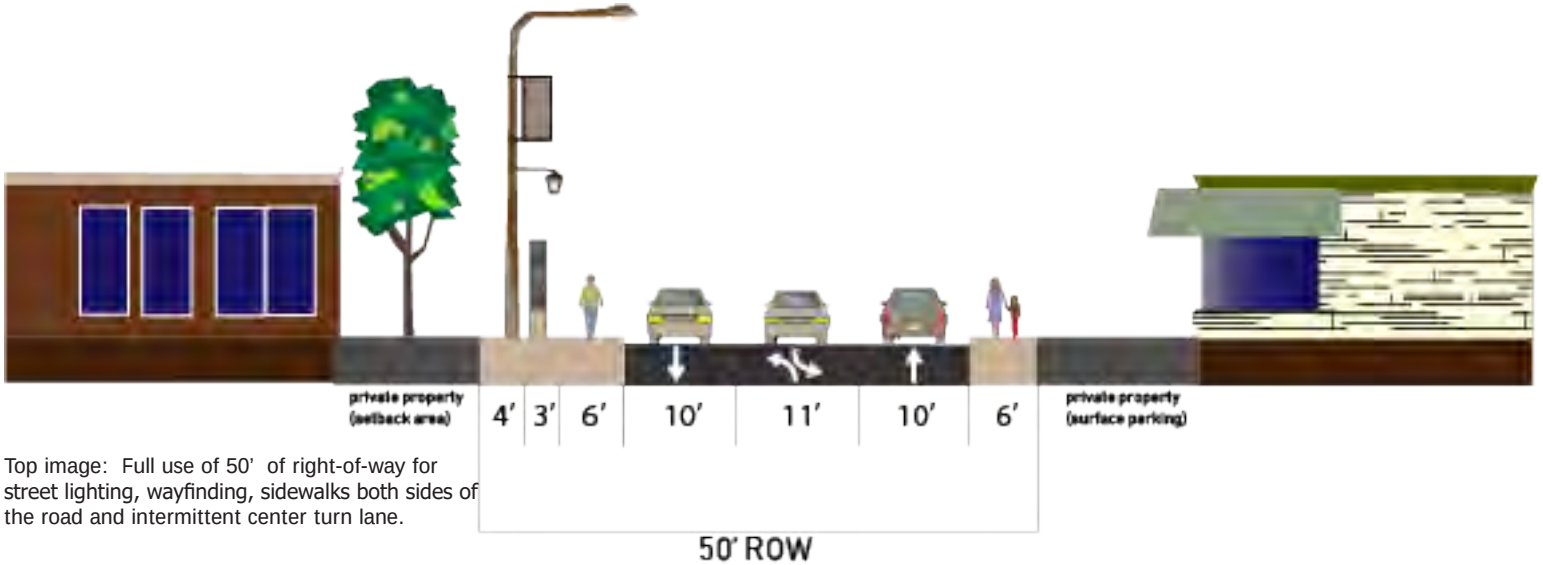
Center Turn Lane
(Continuous Option)



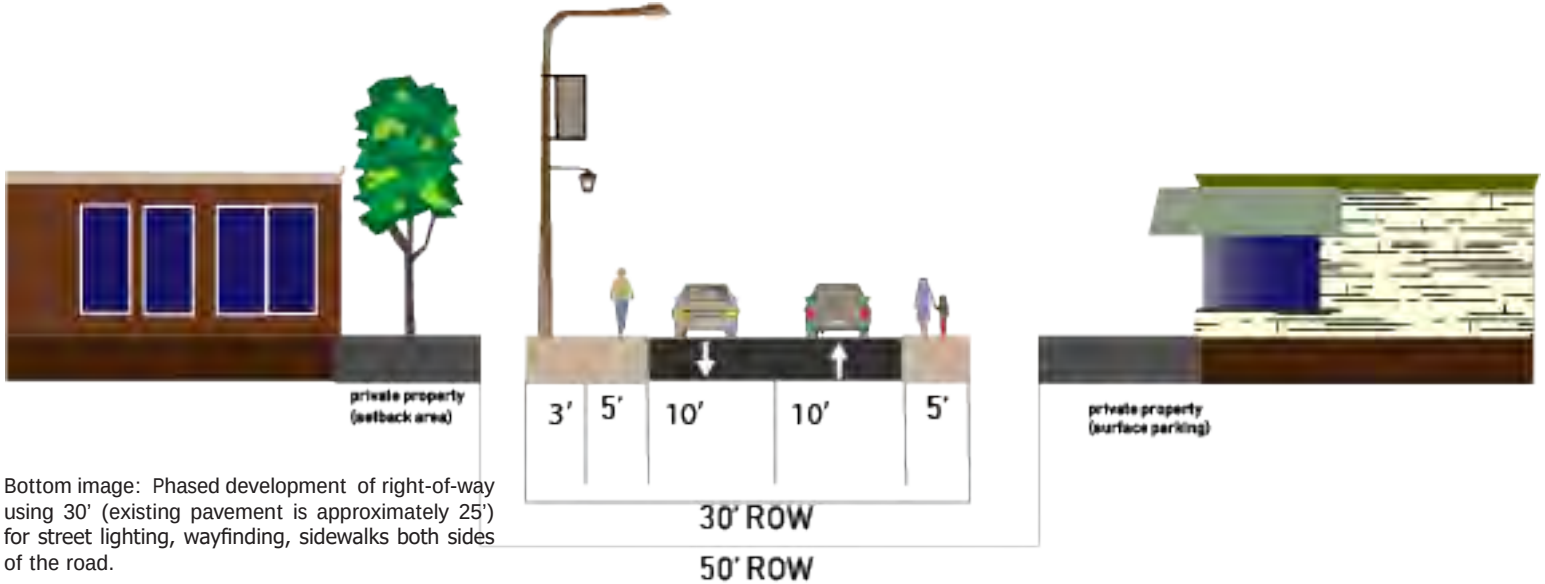
Left Turn Bay
(Striped Option)

Left Turn Bay
(Striped Option)

STREET SECTIONS



Top image: Full use of 50' of right-of-way for street lighting, wayfinding, sidewalks both sides of the road and intermittent center turn lane.



Bottom image: Phased development of right-of-way using 30' (existing pavement is approximately 25') for street lighting, wayfinding, sidewalks both sides of the road.

"BY FAR THE GREATEST AND MOST ADMIRABLE FORM OF WISDOM IS THAT NEEDED TO PLAN AND BEAUTIFY CITIES AND HUMAN COMMUNITIES."

- SOCRATES

THE MASTER PLAN

A PATH FORWARD

"GOOD PLANS SHAPE GOOD DECISIONS. THAT'S WHY GOOD PLANNING HELPS TO MAKE ELUSIVE DREAMS COME TRUE."

- LESTER R. BITTEL

THE PROCESS

DO IT IN THIS WAY

FIRST, LISTEN

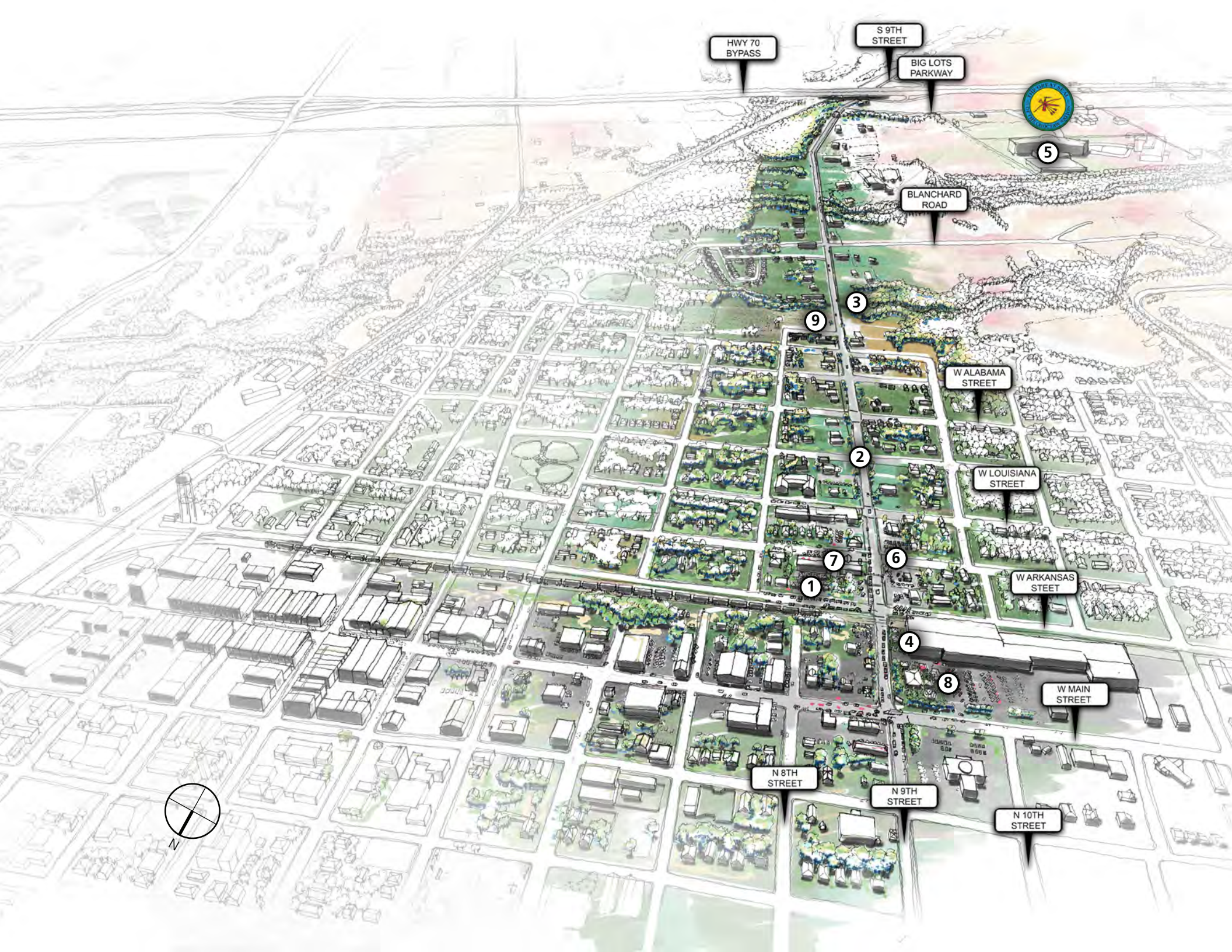
Through the majority of the planning process, the design team worked diligently to listen to the community and document their desires and wishes. Through listening to the community and reflecting on their dreams a conceptual master plan was developed, shown later in this section.

A RESOLUTION

This plan technically solved all of the various (and not insignificant) site constraints and offered a functional balance between the built environment, open spaces as well as the preservation of natural areas and watersheds. As a team, we remembered that any solution needed to be capable of phasing, build of off existing infrastructure and allow for the maximum quality in terms of people, process and place. This plan had a few strong ideas that worked well, including the zoning of three major activity areas and the creation of common spaces linked by system of trails throughout the development.

We referred back to the community feedback from the surveys, meeting minutes and mapping exercises as we developed scenarios. We asked ourselves, what was the site impact we wanted to have? We looked at ways to promote safety through the separation of vehicular traffic from pedestrian areas. We sought to strengthen the interconnection of families in the spaces and places they will live, work, pray and play in. Throughout we sought to bring in a new way of understanding about how a truly resilient community will function while not shying away from the inclusion of Durant history, culture and values.

COMMUNITY INPUT


HWY 70 BYPASS
S 9TH STREET
BIG LOTS PARKWAY
BLANCHARD ROAD
W ALABAMA STREET
W LOUISIANA STREET
W ARKANSAS STEET
W MAIN STREET
N 8TH STREET
N 9TH STREET
N 10TH STREET
1
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S9A AERIAL

POTENTIAL EVENTS & ACTIVITIES OF THE CORRIDOR

FOOD TRUCK FRIDAYS
-Food events & competitions.
-Food truck added to other events.

FESTIVALS & CARNIVALS
-Annual & categorical festivals.
-Celebrations & carnivals.

ARTS & CRAFTS FAIR
-Art competitions.
-Arts & crafts incubator events.

WALK-TO-SCHOOL PROGRAM
-School group programs.
-Health & wellness walk programs.

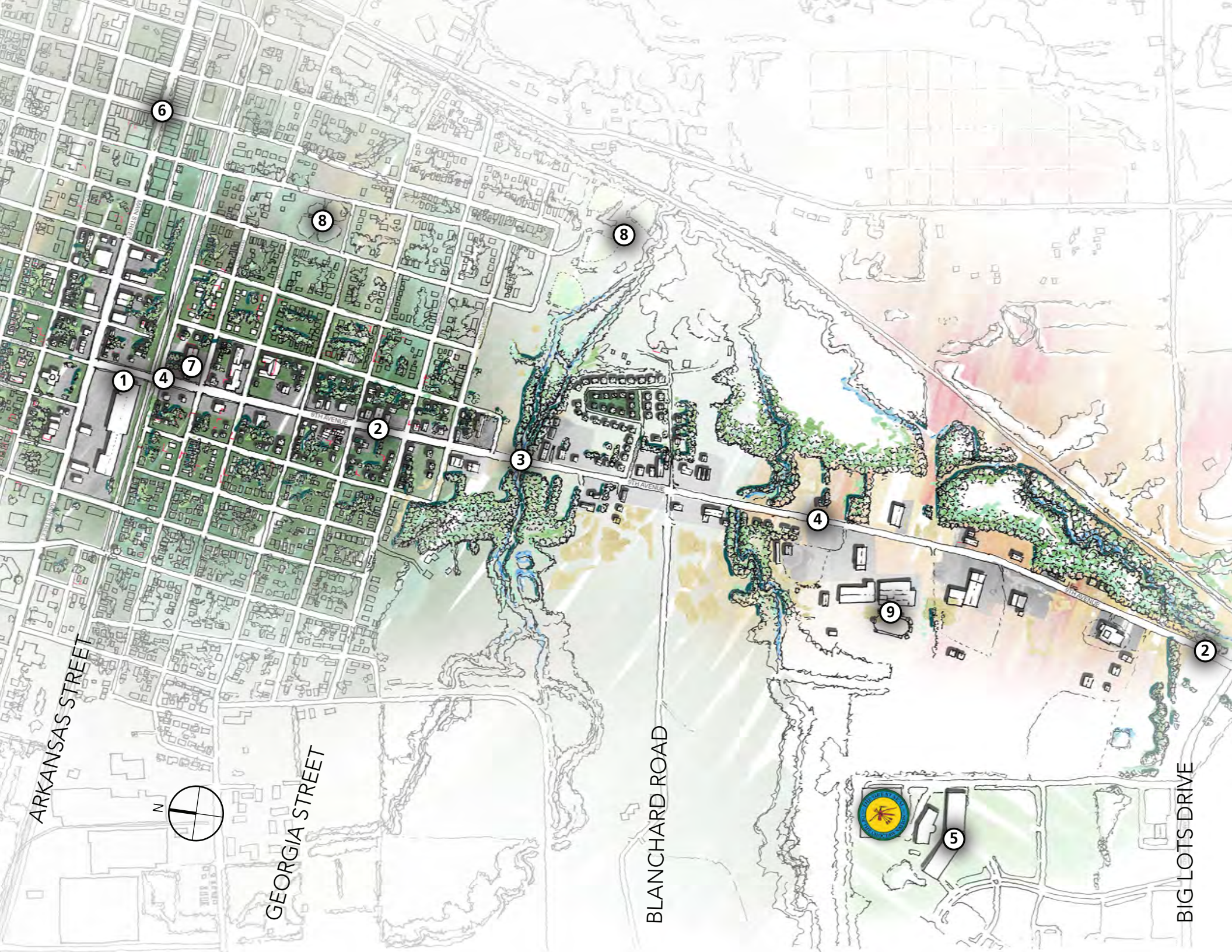
CULTURAL CEREMONIES
-Choctaw cultural events.
-Choctaw nation events.

CONCERTS & MUSICALS
-Community concerts.
-Celebrate local musical talent.

HIKING & CYCLING TRAILS
-Hiking and jogging groups.
-Cycling and equestrian outlets.

CAR & IMPLEMENT SHOWS
-Local classic vehicles on display.
-Latest in implement on display.

FARMER'S MARKETS
-Community gardens.
-Local farmers involved.


ARKANSAS STREET
GEORGIA STREET
BLANCHARD ROAD
BIG LOTS DRIVE
9TH AVENUE
N
1
2
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S9A SITE

POTENTIAL SITES ALONG CORRIDOR

POTENTIAL MURALS
-Blank business facades.
-Open space for installations.

GATEWAYS
-North gateway by Main Street.
-South gateway by Choctaw.

ART INCUBATOR SPACE
-Repurposed existing facilities.
-Workshops along corridor.

SIDEWALKS ON CORRIDOR
-Utilizing existing sidewalk routes.
-Connecting entire corridor.

CHOCTAW NATION
-Health, social & wellness centers.
-Headquarters & casino.

SPORTS FIELDS
-Baseball fields in community.
-Open recreation spaces.

TRAILS & PARKS
-Connecting to sidewalks.
-Following along Mineral Bayou.

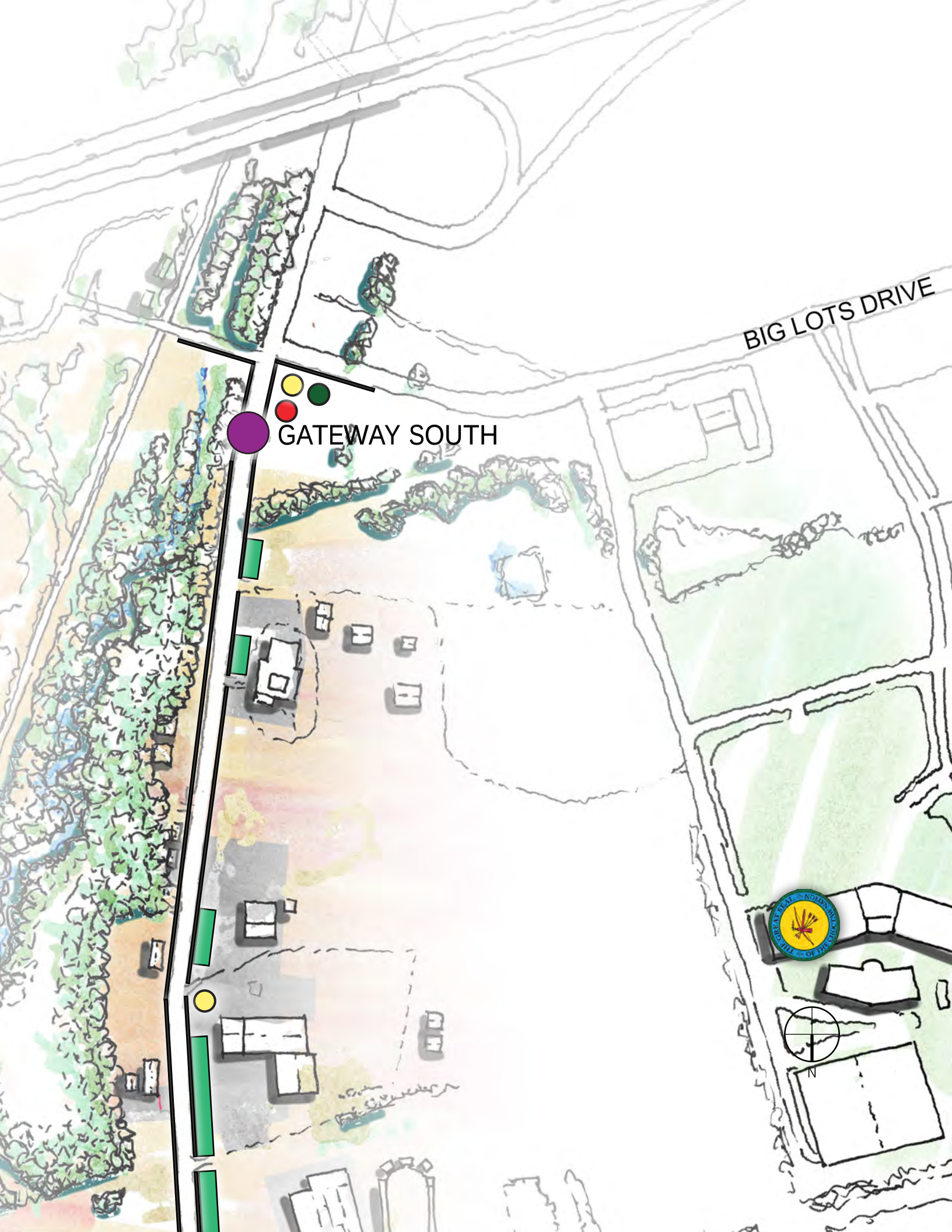
MAIN STREET
-Connecting to main street.
-Enhancement of local business.

RODEO GROUNDS
-College extension facilities.
-College events and education.

HWY 70 BYPASS

6TH AVENUE
7TH AVENUE
8TH AVENUE
9TH AVENUE
10TH AVENUE
11TH AVENUE
12TH AVENUE
13TH AVENUE
WASHINGTON AVENUE
GATEWAY NORTH
MAIN STREET
ARKANSAS STREET
RAILROAD
TEXAS STREET
LOUISIANA STREET
MISSISSIPPI STREET
ALABAMA STREET
GEORGIA STREET

15TH AVENUE
MINERAL BAYOU
BLANCHARD ROAD
N


BIG LOTS DRIVE
GATEWAY SOUTH
N

S9A DETAILED

MAP LEGEND

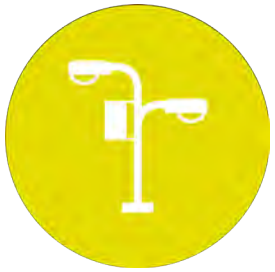
PUBLIC ART & GATEWAYS
-Installations in public areas.
-Facilities along corridor house art.

CROSSWALKS
-Walk-to-school programs.
-Interactive & colorful crosswalks.

FOOD TRUCK SITE
-Designated areas with hookups.
-Other utilities & services included.

COMMUNITY GARDEN
-Areas dedicated to gardens.
-Crops raised for farmer's markets.

GREEN INFRASTRUCTURE
-Park benches & amenities.
-Drainage swales & vegetation.



LIGHTING & BANNERS
-Pedestrian lighting included.
-Banners added to display events.

MURAL OPPORTUNITY
-Use blank walls on buildings.
-Customize blank utilities.

SIDEWALKS
-5ft sidewalks
-Poems & quotes stamps.

RECREATION TRAILS
-Walk, jogging & bicycling trails.
-Trails along bayou for scenery.

"ART ENABLES US TO FIND OURSELVES AND LOSE
OURSELVES AT THE SAME TIME."
- THOMAS MERTON

FUNDING OPPORTUNITIES

FISCAL PLANNING

"YOU GOT TO BE CAREFUL IF YOU DON'T KNOW WHERE YOU'RE GOING, BECAUSE YOU MIGHT NOT GET THERE."

- YOGI BERRA

NETWORKS & PARTNERS

LOCAL ENTITIES OF SUPPORT

CITY OF DURANT

Durant is governed by a council-manager form of municipal government. The city manager is the administrative leader of the government and is appointed by the city council. The city's ceremonial head is the mayor, who is a voting member of the council with limited administrative power.

The current city manager is Tim Rundel. The council is composed of 5 members from the City of Durant. The Mayor and Vice-Mayor are chosen by members of the Council. During the May 2017 Council meeting Jerry Tomlinson was elected Mayor by the council and Chad Hitchcock remains Vice Mayor. The city is divided into four wards with 1 member of the city council from each ward. There is also one at-large city council member which can be from any ward in the City.

OKLAHOMA SHAKESPEAREAN FESTIVAL

Housed on the campus of Southeastern Oklahoma State University in Durant, Oklahoma, OSF is a theatre company that produces multiple theatre productions every summer, as well as provides theatre classes during the school year.

DURANT AREA CHAMBER OF COMMERCE

The purpose of this organization shall be to mobilize the citizens and businesses of Bryan County through a unified and democratic Chamber of Commerce working together to foster and promote projects pertaining to civic improvements and the orderly economic and cultural growth of the City of Durant and Bryan County.

BRYAN COUNTY COMMISSIONER DISTRICT #1

Ron Boyer

CHOCTAW NATION

We pride ourselves on preserving and celebrating our many unique traditions. From our distinctive language to our historical games, like stick-ball, to our native dances and artwork, we not only want to pass these traditions on to our youth, we want to share them with all people.

Vision Statement
Living out the Chata spirit of faith, family and culture.

Mission Statement
To the Choctaw proud, ours is the sovereign nation offering opportunities for growth and prosperity.

DURANT MAIN STREET

The Durant Main Street program is dedicated to revitalizing historic downtown Durant by promoting preservation, economic growth, and a sense of community.

DURANT SCHOOL DISTRICT

The Durant School District is always holding local events and is dedicated to the continued growth and educational wealth of the city.

IMAGINE DURANT

Imagine Durant is a partnership for envisioning the future of Durant through creating community dialogues; focusing on health, education, the environment, the economy, culture, and community of Durant, followed by a phased plan of action. Imagine Durant will revision the community of Durant by focusing on partnership, civic engagement and the alignment of goals and vision shared by the different voices of the community.

LOCAL ENTITIES OF SUPPORT

RED RIVER ARTS COUNCIL

Red River Arts Council has been "Keeping the arts alive in Durant, Oklahoma for over 20 years!"

SOUTHEASTERN HUB FOR ARTS RESOURCES IN EDUCATION (SHARE)

The SHARE Children's Chorus was established in 2009 as part of The Southeastern Hub for Arts Resources in Education (SHARE), a 501 (c)(3) organization seeking to improve the quality of arts education in the rural communities of Oklahoma and North Texas.

The goal of SHARE Children's Chorus is to provide young singers in the Texoma region a sense of place and belonging through the study and performance of choral literature.
SHARE accomplishes this goal through a partnership with Southeastern Oklahoma State University's Department of Music which recommends up-and-coming choral conductors in the undergraduate program to serve as assistant conductors for the ensemble. The partnership is strengthened by the work of dedicated faculty members that work with the ensemble in various capacities including directing, accompanying, and arts administration.

The mission of SHARE is three-fold:
To provide enrichment opportunities for students and educators through classes, workshops, literature, and research. To provide leadership training and mentorship to future arts educators. To provide the highest quality of education for future arts educators.
SHARE is a 501(c)(3) organization.

SOUTHEASTERN OKLAHOMA UNIVERSITY

Southeastern Oklahoma State University provides an environment of academic excellence that enables students to reach their highest potential. By having personal access to excellent teaching, challenging academic programs, and extracurricular experiences, students will develop skills and habits that promote values for career preparation, responsible citizenship, and lifelong learning.

TEXOMA ARTS ASSOCIATION

ROLES & RESPONSIBILITIES

There are many aspects about improving our communities that require champions who help lead the way. There are many organizations that are lending their support and voice to the development of the S9A Arts District but there always remain room for individuals to step up and inject enthusiasm to implementing improvements in the community.

Connecting with one of the partners listed previously is a first step. Projects such as clean-ups, painting light poles, and talking to property owners about what their ideas for public art might be is a way to work to improve the district prior to applying for funding for the various physical improvements needed.

Roles that will help facilitate implementation of this project:

- Fundraising & Economic Development champion

A critical component to realizing aspects of this project is for multiple entities and individuals pursuing funding and sponsorship resources in a unified fashion. This includes creating proposals for individual projects (e.g. art work on light poles, Gateway structure) and keeping in mind how each project fits in with other projects that are desired.

Leveraging and matching funds are also important in obtaining grants from many organizations. Being prepared to apply for grants as calls are put out and understanding that some matching amounts will likely be required will best position Durant for success.

- Public Infrastructure (City of Durant)

Along with grants and public funding sources (e.g. Transportation Alternatives Program), the City will play a strong role in outlining needs for the basic infrastructure for the streetscape, including the sidewalks and lighting. However, as funding for these projects can take time to acquire, pursuing alternatives such as sponsored sidewalk blocks can help in both community building and ownership of improvements for the district.

- Community Organizer for Festivals, Community Gardens for the District

Festivals and community gardens only function if there are group of people who help foster both energy and organization of events and activities.

- Oversight committee for unifying artwork for the district

The diversity of the district is the strength of S9A Arts District. Creating a body of people from the community and additional members with expertise on public art (e.g. safety issues of art in the public realm that may be touched, longevity of the art due to weather, securing the art to a permanent base, etc) to help review art that may be installed along the corridor can help with unifying the district. Additionally, this body of people can look for funding or sponsors to assist in promoting art competitions for installation of public art in the

FUNDING PROJECTS

ALTERNATIVE PROGRAMS

TRANSPORTATION ALTERNATIVES PROGRAM

http://www.okladot.state.ok.us/projmgmt/enhance_prog/index.htm

Who is eligible to apply: Municipality, County, State agency, Tribe, Military, University or NGO.
Project award maximum: The TE Office recommends $400,000 for non-MPO projects and $600,000 for MPO area projects.
Transportation Alternatives Program Project Selection Criteria

1. Improve Safety
2. Improve Connectivity
3. Community Improvement
4. Funding
    A. Does the applicant have the minimum 20% match readily available to fund the proposed project?
    B. Does the applicant show proof of commitment to provide funding above the minimum 20% match readily available to fund the proposed project?
    C. Does the project includes a detailed, complete and realistic cost estimate?
5. Environmental

Surface Transportation Program (STP)

Road projects, grade, drain and surface on county major and minor collectors.
http://www.occedb.org/funding-sources/surface-transportation-program-stp (only shows funding through 2014)

STP funding through Block Grant Program
https://www.fhwa.dot.gov/fastact/factsheets/stbgfs.cfm

Location of Projects
In general, STBG projects may not be on local roads or rural minor collectors. There are a number of exceptions to this requirement, such as the ability to use up to 15% of a State's rural sub-allocation on minor collectors. Other exceptions include: bridge and tunnel projects; safety projects; fringe and corridor parking facilities/ programs; recreational trails, pedestrian and bicycle projects, and safe routes to school projects; boulevard/ roadway projects largely in the right-of-way of divided highways; inspection/evaluation of bridges, tunnels, and other highway assets; port terminal modifications; and projects within the pre-FAST Act title 23 definition of "transportation alternatives." [23 U.S.C. 133(c)]

ART PLACE

https://www.artplaceamerica.org/

ArtPlace America (ArtPlace) is a ten-year collaboration among a number of foundations, federal agencies, and financial institutions that works to position arts and culture as a core sector of comprehensive community planning and development in order to help strengthen the social, physical, and economic fabric of communities.

ArtPlace focuses its work on creative placemaking, which describes projects in which art plays an intentional and integrated role in place-based community planning and development. This brings artists, arts organizations, and artistic activity into the suite of placemaking strategies pioneered by Jane Jacobs and her colleagues, who believed that community development must be locally informed, human-centric, and holistic.

In practice, this means having arts and culture represented alongside sectors like housing and transportation – with each sector recognized as part of any healthy community; as requiring planning and investment from its community; and as having a responsibility to contribute to its community's overall future.
There is one main funding mechanisms under ArtPlace: NATIONAL CREATIVE PLACEMAKING FUND. The last round (2017 award recipients) could apply for $50,000-$500,000.

https://www.artplaceamerica.org/our-work/national-creative-placemaking-fund/introduction

COMMUNITIES THRIVE CHALLENGE
Rockefeller Foundations and Chan Zuckerberg Initiative

https://www.communitiesthrivechallenge.org/?utm_source=facebook&utm_medium=paid&utm_campaign=ctc-2018&utm_target=foundations&utm_content=2-thrive

Slated for organizations that have a track record of expanding economic opportunity for low-income and financially insecure people in the community. Registration for consideration due June 12, 2018.
Eligibility:

1. An organization recognized as a 501(c)(3) public charity by the Internal Revenue Service under the United States Tax Code.

2. An organization recognized as a 501(c)(4) social welfare corporation by the Internal Revenue Service under the United States Internal Revenue Code.

3. An organization recognized as a 501(c)(6) business league, or associated fiscal sponsor, by the Internal Revenue Service under the United States Internal Revenue Code.

4. An organization that is not a charitable organization (including for profit organizations) but whose proposal has as its primary purpose the accomplishment of a charitable purpose under the law or regulations of the United States Code and with respect to which no private interests will receive more than an incidental private benefit.

5. Local organizations associated with national networks may apply so long as any award fund will go to the local affiliate.

6. Post-secondary educational institutions. (NOTE: Programs that work in one of the issue areas are eligible to apply; programs focused on research are not eligible.)

PRIVATE FUNDING / COMMUNITY FUNDING / CROWD SOURCING

• Adopt-a-block framework – for maintenance or improvements --> Under this type of program, the City of Durant could set up a process where the community could sign up to raise funds to address a block of the corridor. This can include clean-up efforts, raising funding for sidewalks and public art, and signage.

BUSINESS IMPROVEMENT DISTRICT

• Business Improvement Districts (BIDs) are a public/private partnership in which property owners pay a special assessment for the maintenance, development, and promotion of their commercial district.

KEEP OKLAHOMA BEAUTIFUL FRESH PAINT DAYS

https://www.keepoklahomabeautiful.com/fresh-paint-days/

"Fresh Paint Days encourages volunteers to seek out unsightly community structures and renovate them with the creative use of resources. Willing volunteers make use of paint donated by H.I.S. Coatings and a stipend for supplies provided by the Public Service Company of Oklahoma to transform that community blemish with the application of FRESH PAINT and a lot of elbow grease!"

GREAT AMERICAN CLEANUP - OKLAHOMA

https://www.keepoklahomabeautiful.com/great-american-cleanup

"GAC is a nationwide project of Keep America Beautiful. As an affiliate of KAB, KOB coordinates cleanup activities in Oklahoma. Everything kicks off on March 1 and ends May 31. Registered participants receive free supplies for their event. Don't miss this opportunity to spruce up your community next spring!"

TSET HEALTHY INCENTIVE GRANTS - COMMUNITIES

https://tset.ok.gov/content/healthy-communities-incentive-grants

Grant Year/Fiscal Year
July 1 through June 30
Funding is limited and available on a first come, first served basis.
Communities can receive funding only one time during the grant year.
Population
Incentive award amounts are based on grant criteria met and size of municipality. The latest population data from the U.S. Census Bureau will be utilized.

Size of Cities and Municipalities	Bronze Class	Silver Class	Gold Class	Maximum Combined
Rural 0 – 4,299	$10,000	$12,000	$14,000	$36,000
Small 4,300 – 9,999	$10,000	$15,000	$25,000	$50,000
Medium 10,000 – 29,999	$24,000	$36,000	$60,000	$120,000
Large 30,000+	$30,000	$45,000	$75,000	$150,000
OKC/Tulsa	$40,000	$60,000	$100,000	$200,000

Funding amount will be based on:

- The Wellness Policy and Practice classification (Bronze, Silver or Gold) of the city's government workplace achieves.
- Policies and activities toward an environment of wellness the community has taken which meets the Community Action Criteria
- Cities may receive funding only one time at each incentive class (Bronze, Silver and Gold).
- Cities meeting the criteria at the Silver class must also meet the criteria at the Bronze class.
- Cities meeting the criteria at the Gold class must also meet the criteria at the Bronze and Silver classes.
- Funding will be provided to cities to enhance wellness activities in their geographic areas of poorest health.
- Cities awarded grant funding will apply the funds to advancing any of the health criteria they believe best addresses the needs and opportunities in their communities.
- Funding does not require a match, but cities are encouraged to use these funds for match with other funding opportunities.

Eligibility
Any incorporated city/town/municipality may apply. The city has met the following Prerequisite Criteria and received approval from TSET staff. City has adopted an ordinance that prohibits smoking and the use of tobacco products (including e-cigarettes and vaping devices) on all indoor and outdoor city-owned/operated property.

Community has resources that promote access to fresh fruits and vegetables and physical activity in their community. The city must have an active employee wellness committee in place.

As a city applies for the next level of funding, their policies as well as practices will be verified by TSET staff. A city must submit an application that meets all program requirements for the classification/level (Bronze, Silver and Gold) for which they are applying.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

https://www.hud.gov/program_offices/comm_planning/communitydevelopment/programs

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs. Beginning in 1974, the CDBG program is one of the longest continuously run programs at HUD. The CDBG program provides annual grants on a formula basis to 1209 general units of local government and States.

Eligible Activities
Over a 1, 2, or 3-year period, as selected by the grantee, not less than 70 percent of CDBG funds must be used for activities that benefit low- and moderate-income persons. In addition, each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

"EVERY CHILD IS AN ARTIST. THE PROBLEM IS HOW TO
REMAIN AN ARTIST WHEN WE GROW UP."
- PABLO PICASSO

TRACKING SUCCESS

MAKING S9A ART DISTRICT A REALITY

"DESTINY IN NOT A MATTER OF CHANCE; BUT A MATTER OF CHOICE. IT IS NOT A THING TO BE WAITED FOR, IT IS A THING TO BE ACHIEVED. "

- WILLIAMS JENNINGS BRYAN

TRACKING SUCCESS

STEPS TO IMPLEMENTATION

Targeted Project	Range of cost estimates	Key Next Steps
Sidewalk (both sides of road)	$150,000 and $250,000 per mile for both sides of the road, 5' width (S9A is approximately 2 mile corridor)	Apply for funding annually
Creating stamps for sidewalk project	Cost can vary - ideally a set budget and RFP may help manage costs.	•Arts group to champion •Jury contest for local artists •Engage property owners in selection of quotes, poetry or phrases
Widen roadway pavement	Vary based on drainage options selected. Roadside swales or planters can range from $6,000- $8,000 each. Roadway widening can cost from $120,000 for the equivalent of 1 travel lane (center turn lane) and greater depending on utilities, additional work needed on existing pavement, relocation of curbs and drainage grates.	Existing pavement is approximately 25', adding a turn lane and sidewalks will require additional funding for reconstructing the road with sidewalks and drainage.
Wayfinding signage	Formal Design & Branding: $30,000 - $95,000 Fabrication:$200,000-$500,000	Connect with City of Durant overall branding concepts
Street trees, private property owner trees	Often costs approximately $100-300 per tree (tree+labor)	• Fund a tree give-away for Arbor day • Coordinate with local nursery on advisable trees or plants for district
Murals	Varies by size General prices can range from $200 - $20,000 (square footage and level of detail increase costs)	Discuss with property owners opportunities to include murals on their property.

Targeted Project	Range of cost estimates	Key Next Steps
Benches	Each bench could cost between $450-$800 depending on type selected. Artwork could be incorporated or added to the benches.	Consider a “adopt a bench” program for key locations to promote art and seating.
Lighting	New street lights range from $5,000-$8,000. Additional cost for appropriate paint and art work applied as desired.	• Research current ability of existing light poles to include a pedestrian-scaled light attachment. • Pursue funding for new and upgrade light poles and integrated art.
Community Gardens	Varies	Identify community gardeners interested in organizing volunteer groups
Festivals	Varies	Incorporate complementary festivals in the S9A district to unite festivals in the community to include emerging district.
Art incubator space	Property cost, rehabilitation for spaces - varies based on real estate and work required for property	Great opportunity to have multiple partners working together to purchase, develop, manage, and maintain.
Gateway Feature (North and South)	Varies by size, materials and detail $200,000 - $500,000	Sponsorship opportunity for both gateway features along with potential art work on the gateway.

"YOU DON'T TAKE A PHOTOGRAPH, YOU MAKE IT."
- ANSEL ADAMS

THE NEXT STEPS

BUILDING BLOCKS FORWARD

"A GOOD PLAN IS LIKE A ROAD MAP: IT SHOWS THE FINAL DESTINATION AND USUALLY THE BEST WAY TO GET THERE"

- H. STANELY JUDD

GETTING INVOLVED

THE COMMUNITY AT THE CENTER

UNIQUELY DURANT

Durant is faced with the challenge of maintaining and strengthening economic development, culture, health, and local relations while providing creative and innovative opportunities for their citizens. This is not an easy task.

However, as resilient people, the process of creating a community like no other; a contemporary resilient community that is an expression of deeply held values and visions.

Our success will be shared not only by our own people, but by other Native nations and small communities facing similar struggles. Each success offers renewed hope for the future. We understand that healthy people do not stand alone, but as part of interconnected families and communities.

There are some important next steps for implementation of the master plan. Expanding an economic development program of the City of Durant to apply for funding opportunities, oversee implementation of public and private art, and provide communications to business and property owners in the district.

MAJOR STEPS TO TAKE

- Apply for funding for sidewalk and drainage improvements.
- Seek funders for Gateway at north and south locations.
- Organize local groups interested in creating a community garden.
- Work toward consensus and potentially act on acquiring arts incubator space.

REACHING OUT

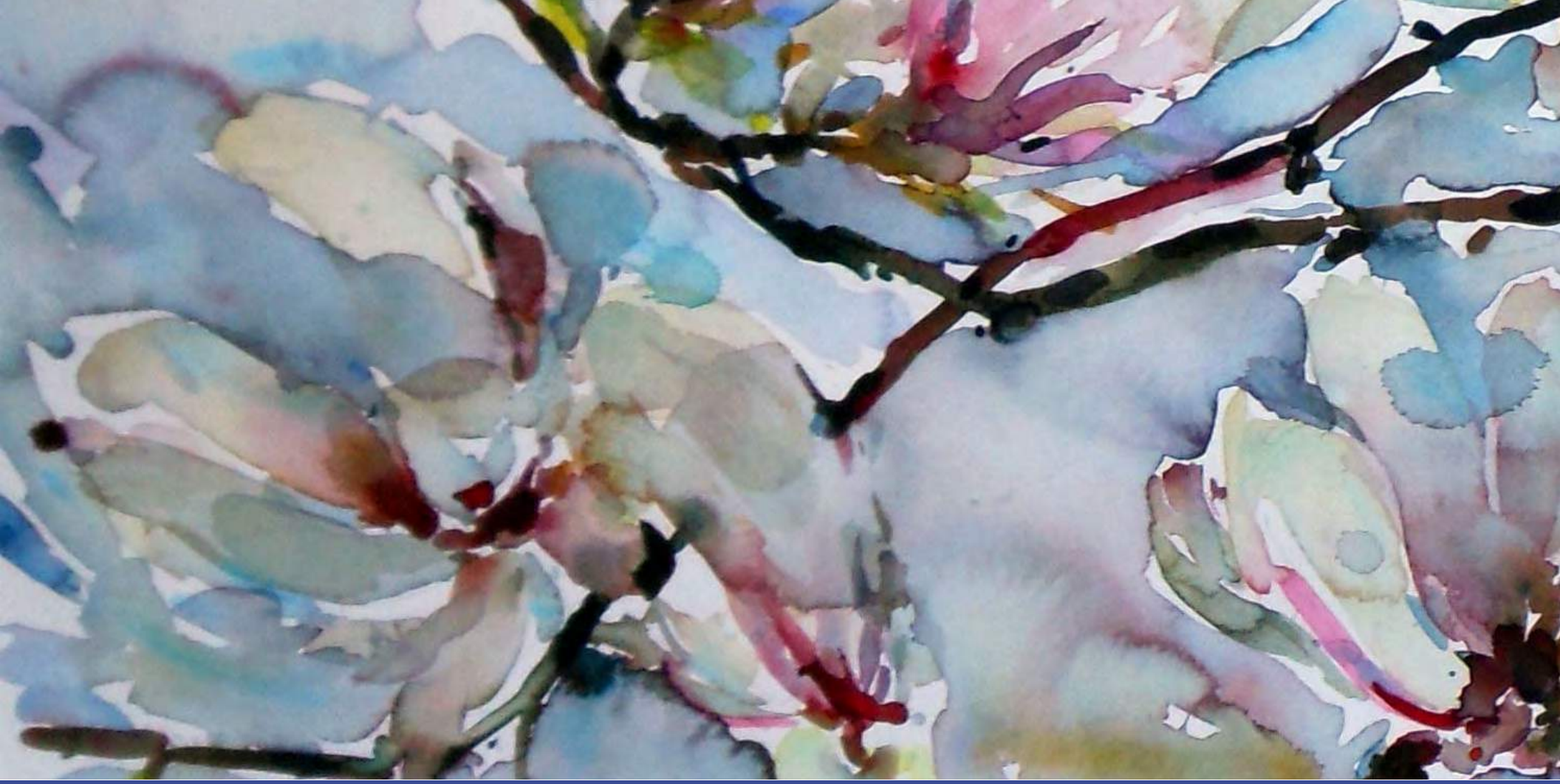
PREPARED BY:

BLUE STAR INTEGRATIVE STUDIO

- Scott Moore y Medina, Principal Architect
- Lillie Keener, President & Designer
- Meghan Wieters, Community Planner
- Travis Roubideaux, Designer & Community Builder
- John Brown, Design Intern

OU REGIONAL & CITY PLANNING

- Maxton Harris - Student
- Jeremy Cleveland - Student



MAIN STREET

Arts District - 9th Avenue
Durant, OK

NEA: Our Town Grant

Presentation to City Council
August 7, 2018

Blue Star Integrative Studio

BLUE STAR
INTEGRATIVE STUDIO
GREAT PLAINS + PACIFIC COAST

An indigenous planning and architecture business enterprise committed to quality design, environmental excellence, and smart community building.

Partners

- City of Durant
- Oklahoma Shakespearean Festival
- Durant Area Chamber of Commerce
- Ron Boyer - Bryan County Commissioner District #1
- Choctaw Nation
- Durant Main Street
- Durant School District
- Imagine Durant
- Red River Arts Associations
- SHARE
- Southeastern Oklahoma University
- Texoma Art Association

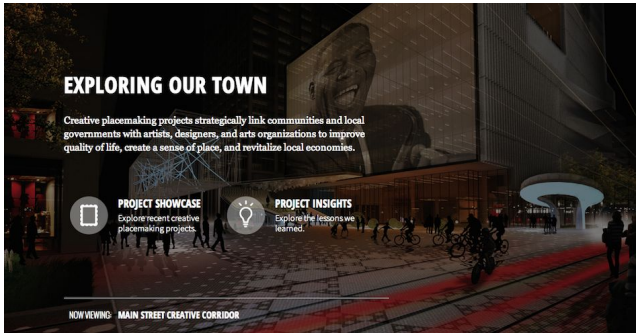
NEA - Our Town Grant

Arts Engagement, Cultural Planning, and Design Projects - Grant Program

Arts engagement, cultural planning, and design projects should represent the distinct character and quality of their communities, and be carried out by a nonprofit organization in partnership with a local government entity.

Projects should represent the distinct character and quality of their communities, and must reflect the following livability requirements:

- The needs of existing residents and institutions in the community.
- A vision for enhancing the social and/or economic livability of the community.
- Support for artists, design professionals, and arts organizations that integrate the arts and design into the fabric of civic life and/or community plans.
- Creative approaches to addressing community challenges or priorities.



https://www.arts.gov/grants-organizations/our-town/arts-engagement-cultural-planning-and-design-projects-introduction

Scope of Work

Phase 1: Existing Conditions & Opportunities

Phase 2: Community Engagement

- Community Workshop #1 - Visioning
- Community Workshop #2 - Refining Theme and Opportunities
- Community Workshop #3 - Review of Draft Master Plan
- Online Comments via CiviComment

Phase 3: District Master Planning

Purpose of a Master Plan

A master plan for a district is a guiding document for a community to collaboratively outline where they want to go.

For the S9A Arts District,this master plan unifies community input with professional advice into a document that can be used to:

- apply for grants to implement various projects,
- discuss with private property owners options they may want to pursue, and
- community members have the opportunity to organize efforts such as community gardens to fulfill goals of the plan.

Opportunities to create identity & inclusion along 9th Street

Empty spaces, vacant lots
Plain walls, doors, flat surface walls
Light fixtures
Sidewalks
Crosswalks
Building facades
Signage, wayfinding
Imagine Durant Harvest Reports

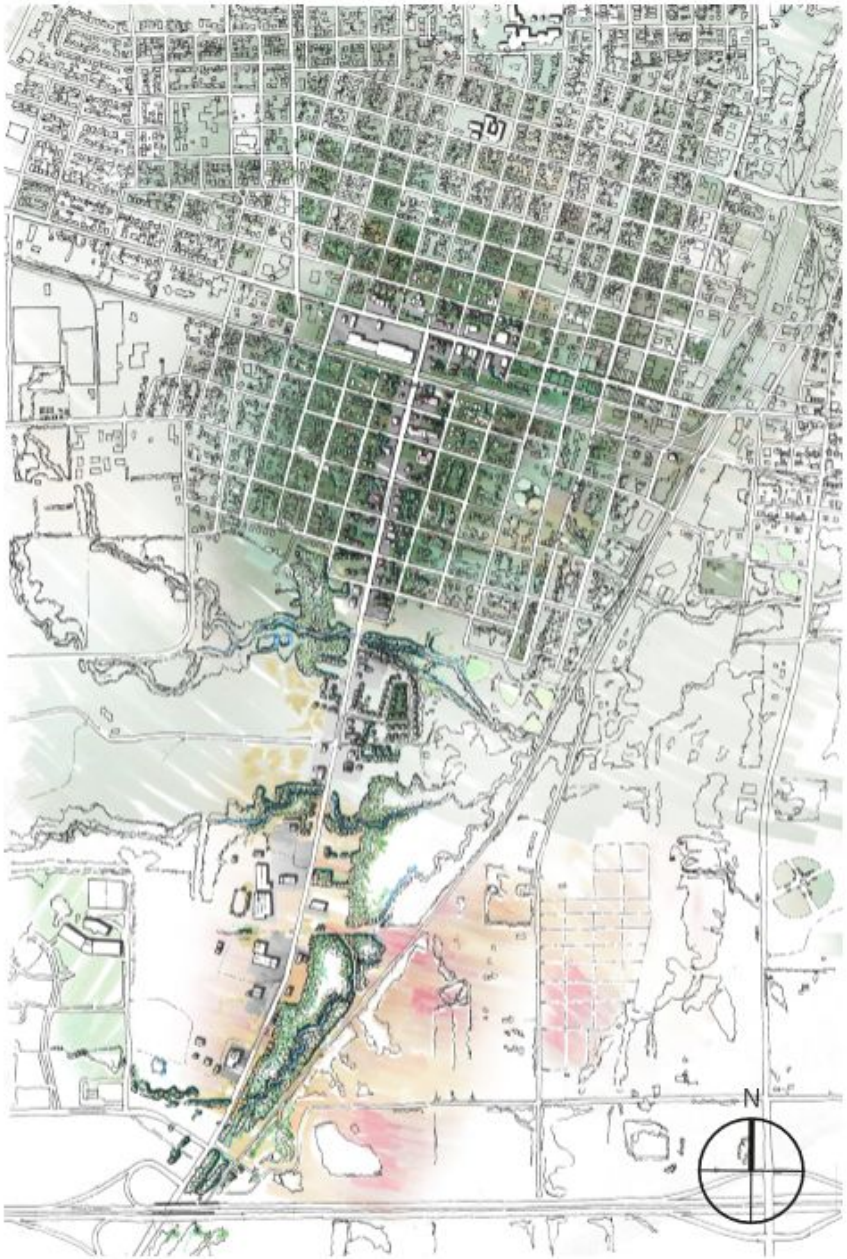
Connected to a unifying theme or identity that sets this place apart.

Uniqueness that brings people together.

Promotes diversity, inclusiveness.

Encourages activity and people coming to the district.

S9A CORRIDOR



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Tracking Success
Tracking Chart of Desired Projects

COMMUNITY INPUT & DISCUSSION

Celebrating the Diversity of Durant: Culture, People, History & Art

Theme provides for selection of public art along the corridor and how to create unifying features.

Theme can be implemented by:

- addressing elements within the streetscape including art within sidewalk improvements,
- green infrastructure to address drainage,
- wayfinding signage to promote activities along the corridor,and
- gateway features to highlight the identity of the district.

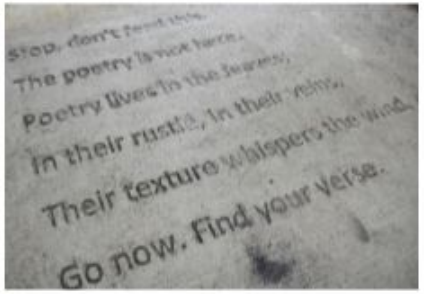
SIDEWALKS & CROSSWALKS

PEDESTRIANS ON THE STREETS

WHERE TO WALK

There is very little of the corridor (approximately 2 miles) that has sidewalks on either side of the roadway. In order for the Arts District to have increased activity, increased businesses, and festivals, people will need to feel safe with proper infrastructure. Sidewalks increase people walking and visiting businesses along the corridor. The concept of 'park once and walk' is vital to community spaces, downtown spaces and district functioning more for people activity and less about creating multitudes of parking spaces.

Identifying logical places where people can park and then stroll down the corridor means that individuals will spend more time at more businesses in the area. The goal of a district is for the area to be the place where people are going to, rather than just one specific business. The identity of the place is what is drawing people there to experience the activities that are there, and walking is the ideal mode of travel for people to actually visit each place.



During the community meetings, there was strong consensus that incorporating art – such as stamping into the concrete – as part of the sidewalk project would help tell the story of the corridor. This can include important historical quotes, poems, phrases in different languages, or symbols. Creating this story on the corridor will tie the corridor together.

SIDEWALKS & CROSSWALKS

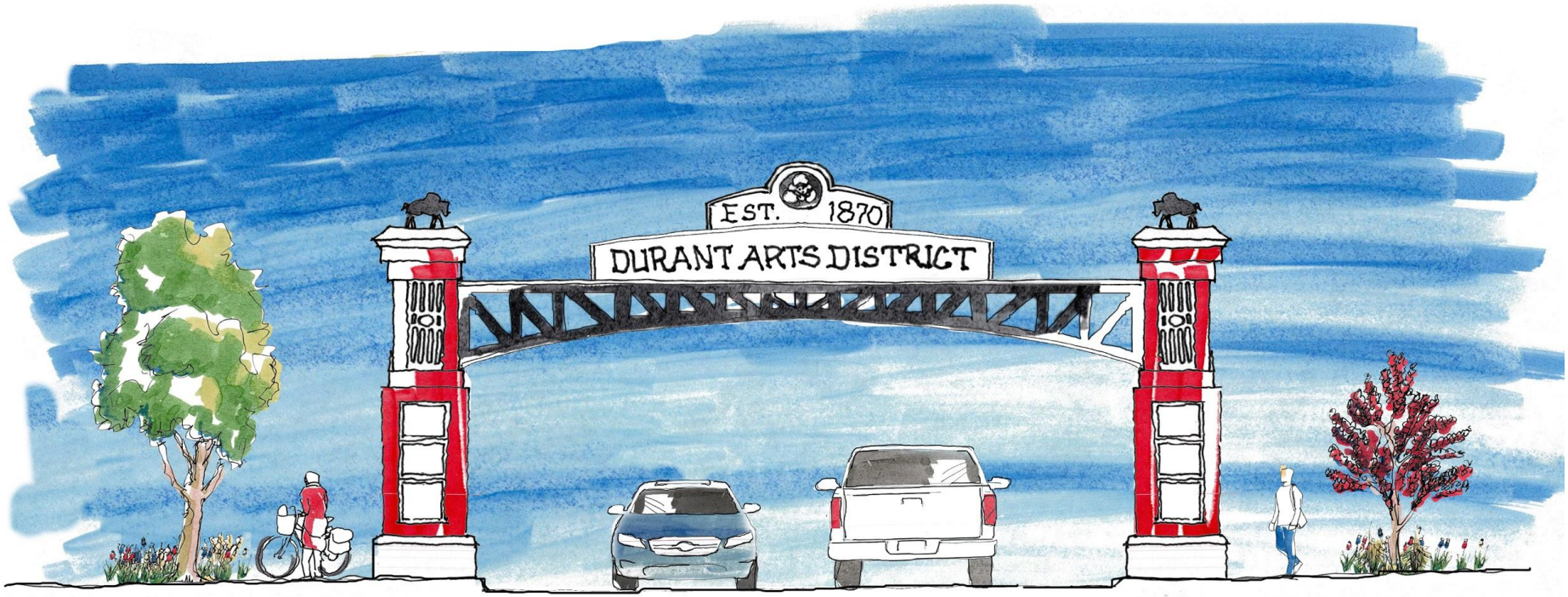
PRACTICALITY & CREATIVITY

LOCATION IS KEY

There are several locations where crosswalks could be installed. Currently there is a crosswalk at S 9th Ave & Main St and at S 9th Ave & Louisiana (at Robert E. Lee Elementary). Other locations for consideration may include:

- S 9th Ave & Texas (potential art incubator space connection)
- S 9th Ave & Mississippi (safe crossing to restaurants)
- S 9th Ave & Georgia (safe crossing prior to sight distance issues coming from the bridge)
- S 9th Ave & Big Lots Rd (safe crossing at entrance to Choctaw Nation connection)

Crosswalks can also reflect the identity of the area where they are located. A performance art theme may be appropriate near the art incubator space. A children's theme like hopscotch or whimsical image can also alert drivers to pedestrians in the space.


EST. 1870
DURANT ARTS DISTRICT

NORTHERN GATEWAY

TYPICAL SIDEWALKS & STREETS

The following image shows how the possibility of an arts incubator space along with needed infrastructure creates an active vibrant space.

The Gateway Arch below is a concept that could be constructed at the north and the south to provide a visual anchor for the district. There would be opportunities for art to be integrated into the archway as well as private sponsorship to help fund these public features.

ART DISTRICT INCUBATOR

1. GREEN INFRASTRUCTURE - Drainage and aesthetics.
2. CROSSWALK - Create pattern that reflects intersection's users (e.g. hop scotch at Elementary School).
3. LIGHTING - Light poles painted with banner and pedestrian light added.
4. GATEWAY - North entrance greeting to corridor.
5. ART INCUBATOR - Space for festivals, food trucks, events, & creative community.
6. STREET - Potential to add center turn lane periodically, and narrow travel lanes.

CORRIDOR SIDEWALKS, CROSSWALKS, & IMPROVEMENTS

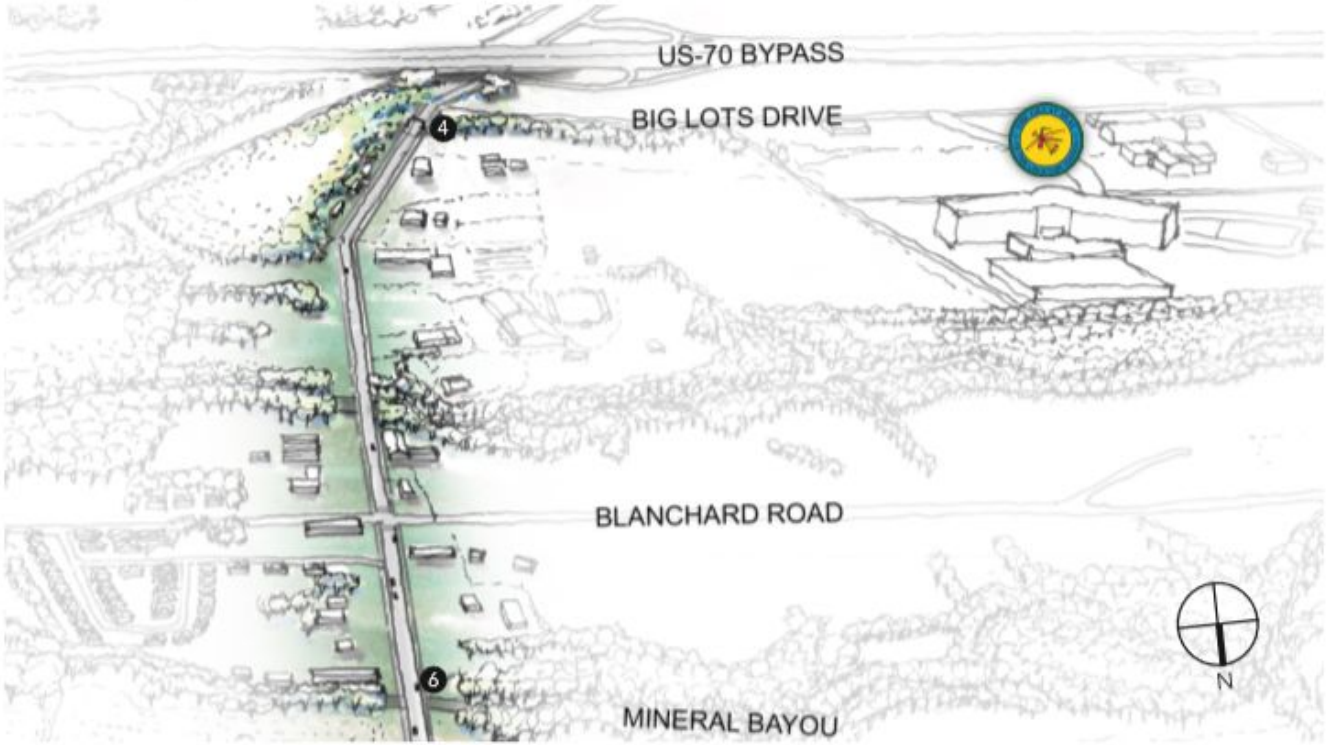
1. LIGHTING - Light poles painted with banner and pedestrian light added.
2. GREEN INFRASTRUCTURE - Drainage and aesthetics.
3. CROSSWALK - Create pattern that reflects intersection's users (e.g. hop scotch at Elementary School).
4. PUBLIC ART - Opportunity or public installations.
5. SIDEWALK & TRAILS - Potential equestrian trail, stamped poems & quotes, and historical references.
6. STREET - Potential to add center turn lane periodically, and narrow travel lanes.

SOUTHERN GATEWAY

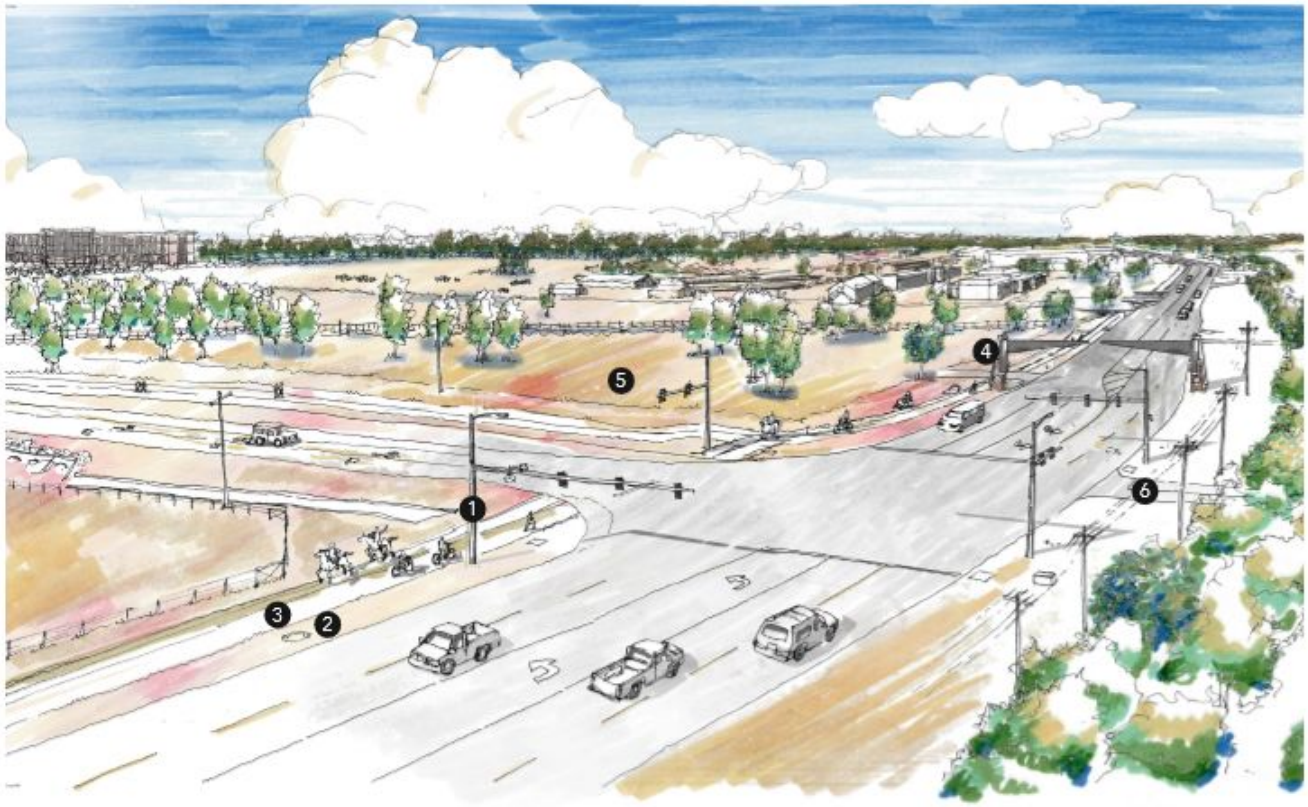
ENTRANCE TO CHOCTAW NATION & CORRIDOR

The next image is Gateway South at the entrance to the Choctaw Nation and the south end of the corridor. This is an opportunity for wayfinding to Choctaw Nation Headquarters and facilities as well as the other activities along the S9A District. In this south section, sidewalk installation may be phased to include the westside first where more existing businesses are active presently and then as new developments on the eastside occur plan for sidewalks as part of those projects.

Including festivals, food truck events and/or community gardens on the vacant land in the area can help activate those spaces and connect to the existing land uses in the area.

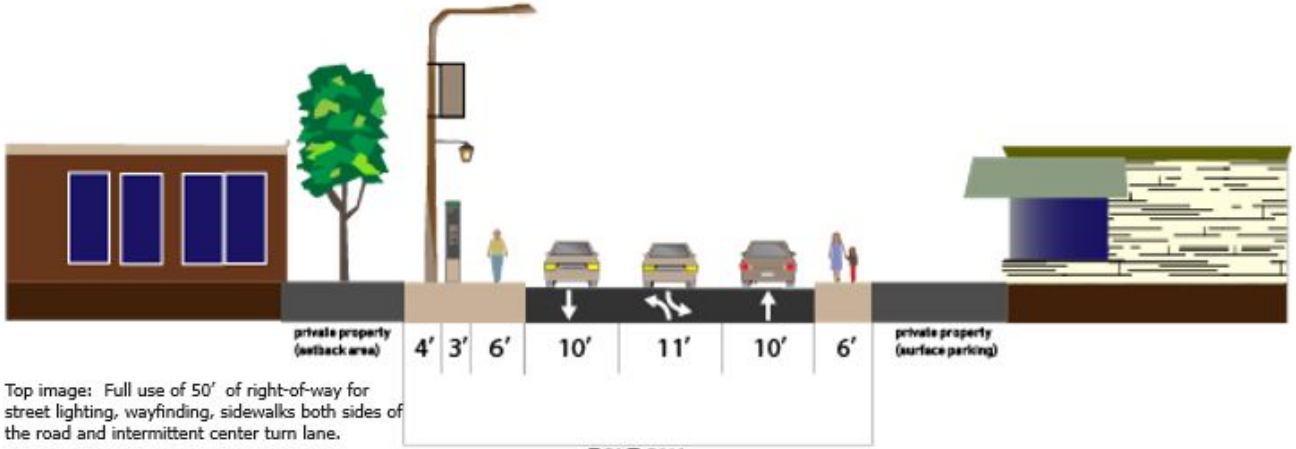


GATEWAY INTERSECTION & TRAILS

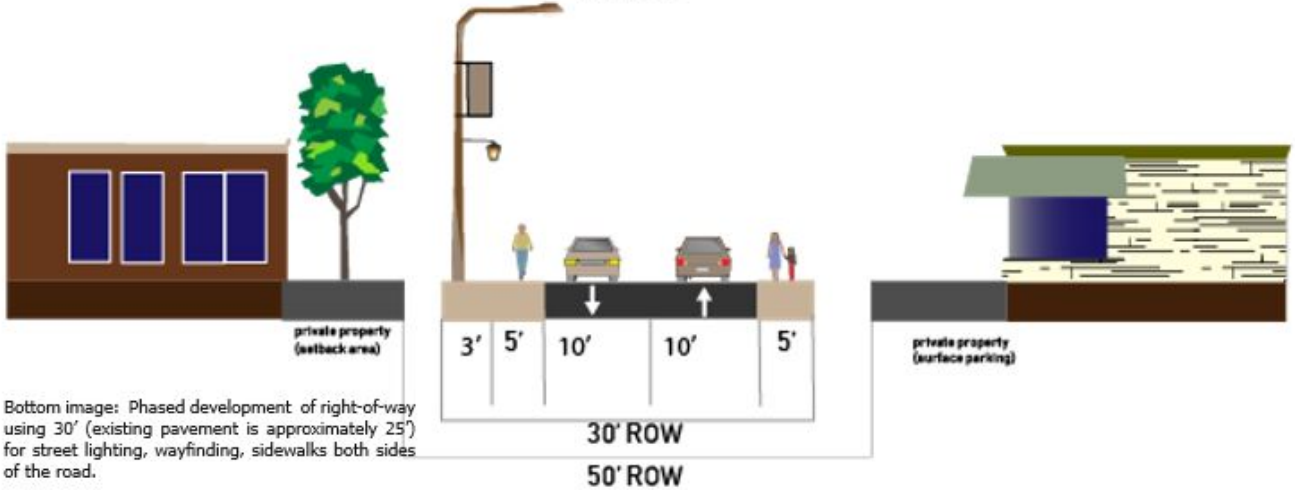


1. LIGHTING - Light poles painted with banner and pedestrian light added.
2. GREEN INFRASTRUCTURE - Drainage and aesthetics.
3. SIDEWALK & TRAILS - Potential equestrian trail, stamped poems & quotes, and historical references.
4. GATEWAY - South entrance greeting to corridor.
5. PUBLIC ART - Opportunity or public installations.
6. CONNECTIONS - Potential future trails linking north to the south corridor and Mineral Bayou.

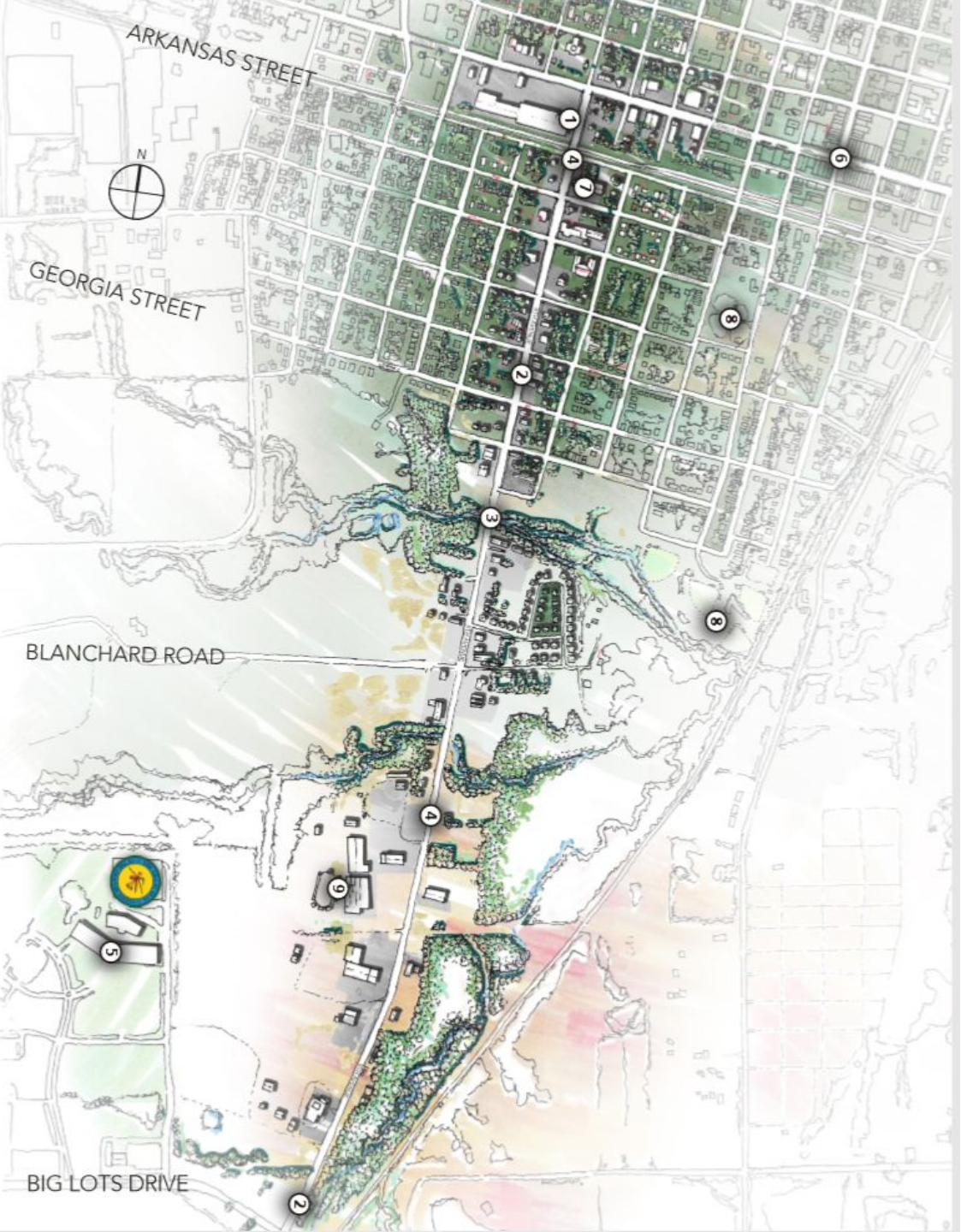
STREET SECTIONS



Top image: Full use of 50′ of right-of-way for street lighting, wayfinding, sidewalks both sides of the road and intermittent center turn lane.



Bottom image: Phased development of right-of-way using 30′ (existing pavement is approximately 25′) for street lighting, wayfinding, sidewalks both sides of the road.



S9A SITE

POTENTIAL SITES ALONG CORRIDOR

POTENTIAL MURALS
-Blank business facades.
-Open space for installations.

GATEWAYS
-North gateway by Main Street.
-South gateway by Choctaw.

ART INCUBATOR SPACE
-Repurposed existing facilities.
-Workshops along corridor.

SIDEWALKS ON CORRIDOR
-Utilizing existing sidewalk routes.
-Connecting entire corridor.

CHOCTAW NATION
-Health, social & wellness centers.
-Headquarters & casino.

SPORTS FIELDS
-Baseball fields in community.
-Open recreation spaces.

TRAILS & PARKS
-Connecting to sidewalks.
-Following along Mineral Bayou.

MAIN STREET
-Connecting to main street.
-Enhancement of local business.

RODEO GROUNDS
-College extension facilities.
-College events and education.

Thank You

Scott Moore y Medina, AIA NCARB PID
Director | Principal Architect | Community Builder
at Blue Star Integrative Studio Inc
P 505.280.4840 **E** scottmm@bsi.studio

K. Meghan Wieters, AICP Ph.D
Community Planner
at Blue Star Integrative Studio Inc
P 979.574.1055 **E** meghan@bsi.studio

Agenda Item: 4.o.

The City of Durant

Grants Department

Memorandum

Date: 8/9/2018

To: Mayor and City Council

From: Rebecca Collins, Grants Coordinator

Re: Consideration For A Memorandum Of Agreement (MOA) With The Choctaw Nation To Create A Wetland In The Northeast Section Of The Former Country Club Property.

1. Consideration To Approve The Memorandum Of Agreement With Choctaw Nation To Create A Wetland As Determined By The United States Corps Of Engineers.

A reference map for potential site is attached.

The attached MOA has been provided by Choctaw Nation.

Choctaw Nation is required by the US Corps of Engineers to create a wetland - necessary to replace an existing wetland being disturbed near 9th Avenue during a construction project.

Choctaw Nation has requested consideration to create the wetland on approximately ten (10) acres within northeast section of the "old Country Club" property. The delineation of the property size will be determined by the US Corps of Engineers.

Council Information / Action Requested

Consideration to approve the Memorandum of Agreement.

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

City staff will complete necessary steps to accommodate Choctaw Nation's requirements for the creation of the wetland.

ATTACHMENTS:

Description	Type	Upload Date
Proposed Choctaw Wetland Site Map	Cover Memo	8/10/2018
MOA With Choctaw Nation For Wetland Site	Cover Memo	8/10/2018

1-005 JONES
1-003 DURANT CITY UTILITIES AUTH
2-1-1 ARNETT
2-003 ONE GAS
N
Cemetery Rd
1-001 FORBIS PROPERTIES
2-006 JONES
2-6-1 CITY OF DURANT
78
approximate Location of Choctaw wetland area off of Hwy 78.
2-003 ONE GAS
SE 3rd Ave
© 2018 Google
Google Earth
1995
Imagery Date: 12/10/2017 33°58'36.21" N 96°22'25.54" W elev 638 ft eye alt 3667 ft

MEMORANDUM OF AGREEMENT (MOA)

BETWEEN

THE CHOCTAW NATION OF OKLAHOMA

AND

THE CITY OF DURANT

FOR

ESTABLISHMENT AND MAINTENANCE OF A WETLAND SITE

THIS MEMORANDUM OF AGREEMENT ("MOA") is made and entered into by and between **the Choctaw Nation of Oklahoma ("Nation")**, a federally recognized Indian tribe, and the **City of Durant ("City")**, a municipality within the State of Oklahoma, (individually, a "Party" and collectively, "the Parties").

RECITALS

WHEREAS, the Nation is planning a construction project which will impact existing wetlands, and incident to such project, is applying for a permit to proceed with the project pursuant to the permitting requirements of Section 404 of the Clean Water Act ("CWA"); and

WHEREAS, the Nation wishes to establish and maintain a wetland site, pursuant to the mitigation requirements of Section 404 of the Clean Water Act in connection with the Nation's planned construction project; and

WHEREAS, the City owns a parcel of land identified by the Parties as a suitable location for establishment and maintenance of a wetland; and

WHEREAS, recognizing the benefits and importance of the natural systems and habitats associated with the existence of wetlands, both parties wish to enter a collaborative relationship to create a wetland site in the City of Durant; and

WHEREAS, the City agrees to designate certain real property to be used as a wetland site, subject to the terms of this Agreement;

In furtherance thereof, the parties hereby agree to the following terms.

1. **TERM AND TERMINATION**

A. Term: This MOA is effective as of the date signed by the Nation ("Effective Date"), and shall continue in effect in perpetuity, unless terminated in accordance with the provisions of this MOA.

B. Termination for Cause: In the event that one Party breaches any material obligation under this Agreement, the other Party shall give the breaching Party written notice of such breach. The breaching Party shall have sixty (60) days from the receipt of such notice to cure such breach. If the breaching Party fails to cure the specified breach within such period, the non-breaching Party may terminate this Agreement, effective upon thirty (30) days' prior written notice to the breaching Party (the "**Termination Notice**"). The non-breaching Party's right to terminate this Agreement shall automatically expire if the breaching Party has cured the breach prior to the breaching Party's receipt of the Termination Notice. This right to terminate for cause shall expire upon recordation of the Conservation Easement required by Section 3 of this MOA.

C. Termination due to Permit Denial: In the event the Nation's permit application is denied by the U.S. Army Corps of Engineers ("USACE"), this Agreement will terminate at such time as all appeals of the denial have been exhausted or waived by the Nation.

2. SITE IDENTIFICATION AND AUTHORIZED USE

A. The City agrees to place a Conservation Easement on a parcel of land (the "Site") equal in size to the acreage listed in a final mitigation plan approved by USACE for use as a wetland, if the Site meets necessary criteria for creation and development of wetlands pursuant to the Clean Water Act. The boundaries of the Site will be determined by mutual agreement of the parties after further survey and assessment. Once determined, the Parties agree to set forth said boundaries in writing in an Addendum to this MOA, which will be executed by both Parties and incorporated herein upon such execution.

B. The Site is currently anticipated to be approximately ten (10) acres in size. Actual Site size is dependent upon the acreage listed in the final approved mitigation plan. The anticipated Site is located within a larger parcel of land more particularly described as:

> E/2 SE/4 of Section 5, Township 7 South, Range 9 East of the Indian Base and Meridian, in Bryan County, Oklahoma, LESS 1.79 acres for right of way occupied by the M.O.&G. Railway, according to the government survey thereof,
>
> AND

Lot 1, LESS 9.83 acres reserved for the Townsite of Durant and the SE/4 NE/4 LESS AND EXCEPT 9.24 acres occupied as right of way by K.O.&G. Railroad and LESS AND EXCEPT a tract Beginning at a point 376.25 feet North of the Southeast Corner of the NE/4 of said Section 5; thence West 330 feet; thence North 660 feet, thence East 330 feet; thence South 660 feet to the Point of Beginning, all in Section 5, Township 7 South, Range 9 East of the Indian Base and Meridian, in Bryan County, Oklahoma, according to the Government Survey thereof, less and except all oil, gas, and other minerals lying in and under said tract; LESS AND EXCEPT ALL OIL, GAS AND OTHER MINERALS LYING IN AND UNDER THE ABOVE DESCRIBED PREMISES.

C. The Site's primary purpose shall be to exist as a wetland as defined by USACE. However, the Site may be used for the enjoyment of the public and for environmental demonstration and educational purposes insofar as such use does not interfere with the Site's primary purpose.

D. The Parties' right to use the Site for its intended purpose will be unrestricted during the term of this MOA, provided that any such use shall not degrade or adversely impact the integrity or functionality of the wetland or otherwise interfere with the Site's primary purpose.

E. Additionally, the City agrees to refrain from using or managing the property surrounding the Site in any manner that would degrade or adversely impact the integrity or functionality of the wetland or otherwise interfere with the Site's primary purpose.

3. CONSERVATION EASEMENT

A. The City agrees to encumber the Site with a permanent Conservation Easement, which shall be recorded by the City in the appropriate land records office(s) within ten (10) days from the date the City receives notice of USACE approval of the Nation's permit application.

B. The City will provide a copy of the recorded Conservation Easement to the Nation within ten (10) days of recording.

4. ACCESS EASEMENT AND ROADWAY

A. The Nation will construct an access road from Highway 78 to the Site. The location of the access road will be mutually agreed between the Parties after further survey and assessment. Once determined, the Parties agree to set forth said roadway location in

writing in an Addendum to this MOA, which will be executed by both Parties and incorporated herein upon such execution.

B. The City agrees to encumber the access road with a public easement upon the access road for ingress and egress to the Site, which shall be recorded by the City in the appropriate land records office(s) within ten (10) days from the date the access road location is identified in the required Addendum.

C. Initial construction, and costs associated therewith, of the access roadway is the responsibility of the Nation.

D. Maintenance, and costs associated therewith, of the access roadway is the responsibility of the City.

5. SITE MAINTENANCE

A. The Nation is responsible for the cost and performance of establishing and maintaining the Site as a wetland, as defined by the USACE.

B. All other maintenance is the responsibility of the City.

6. FENCING AND OTHER AMENITIES

A. A need for fencing is not anticipated at the time this MOA is executed. If future needs for fencing arise, the parties will consult in good faith to determine fencing needs and responsibilities.

B. The Nation is permitted, but not required, to place signage upon the Site. The content of the signage shall be solely within the Nation's discretion and may include, but is not limited to, educational signage regarding the Site and the plants, animals, and other ecosystem elements pertaining to wetlands.

C. A need for other amenities is not anticipated at the time this MOA is executed. If future amenities are needed, the parties will consult in good faith to reach a resolution as to such items.

7. NOTICE

A. All notices shall be in writing and shall be deemed duly given either (i) when delivered in person to the recipient named below, or (ii) as reflected on the return receipt when sent via certified U.S. mail, return receipt requested, postage prepaid, addressed by name and address to the Party intended as follows:

To the City: City of Durant
Attn: Tim Rundel
300 West Evergreen
Durant, OK 74701

To the Nation: Choctaw Nation of Oklahoma
Attn: Dale Jackson
Executive Director of Natural Resources
PO Box 1210
Durant, OK 74702

With a copy of all legal notices to:

governmentlegal@choctawnation.com or such other legal department email address as may subsequently be provided by Nation.

8. MISCELLANEOUS

A. Relationship of the Parties. Each party is operating independently from the other. Nothing herein shall be deemed to create a joint venture or legal partnership between the Parties and neither Party will have the power to bind the other Party or incur obligations on the other Party's behalf without the other Party's prior written consent. Under no circumstance shall one Party's employees be construed to be employees of the other Party, nor shall one Party's employees be entitled to receive benefits provided to the other Party's employees. The agreements of the Parties set forth in this MOA are not intended for, nor shall they be for the benefit of or be enforceable by, any person not a party hereto.

B. Indemnification. The Parties shall defend, indemnify and hold harmless the other, its subsidiaries, affiliates, and their respective elected officials, officers, directors, and employees against all claims, demands or liabilities (including reasonable attorneys' fees) arising out of or occurring in connection with the Indemnifying Party's activities, to the extent of fault by the Indemnifying Party or any personnel directly or indirectly employed by the Indemnifying Party, related to: (i) personal injury or death of any person; or (iii) damage to or loss of property. The provisions of this Section shall survive the cancellation, termination or expiration of this Contract.

C. Assignment. Neither party shall assign or transfer any rights or obligations under this MOA without the prior written consent of the other party.

D. Entire Agreement. This MOA constitutes the entire agreement between the Parties, and no additional representations, writing, or documents are a part thereof, unless specifically referred to in this MOA. This MOA may be amended by written mutual agreement of the Parties.

CHOCTAW NATION OF OKLAHOMA

_____

Dale Jackson
Executive Director of Natural Resources

CITY OF DURANT

_____

Jerry L. Tomlinson
Mayor, City of Durant

Agenda Item: 5.a.

The City of Durant

Office of Community Development

Memorandum

Date:	7/25/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Consider Approval of Ordinance 1861, a Rezoning Request from R-1 (Single-Family Residential) to R-3 (General Residential); Providing for an Emergency.

To approve or deny J127's Request for Rezoning from R-1 (Single-Family Residential) district to R-3 (General Residential) district for property located at 717 N 49th Ave.

This rezoning request is to facilitate the construction of a residential building with 10 dwelling units and the renovation of the existing building to serve as a secondary structure for offices and classrooms directly related, associated and accessories to the residential use on the same property.

Staff has reviewed the applicant's petition and recommends the request's approval. Staff will be happy to discuss any concerns regarding this request. Staff has received no citizen concerns with this request at the time of this memo.

On August 07th at a Special Planning Commission meeting, commission voted 4-0-1 recommending denial of the rezoning request.

Council Information / Action Requested

To approve or deny J127 Ministry's request for rezoning from R-1 to R-3 for property located at 717 N 49th Ave.

To approve or deny Section 2, providing for an emergency.

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

- City Clerk and Mayor to sign and seal ordinance.
- City Clerk to file ordinance.
- GIS to update City map.
- Com Dev to notify applicant.

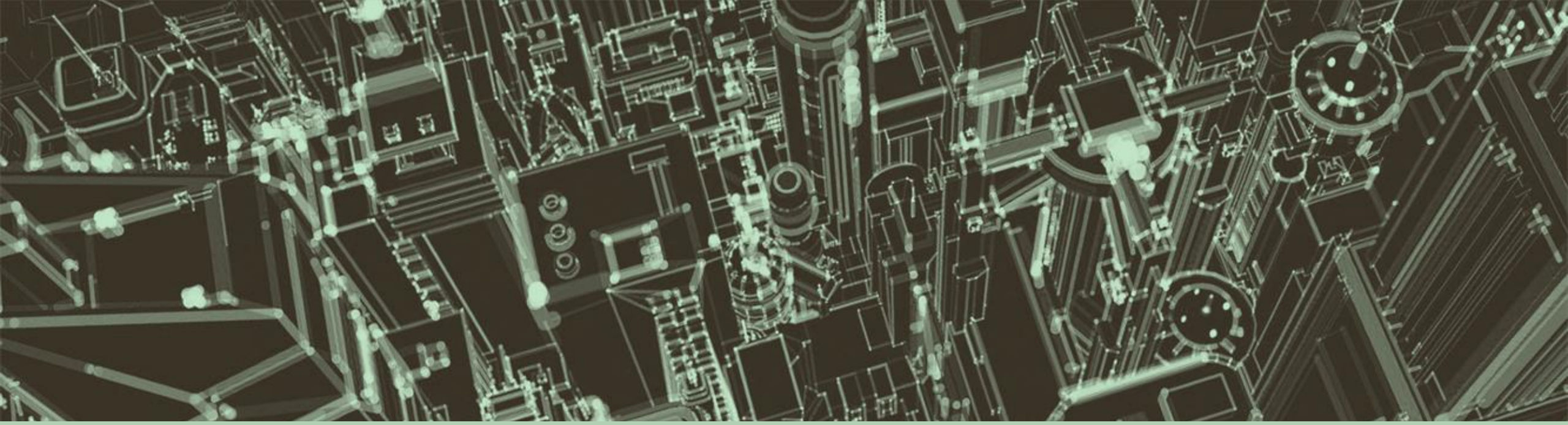
ATTACHMENTS:

Description	Type	Upload Date
PPT	Presentation	8/10/2018

Ordinance 1861	Ordinance	8/10/2018
2002 Future Land Use Map	Backup Material	8/10/2018

City of Durant
City Council

Regular Meeting – Tuesday August 14, 2018



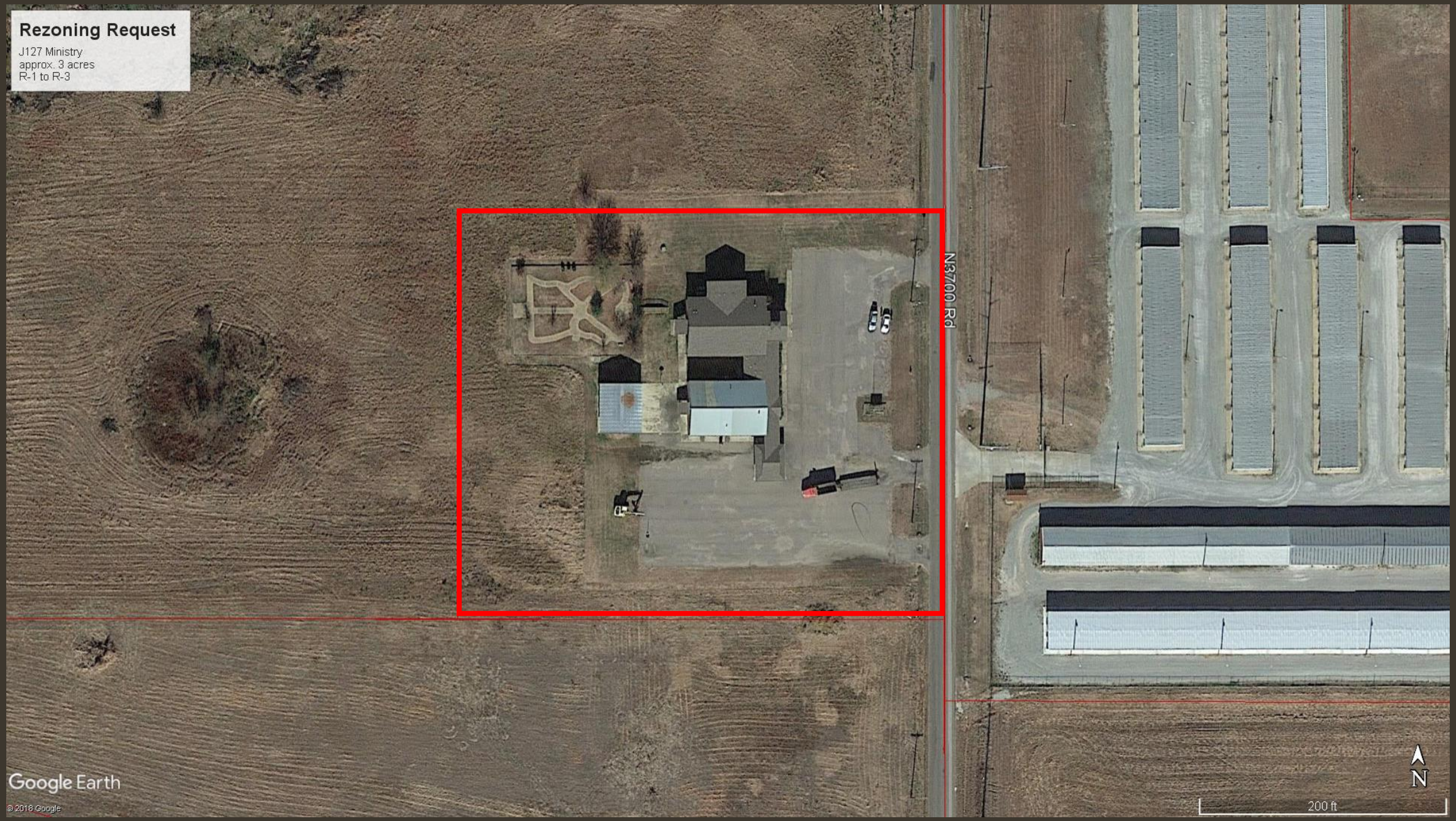
Public Hearing: Rezoning

TO APPROVE OR DENY J127'S REQUEST FOR REZONING FROM R-1 (SINGLE-FAMILY RESIDENTIAL) DISTRICT TO R-3 (GENERAL RESIDENTIAL) DISTRICT FOR PROPERTY LOCATED AT 717 N 49TH AVE.

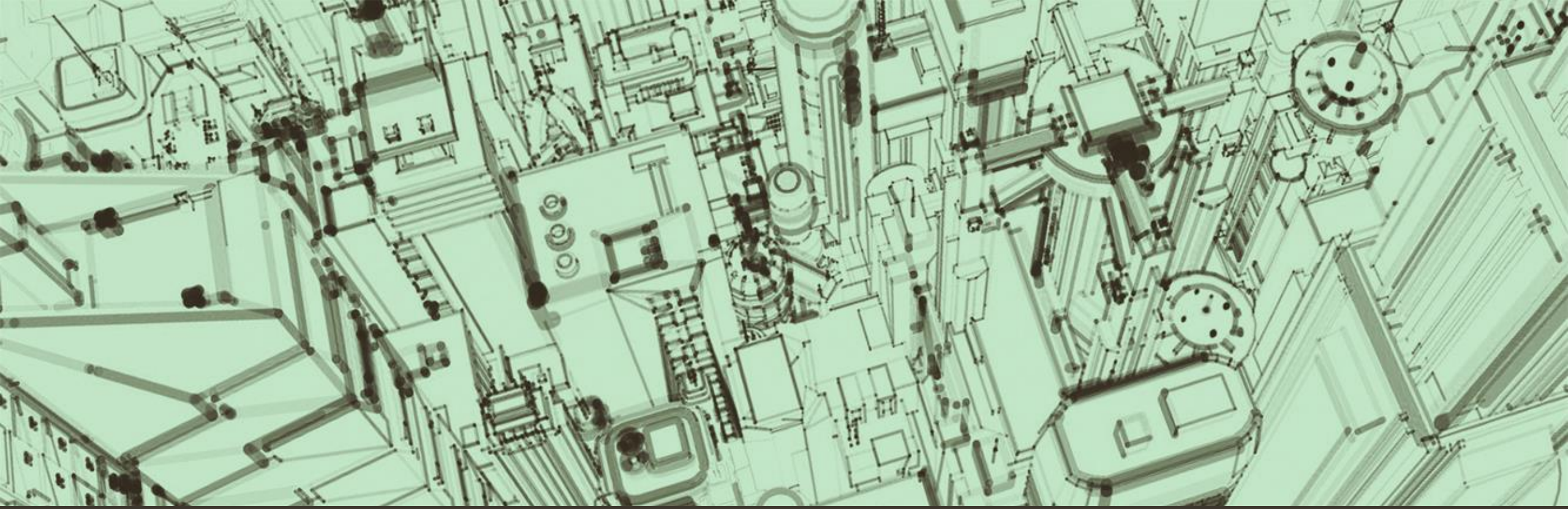
THIS REZONING REQUEST IS TO FACILITATE THE CONSTRUCTION OF A RESIDENTIAL BUILDING WITH 10 DWELLING UNITS AND THE RENOVATION OF THE EXISTING BUILDING TO SERVE AS A SECONDARY STRUCTURE FOR OFFICES AND CLASSROOMS DIRECTLY RELATED, ASSOCIATED AND ACCESSORIES TO THE RESIDENTIAL USE ON THE SAME PROPERTY.

STAFF HAS REVIEWED THE APPLICANT'S PETITION AND RECOMMENDS THE REQUEST'S APPROVAL. STAFF WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST. STAFF HAS RECEIVED NO CITIZEN CONCERNS WITH THIS REQUEST AT THE TIME OF THIS MEMO.

ON AUGUST 07TH AT A SPECIAL PLANNING COMMISSION MEETING, COMMISSION VOTED 4-0-1 RECOMMENDING DENIAL OF THE REZONING REQUEST.


Rezoning Request
J127 Ministry
approx. 3 acres
R-1 to R-3
N3700 Rd
Google Earth
© 2018 Google
200 ft
N

R
R



DURANT
OKLAHOMA

ORDINANCE NO. 1861

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family "R-1" District with the Multi-Family Residential "R-3" District for the following described real property:

THE SOUTH 330.00 FEET OF THE EAST 396.00 FEET OF N/2 NE/4 SE/4 OF SECTION 26, TOWNSHIP 6 SOUTH, RANGE 8 EAST OF THE INDIAN BASE AND MERIDIAN, BRYAN COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT PLAT AND SURVEY THEREOF;

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.

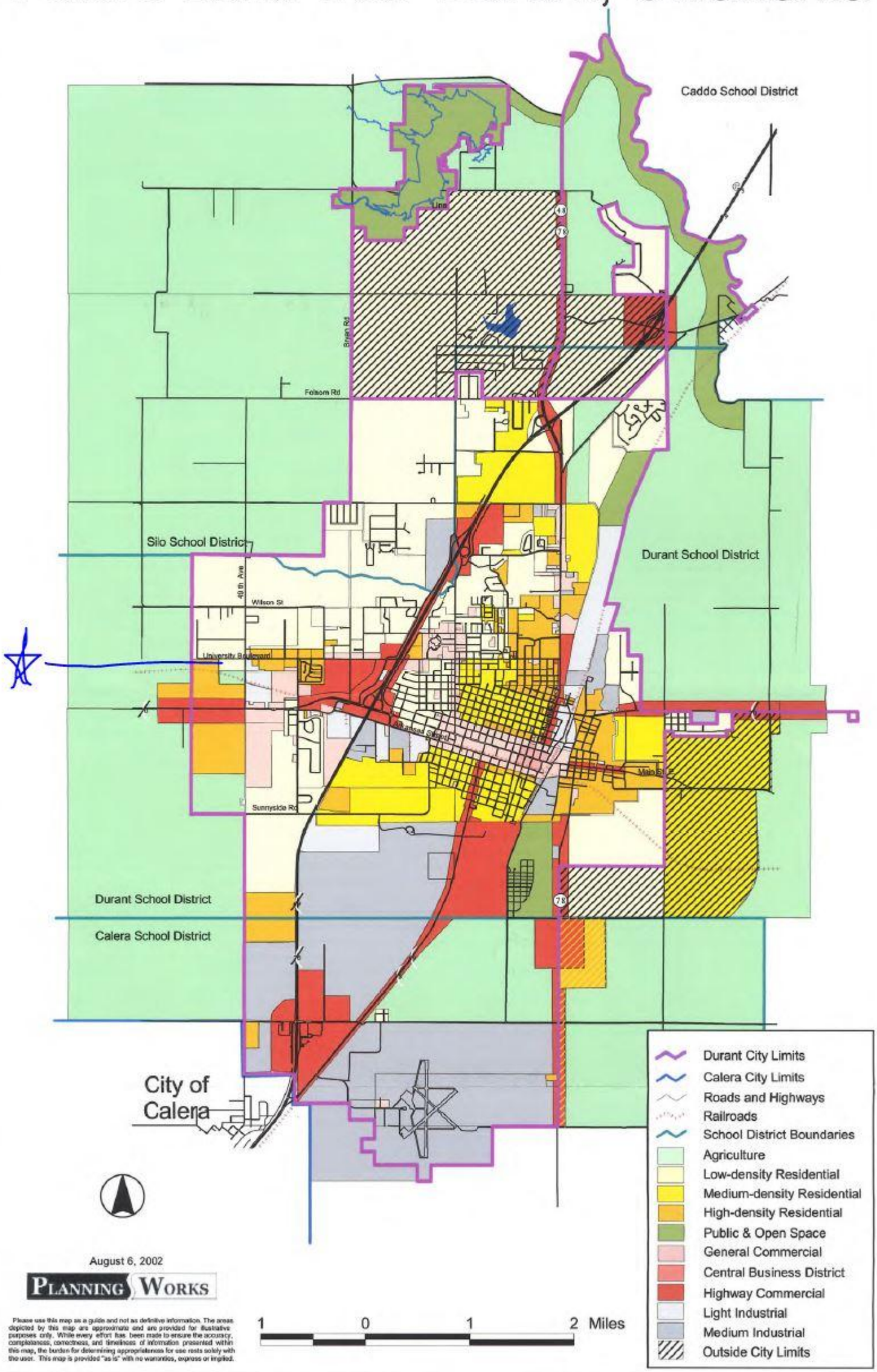
PASSED AND APPROVED by the Mayor and City Council of the City of Durant this 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Future Land Use Durant, Oklahoma



August 6, 2002

PLANNING WORKS

Please use this map as a guide and not as definitive information. The areas depicted by this map are approximate and are provided for illustrative purposes only. While every effort has been made to ensure the accuracy, completeness, correctness, and timeliness of information presented within this map, the burden for determining appropriateness for use rests solely with the user. This map is provided "as is" with no warranties, express or implied.

Agenda Item: 5.b.

The City of Durant

Office of Community Development

Memorandum

Date:	7/25/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Consider Approval of Ordinance 1857, a Rezoning Request from R-1 (Single Family Residential) to C-2 (Highway Commercial and Commercial Recreation) for Property Located at 1925 W Main; Providing for An Emergency.

To approve or deny LCMA + Camille Brook, LLC's Request for Rezoning from R-1 (Single Family Residential District) to C-2 (Highway Commercial and Commercial Recreation District) for property located at 1925 W Main St.

This rezoning request is to facilitate the potential expansion and future growth of the property's current use, offices for the Bryan Baptist Association.

Staff has reviewed the applicant's petition and recommends approval of the request. Staff will be happy to discuss any concerns regarding this request.

Staff has received no citizen concerns with this request at the time of this memo; however, many concerned citizens raised concerns at the regular meeting of the Planning Commission in July.

On July 17th, Planning Commission voted 3-0-0 recommending approval of the request with two members absent.

Council Information / Action Requested

To approve or deny LCMA and Brooke's request for rezoning from R-1 to C-2 for property located at 1925 W Main St.
To approve or deny Section 2, providing for an emergency.

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

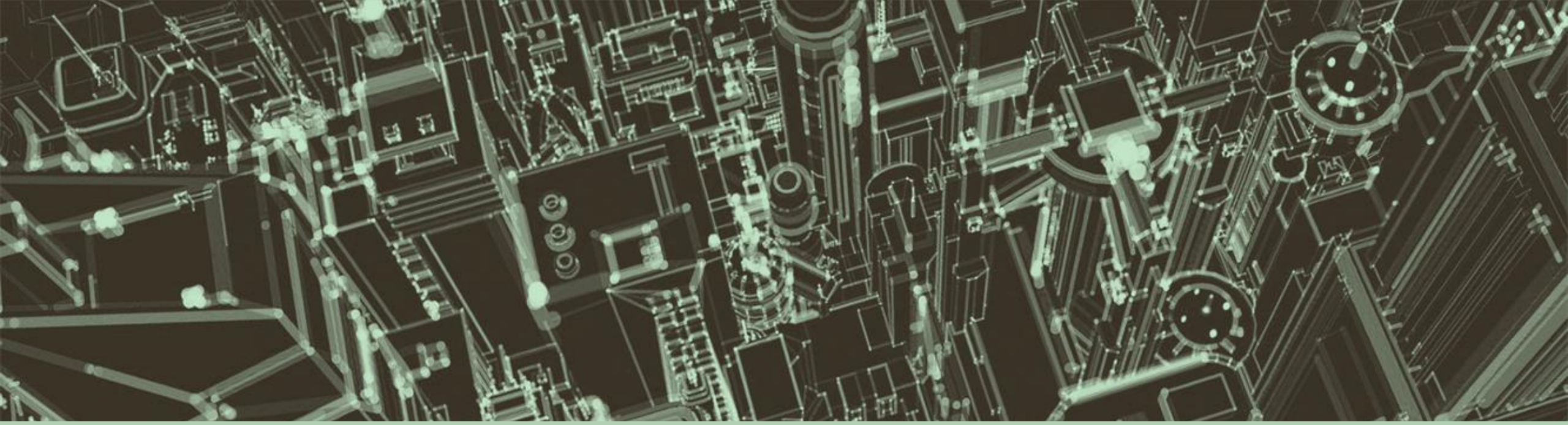
- City Clerk and Mayor to sign and seal ordinance.
- City Clerk to file ordinance.
- GIS to update City map.
- Com Dev to notify applicant.

ATTACHMENTS:

Description	Type	Upload Date
PPT	Presentation	8/10/2018
2002 Future Land Use Map	Backup Material	8/10/2018
PC2018-14	Cover Memo	8/9/2018
Ordinance 1857	Ordinance	8/10/2018

City of Durant
City Council

Regular Meeting – Tuesday August 14, 2018



Public Hearing: Rezoning

TO APPROVE OR DENY LCMA + CAMILLE BROOK, LLC'S REQUEST FOR REZONING FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-2 (HIGHWAY COMMERCIAL AND COMMERCIAL RECREATION DISTRICT) FOR PROPERTY LOCATED AT 1925 W MAIN ST.

THIS REZONING REQUEST IS TO FACILITATE THE POTENTIAL EXPANSION AND FUTURE GROWTH OF THE PROPERTY'S CURRENT USE, OFFICES FOR THE BRYAN BAPTIST ASSOCIATION.

STAFF HAS REVIEWED THE APPLICANT'S PETITION AND RECOMMENDS APPROVAL OF THE REQUEST. STAFF WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST.

STAFF HAS RECEIVED NO CITIZEN CONCERNS WITH THIS REQUEST AT THE TIME OF THIS MEMO; HOWEVER, MANY CONCERNED CITIZENS RAISED CONCERNS AT THE REGULAR MEETING OF THE PLANNING COMMISSION IN JULY.

ON JULY 17TH, PLANNING COMMISSION VOTED 3-0-0 RECOMMENDING APPROVAL OF THE REQUEST WITH TWO MEMBERS ABSENT.

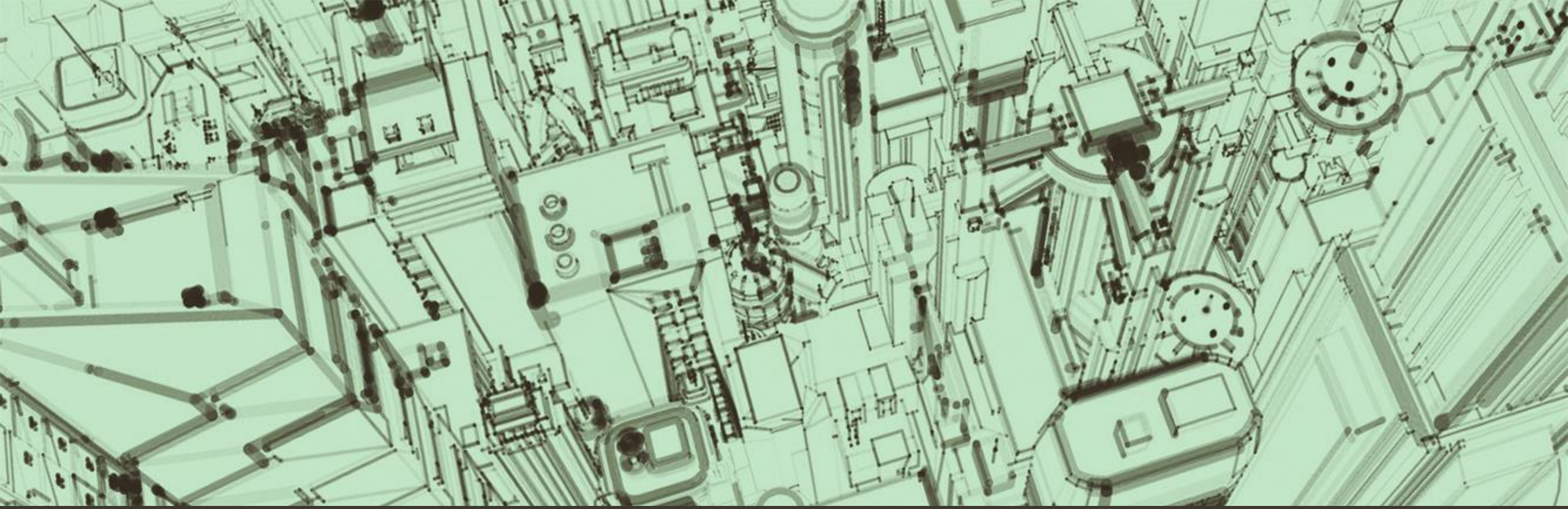
Rezoning Request
LMCA + Camille Brooke, LLC
0.63 acres
Legend
Bryan Baptist Association
Farmers Insurance - Leslie Horner
Larry Dyson Motors
70
N 20th Ave
S 21st Ave
Google Earth
© 2018 Google
200 ft
N

BRYAN
BAPTIST ASSOCIATION

BRYAN
BAPTIST ASSOCIATION

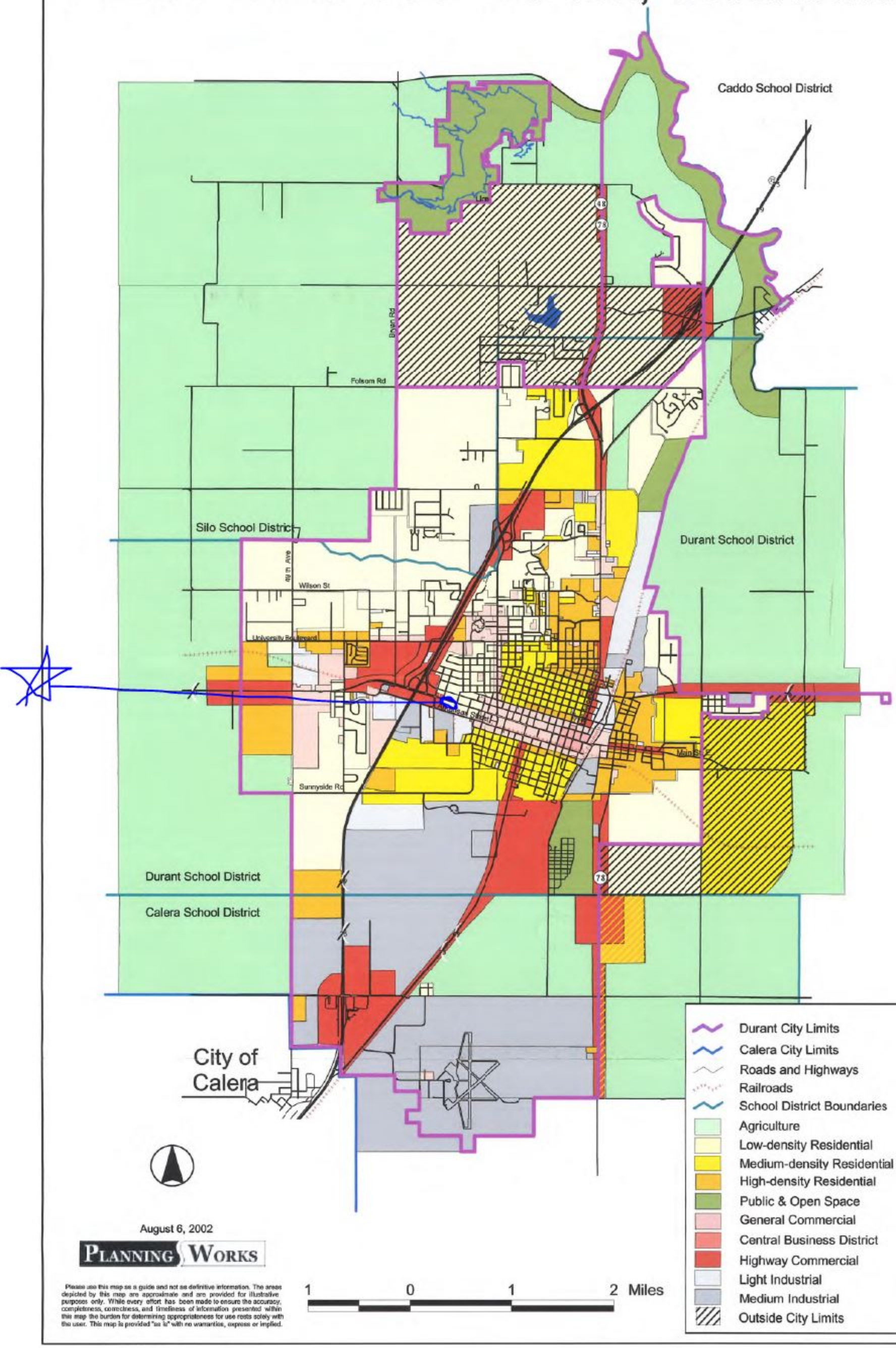
FREE
VACUUM
NOW
OPEN
FREE VACUUMS

SPEED
LIMIT
35



DURANT
OKLAHOMA

Future Land Use Durant, Oklahoma



August 6, 2002

PLANNING WORKS

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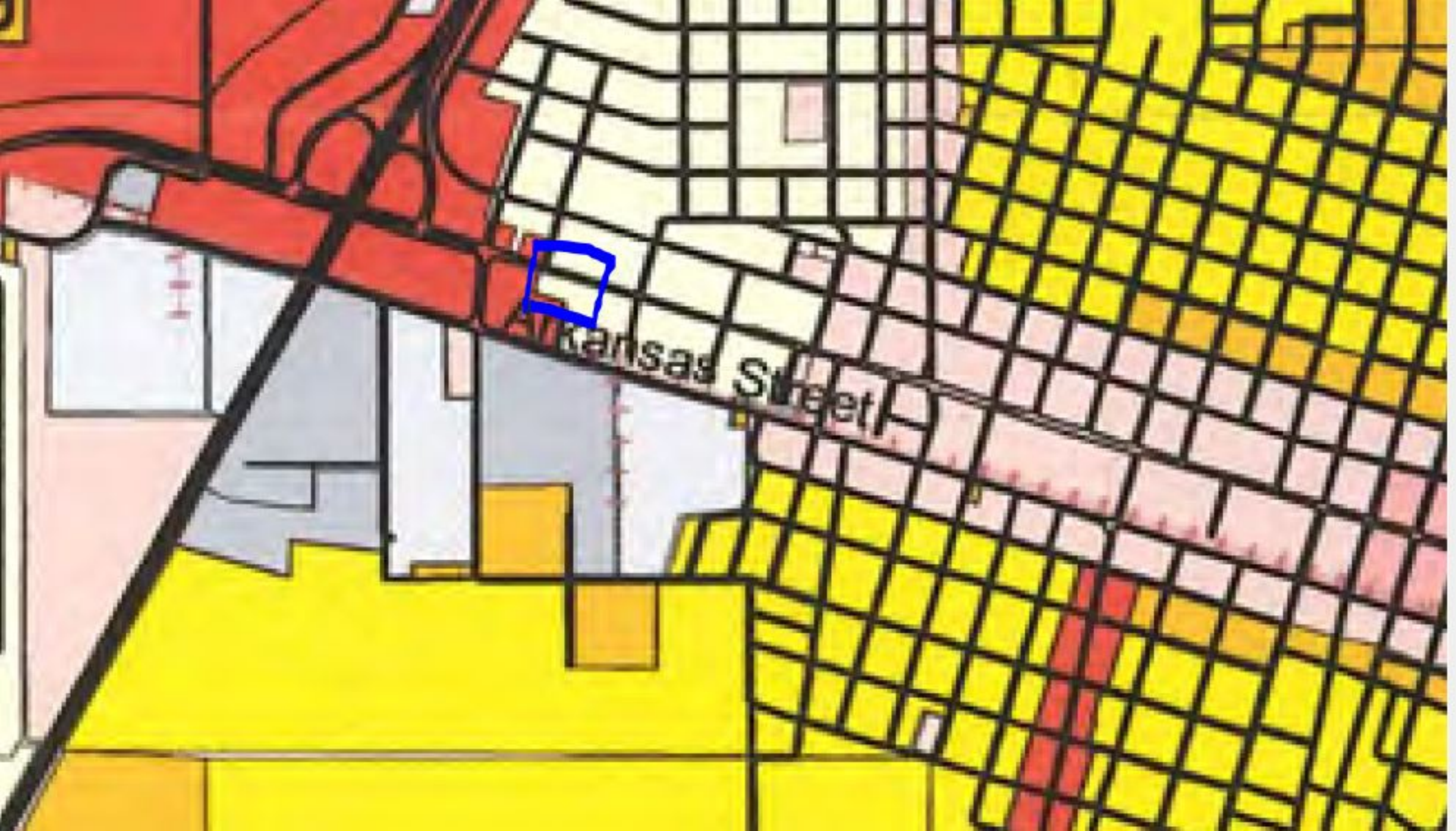
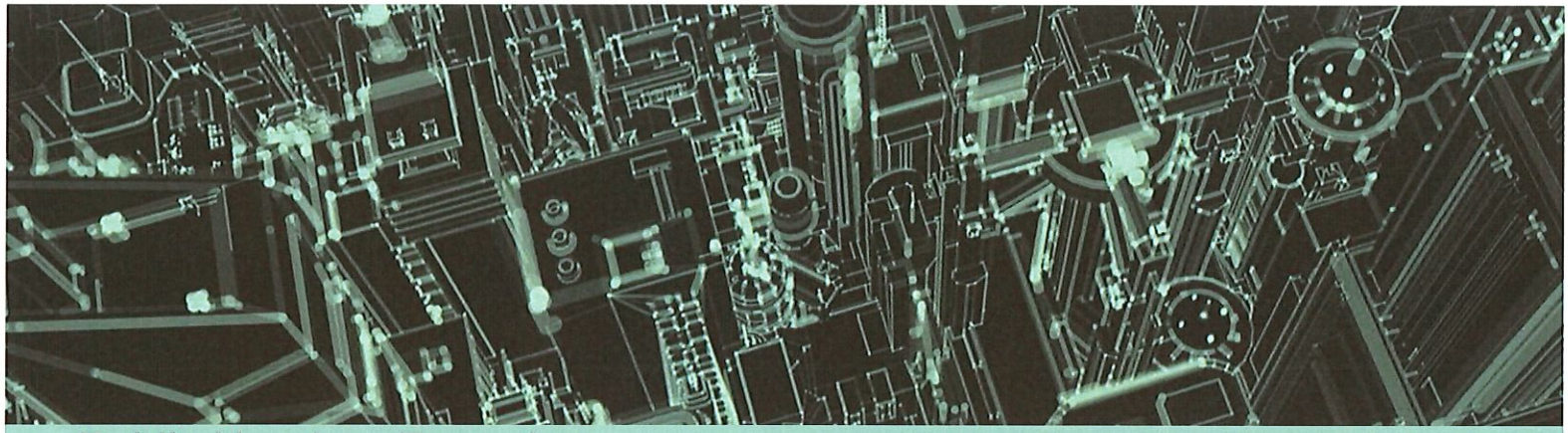

Arkansas Street



Public Hearing: Rezoning

TO RECOMMEND CITY COUNCIL APPROVE OR DENY LCMA + CAMILLE BROOK, LLC'S REQUEST FOR REZONING FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-2 (HIGHWAY COMMERCIAL AND COMMERCIAL RECREATION DISTRICT) FOR PROPERTY LOCATED AT 1925 W MAIN ST.

THIS REZONING REQUEST IS TO FACILITATE THE POTENTIAL EXPANSION AND FUTURE GROWTH OF THE PROPERTY'S CURRENT USE, OFFICES FOR THE BRYAN BAPTIST ASSOCIATION.

STAFF HAS REVIEWED THE APPLICANT'S PETITION, FOUND NO DISCREPANCY AND RECOMMENDS THE REQUEST'S APPROVAL. STAFF WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST.

STAFF HAS RECEIVED NO CITIZEN CONCERNS WITH THIS REQUEST AT THE TIME OF THIS MEMO.

Rezoning Request
LMCA + Carnille Brooke, LLC
0.63 acres
Legend
Bryan Baptist Association
Farmers Insurance - Leslie Horner
Lamy Dyson Motors
70
N 20th Ave
S 21st Ave
Google Earth
N
200 ft

OPEN

REZONING APPLICATION

Petition # PC 2018-14
Fee $_____

APPLICANT INFORMATION

Name: LMCA + Camille Brooke LLC	Email: camille.brooke@yahoo.com	Phone #1 580 920 8859
Mailing Address: 2836 University Blvd		Phone #2 580 920 1444
City: Durant OK State: OK Zip: 74701		Fax #
Applicant's Interest in Property: Purchasing The Property and will be The New Owners		

___Please use attached addendum if there is more than one applicant.

Physical Address of Rezoning Request: 1925 W. Main St Durant, OK 74701			
✓ Platted ___Un-Platted	Subdivision Durant / Sunset Hts 1st Lts	Lot 8 + 9	Block 9
Legal Description: (If Un-platted)			

__ Deed Attached (required) If applicant is not owner listed on deed, owner consent must be included.

Request Rezoning From: R-1		Request Rezoning To: C-2	
Present Use: Office for Bryan Baptist Ass.		Proposed Use: New owners own The land behind This property + would like zoning change To Expand Their business. + future growth.	
Parcel Width: 161	Parcel Length: 170	Acres: 0.6283	Street/Road Frontage: 161

_____City Water (If City Water will be extended or improvements will be made, please explain:)

_____City Sewer (If City Sewer will be extended or improvements will be made, please explain:)

_____Private Water _____Private Sewer

Is Property in the Floodplain?	Is property in the Airport Zone.
NO	NO.

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

Steve Greene — Signature of Applicant

June 13, 2018 — Date

Office Use Only

Date Filed Initial	Date Payment Received Initial	Notification Mailed Date Initial	Comments
Proof of Publication Received Date Initial		Property Posting Verified Date Initial	Comprehensive Plan Recommendations
Staff Recommendation ___Approve ___Deny	PC Recommendation ___Approve ___Deny	City Council Action ___Approve ___Deny	Ordinance #

(Rev. 11/2006)

REZONING SUPPORTING INFORMATION

1. List the changed or changing conditions in the area or in the City which makes this zone change necessary.

The property has been used as a office for approx. 20 years for the Bayou Baptist Ass. and is located next to a C-2 zoning

2. Indicate whether or not this zone change is in accordance with the Comprehensive Plan. If it is not, explain why the Plan is incorrect.

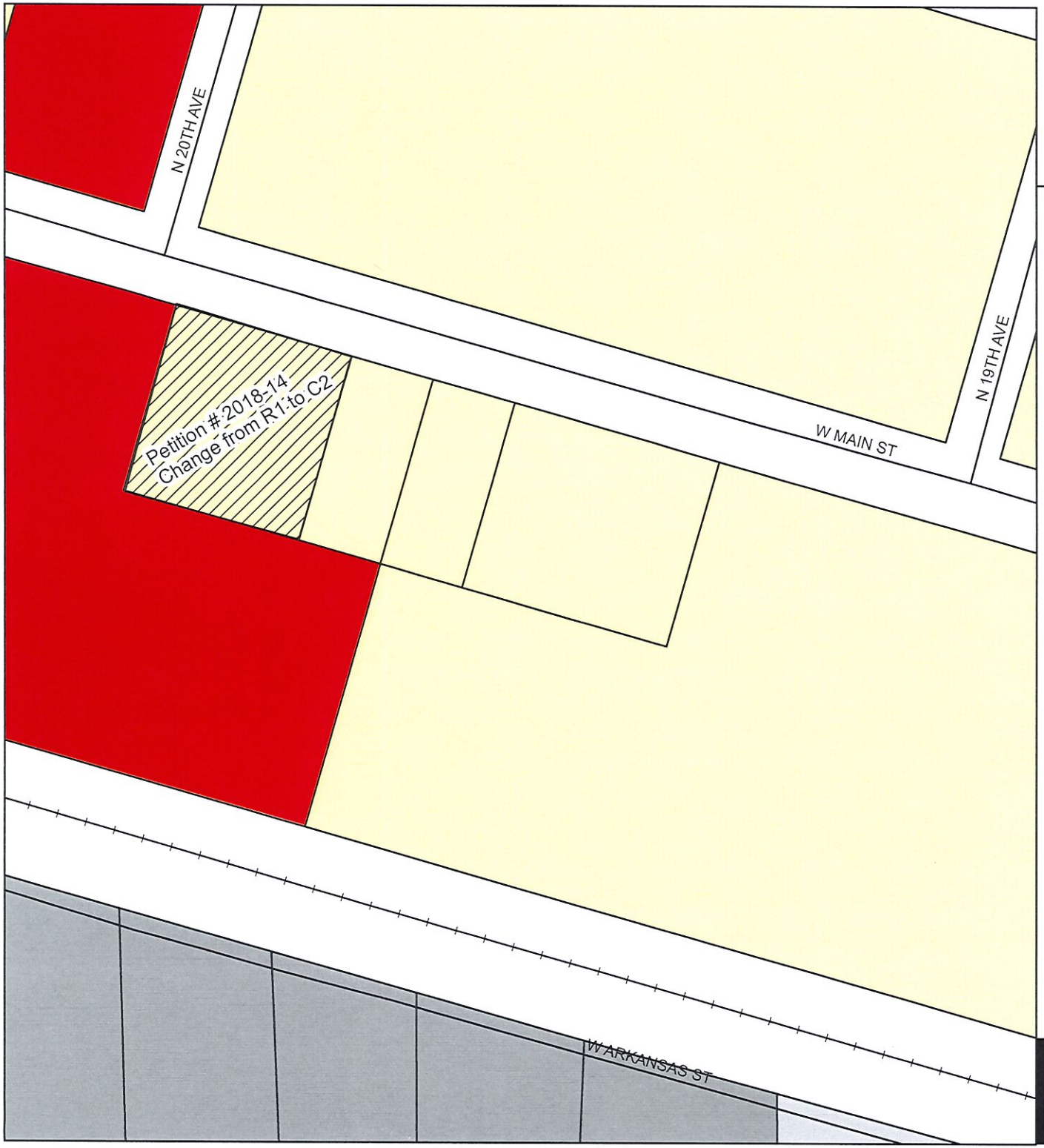
It is in the Comprehensive Plan

3. List any other reasons to support this zone change.

This property is located next to a C-2 zoning to the West and South. The property to the West and South has been used as a car dealership for the past years. And at the present it is used as Bowenkers Auto sale and the new home for Blackbeard Marina. We would request a zoning change to C-2 so that we can expand the growth that falls under the C-2 zoning

Zoning Map

Petition # 2018-14 - W Main St



- A1 - Agriculture
- C0 - Professional & Business Office
- C1 - Convenient Commercial
- C2 - Highway Commercial
- C3 - General Commercial
- CBD - Central Business District
- H1 - Health Facilities
- I1 - Light Industrial
- I2 - Medium Industrial
- R1 - Single Family Residential
- R2 - Two Family Residential
- R3 - General Residential - Multi-Family

Use this map as a guide and not as definitive information. The information depicted by this map are provided for illustrative purposes only. Information such as (property ownership, acreage, property boundaries) are to be verified at the Bryan County Assessor's Office by the user. The burden for determining accuracey and/or correctness of information rest soley with the user. This map is provided "as is" with no warranties, expressed or implied.

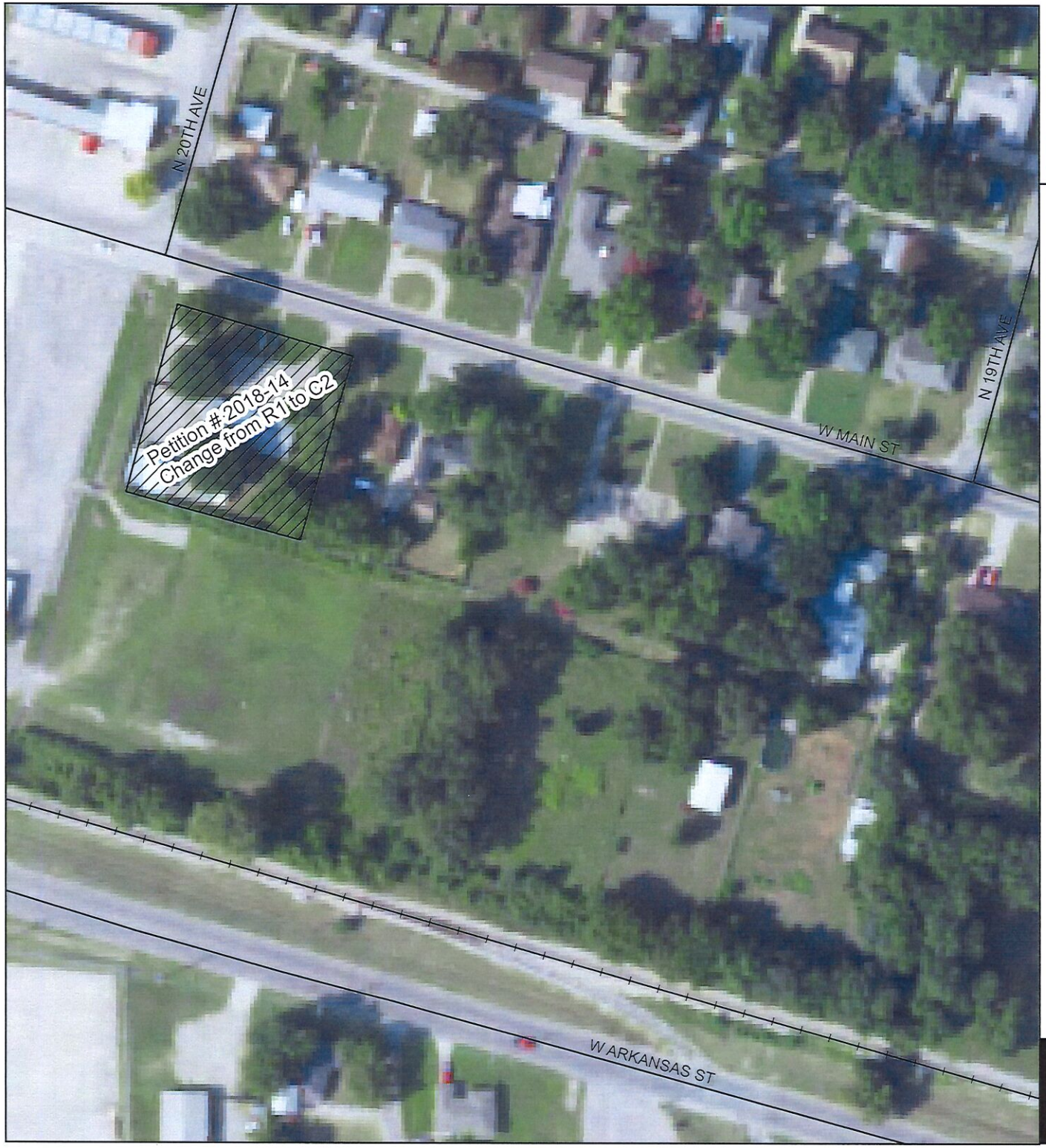
City of Durant
Community Development

Printed: June 21, 2018

N
W E
S

Zoning Map

Petition # 2018-14 - W Main St



- A1 - Agriculture
- C0 - Professional & Business Office
- C1 - Convenient Commercial
- C2 - Highway Commercial
- C3 - General Commercial
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- I1 - Light Industrial
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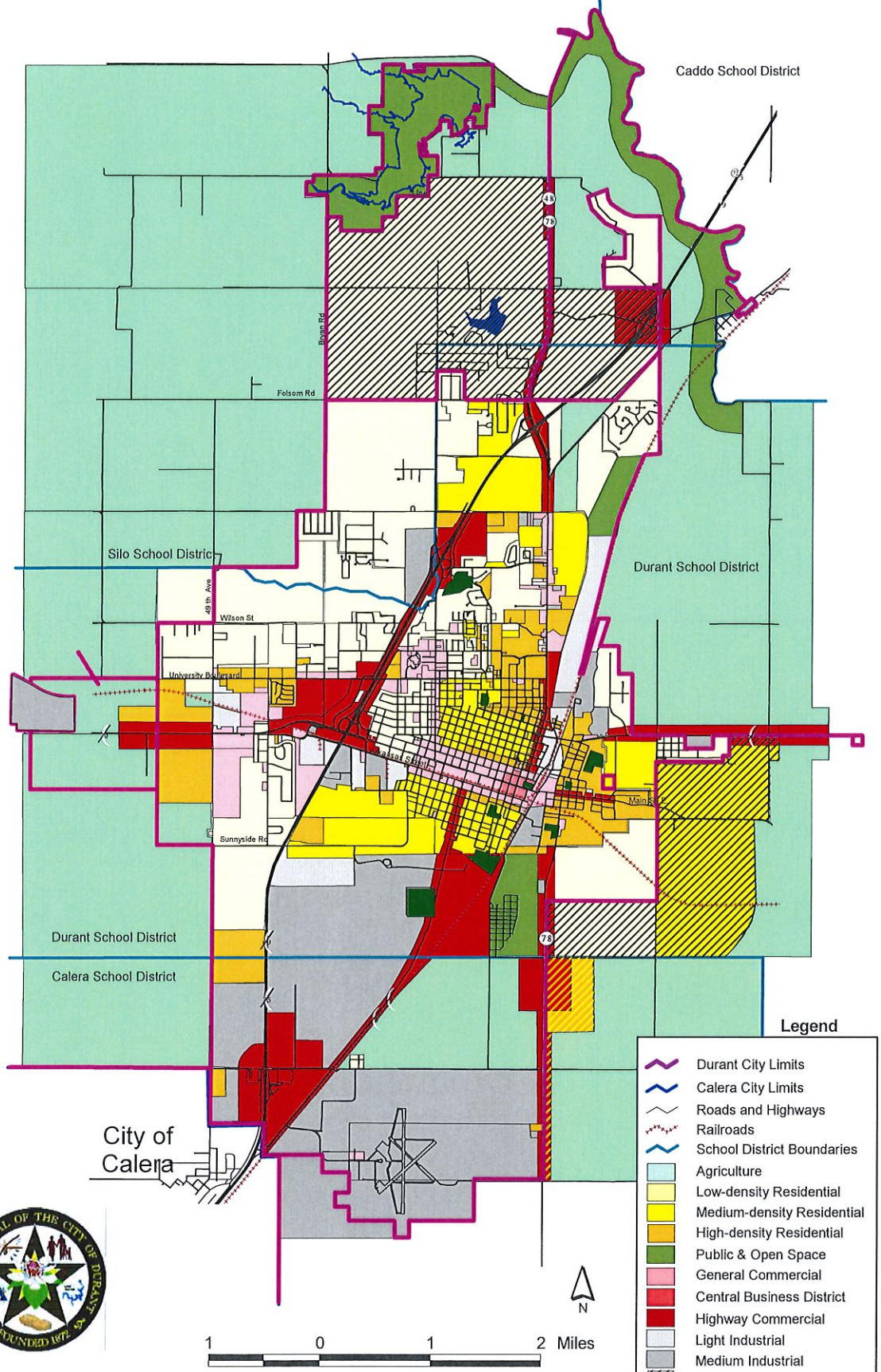
City of Durant
Community Development

Printed: June 21, 2018

N
W E
S

Exhibit 30 - Future Land Use



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PLANNING WORKS Nov. 14, 2002

source: City of Durant

QUALITY REALTY
2836 University Blvd. #122
Durant, OK 74701

OFFICE : (580) 920-1644
FAX: (580) 924-3869

June 13, 2018

Bryan County Baptist Association will allow LMCA LLC. and Camille Brooke LLC. to apply to the city of Durant for a zoning change from R-1 to C-2 zoning on the property they are purchasing located at Durant/Sunset HTS 1St LTS 8 & 9 Block 9 city of Durant.

Chloe Richards 6·13·18

Bryan Baptist Association Date

ORDINANCE NO. 1857

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family Residential "R-1" District with the Highway Commercial and Commercial Recreation "C-2" District for the following described real property:

Lots 8 & 9 in Block 9 in Sunset Heights Addition to the City of Durant, Bryan County, Oklahoma, according to the recorded corrected plat of the amended plat thereof

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 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Minutes of the Durant Municipal Planning Commission Meeting of Tuesday, July 17, 2018 Roscoe J. Hatfield, City Council Chambers, Durant City Hall

CALL TO ORDER:

Planning Commission Chairman Kevin Keener called the meeting to order at 5:37p.m.

INVOCATION:

Planning Commission Member Drew Jackson offered the invocation.

Roll Call:

Present:
Planning Commission Members:
Present: Keener, Jackson and Whitehurst
Absent: Kerr, Horner

1. **CONSIDERATION APPROVAL OF MINUTES**
   - Planning Commission Meeting of June 19, 2018

Motion made by Commission Member Drew Jackson and seconded by Commission Member Clint Whitehurst to approve the minutes as presented.
Motion carried by the following vote:
Aye: Keener, Jackson and Whitehurst
Nay:
Abstain:

2. **CONSIDERATION OF CASE PC2018-12**

Matthew Nahrstedt reviewed PC2018-12 with the Planning Commission.

Drew Jackson: Can we see a map of all the properties being heard tonight to get a better understanding of where they are?

Matthew Nahrstedt pulled up a map for the PC members and citizens to view.

Dorthea Powell: Spoke in protest of the zoning request. We have property on main street as well, why does this need to go to C2, what does he plan on doing with it?

Kevin Keener: Matthew can you explain the Comprehensive Plan?

Matthew Nahrstedt: As a city planner is does seem that this area could be used as a commercial area with its proximity to 75 and downtown Durant.

Gene Corbin: at 1901 W Main spoke in protest to the zoning request. The letter stated Highway Commercial; Main Street is not a highway.

Matthew Nahrstedt: C-2 does not mean it has to be used on a highway.

Gene Corbin: as a resident I have to back out onto main street, this is a problem, there will be consistent wrecks of west bound traffic trying to turn south onto the proposed commercial sites.

Mr. Chambers – I live at 1907 W Main, we just purchased the house and are opposed to any

commercial property in this area. Need to take a look at the master plan and stay close to that.

Dorthea Powell: When we give our blessing on a zoning change like this we lose control on what can be placed there.

Jerry Jones (Applicant) stated that he was born and raised in Durant. I am a retired Army Vet. We own the property at 1911 W Main, and we do believe the property should be zoned commercial. It would be an attractive area for a major chain to come to Durant. It would add to city growth, job opportunities, and increased sale tax revenue. I am not on Contract with anyone for the property.

Melba Bloomingdale – spoke in protest to the zoning request, traffic is bad.

Peter Cantrell: Spoke in protest to the zoning request. I moved to Durant in 1955, there is lots of history associated with Main St. There are other things you can do with that area to make Durant Beautiful.

Motion was made by Commission Member Clint Whitehurst and seconded by Commission Member Drew Jackson to deny this request as presented
Motion carried by the following vote:
Aye: Jackson and Whitehurst
Nay: Keener
Abstain

3. CONSIDERATION OF CASE PC2018-13

Matthew Nahrstedt: This application has been withdrawn to be heard at a later date.

4. CONSIDERATION OF CASE PC2018-14

Matthew Nahrstedt reviewed PC2018-12 with the Planning Commission.

Clint Whitehurst: It's currently R-1 being used at a C-O?

Matthew Nahrstedt: Correct

Clint Whitehurst: Once the Bryan Baptist Association moves out will it revert back to an R-1

Matthew Nahrstedt: Correct

Dorthea Powell: This area is historical. How do we get it deemed as historical?

Matthew Nahrstedt: Contact the Oklahoma Historical Society.

Clint Whitehurst: Could they get this with a C.U.P.

Matthew Nahrstedt: yes, it could be.

Steve Reeves: owner/applicant. My son-in-law and I own the old Hoyte property and the property behind this application. We are requesting the zoning change so that we may expand the business going in next door.

Motion was made by Commission Member Drew Jackson and seconded by Commission Member Clint Whitehurst to approve this request as presented
Motion carried by the following vote:
Aye: Keener, Jackson and Whitehurst
Nay:
Abstain

5. CONSIDERATION OF CASE PC2018-15

Matthew Nahrstedt: This application has been withdrawn to be heard at a later date.

OLD BUSINESS:
NEW BUSINESS:

ADJOURNMENT:

Motion made by Commission Member Clint Whitehurst and seconded by Commission Member Drew Jackson to adjourn.
Motion Carried by the following vote:
Aye: Keener, Jackson and Whitehurst
Nay:
Abstain:

The meeting was adjourned at 7:00p.m.

DRAFT

ORDINANCE NO. 1857

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family Residential "R-1" District with the Highway Commercial and Commercial Recreation "C-2" District for the following described real property:

Lots 8 & 9 in Block 9 in Sunset Heights Addition to the City of Durant, Bryan County, Oklahoma, according to the recorded corrected plat of the amended plat thereof

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 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Agenda Item: 5.c.

The City of Durant

Office of Community Development

Memorandum

Date:	7/25/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Consider Approval of Ordinance 1856, a Rezoning Request from R-1 (Single Family Residential) to C-3 (General Commercial) for Property Located at 1921 W Main; Providing for An Emergency.

To approve or deny Massey Investment Co. & Forbis' Request for Rezoning from R-1 (Single Family Residential District) to C-3 (General Commercial District) for property located at 1921 W Main St.

This rezoning request is to facilitate a commercial use of the property.

Staff has reviewed the applicant's petition and recommends denial of the request. Staff will be happy to discuss any concerns regarding this request.

Staff has received no citizen concerns with this request at the time of this memo; however, many concerned citizens raised concerns at the special meeting of the Planning Commission in August.

On August 7th, Planning Commission voted 3-2-0 recommending denial of the request.

Council Information / Action Requested

To approve or deny M & F Partnership's request for rezoning from R-1 to C-3 for property located at 1921 W Main St.

To approve or deny Section 2, providing for an emergency

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

- City Clerk and Mayor to sign and seal ordinance.
- City Clerk to file ordinance.
- GIS to update City map.
- Com Dev to notify applicant.

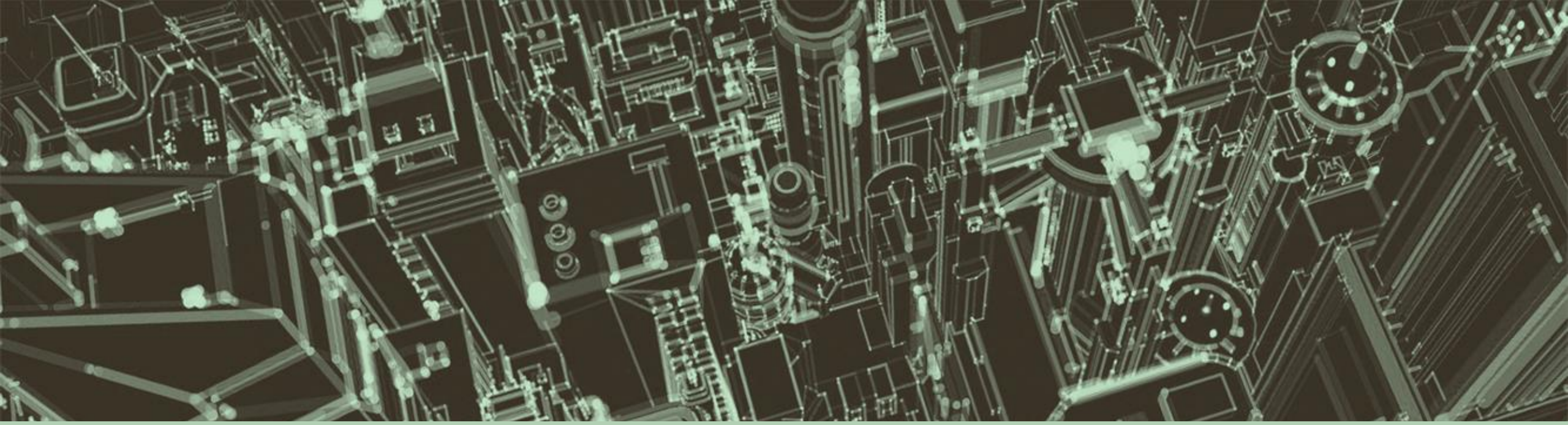
ATTACHMENTS:

Description	Type	Upload Date
PPT	Presentation	8/10/2018

2002 Future Land Use Map	Backup Material	8/10/2018
PC2018-13	Cover Memo	8/9/2018
Ordinance 1856	Ordinance	8/10/2018

City of Durant
City Council

Regular Meeting – Tuesday August 14, 2018



Public Hearing: Rezoning

TO APPROVE OR DENY MASSEY INVESTMENT CO. & FORBIS' REQUEST FOR REZONING FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-3 (GENERAL COMMERCIAL DISTRICT) FOR PROPERTY LOCATED AT 1921 W MAIN ST.

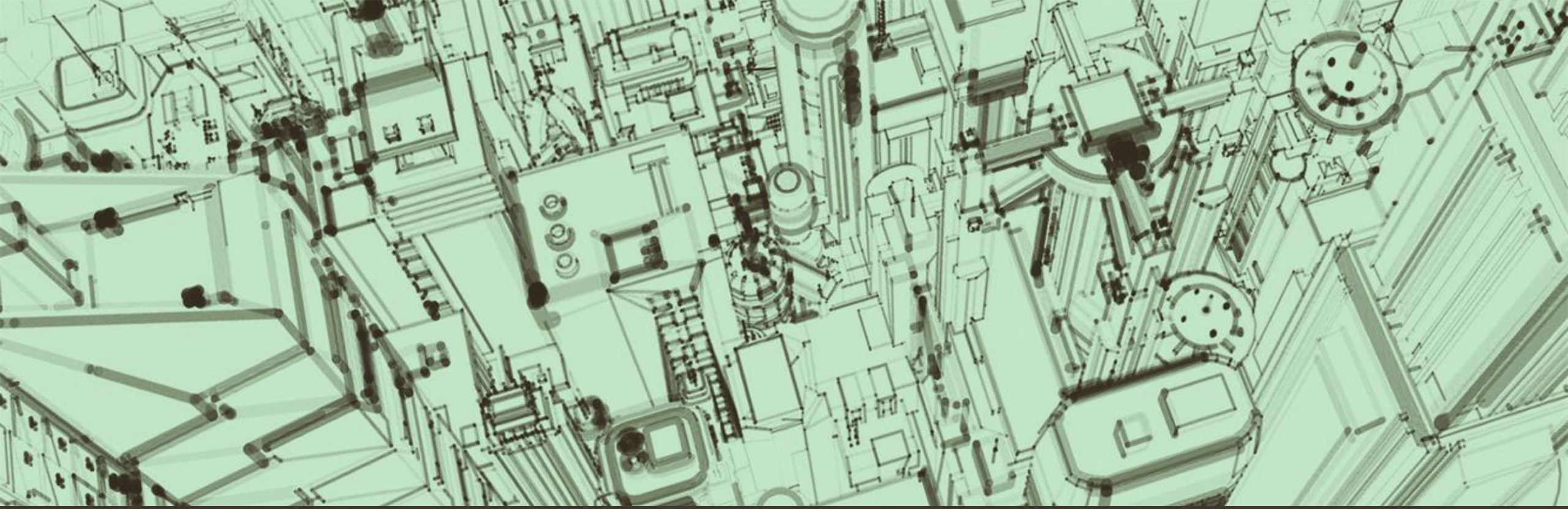
THIS REZONING REQUEST IS TO FACILITATE A COMMERCIAL USE OF THE PROPERTY.

STAFF HAS REVIEWED THE APPLICANT'S PETITION AND RECOMMENDS DENIAL OF THE REQUEST. STAFF WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST.

STAFF HAS RECEIVED NO CITIZEN CONCERNS WITH THIS REQUEST AT THE TIME OF THIS MEMO; HOWEVER, MANY CONCERNED CITIZENS RAISED CONCERNS AT THE SPECIAL MEETING OF THE PLANNING COMMISSION IN AUGUST.

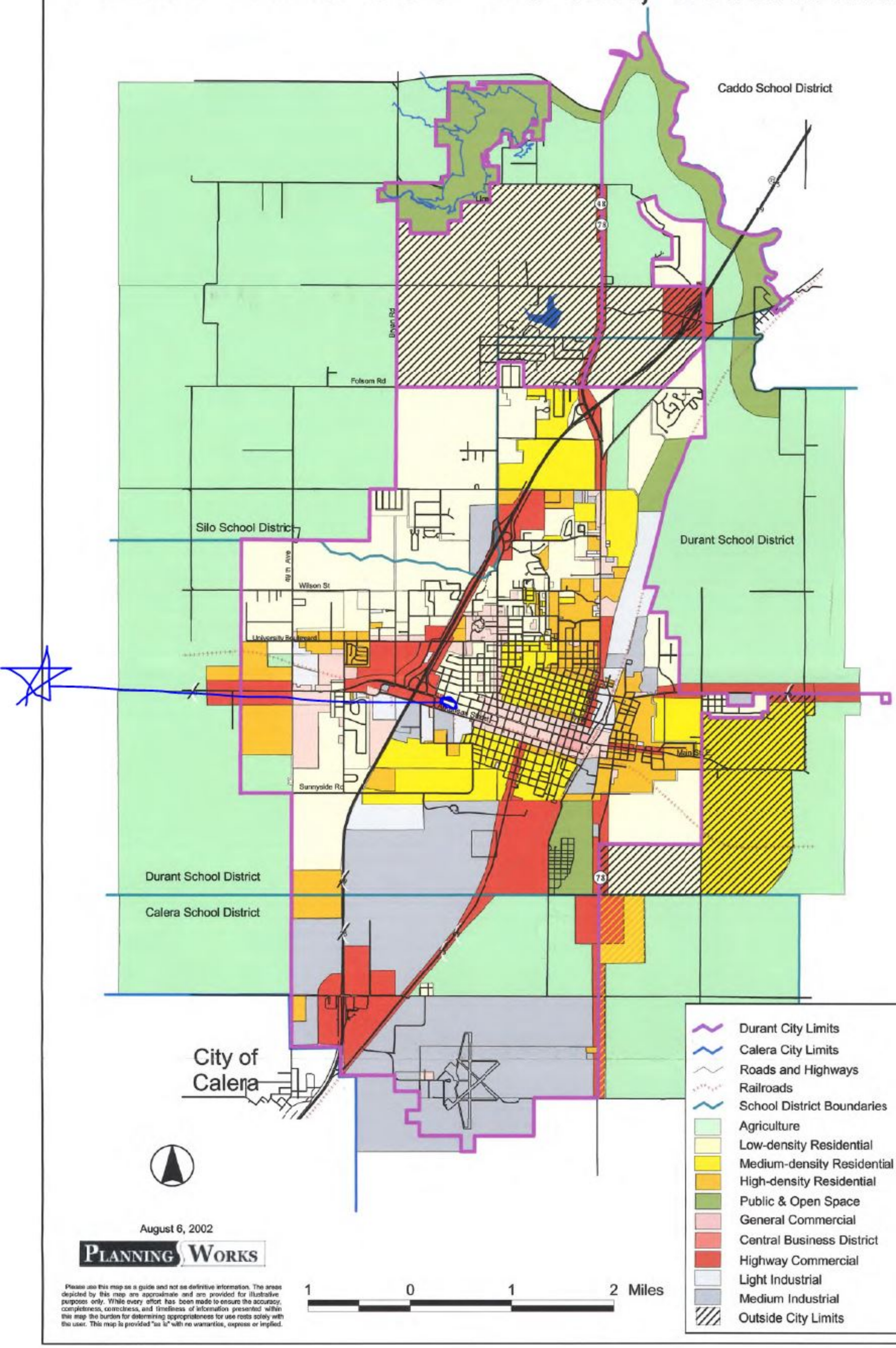
ON AUGUST 7TH, PLANNING COMMISSION VOTED 3-2-0 RECOMMENDING DENIAL OF THE REQUEST.

Rezoning Request
Massey Investment Co. & Forbis
0.29 acres
Legend
Larry Dyson Motors
70
W Main St
Google Earth
© 2018 Google
N
100 ft



DURANT
OKLAHOMA

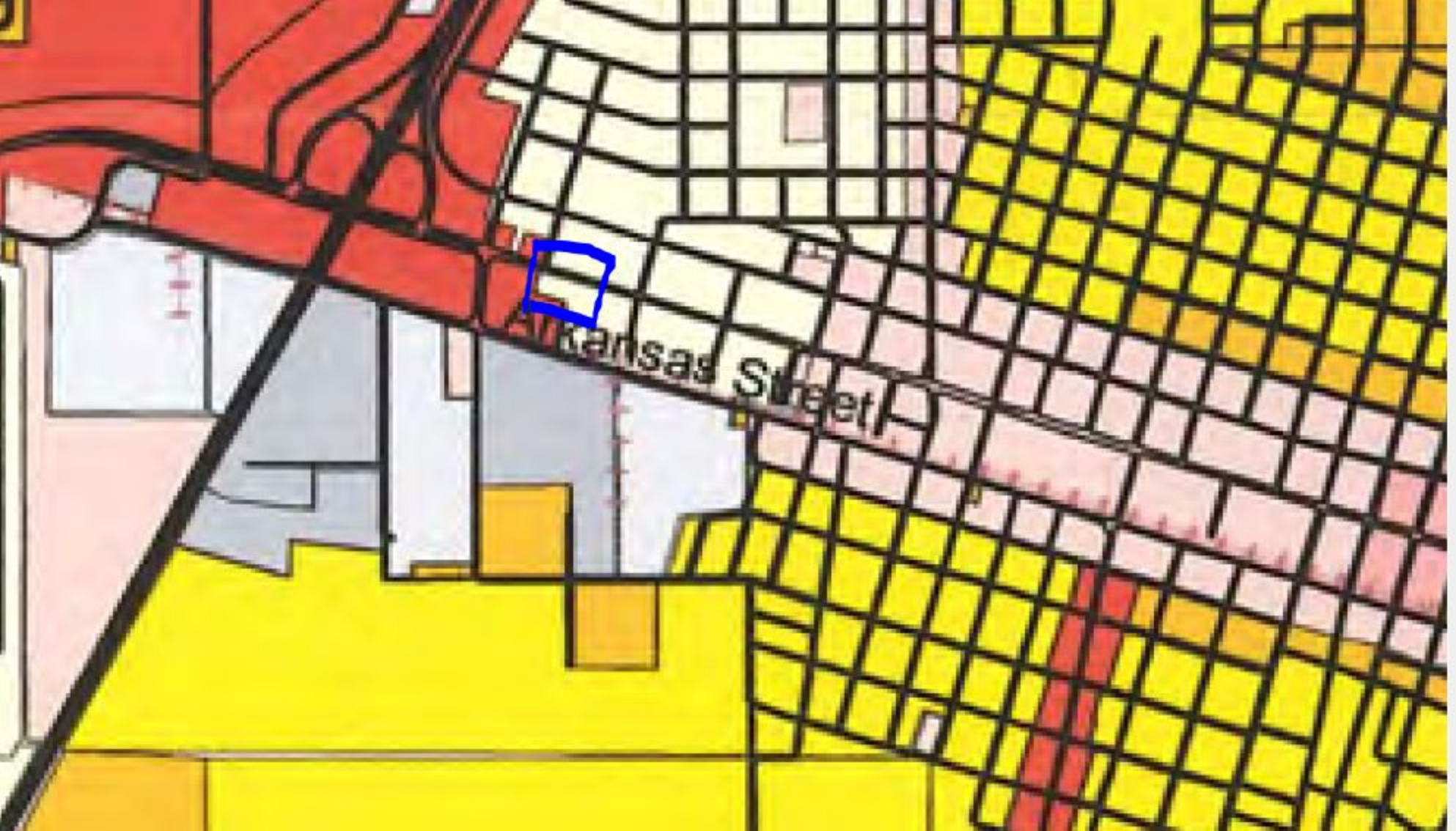
Future Land Use Durant, Oklahoma

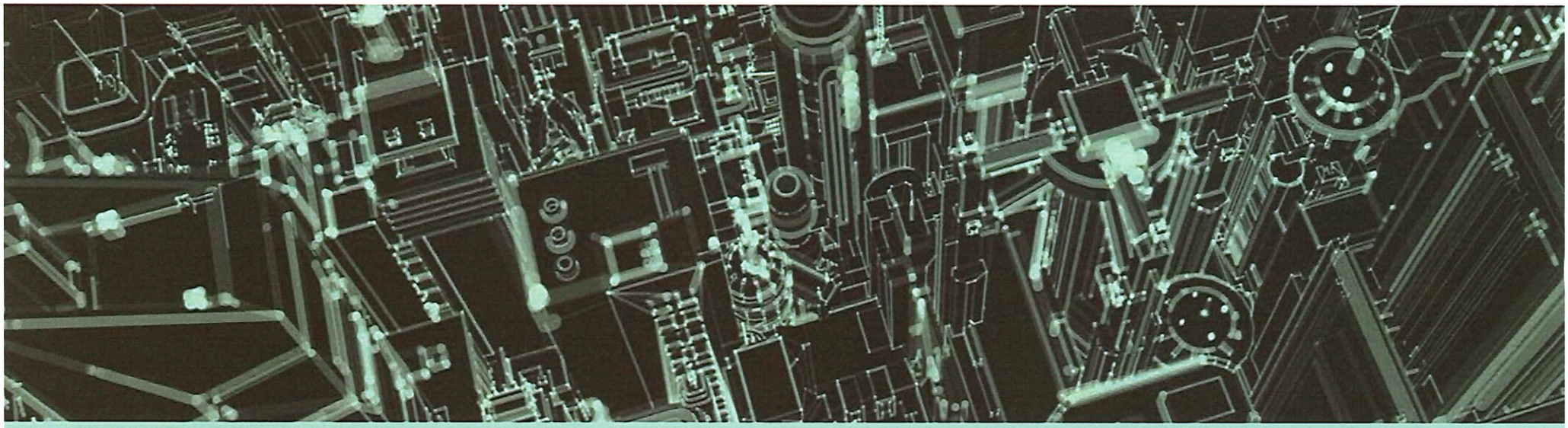


August 6, 2002

PLANNING WORKS

Please use this map as a guide and not as definitive information. The areas depicted by this map are approximate and are provided for illustrative purposes only. While every effort has been made to ensure the accuracy, completeness, correctness, and timeliness of information presented within this map the burden for determining appropriateness for use rests solely with the user. This map is provided "as is" with no warranties, express or implied.


Arkansas Street



Public Hearing: Rezoning

TO RECOMMEND CITY COUNCIL APPROVE OR DENY MASSEY INVESTMENT CO. & FORBIS' REQUEST FOR REZONING FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-3 (GENERAL COMMERCIAL DISTRICT) FOR PROPERTY LOCATED AT 1921 W MAIN ST.

THIS REZONING REQUEST IS TO FACILITATE A COMMERCIAL USE OF THE PROPERTY.

STAFF HAS REVIEWED THE APPLICANT'S PETITION AND WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST.

STAFF HAS RECEIVED NO CITIZEN CONCERNS WITH THIS REQUEST AT THE TIME OF THIS MEMO.

Rezoning Request
Massey Investment Co. & Forbis
0.29 acres
Legend
Larry Dyson Motors
70
W Main St
Google Earth
© 2018 Google
N
100 ft

REZONING APPLICATION

Petition # PC-2018-13
Fee $_____

APPLICANT INFORMATION

Name: M+F Partenship	Email: sgforbis@att.Net	Phone #1: 580-916-0268
Mailing Address: 6628 US 70		Phone #2
City: Mead, OK State: OK Zip: 73449		Fax #
Applicant's Interest in Property: Current Owner		

__Please use attached addendum if there is more than one applicant.

Physical Address of Rezoning Request: 1921 W. MAIN ST DURANT, OK 74701			
X Platted __Un-Platted	Subdivision: SUNSET Heights Addition.	Lot: 7	Block: 9
Legal Description: (If Un-platted)			

__ Deed Attached (required) If applicant is not owner listed on deed, owner consent must be included.

Request Rezoning From: R-1		Request Rezoning To: C-2 — Withdrawn Re-issued as C-3	
Present Use: ~~Rental~~ Residential		Proposed Use: Commercial use As Listed in C-2 Commercial use	
Parcel Width: 75	Parcel Length: 170	Acres: 12,749 sq FT.	Street/Road Frontage: 75

_____City Water (If City Water will be extended or improvements will be made, please explain:)

_____City Sewer (If City Sewer will be extended or improvements will be made, please explain:)

_____Private Water _____Private Sewer

Is Property in the Floodplain?	Is property in the Airport Zone.
No	No

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

Gary Forbes G.P. 6-18-18
Signature of Applicant Date

Office Use Only

Date Filed Initial	Date Payment Received Initial	Notification Mailed Date Initial	Comments
Proof of Publication Received Date Initial		Property Posting Verified Date Initial	Comprehensive Plan Recommendations
Staff Recommendation ___Approve ___Deny	PC Recommendation ___Approve ___Deny	City Council Action ___Approve ___Deny	Ordinance #

REZONING SUPPORTING INFORMATION

1. List the changed or changing conditions in the area or in the City which makes this zone change necessary.

The property is located next to a C-2 zoning and across the street from C-2 zoning

2. Indicate whether or not this zone change is in accordance with the Comprehensive Plan. If it is not, explain why the Plan is incorrect.

yes it is

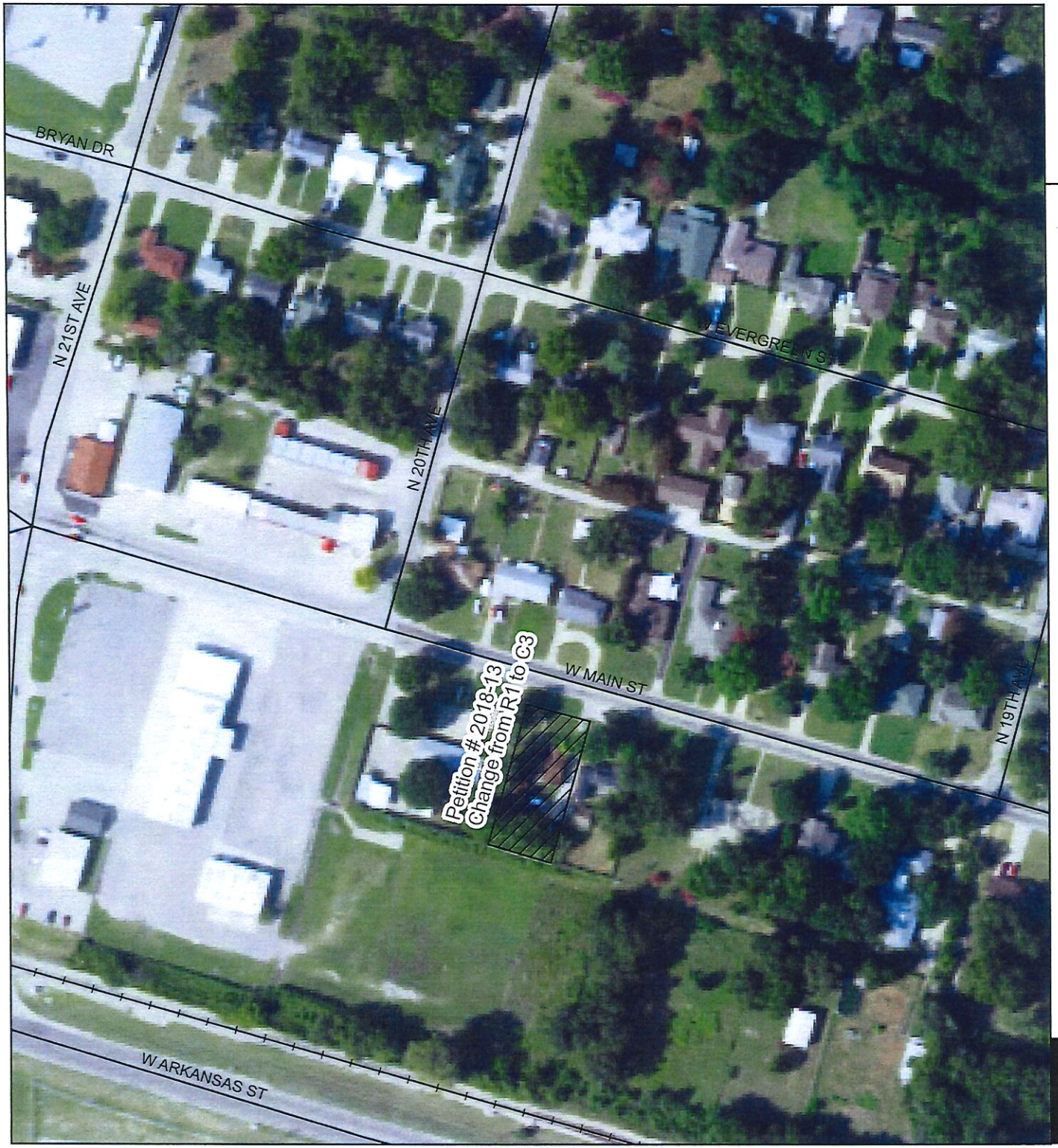
3. List any other reasons to support this zone change.

The property is located next to the property to the West that is requesting a C-2 zoning and to the south of my property is zoned C-2 Covington Auto Sales and the new home for Black Bear Marina is located to the West.

(Rev. 11/2006)

Zoning Map

Petition # 2018-13 - W Main St



- A1 - Agriculture
- C0 - Professional & Business Office
- C1 - Convenient Commercial
- C2 - Highway Commercial
- C3 - General Commercial
- CBD - Central Business District
- H1 - Health Facilities
- I1 - Light Industrial
- I2 - Medium Industrial
- R1 - Single Family Residential
- R2 - Two Family Residential
- R3 - General Residential - Multi-Family

Use this map as a guide and not as definitive information. The information depicted by this map are provided for illustrative purposes only. Information such as (property ownership, acreage, property boundaries) are to be verified at the Bryan County Assessor's Office by the user. The burden for determining accuracy and/or correctness of information rest soley with the user. This map is provided "as is" with no warranties, expressed or implied.

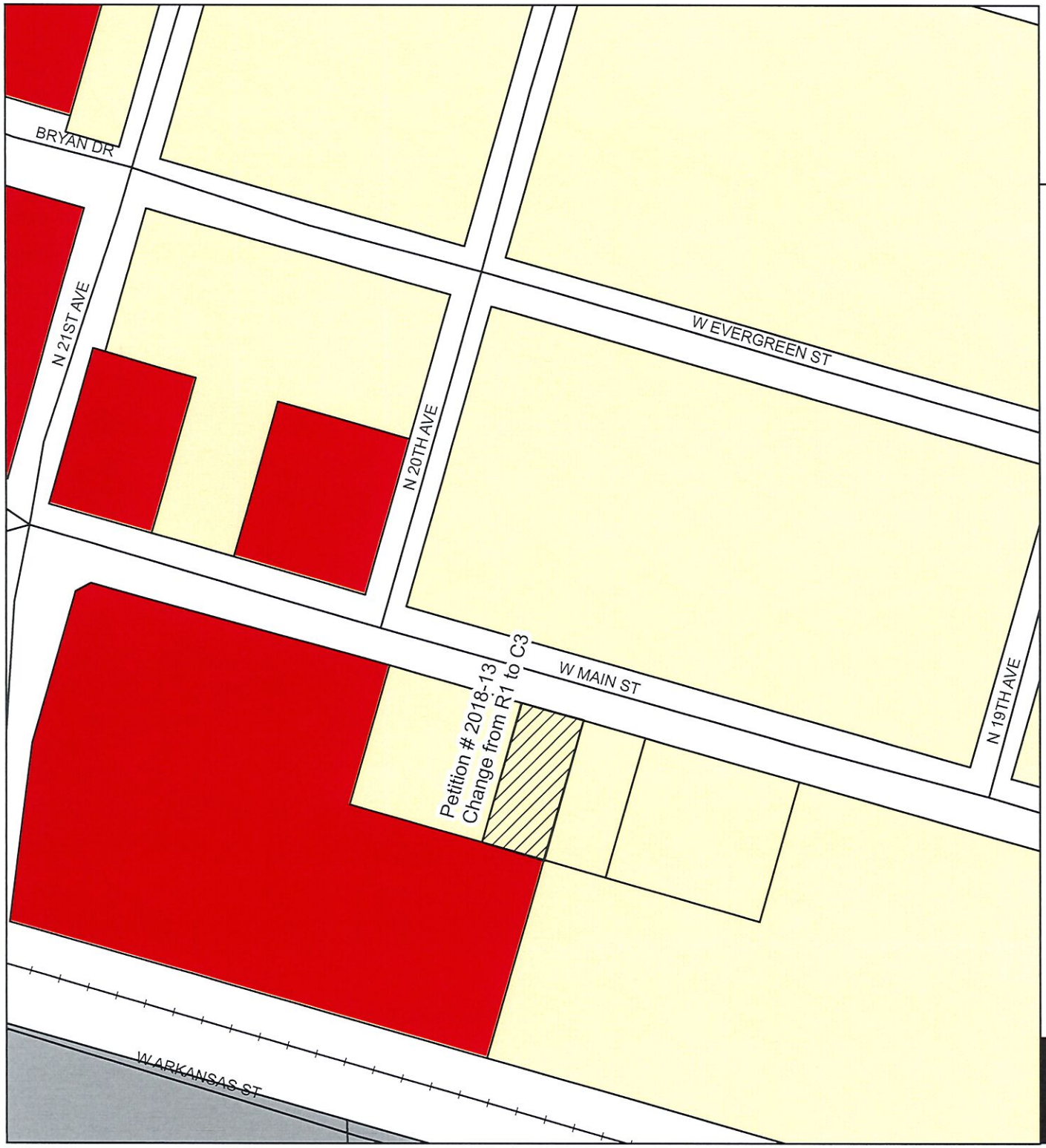
City of Durant
Community Development

Printed: July 17, 2018

N
W E
S

Zoning Map

Petition # 2018-13 - W Main St



- A1 - Agriculture
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City of Durant
Community Development

Printed: July 17, 2018

N
W E
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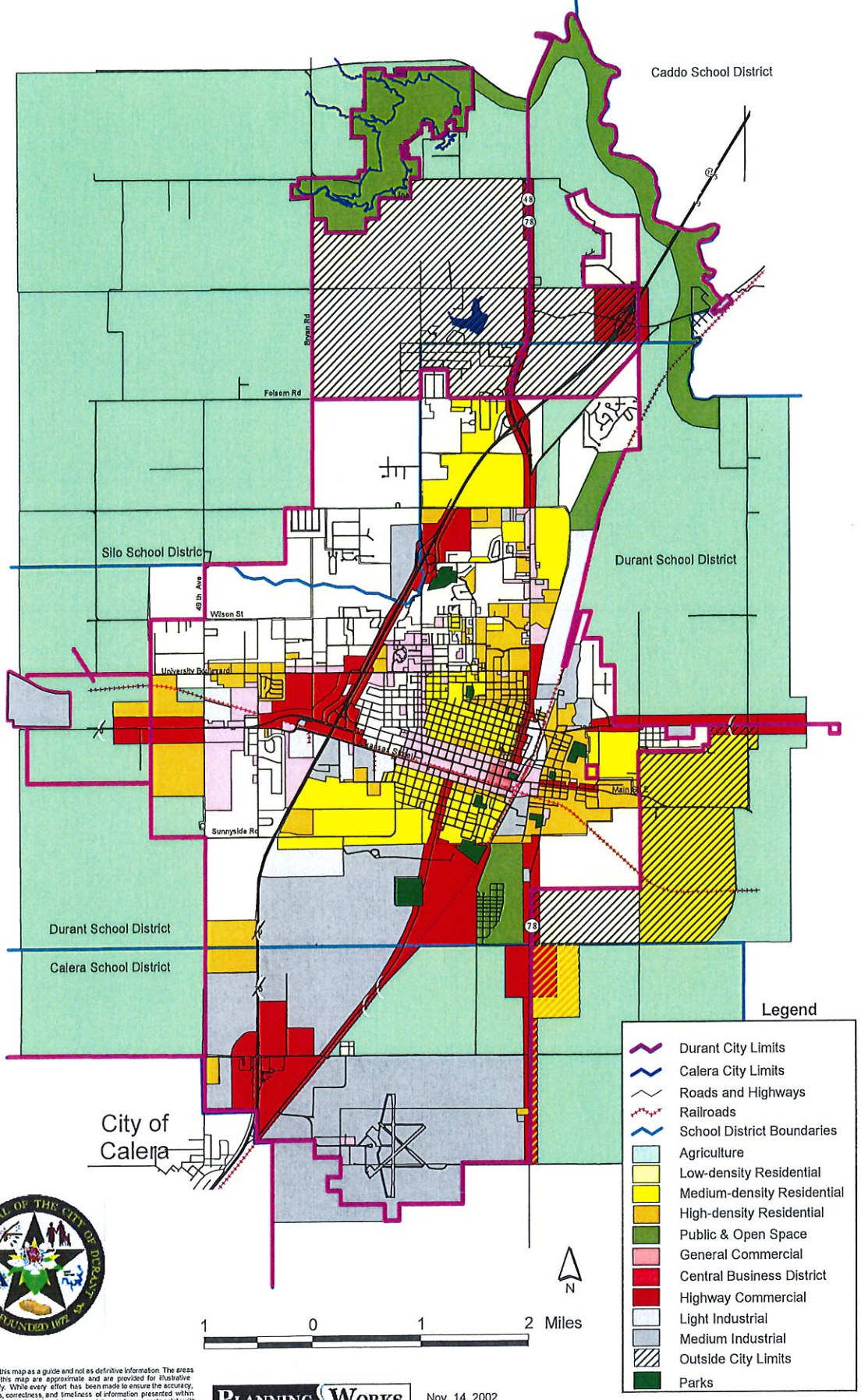
Exhibit 30 - Future Land Use



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PLANNING WORKS

Nov. 14, 2002

source: City of Durant

ORDINANCE NO. 1856

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family Residential "R-1" District with the General Commercial "C-3" District for the following described real property:

Lot 7 in Block 9 in Sunset Heights Addition to the City of Durant, Bryan County, Oklahoma, according to the recorded corrected plat of the Amended plat thereof

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 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Minutes of the Durant Municipal Special Planning Commission Meeting of Tuesday, August 7, 2018 Roscoe J. Hatfield, City Council Chambers, Durant City Hall

CALL TO ORDER:

Planning Commission Chairman Kevin Keener called the meeting to order at 5:35p.m.

INVOCATION:

Planning Commission Member Drew Jackson offered the invocation.

Roll Call:

Present:
Planning Commission Members:
Present: Keener, Kerr, Horner, Jackson and Whitehurst
Absent:

1. **CONSIDERATION OF CASE PC2018-13**

Matthew Nahrstedt reviewed PC2018-13 with the Planning Commission.

Whitney: Is this one big project?

Matthew: We are unaware of any current project for the properties.

Kevin: Do you have a recommendation?

Matthew: We recommend the approval. A C-3 zoning is compares closely to a C-2.

Drew: Why the change of request, from C-2 previously to C-3?

Matthew: C-3 has a smaller lot frontage requirement – C-2 requires a 100' street frontage. The lot will not conform to a C-2.

Drew: Do you know the intended use?

Matthew: no we do not.

Steve Reeves: spoke in favor of the zoning change.

Kevin: Mr. Reeves do you have any thoughts for the intended use?

Steve Reeves: No I do not, just in favor of the zoning change.

Dorethea Powell: 1920 W. Main, spoke in protest to the zoning request, this will increase traffic, which is already bad. Where do you stop the invasion of commercial into residential? It's like a cancer more and more commercial is weeding out the residential.

Lydia Chambers: We bought our home back in December and have put countless amounts of money into it, we would have never bought here if we knew there was a possibility of commercial businesses going in next door. A big concern is traffic.

Mrs. Cantrell: spoke in protest to the zoning change. I don't want to live across the street from commercial businesses.

Melba Bloomingdale: Spoke in protest to the zoning request.

A motion was made by Clent Horner to approve the request. There was no second the motion died.

Gary Forbis: part owner of this property stated that he understands the citizens concerns, but feels like in the long run it's a piece of property that will be better used as commercial.

Motion was made by Commission Member Drew Jackson and seconded by Commission Member Clint Whitehurst to deny this request as presented
Motion carried by the following vote:
Aye: Kerr, Jackson and Whitehurst
Nay: Horner, Keener
Abstain

2. CONSIDERATION OF CASE PC2018-15

Matthew Nahrstedt: Reviewed PC2018-15 with the planning commission members.

This property is directly east of the previous request, 3/10th of an acre with same frontage issues, we recommend approval of this request.

Motion was made by Commission Member Drew Jackson and seconded by Commission Member Clint Whitehurst to deny this request as presented
Motion carried by the following vote:
Aye: Kerr, Horner, Jackson and Whitehurst
Nay: Keener
Abstain

3. CONSIDERATION OF CASE PC2018-16

Matthew Nahrstedt reviewed PC2018-16 with the Planning Commission. The applicant is looking to build a dwelling and use the church as classrooms and offices. The new dwelling will be approximately 10 rooms for young adults who have ages out of the foster care system. I do recommend approval of this request.

Kevin: Do we have anyone one here in opposition to the request.

No one came forward to speak.

Drew: Why this location? I would like to hear from the applicant.

Adrean Stinnett: The church deeded the property to us free and clear. It's close to the college and to local businesses where the young ladies will be working. The house will be a single story with 10 rooms, Jack and Jill style bathrooms and an efficiency apartment for the house parent.

Clent H: I am all for the project, but this to me is spot zoning.

Clint W: Could this be done with a C.U.P.?

Matthew: yes is possibly could be.

Billy Hamilton: Is the C.U.P. perpetual?

Kevin: As long as the ownership and use remains the same the C.U.P stays intact.

Billy Hamiton: We have 3 acres and in future growth can we build another building within the C.U.P?

Matthew: we will need to research this & have an answer before council.

Motion was made by Commission Member Clent Horner and seconded by Commission Member Drew Jackson to deny this request as presented
Motion carried by the following vote:
Aye: Keener, Kerr, Horner, and Jackson
Nay:
Abstain: Whitehurst

OLD BUSINESS:
NEW BUSINESS:

ADJOURNMENT:

Motion made by Commission Member Clent Horner and seconded by Commission Member Drew Jackson to adjourn.
Motion Carried by the following vote:
Aye: Keener, Kerr, Horner, Jackson and Whitehurst
Nay:
Abstain:

The meeting was adjourned at 7:00p.m.

DRAFT

ORDINANCE NO. 1856

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family Residential "R-1" District with the General Commercial "C-3" District for the following described real property:

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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 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Agenda Item: 5.d.

The City of Durant

Office of Community Development

Memorandum

Date:	7/25/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Consider Approval of Ordinance 1858, a Rezoning Request from R-1 (Single Family Residential) to C-3 (General Commercial) for Property Located at 1919 W Main; Providing for An Emergency.

To approve or deny R. Starnes' Request for Rezoning from R-1 (Single Family Residential District) to C-3 (General Commercial District) for property located at 1919 W Main St.

This rezoning request is to facilitate a commercial use of the property.

Staff has reviewed the applicant's petition and recommends denial of the request. Staff will be happy to discuss any concerns regarding this request.

Staff has received no citizen concerns with this request at the time of this memo; however, many concerned citizens raised concerns at the special meeting of the Planning Commission in August.

On August 7th, Planning Commission voted 4-1-0 recommending denial of the request.

Council Information / Action Requested

To approve or deny Mr. Starnes' request for rezoning from R-1 to C-3 for property located at 1919 W Main St.
To approve or deny Section 2, providing for an emergency.

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

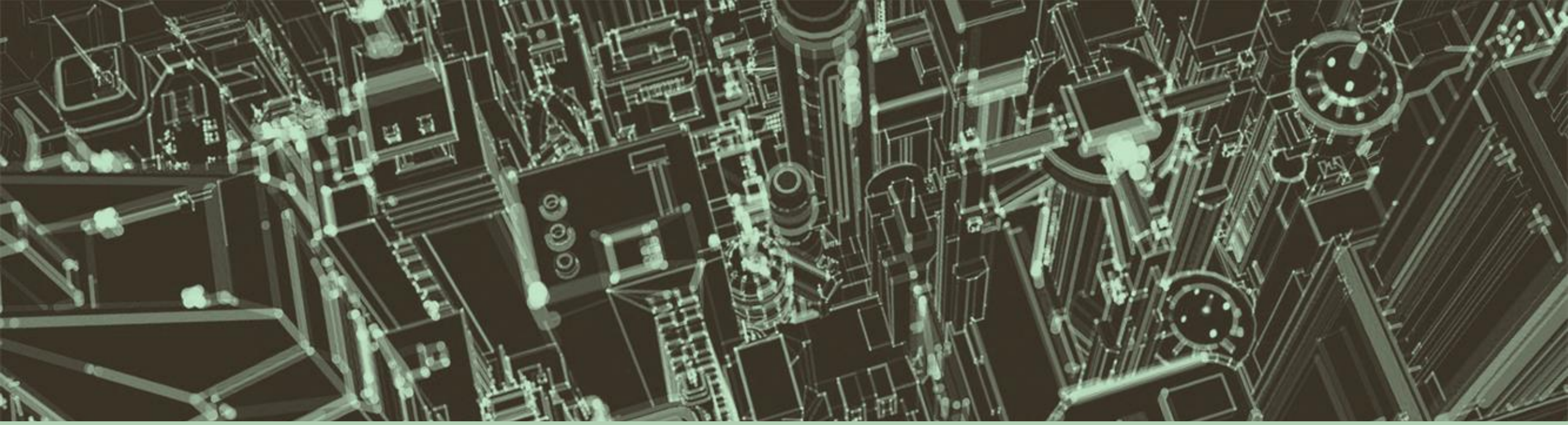
- City Clerk and Mayor to sign and seal ordinance.
- City Clerk to file ordinance.
- GIS to update City map.
- Com Dev to notify applicant.

ATTACHMENTS:

Description	Type	Upload Date
PPT	Presentation	8/10/2018
2002 Future Land Use Map	Backup Material	8/10/2018
PC2018-15	Cover Memo	8/9/2018
Ordinance 1858	Ordinance	8/10/2018

City of Durant
City Council

Regular Meeting – Tuesday August 14, 2018



Public Hearing: Rezoning

TO APPROVE OR DENY R. STARNES' REQUEST FOR REZONING FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-3 (GENERAL COMMERCIAL DISTRICT) FOR PROPERTY LOCATED AT 1919 W MAIN ST.

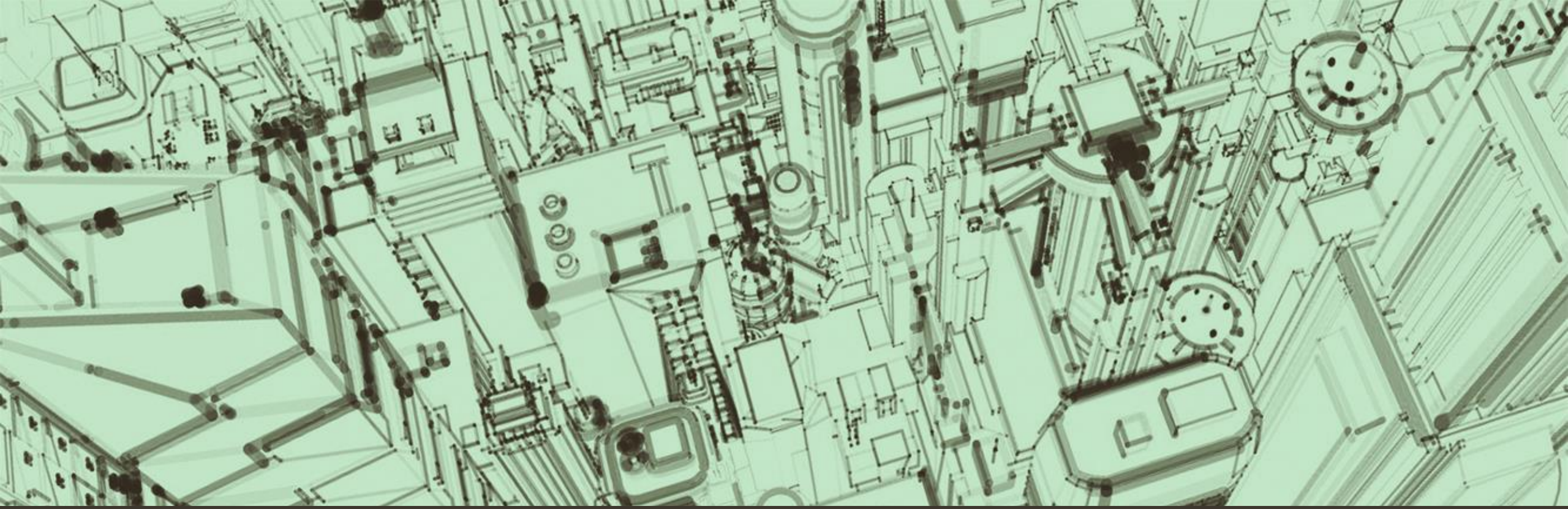
THIS REZONING REQUEST IS TO FACILITATE A COMMERCIAL USE OF THE PROPERTY.

STAFF HAS REVIEWED THE APPLICANT'S PETITION AND RECOMMENDS DENIAL OF THE REQUEST. STAFF WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST.

STAFF HAS RECEIVED NO CITIZEN CONCERNS WITH THIS REQUEST AT THE TIME OF THIS MEMO; HOWEVER, MANY CONCERNED CITIZENS RAISED CONCERNS AT THE SPECIAL MEETING OF THE PLANNING COMMISSION IN AUGUST.

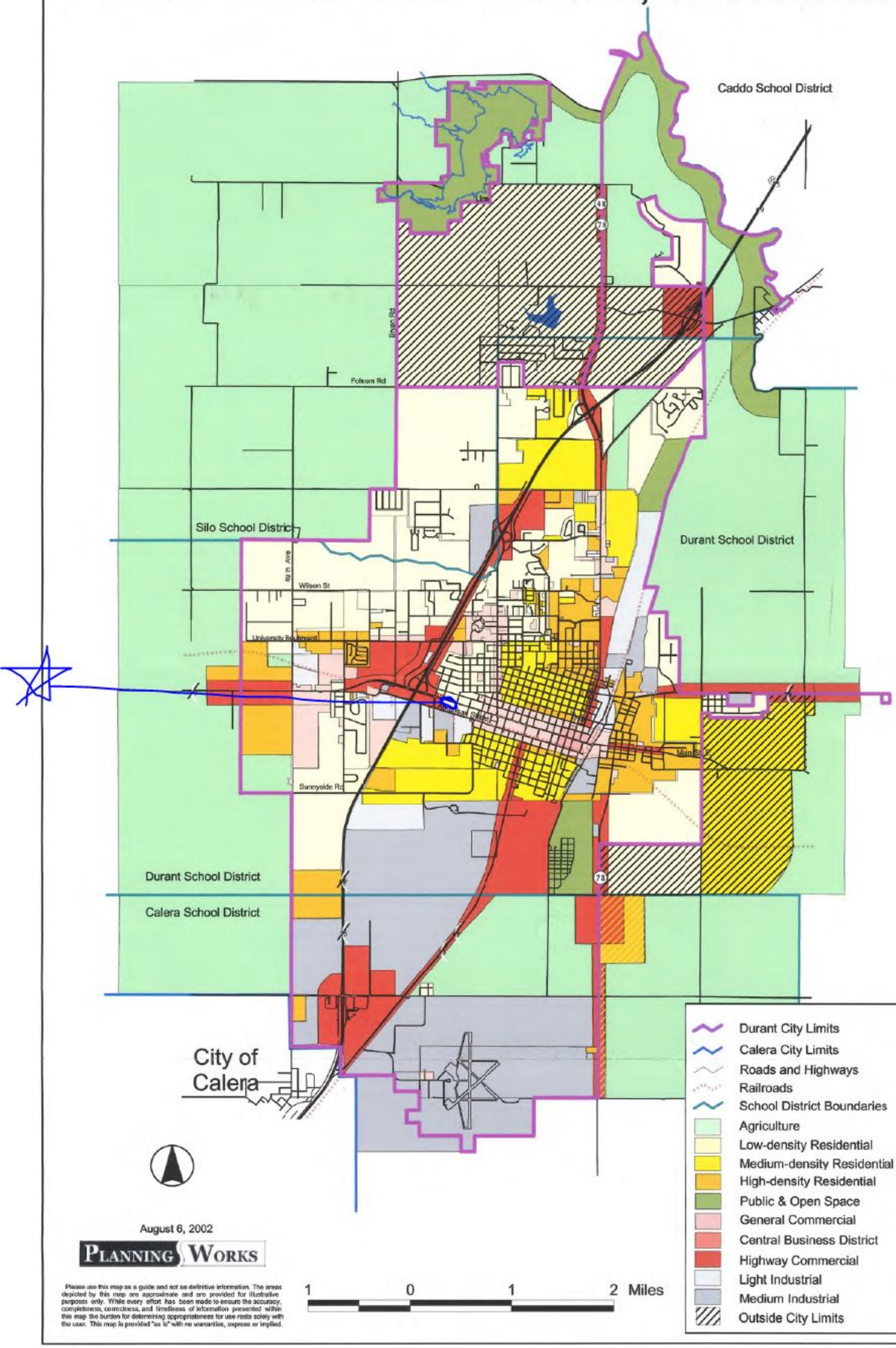
ON AUGUST 7TH, PLANNING COMMISSION VOTED 4-1-0 RECOMMENDING DENIAL OF THE REQUEST.

Rezoning Request
R. Starnes
0.29 acres
Legend
Larry Dyson Motors
70
W Main St
Google Earth
© 2018 Google
100 ft
N



DURANT
OKLAHOMA

Future Land Use Durant, Oklahoma



August 6, 2002

PLANNING WORKS

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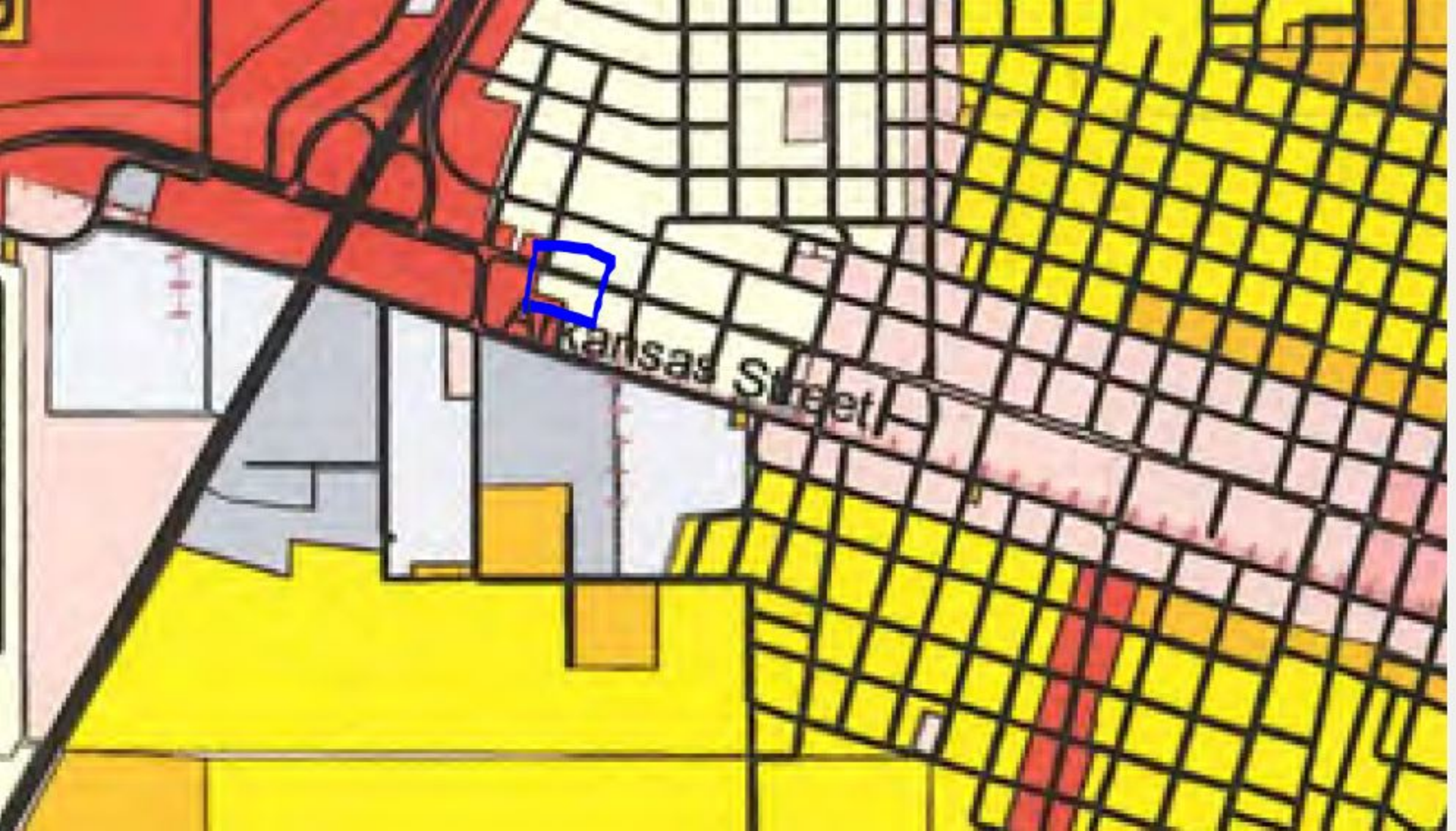
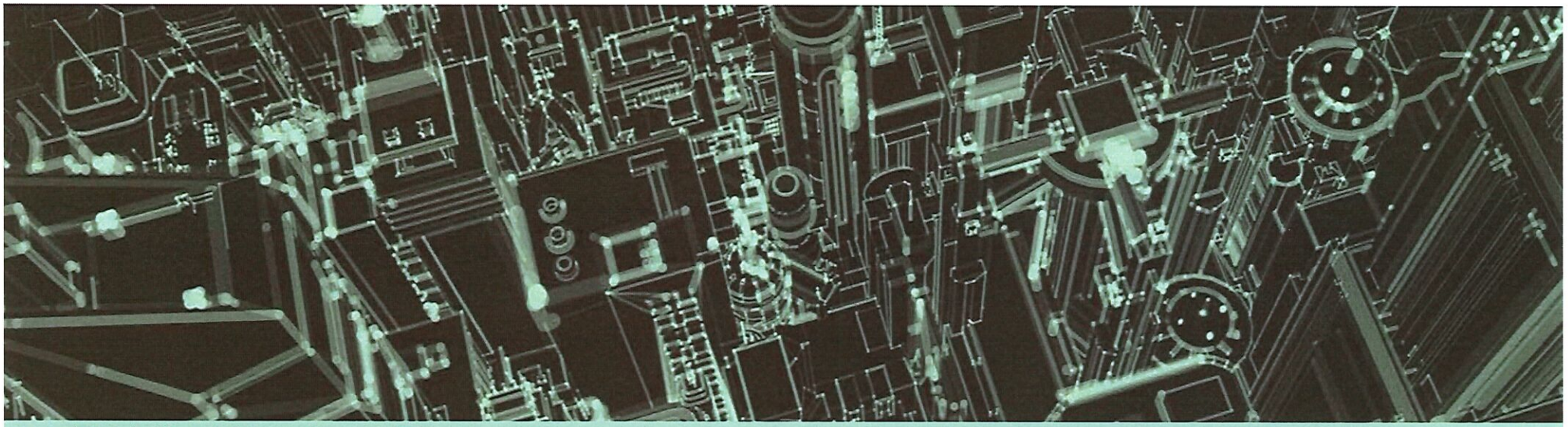

Arkansas Street



Public Hearing: Rezoning

TO RECOMMEND CITY COUNCIL APPROVE OR DENY R. STARNES' REQUEST FOR REZONING FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-3 (GENERAL COMMERCIAL DISTRICT) FOR PROPERTY LOCATED AT 1919 W MAIN ST.

THIS REZONING REQUEST IS TO FACILITATE A COMMERCIAL USE OF THE PROPERTY.

STAFF HAS REVIEWED THE APPLICANT'S PETITION AND WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST.

STAFF HAS RECEIVED NO CITIZEN CONCERNS WITH THIS REQUEST AT THE TIME OF THIS MEMO.

Rezoning Request
R. Starnes
0.29 acres
Legend
Larry Dyson Motors
70
W Main St
Google Earth
© 2018 Google
N
100 ft

REZONING APPLICATION

Petition # PC2018-15
Fee $_____

APPLICANT INFORMATION

Name: Ronald Starnes	Email: RStarnesproperties@yahoo	Phone #1 580-513-1797
Mailing Address: PO Box 742		Phone #2
City: Durant, ok 74702 State:	Zip:	Fax #
Applicant's Interest in Property:		

___Please use attached addendum if there is more than one applicant.

Physical Address of Rezoning Request: 1919 W. Main			
___Platted ___Un-Platted	Subdivision	Lot	Block
Legal Description: (If Un-platted)			

__ Deed Attached (required) If applicant is not owner listed on deed, owner consent must be included.

Request Rezoning From: R1		Request Rezoning To: C 2	
Present Use: Rental House		Proposed Use: C-2 zoning	
Parcel Width:	Parcel Length:	Acres:	Street/Road Frontage:

_____City Water (If City Water will be extended or improvements will be made, please explain:)

_____City Sewer (If City Sewer will be extended or improvements will be made, please explain:)

_____Private Water _____Private Sewer

Is Property in the Floodplain? No	Is property in the Airport Zone. No

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

Ronald Starnes — Signature of Applicant

6/20/18 — Date

Office Use Only

Date Filed Initial	Date Payment Received Initial	Notification Mailed Date Initial	Comments
Proof of Publication Received Date Initial		Property Posting Verified Date Initial	Comprehensive Plan Recommendations
Staff Recommendation ___Approve ___Deny	PC Recommendation ___Approve ___Deny	City Council Action ___Approve ___Deny	Ordinance #

REZONING SUPPORTING INFORMATION

1. List the changed or changing conditions in the area or in the City which makes this zone change necessary.

Property is located in a C-2 zoned area, C-2 zoning is requested for future commercial use.

2. Indicate whether or not this zone change is in accordance with the Comprehensive Plan. If it is not, explain why the Plan is incorrect.

Yes.

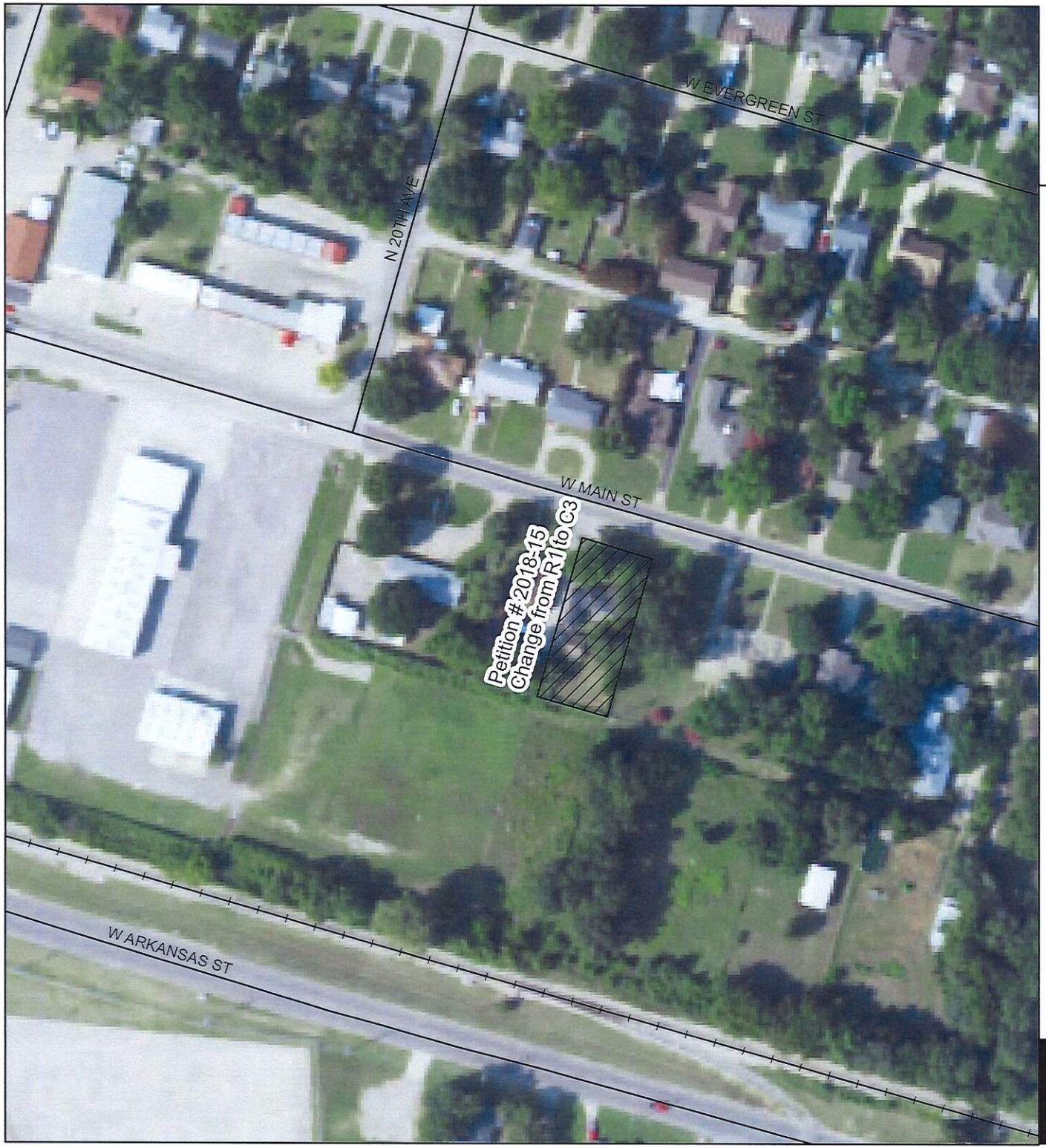
3. List any other reasons to support this zone change.

The property is located in a C-2 zoned area with a car dealership and new home of Blackbeard Marina and Covington Curb Sale. Zoning Change to C-2 would help the growth of commercial use in this area, they in C-2 zoning to the North and South of Hwy 70 (Main Street).

(Rev. 11/2006)

Zoning Map

Petition # 2018-15 - W Main St



- A1 - Agriculture
- C0 - Professional & Business Office
- C1 - Convenient Commercial
- C2 - Highway Commercial
- C3 - General Commercial
- CBD - Central Business District
- H1 - Health Facilities
- I1 - Light Industrial
- I2 - Medium Industrial
- R1 - Single Family Residential
- R2 - Two Family Residential
- R3 - General Residential - Multi-Family

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City of Durant
Community Development

Printed: July 17, 2018

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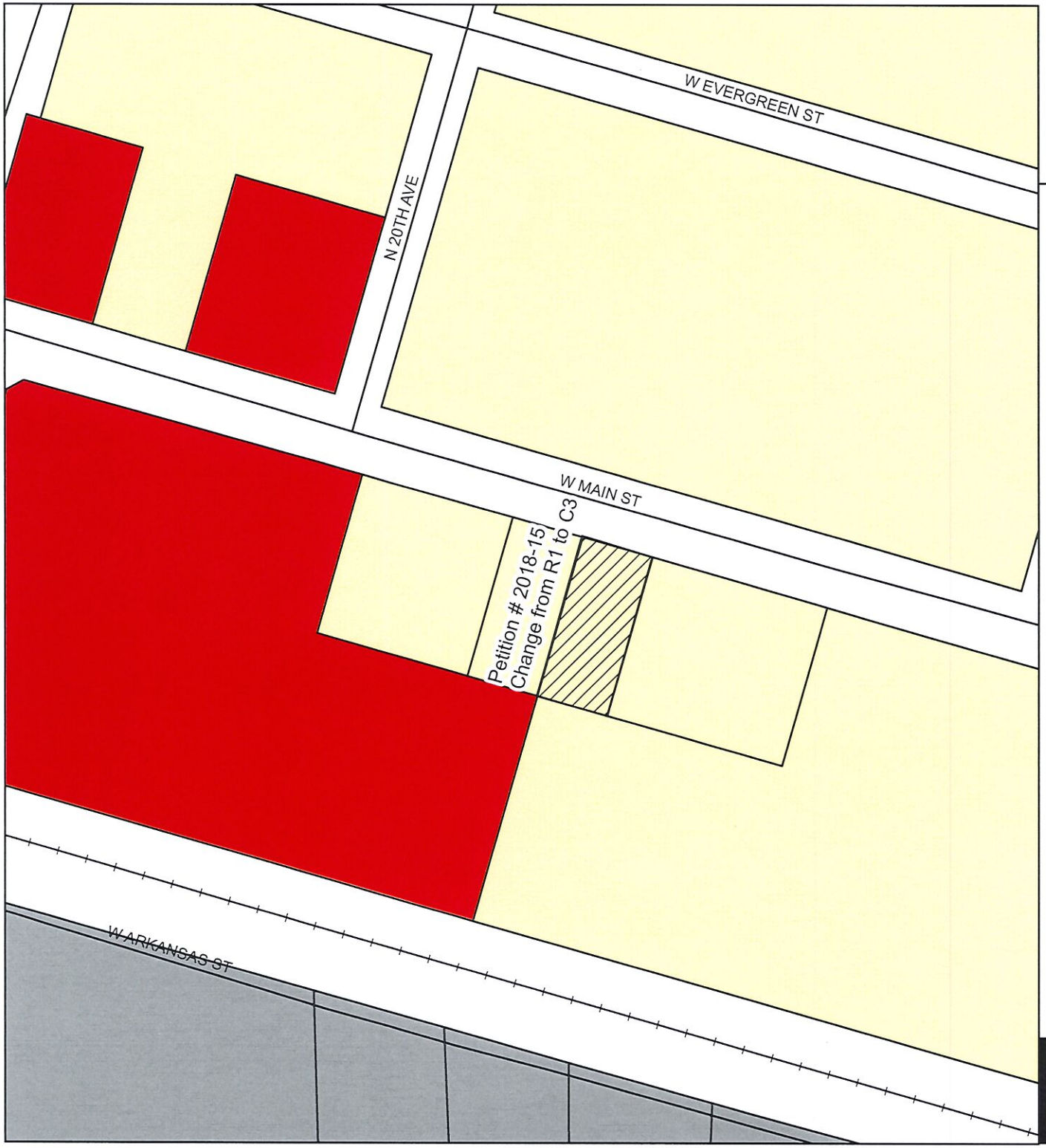
Zoning Map

Petition # 2018-15 - W Main St



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City of Durant
Community Development

Printed: July 17, 2018

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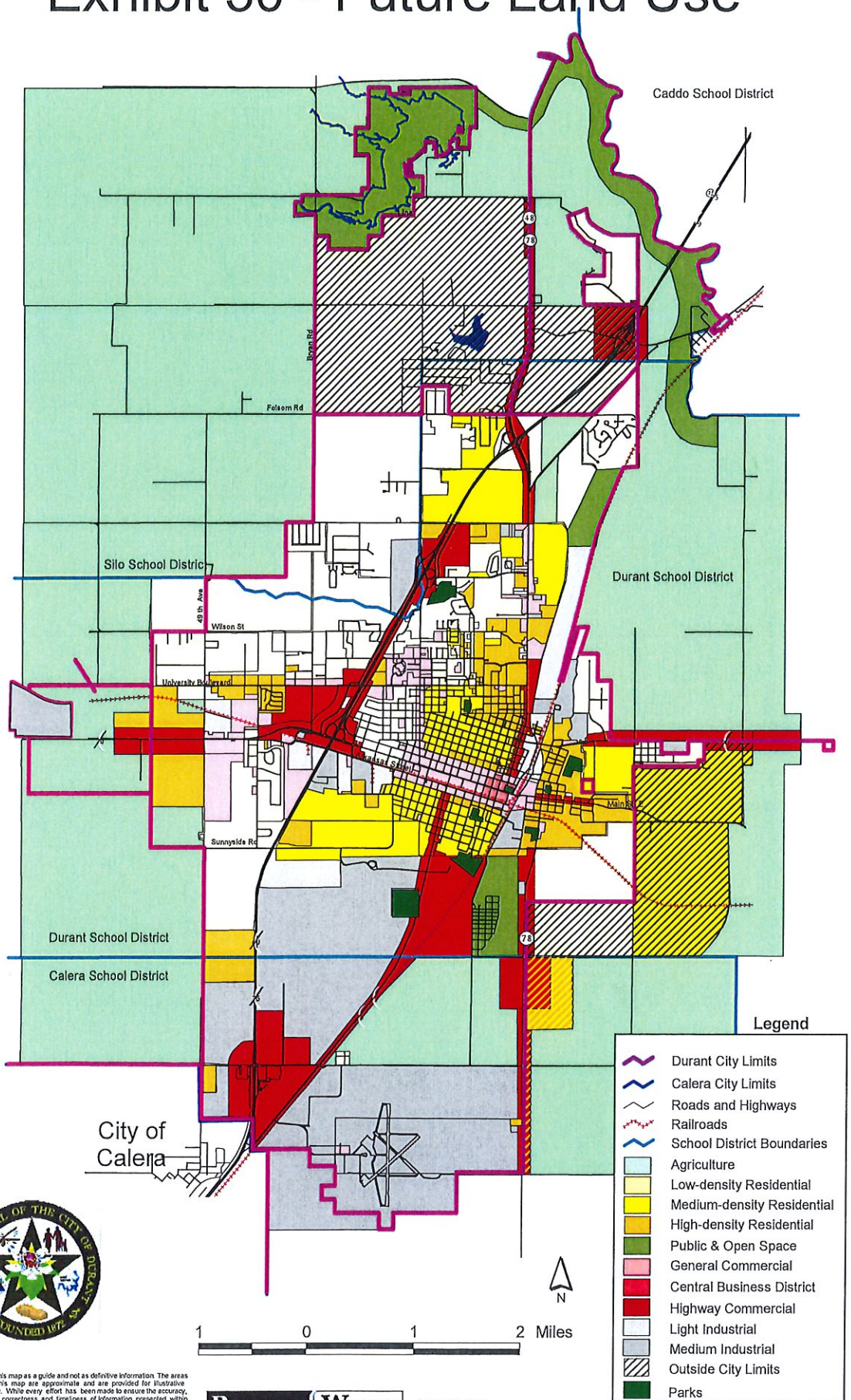
Exhibit 30 - Future Land Use



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PLANNING WORKS Nov. 14, 2002

source: City of Durant

ORDINANCE NO. 1858

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family Residential "R-1" District with the General Commercial "C-3" District for the following described real property:

Lot 6 in Block 9 of Sunset Heights Addition to the City of Durant, Bryan County, State of Oklahoma, according to the revised plat thereof

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 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Minutes of the Durant Municipal Special Planning Commission Meeting of Tuesday, August 7, 2018 Roscoe J. Hatfield, City Council Chambers, Durant City Hall

CALL TO ORDER:

Planning Commission Chairman Kevin Keener called the meeting to order at 5:35p.m.

INVOCATION:

Planning Commission Member Drew Jackson offered the invocation.

Roll Call:

Present:
Planning Commission Members:
Present: Keener, Kerr, Horner, Jackson and Whitehurst
Absent:

1. **CONSIDERATION OF CASE PC2018-13**

Matthew Nahrstedt reviewed PC2018-13 with the Planning Commission.

Whitney: Is this one big project?

Matthew: We are unaware of any current project for the properties.

Kevin: Do you have a recommendation?

Matthew: We recommend the approval. A C-3 zoning is compares closely to a C-2.

Drew: Why the change of request, from C-2 previously to C-3?

Matthew: C-3 has a smaller lot frontage requirement – C-2 requires a 100' street frontage. The lot will not conform to a C-2.

Drew: Do you know the intended use?

Matthew: no we do not.

Steve Reeves: spoke in favor of the zoning change.

Kevin: Mr. Reeves do you have any thoughts for the intended use?

Steve Reeves: No I do not, just in favor of the zoning change.

Dorethea Powell: 1920 W. Main, spoke in protest to the zoning request, this will increase traffic, which is already bad. Where do you stop the invasion of commercial into residential? It's like a cancer more and more commercial is weeding out the residential.

Lydia Chambers: We bought our home back in December and have put countless amounts of money into it, we would have never bought here if we knew there was a possibility of commercial businesses going in next door. A big concern is traffic.

Mrs. Cantrell: spoke in protest to the zoning change. I don't want to live across the street from commercial businesses.

Melba Bloomingdale: Spoke in protest to the zoning request.

A motion was made by Clent Horner to approve the request. There was no second the motion died.

Gary Forbis: part owner of this property stated that he understands the citizens concerns, but feels like in the long run it's a piece of property that will be better used as commercial.

Motion was made by Commission Member Drew Jackson and seconded by Commission Member Clint Whitehurst to deny this request as presented
Motion carried by the following vote:
Aye: Kerr, Jackson and Whitehurst
Nay: Horner, Keener
Abstain

2. CONSIDERATION OF CASE PC2018-15

Matthew Nahrstedt: Reviewed PC2018-15 with the planning commission members.

This property is directly east of the previous request, 3/10th of an acre with same frontage issues, we recommend approval of this request.

Motion was made by Commission Member Drew Jackson and seconded by Commission Member Clint Whitehurst to deny this request as presented
Motion carried by the following vote:
Aye: Kerr, Horner, Jackson and Whitehurst
Nay: Keener
Abstain

3. CONSIDERATION OF CASE PC2018-16

Matthew Nahrstedt reviewed PC2018-16 with the Planning Commission. The applicant is looking to build a dwelling and use the church as classrooms and offices. The new dwelling will be approximately 10 rooms for young adults who have ages out of the foster care system. I do recommend approval of this request.

Kevin: Do we have anyone one here in opposition to the request.

No one came forward to speak.

Drew: Why this location? I would like to hear from the applicant.

Adrean Stinnett: The church deeded the property to us free and clear. It's close to the college and to local businesses where the young ladies will be working. The house will be a single story with 10 rooms, Jack and Jill style bathrooms and an efficiency apartment for the house parent.

Clent H: I am all for the project, but this to me is spot zoning.

Clint W: Could this be done with a C.U.P.?

Matthew: yes is possibly could be.

Billy Hamilton: Is the C.U.P. perpetual?

Kevin: As long as the ownership and use remains the same the C.U.P stays intact.

Billy Hamiton: We have 3 acres and in future growth can we build another building within the C.U.P?

Matthew: we will need to research this & have an answer before council.

Motion was made by Commission Member Clent Horner and seconded by Commission Member Drew Jackson to deny this request as presented
Motion carried by the following vote:
Aye: Keener, Kerr, Horner, and Jackson
Nay:
Abstain: Whitehurst

OLD BUSINESS:
NEW BUSINESS:

ADJOURNMENT:

Motion made by Commission Member Clent Horner and seconded by Commission Member Drew Jackson to adjourn.
Motion Carried by the following vote:
Aye: Keener, Kerr, Horner, Jackson and Whitehurst
Nay:
Abstain:

The meeting was adjourned at 7:00p.m.

DRAFT

ORDINANCE NO. 1858

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family Residential "R-1" District with the General Commercial "C-3" District for the following described real property:

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PASSED AND APPROVED by the Mayor and City Council of the City of Durant this 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Agenda Item: 5.e.

The City of Durant

Office of Community Development

Memorandum

Date:	7/25/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Consider Approval of Ordinance 1855, a Rezoning Request from R-1 (Single Family Residential) to C-2 (Highway Commercial and Commercial Recreation) for Property Located at 1911 W Main; Providing for An Emergency.

To approve or deny J. Jones' Request for Rezoning from R-1 (Single Family Residential District) to C-2 (Highway Commercial and Commercial Recreation District) for property located at 1911 W Main St.

This rezoning request is to facilitate a commercial use of the property.

Staff has reviewed the applicant's petition and recommends denial of the request. Staff will be happy to discuss any concerns regarding this request.

Staff has received no citizen concerns with this request at the time of this memo; however, many concerned citizens raised concerns at the regular meeting of the Planning Commission in July.

On July 17th, Planning Commission voted 2-1-0 recommending denial of the request with two members absent.

Council Information / Action Requested

To approve or deny Mr. Jones' request for rezoning from R-1 to C-2 for property located at 1911 W Main St.
To approve or deny Section 2, providing for an emergency.

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

- City Clerk and Mayor to sign and seal ordinance.
- City Clerk to file ordinance.
- GIS to update City map.
- Com Dev to notify applicant.

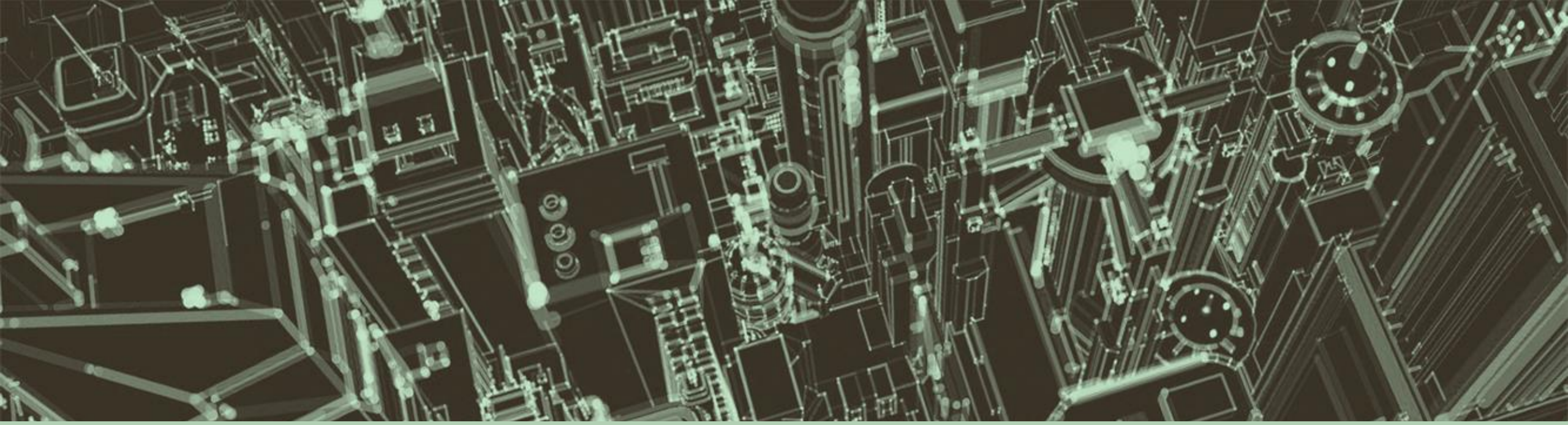
ATTACHMENTS:

Description	Type	Upload Date
PPT	Presentation	8/10/2018
2002 Future Land Use Map	Backup Material	8/10/2018

PC2018-12	Cover Memo	8/9/2018
Ordinance 1855	Ordinance	8/10/2018

City of Durant
City Council

Regular Meeting – Tuesday August 14, 2018



Public Hearing: Rezoning

TO APPROVE OR DENY J. JONES' REQUEST FOR REZONING FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-2 (HIGHWAY COMMERCIAL AND COMMERCIAL RECREATION DISTRICT) FOR PROPERTY LOCATED AT 1911 W MAIN ST.

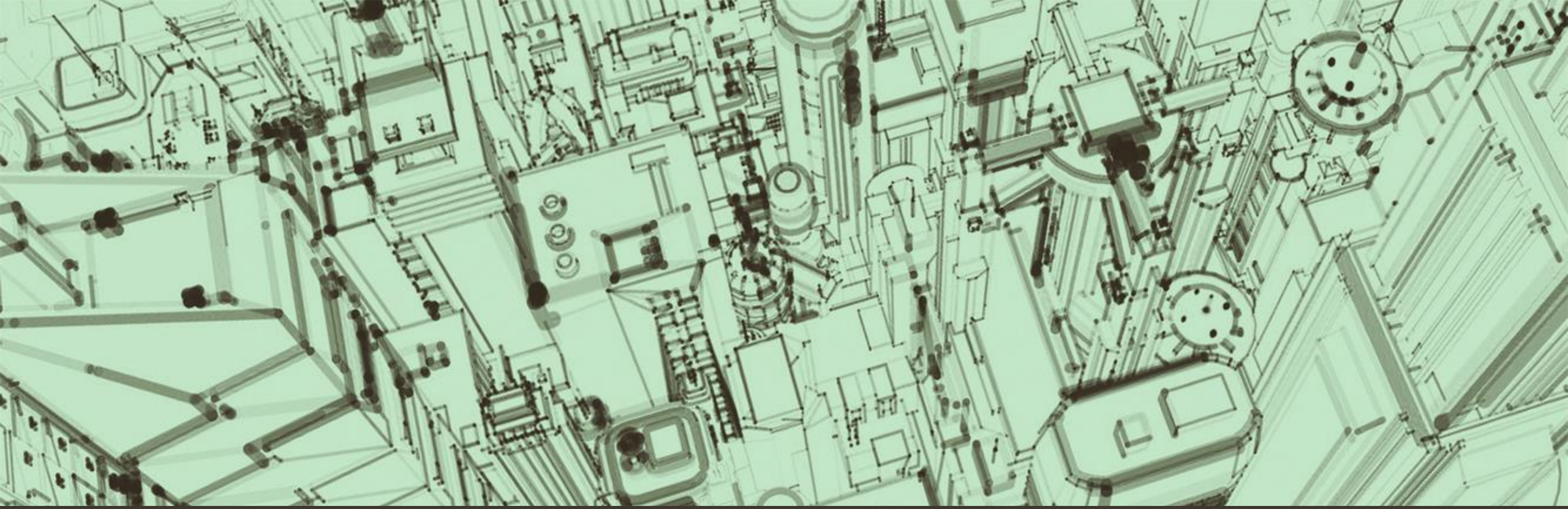
THIS REZONING REQUEST IS TO FACILITATE A COMMERCIAL USE OF THE PROPERTY.

STAFF HAS REVIEWED THE APPLICANT'S PETITION AND RECOMMENDS DENIAL OF THE REQUEST. STAFF WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST.

STAFF HAS RECEIVED NO CITIZEN CONCERNS WITH THIS REQUEST AT THE TIME OF THIS MEMO; HOWEVER, MANY CONCERNED CITIZENS RAISED CONCERNS AT THE REGULAR MEETING OF THE PLANNING COMMISSION IN JULY.

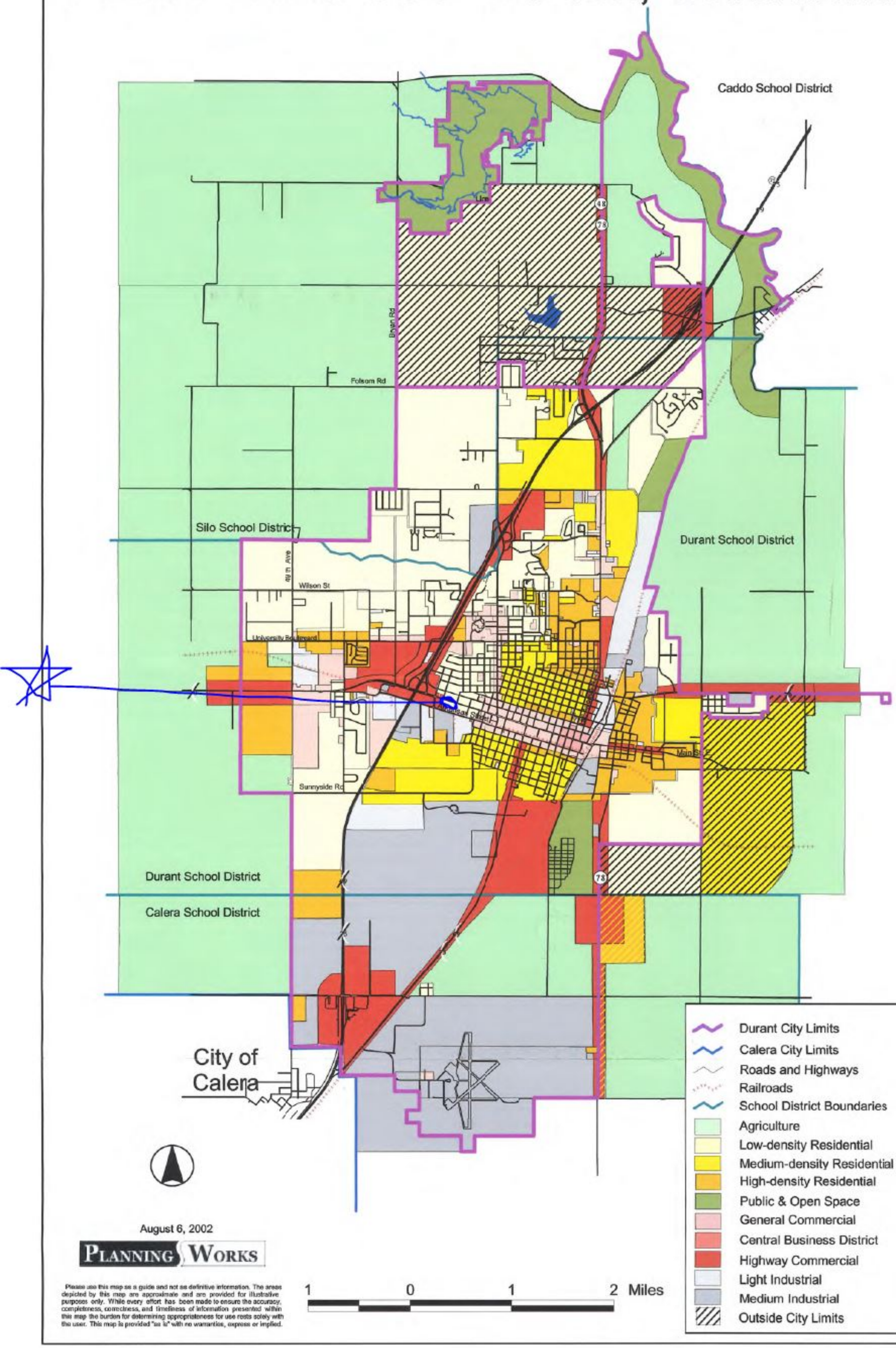
ON JULY 17TH, PLANNING COMMISSION VOTED 2-1-0 RECOMMENDING DENIAL OF THE REQUEST WITH TWO MEMBERS ABSENT.

Rezoning Request
J. Jones
0.73 acres
Legend
W Main St
Google Earth
© 2018 Google
N
100 ft



DURANT
OKLAHOMA

Future Land Use Durant, Oklahoma



August 6, 2002

PLANNING WORKS

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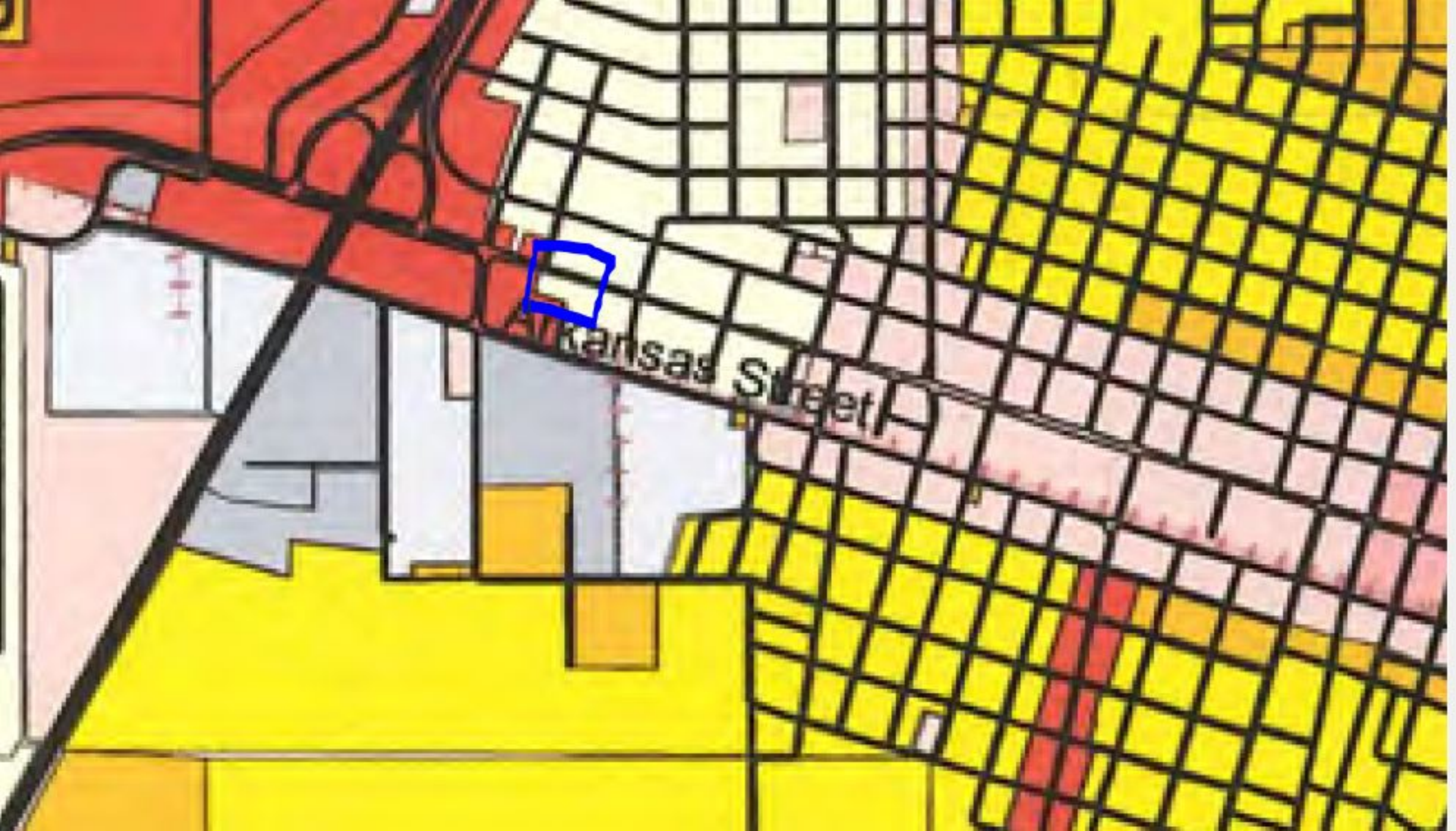
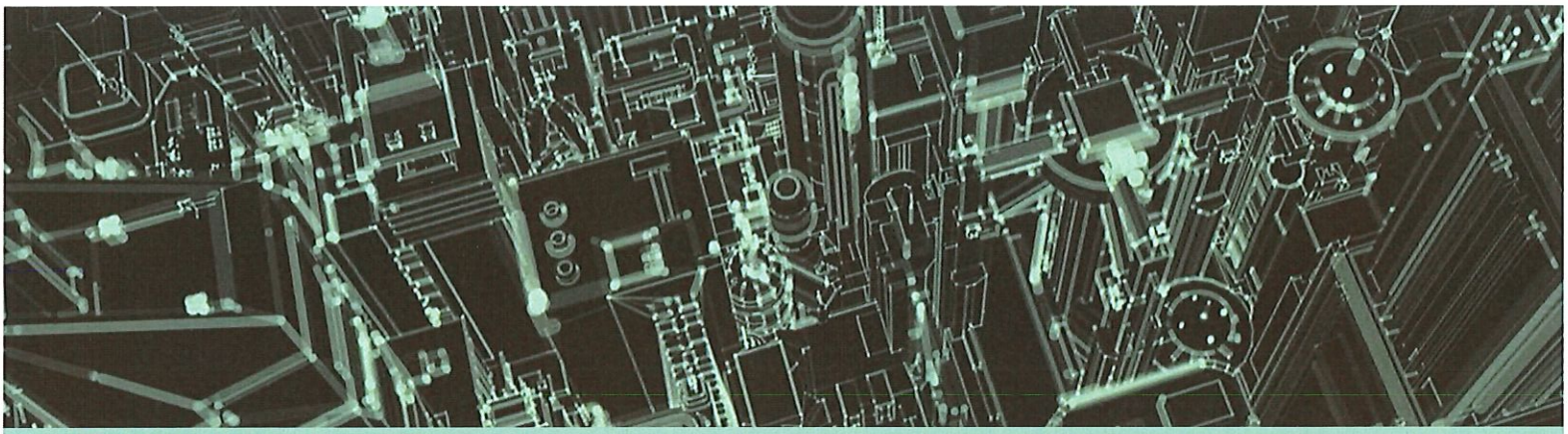

Arkansas Street



Public Hearing: Rezoning

TO RECOMMEND CITY COUNCIL APPROVE OR DENY J. JONES' REQUEST FOR REZONING FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO C-2 (HIGHWAY COMMERCIAL AND COMMERCIAL RECREATION DISTRICT) FOR PROPERTY LOCATED AT 1911 W MAIN ST.

THIS REZONING REQUEST IS TO FACILITATE A COMMERCIAL USE OF THE PROPERTY.

STAFF HAS REVIEWED THE APPLICANT'S PETITION, FOUND NO DISCREPANCY AND RECOMMENDS THE REQUEST'S APPROVAL. STAFF WILL BE HAPPY TO DISCUSS ANY CONCERNS REGARDING THIS REQUEST.

STAFF HAS RECEIVED ONE CITIZEN CONCERN WITH THIS REQUEST AT THE TIME OF THIS MEMO.

Rezoning Request
J. Jones
0.73 acres
Legend
W Main St
Google Earth
© 2018 Google
N
100 ft

Durant.org
Powered by Google

Darla Smith <dsmith@durant.org>

Pc2018-12

1 message

'Rick Selby' via Community Development <planning@durant.org> Mon, Jul 2, 2018 at 6:05 PM
Reply-To: "rick.selby@yahoo.com" <rick.selby@yahoo.com>
To: "planning@durant.org" <planning@durant.org>

I would like to make known my disagreement over the proposed rezoning request at 1911 West main street from R-1 to C-2. This property is between 2 existing residences and in my opinion should remain residential R-1.

Sent from Yahoo Mail on Android

REZONING APPLICATION

Petition # PC2018-12
Fee $ 300-

APPLICANT INFORMATION

Name: Jerry L Jones	Email: JerryJeriJones@aol.com	Phone #1 580-920-5382
Mailing Address: 712 N Roberta Road		Phone #2
City: Durant / State: OK / Zip: 74701		Fax #
Applicant's Interest in Property: Owner		

___Please use attached addendum if there is more than one applicant.

Physical Address of Rezoning Request: 1911 W Main, Durant, OK 74701			
X Platted ___Un-Platted	Subdivision: Sunset Heights 1st	Lot: W 1/2 Lot 3, Lot 4, Lot 5	Block: 9
Legal Description (If Un-platted):			

__ Deed Attached (required) If applicant is not owner listed on deed, owner consent must be included. (Listed in Book/Page 439/461)

Request Rezoning From: R-1		Request Rezoning To: C-2	
Present Use: Residential		Proposed Use: Commercial	
Parcel Width: 187.5 ft	Parcel Length: 180 ft	Acres: .775	Street/Road Frontage: West Main

_____City Water (If City Water will be extended or improvements will be made, please explain.)

_____City Sewer (If City Sewer will be extended or improvements will be made, please explain.)

_____Private Water _____Private Sewer

Is Property in the Floodplain?	Is property in the Airport Zone.
No	No

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

Jerry Jones — Signature of Applicant — 19 JUN 2018 Date

Office Use Only

Date Filed: 6/19/18 Initial: DS	Date Payment Received: 6/19/18 Initial: DS	Notification Mailed: Date: Initial:	Comments
Proof of Publication Received: Date: Initial:		Property Posting Verified: Date: Initial:	Comprehensive Plan Recommendations
Staff Recommendation: ___Approve ___Deny	PC Recommendation: ___Approve ___Deny	City Council Action: ___Approve ___Deny	Ordinance #

REZONING SUPPORTING INFORMATION

1. List the changed or changing conditions in the area or in the City which makes this zone change necessary.

In the last 5-10 years the area just to the West of this property has added numerous restaurants and other commercial establishments which have further added to the city's attractions from Hwy 69/75.

2. Indicate whether or not this zone change is in accordance with the Comprehensive Plan. If it is not, explain why the Plan is incorrect.

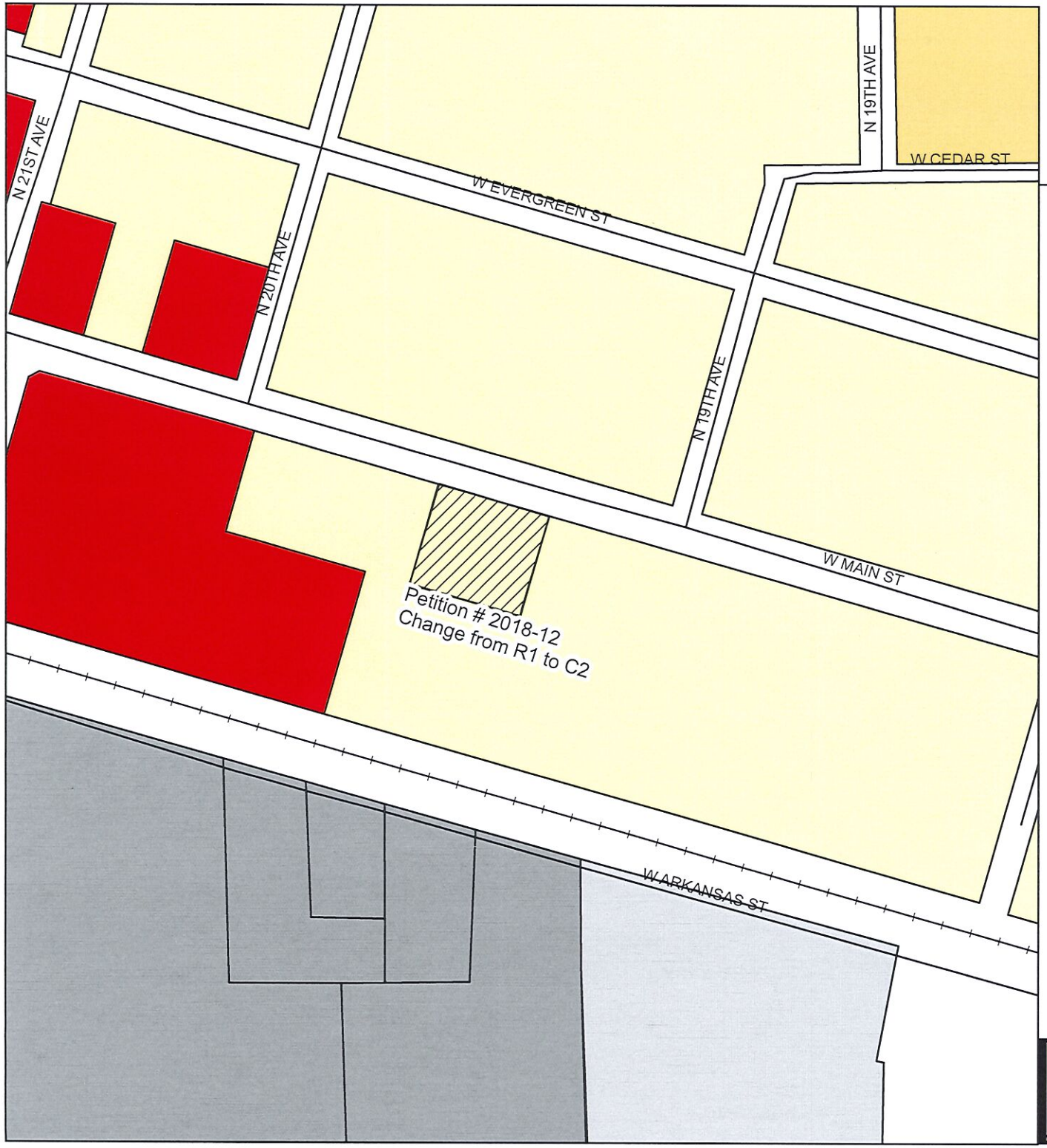
This zoning change request is in accordance with the city's Comprehensive Plan.

3. List any other reasons to support the zone change.

This property has not been utilized for the past 12-15 years as a residence. The property is located on Main Street which is one of the thru corridors of the City, and is in a prime location to be fully utilized as a commercial entity which would further enhance the city's growth as well as the tax base within the city.

Zoning Map

Petition # 2018-12 - W Main St



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City of Durant
Community Development

Printed: June 20, 2018

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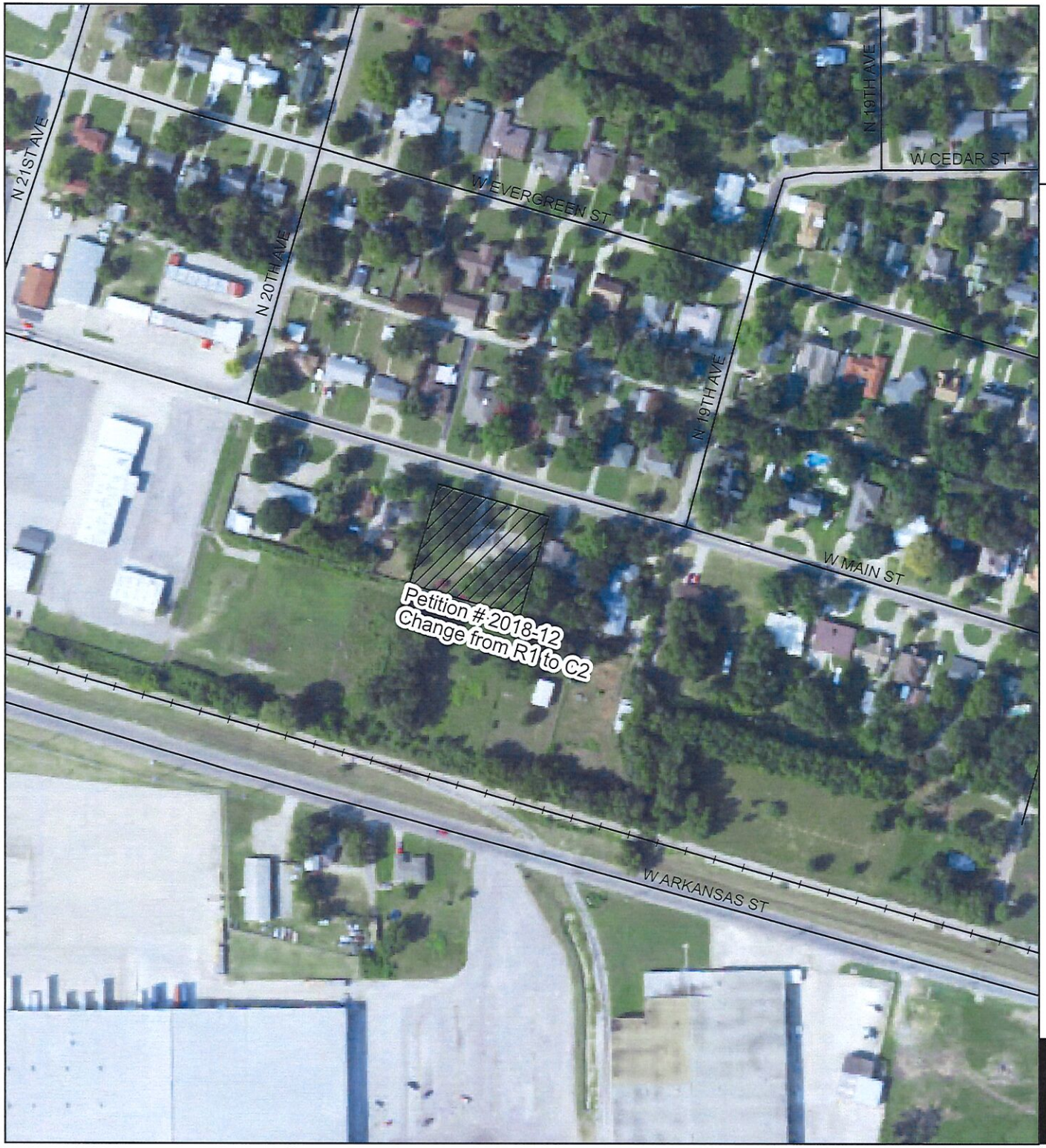
Zoning Map

Petition # 2018-12 - W Main St



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City of Durant
Community Development

Printed: June 20, 2018

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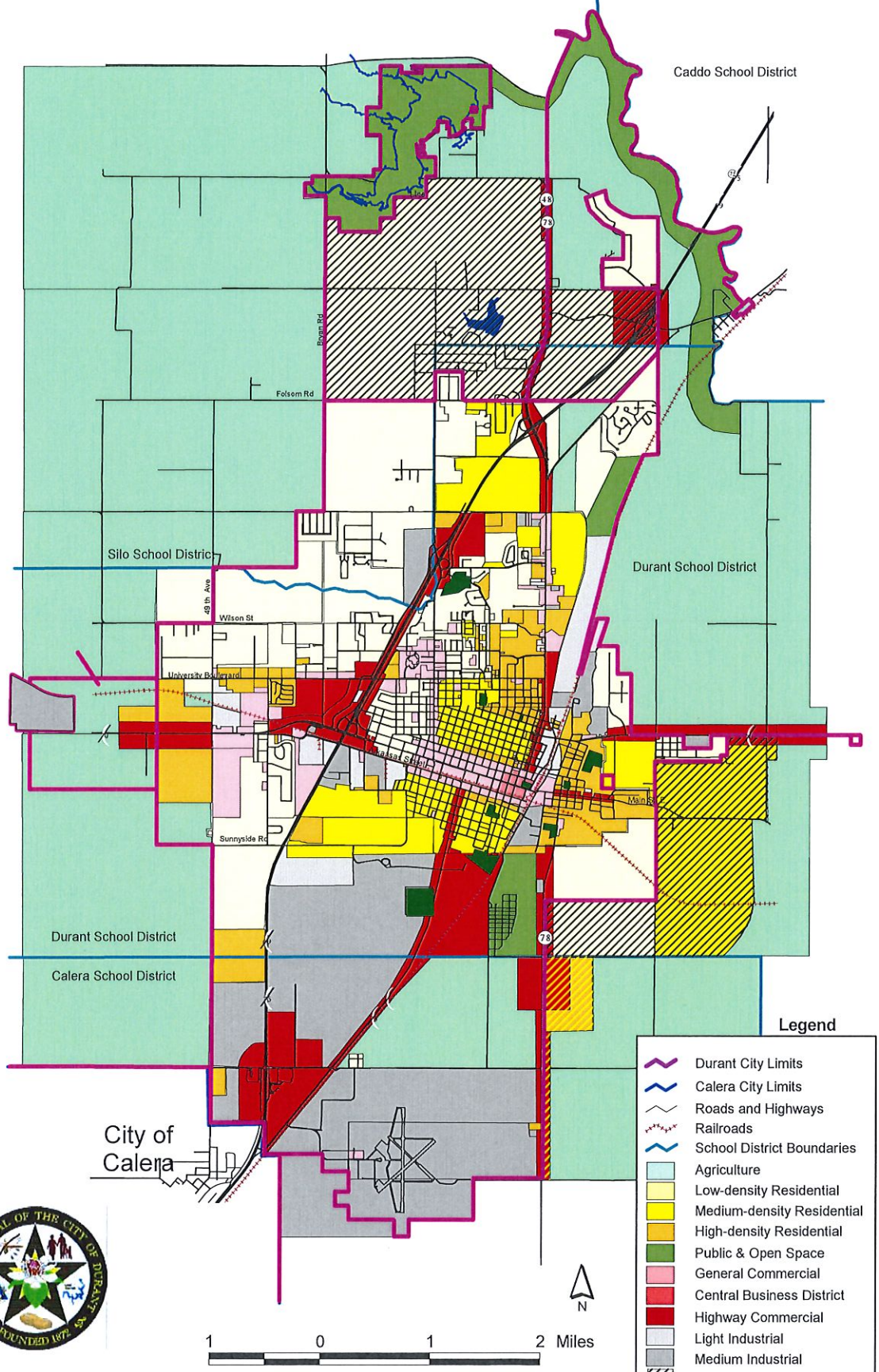
Exhibit 30 - Future Land Use



Please use this map as a guide and not as definitive information. The areas depicted by this map are approximate and are provided for illustrative purposes only. While every effort has been made to ensure the accuracy, completeness, correctness, and timeliness of information presented within this map, the burden for determining appropriateness for use rests solely with the user. This map is provided "as is" with no warranties, express or implied.

PLANNING WORKS

Nov. 14, 2002

source: City of Durant

ORDINANCE NO. 1855

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family Residential "R-1" District with the Highway Commercial and Commercial Recreation "C-2" District for the following described real property:

City of Durant, Sunset Heights 1st Addition W2 of Lot 3 and all of Lot 4 in Block 9 and all of Lot 5 in Block 9

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 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Minutes of the Durant Municipal Planning Commission Meeting of Tuesday, July 17, 2018 Roscoe J. Hatfield, City Council Chambers, Durant City Hall

CALL TO ORDER:

Planning Commission Chairman Kevin Keener called the meeting to order at 5:37p.m.

INVOCATION:

Planning Commission Member Drew Jackson offered the invocation.

Roll Call:

Present:
Planning Commission Members:
Present: Keener, Jackson and Whitehurst
Absent: Kerr, Horner

1. **CONSIDERATION APPROVAL OF MINUTES**
   - Planning Commission Meeting of June 19, 2018

Motion made by Commission Member Drew Jackson and seconded by Commission Member Clint Whitehurst to approve the minutes as presented.
Motion carried by the following vote:
Aye: Keener, Jackson and Whitehurst
Nay:
Abstain:

2. **CONSIDERATION OF CASE PC2018-12**

Matthew Nahrstedt reviewed PC2018-12 with the Planning Commission.

Drew Jackson: Can we see a map of all the properties being heard tonight to get a better understanding of where they are?

Matthew Nahrstedt pulled up a map for the PC members and citizens to view.

Dorthea Powell: Spoke in protest of the zoning request. We have property on main street as well, why does this need to go to C2, what does he plan on doing with it?

Kevin Keener: Matthew can you explain the Comprehensive Plan?

Matthew Nahrstedt: As a city planner is does seem that this area could be used as a commercial area with its proximity to 75 and downtown Durant.

Gene Corbin: at 1901 W Main spoke in protest to the zoning request. The letter stated Highway Commercial; Main Street is not a highway.

Matthew Nahrstedt: C-2 does not mean it has to be used on a highway.

Gene Corbin: as a resident I have to back out onto main street, this is a problem, there will be consistent wrecks of west bound traffic trying to turn south onto the proposed commercial sites.

Mr. Chambers – I live at 1907 W Main, we just purchased the house and are opposed to any

commercial property in this area. Need to take a look at the master plan and stay close to that.

Dorthea Powell: When we give our blessing on a zoning change like this we lose control on what can be placed there.

Jerry Jones (Applicant) stated that he was born and raised in Durant. I am a retired Army Vet. We own the property at 1911 W Main, and we do believe the property should be zoned commercial. It would be an attractive area for a major chain to come to Durant. It would add to city growth, job opportunities, and increased sale tax revenue. I am not on Contract with anyone for the property.

Melba Bloomingdale – spoke in protest to the zoning request, traffic is bad.

Peter Cantrell: Spoke in protest to the zoning request. I moved to Durant in 1955, there is lots of history associated with Main St. There are other things you can do with that area to make Durant Beautiful.

Motion was made by Commission Member Clint Whitehurst and seconded by Commission Member Drew Jackson to deny this request as presented
Motion carried by the following vote:
Aye: Jackson and Whitehurst
Nay: Keener
Abstain

3. CONSIDERATION OF CASE PC2018-13

Matthew Nahrstedt: This application has been withdrawn to be heard at a later date.

4. CONSIDERATION OF CASE PC2018-14

Matthew Nahrstedt reviewed PC2018-12 with the Planning Commission.

Clint Whitehurst: It's currently R-1 being used at a C-O?

Matthew Nahrstedt: Correct

Clint Whitehurst: Once the Bryan Baptist Association moves out will it revert back to an R-1

Matthew Nahrstedt: Correct

Dorthea Powell: This area is historical. How do we get it deemed as historical?

Matthew Nahrstedt: Contact the Oklahoma Historical Society.

Clint Whitehurst: Could they get this with a C.U.P.

Matthew Nahrstedt: yes, it could be.

Steve Reeves: owner/applicant. My son-in-law and I own the old Hoyte property and the property behind this application. We are requesting the zoning change so that we may expand the business going in next door.

Motion was made by Commission Member Drew Jackson and seconded by Commission Member Clint Whitehurst to approve this request as presented
Motion carried by the following vote:
Aye: Keener, Jackson and Whitehurst
Nay:
Abstain

5. CONSIDERATION OF CASE PC2018-15

Matthew Nahrstedt: This application has been withdrawn to be heard at a later date.

OLD BUSINESS:
NEW BUSINESS:

ADJOURNMENT:

Motion made by Commission Member Clint Whitehurst and seconded by Commission Member Drew Jackson to adjourn.
Motion Carried by the following vote:
Aye: Keener, Jackson and Whitehurst
Nay:
Abstain:

The meeting was adjourned at 7;00p.m.

DRAFT

ORDINANCE NO. 1855

AN ORDINANCE AMENDING THE ZONING MAP OF THE ZONING CODE AND DECLARING AND EMERGENCY

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

SECTION 1. That the zoning map is hereby amended as to replace the Single Family Residential "R-1" District with the Highway Commercial and Commercial Recreation "C-2" District for the following described real property:

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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 14th day of August, 2018.

_____
Jerry L. Tomlinson, Mayor
City Of Durant, Oklahoma

ATTEST:

_____
Cynthia Price, City Clerk

Agenda Item: 6.a.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/10/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: City Clerk Monthly Report - July 2018

Council Information / Action Requested

Information only

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

ATTACHMENTS:

Description	Type	Upload Date
City Clerk Monthly Report - July 2018	Exhibit	8/10/2018

CITY CLERK MONTHLY INFORMATION REPORT
JULY 2018

MUNICIPAL COURT -

Judge Rainbolt, Court Clerk Brandy Lynn, Assistant Court Clerk Paige Murray and I are working together to develop new court policies and procedures which will improve the efficiency of the court process for both court staff and citizens.

LICENSES -

The following licenses were issued in the month of July 2018.

Food Truck License - 1

Mobile Home Park License - 1

Mixed Beverage License - 2

Package Store License - 1

SPECIAL EVENT PERMIT APPLICATIONS -

Three (3) Special Event Permit Application were received and processed in July 2018.

RECORD REQUESTS

Eight (8) Record Requests were received and processed in June 2018.

CEMETERY ADMINISTRATION/3B GRAVE SERVICE -

Burials: 5 (5 casket burials).
Sales: 0
Transfers: 0

Due to numerous water line breaks in different areas of the cemetery, it was necessary to shut off water access to Highland Cemetery in July 2018. Over the course of the past several months, we have been troubleshooting non-functioning water spigots throughout Highland Cemetery. I have had ongoing discussions with Marty Cook, Jay Neal - Water and Sewer Line Maintenance Superintendent, and the city manager to discuss the condition of the water infrastructure at the cemetery and the available options moving forward with consideration as to cost and potential disruption to the cemetery.

BIDS

Abatement Bid
Propane Sales and Service Bid
Uniform Rental Services Bid

BOARD SECRETARY

I served functions of the secretary for the following council, authorities and boards in the month of July 2018:

Durant City Council (regular and two special meetings), Durant City Utility Authority, Durant Airport Authority;
Durant Tourism Economic Development Authority
Parks and Recreation Advisory Board
Cemetery Advisory Board (cancelled at meeting time for lack of quorum)

Agenda Item: 6.b.

The City of Durant

Office of Community Development

Memorandum

Date:	8/6/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Community Development Monthly Report- July 2018

- sheet of Community Development monthly activities.

Council Information / Action Requested

Information only.

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

- Community Development Department to file report.

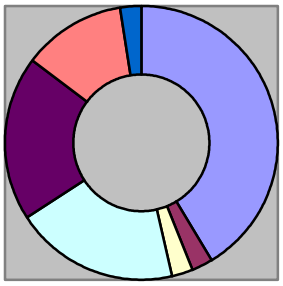
ATTACHMENTS:

Description	Type	Upload Date
ComDev Report - July 2018	Exhibit	8/10/2018

CITY OF DURANT
COMMUNITY DEVELOPMENT DEPARTMENT
MONTHLY ACTIVITY REPORT – JULY 2018

TYPE	QUANTITY
Commercial	2
Commercial Alteration	2
Industrial	1
Single-Family Residential	11
Single-Family Residential Alteration	2
TOTAL	**18**

CODE ENFORCEMENT



TYPE	QUANTITY
Grass and Weeds	17
Junk Vehicles	1
Junk Appliances	0
Dilapidated Structures	1
Trash & Debris	8
Trees & Shrubs	8
Other	5
Notice Posted	0
Condemned	1
Total	**64**

MEP PERMITS

TYPE	QUANTITY
Building	12
Electrical	6
Plumbing	5
Mechanical	4
Floodplain	3
Total	**30**

MEP LICENSES ISSUED

TYPE	QUANTITY
Mechanical	4
Electrical	0
Plumbing	2
Total	**6**

PUBLIC HEARINGS

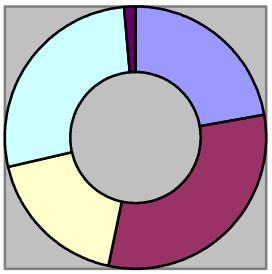
TYPE	QUANTITY
Board of Adjustment	1
Planning Commission	2
City Council	2
Total	**5**

mailed 133 public hearing letters and 40 code enforcement letters

MAPPING/ADDRESSING

- 44 maps printed
- 71 new 911 addresses requested in Bryan Co.

BUILDING INSPECTIONS



TYPE	QUANTITY
Building	45
Electrical	63
Mechanical	37
Plumbing	55
Other/Site Visit	3
Total	**203**

Agenda Item: 6.c.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/9/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Durant Industrial Authority Monthly Report - July 2018

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Durant Industrial Authority Monthly Report - July 2018	Exhibit	8/9/2018

MEMORANDUM

To: Mayor and City Council Members, Chairman and Trustees Durant Industrial Authority

From: Paul Buntz, Interim Director

RE: Monthly report for July, 2018

August 9, 2018

Project Hickory: The Durant Industrial Authority continues to work with Project Hickory which has selected Durant for it's future U.S. Headquarters. They will build a facility on Country Club Road with an investment of $40-$60 million, and within 3 years employ 140 with an average payroll of $55,000 per employee. The City Council will consider the creation of a Tax Increment Financing District at your August 14 City Council Meeting.

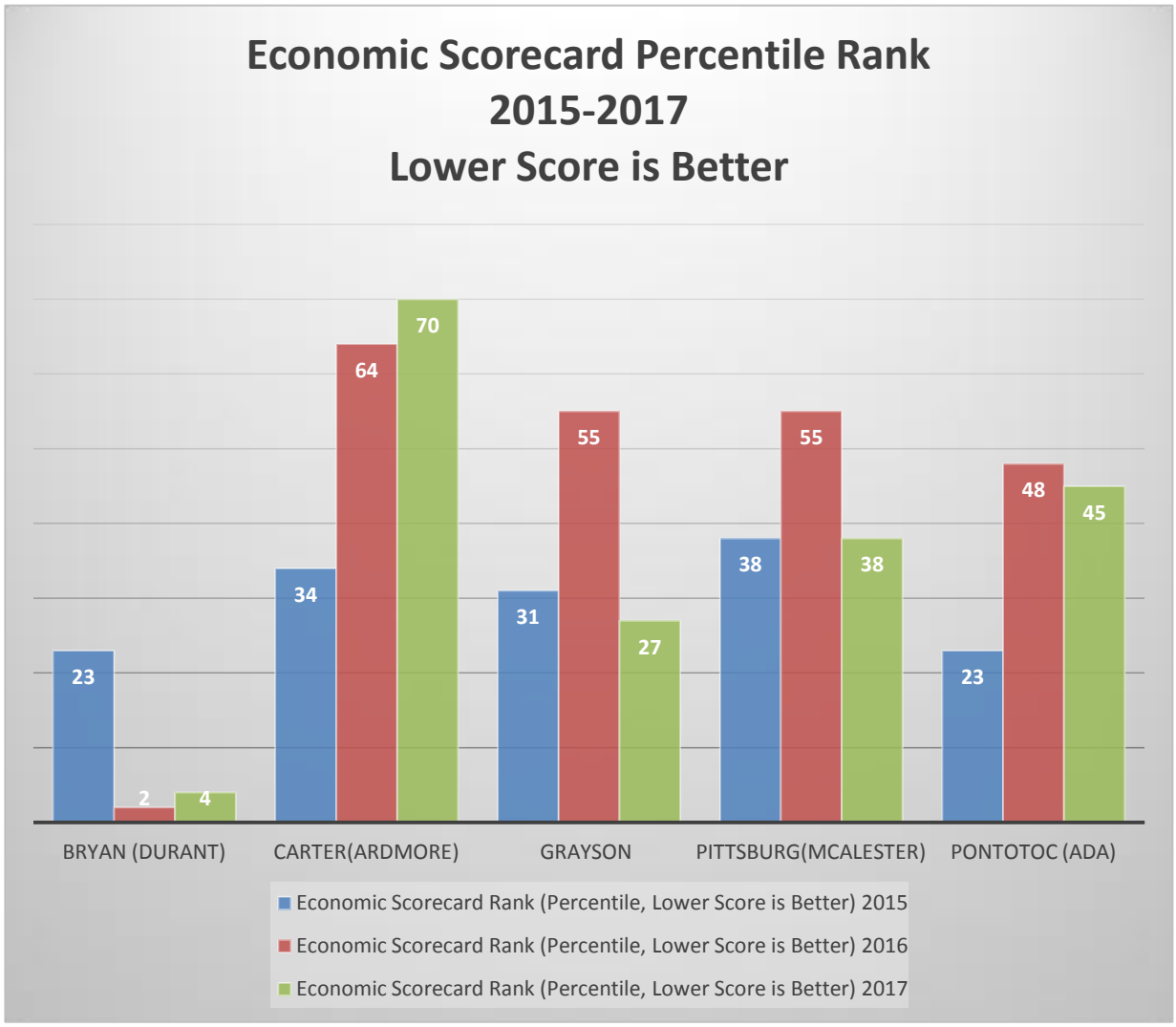
Project Energy: I was contacted recently by a wholesale power company interested in constructing a $100 million electric generation facility in Durant. We are in the early stages of discussions, and have identified some potential sites for the facility.

BrucePak: The Durant Board of Adjustment approved a variance request that will permit construction of a new freezer facility that will result in more efficient plant operations by having more freezer space on site, and will result in significant new employment as well.

Economic Scorecard: Please see attached 3 charts the compare the economic activity in Bryan County over the past 3 years with our peer counties of Carter (Ardmore), Grayson (Sherman and Denison), Pittsburg (McAlester), and Pontotoc (Ada). Bryan County has created 2,499 over these past 2 years, 2015-2017. The job numbers are provided by the U.S. Department of Labor Statistics. For further information, see http://headlightdata.com/annual-economic-scorecard/

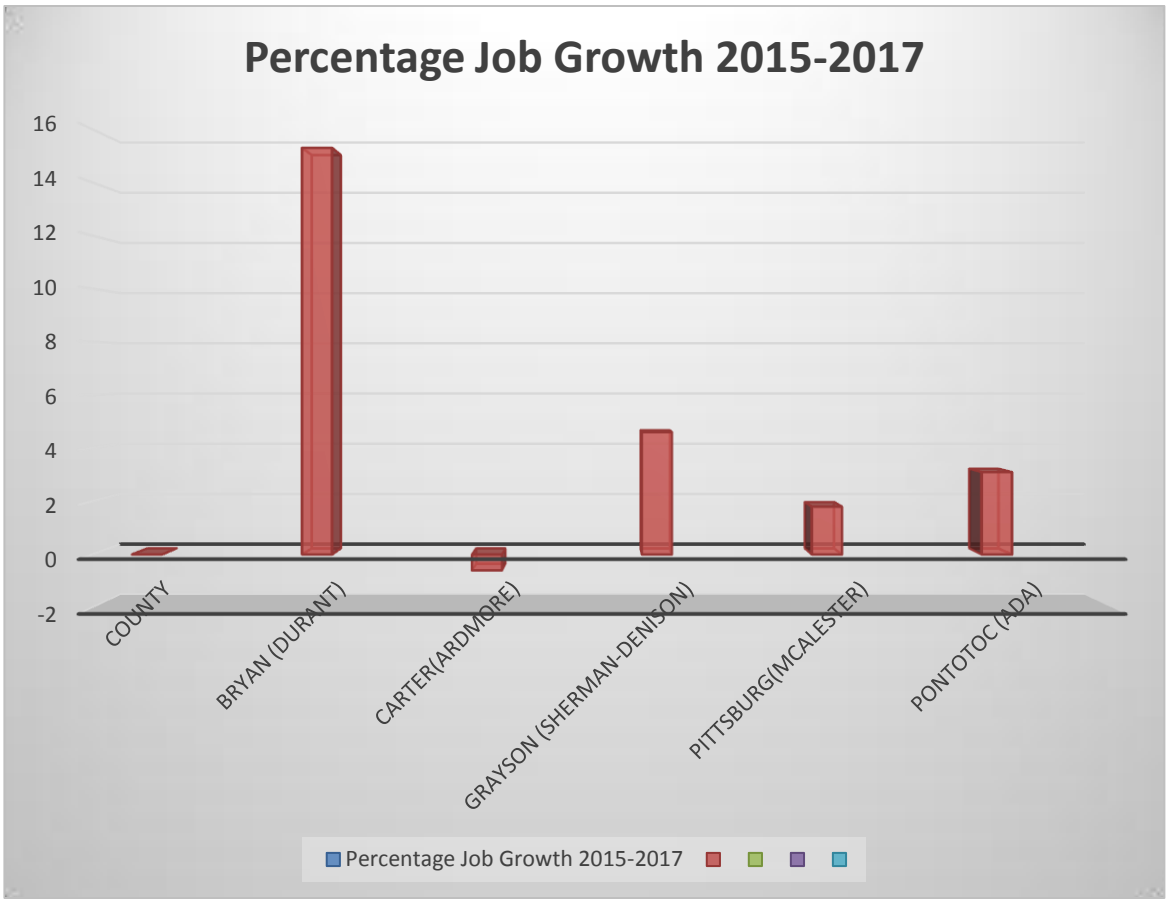
Economic Scorecard Rank
(Percentile, Lower Score is Better)

County	2015	2016	2017
Bryan (Durant)	23	2	4
Carter(Ardmore)	34	64	70
Grayson	31	55	27
Pittsburg(McAlester)	38	55	38
Pontotoc (Ada)	23	48	45

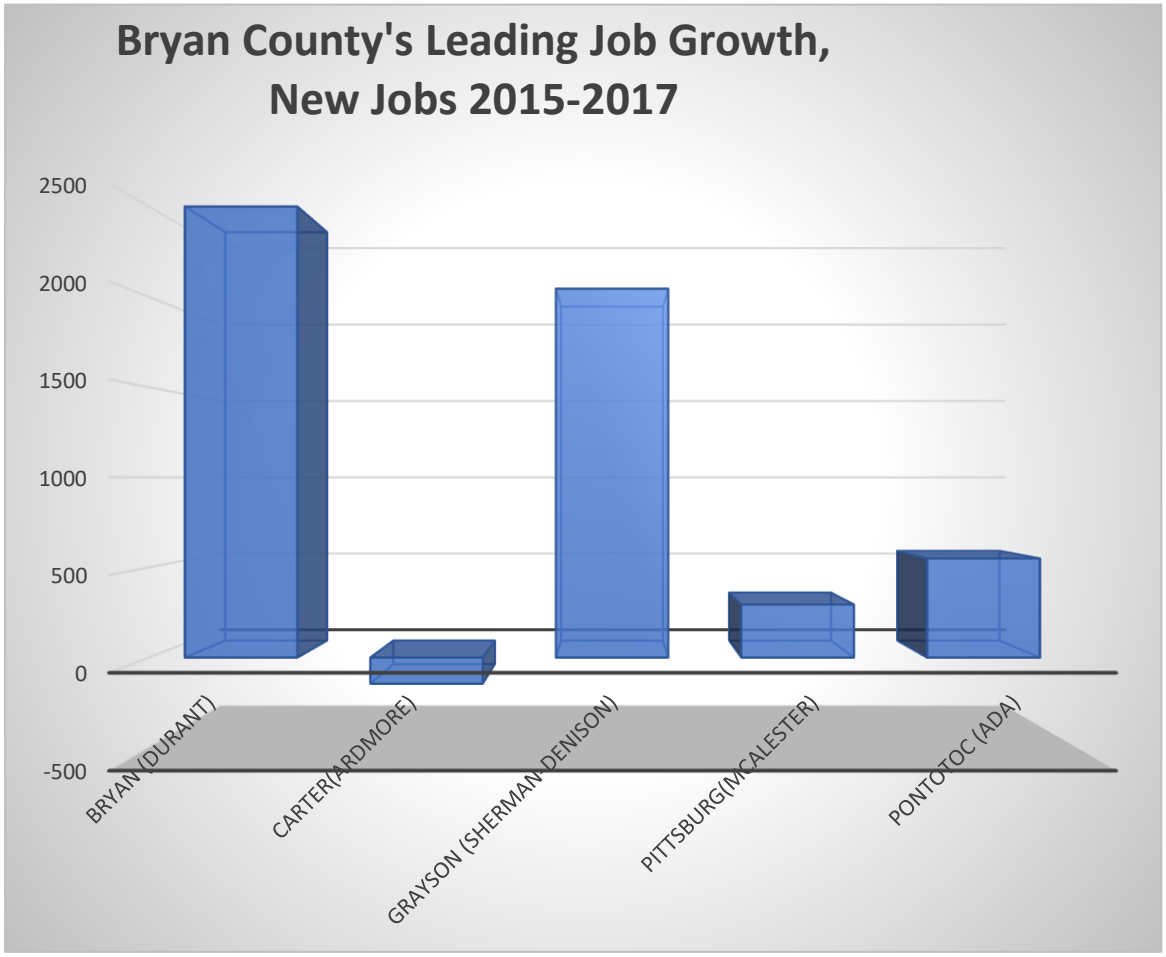


Percentage Job Growth 2015-2017

County	2015	2016	2017	3 year Total
Bryan (Durant)	2.4	7.6	5.9	15.9
Carter(Ardmore)	1.5	-0.9	-1.2	-0.6
Grayson (Sherman-Denison)	2.1	0.8	1.7	4.6
Pittsburg(McAlester)	1.2	-0.2	0.8	1.8
Pontotoc (Ada)	2.4	0.3	0.4	3.1



County	Job Growth -2015-2017
Bryan (Durant)	2499
Carter(Ardmore)	-145
Grayson (Sherman-Denison)	2044
Pittsburg(McAlester)	294
Pontotoc (Ada)	550



Agenda Item: 6.d.

The City of Durant

Durant/Bryan County Emergency Management

Memorandum

Date: 8/10/2018
To: Mayor and City Council
From: James Dalton, Emergency Management Director
Re: Emergency Management Report - July 2018

Council Information / Action Requested

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

ATTACHMENTS:

Description	Type	Upload Date
Emergency Management Report - July 2018	Cover Memo	8/10/2018

DURANT/BRYAN COUNTY EMERGENCY MANAGEMENT

PUBLIC SAFETY, PUBLIC TRUST

TO: Durant City Council

FROM: James Dalton, Emergency Management Director

DATE: July 31, 2018

SUBJECT: Monthly Report for July 2018

ADMINISTRATION:
The Outdoor Warning Siren Test scheduled for July 5 was not conducted due to overcast skies and the threat of weather in the area. We were able to conduct the July Siren Test Thursday July 19. 17 of 19 of the sirens in the City activated and functioned properly. The sirens located at 11th and Mulberry and Carl Albert Park had battery issues that were corrected. 10 of the 11 sirens in Bryan County activated and functioned properly. The Mead siren remains inoperable, but the Town of Mead has ordered a replacement siren that should be functional by August.

The next scheduled test is Thursday August 2. We will continue to test these outdoor warning sirens on the 1st Thursday of each month at 1400 hours, provided that conditions are acceptable for the test. This allows for schools, SOSU, nursing facilities, Alliance, and other entities to practice their Tornado Drill during their normal day.

Grant Information:

The **2018** Emergency Management Performance State and Local Assistance Grant (EMPG – SLA) application was submitted to Oklahoma Emergency Management on August 9, 2017
NOTE: *Throughout the remainder of this document, when* ***EMPG-SLA*** *is referenced, it is referring to the* ***E****mergency* ***M****anagement* ***P****erformance* ***G****rant for* ***S****tate &* ***L****ocal* ***A****ssistance.*
NOTE: *Throughout the remainder of this document, when* ***OEM*** *is referenced, it will be referring to Oklahoma* ***E****mergency* ***M****anagement.*
On August 9, 2017 we received an email that contracts for 2018 have been released and that Durant / Bryan County Emergency Management will receive an initial award of $40,000 ($10,000 / Quarter) for FY 2018. The Authority to Accept the EMPG – SLA Grant for FY 2018 was approved by Council on the October 10, 2017.
The 1st Quarter payment request was electronically submitted to OEM in July 2018. The 2nd and 3rd Quarter payment request are ready to be submitted with the exception of an Exercise After Action Report that we're waiting on from the Kiamichi Technology Center from their Table Top Exercise in March and their Full Scale Exercise on May 17.
NOTE: 4 of 4 Quarters of the 2017 EMPG Grant have been paid. ($40,000)

SAFETY:

EM / Safety The 2018 City of Durant Safety Training Calendar has been finalized with the exception of October. The Safety training will be conducted monthly. The July Safety Training on the 25th was AED / CPR Training. 21 employees attended the training and received their AED / CPR Certification. On August 15 we will have Slip, Trip, and Fall safety training.

EMERGENCY MANAGEMENT:
NOTE: *Throughout the rest of this document, when* ***DREOC*** *is referenced, it will be referring to the Durant Regional Emergency Operations Center located at 5861 Cessna.*
NOTE: *Throughout the rest of this document, when* ***NWS*** *is referenced, it will be referring to the National Weather Service.*
NOTE: *Throughout the rest of this document, when* ***WWTP*** *is referenced, it will be referring to the Waste Water Treatment Plant.*
NOTE: *Throughout the rest of this document, when* ***PW*** *is referenced, it will be referring to Public Works.*

Sunday, July 1 Kenneth Eppler on duty and call back. Work was done to the DREOC.
From 1642 – 1800 the NWS – Norman issued a Severe Thunderstorm Warnings for the County. The EOC and EM Storm Spotters were activated from 1600 – 1830. Some straight-line wind damage occurred in southern Bryan County.

Monday, July 2 from 0352 – 0536 Severe Thunderstorm Warnings were issued for the area. The EOC and EM Storm Spotters were activated from 0300 – 0600.

Tuesday, July 3 at 0830 I attended the Staff Meeting at City Hall.
At 1000 I attended a Demo from TAG Global Systems that provides Public Safety systems.

Wednesday, July 4 **(HOLIDAY)** at 0900 I met with OEM Field Coordinator Steve Palladino regarding grants and an upcoming Oklahoma Disaster Task Force Planning Committee trip to Louisiana for hurricane preparedness. Oklahoma and Louisiana have a mutual aid compact for hurricanes, where Oklahoma EM's and other first responders assist Louisiana with shelter management and EOC Operations during a disaster.

Thursday, July 5 at 1400 I met with Richard Sinor, OEM / FEMA field specialist, regarding filing an extension for Disaster Recovery for Bryan County Dist. 2 from damage that occurred to a bridge in November 2015. We were successful in gaining an extension until 2-19-19.

Friday, July 6 at 1600 the EOC was activated due to Severe Thunderstorms in the area. Bryan County Storm Spotters were deployed. Straight-line wind damage occurred in and near Caddo. DFD Fireman Kannon Jackson who lives between Caddo and Armstrong on old Hwy 69 had the roof removed from part of his house. Trees and out buildings were also damaged in the area. EM provided large rolled FEMA tarps to secure Mr. Jackson's resident. The EOC and Bryan County EM Storm Spotters were deactivated at 2300.

Saturday, July 7 James Dalton on duty and call back. Work was done to the DREOC.
Sunday, July 8 James Dalton on duty and call back. Work was done to the DREOC.

Tuesday, July 10 at 0900 I attended the Public Safety Meeting with the City Manager.
At 1600 I met OEMA Field Coordinator Steve Palladino and OEM Planner Steve Maddux and traveled to Houma, LA. to meet with Parrish and Louisiana State Officials for hurricane response planning. NOTE: Durant is the Oklahoma Staging Location for an Oklahoma mutual aid response to Louisiana, NE Texas, or SW Arkansas.
At 1800 Kenneth Eppler attended the Durant City Council Meeting.

Wednesday, July 11, the Oklahoma Disaster Task Force Planning trip to Louisiana continues in Houma and Terrabonne Parish.
At 1831 the NWS – Norman issued a Severe Thunderstorm WARNING for Bryan County. The EOC and EM Storm Spotters were activated from 1800 to 2000.

Thursday, July 12, the Oklahoma Disaster Task Force Planning trip to Louisiana continues in Baton Rouge planning with Louisiana EM Deputy Director Chris Guilbeau and other LA. local and state Officials.
At 1300 EM participated in an After Action Review of the Roosevelt Bridge accident/response that occurred in June. The meeting was at OHP Troop E Headquarters in Durant.
From 1500 - 1700 multiple Severe Thunderstorm WARNINGS were issued for Bryan County and the area. The EOC and EM Storm Spotters were activated from 1300 to 1800.

Saturday, July 14 Kenneth Eppler on duty and call back. Work was done to the DREOC.
Sunday, July 15 Kenneth Eppler on duty and call back. Work was done to the DREOC.

Tuesday, July 17 at 0900 I attended the Public Safety Meeting with the City Manager.
At 1100 I met with OEM / FEMA Specialist Richard Sinor regarding the progress being made on the November 2015 bridge replacement in Bryan County Dist. 2. I filed a quarterly report.
At 1200 I met with Brad Britton from OPAL regarding Pipeline Safety Training for Bryan Co.

Thursday, July 19 at 1400 EM conducted the July Outdoor Siren Test.**(See details in Administration above.)** Skies had been overcast the prior two Thursday's and the July test was not done.

Friday, July 20 at 1300 I met with OEM Field Coordinator Steve Palladino regarding Emergency Management Performance Grants for Special Projects for Durant / Bryan Co. EM.

Saturday, July 21 James Dalton on duty and call back.
At 1532 EM was notified of a transformer that had exploded at Washington and Chuckwa creating a large power outage in N. Durant extending to Caddo. OG&E notified.
At 1556 EM notified of an Emergency Power battery that had exploded at the Water Treatment Plant creating the possibility of a water shortage in the towers. Water Treatment Plant was able to get another large truck type battery from Jimmie's Auto and restored the Emergency Power.
At 1650 OG&E restored power.
Sunday, July 22 James Dalton on duty and call back.

Tuesday, July 24 at 0900 Kenneth Eppler attended the Public Safety Meeting.
From 1130 – 1330 EM and the Choctaw Nation hosted a Bryan County Community Disaster Recovery Planning Meeting at the Durant Library.

Wednesday, July 25 from 0900 – 1700 EM conducted the monthly safety training. This month was AED / CPR Training. **(See details in Safety above.)**

Saturday, July 28 Kenneth Eppler on duty and call back. Work was done to the DREOC.
Sunday, July 29 Kenneth Eppler on duty and call back. Work was done to the DREOC.

Monday, July 30 at 0349 the NWS – Norman issued a Severe Thunderstorm Watch for Bryan Co. until 0720. The EOC was activated, but no Severe Weather occurred.

Tuesday, July 31 at 0349 the NWS – Norman issued a Severe Thunderstorm Watch for Bryan Co. until 0720. The EOC was activated
At 0900 I attended the Public Safety Meeting with the City Manager.
At 1100 I met with a possible SOSU Safety Intern for the 2018 Fall Semester.

James Dalton, Director

Agenda Item: 6.e.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/10/2018
To: Mayor and City Council
From: Greg Buckley, Administrative Services Director and Interim Treasurer
Re: Financial Statements

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
FY17-18 General Fund Revenue & Expense Report	Exhibit	8/10/2018
FY 17-18 Capital Improvement Revenue Expenses	Exhibit	8/10/2018
DCUA (405) June 2018	Exhibit	8/10/2018
July 2018 Sales Tax With Interest	Exhibit	8/10/2018

City of Durant, Oklahoma
General Fund - UNAUDITED

Monthly Revenue and Expense Report
JUNE 2018 - 100% of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY17/18 Budget **
Sales Tax (2%)	572,193	7,398,332	7,430,415
Use Tax	103,560	1,494,597	1,525,000
Alcoholic Beverage Tax	9,371	118,063	110,000
Tobacco Excise Tax (first receipt Feb 2005)	17,251	194,746	180,000
Telephone Franchise Tax	103	18,675	15,000
Electric Service Franchise Tax	61,529	763,487	600,000
Natural Gas Franchise Tax	4,433	59,726	50,000
Cable TV Service Franchise Tax	-	77,304	85,000
Vehicle Tax	10,915	122,276	120,000
Gasoline Excise Tax	3,249	33,103	30,000
Licenses - All Types	28,090	41,957	41,000
Permits - All Types	12,896	191,211	234,000
Swimming Pool Revenues	34,369	69,973	28,000
Reimb. Engineering & Publication Fees	93	1,523	1,500
Sidewalk & Curb Repair Fees	0	1,007	20,000
Police Bonds & Fines	16,735	313,262	350,500
Interest Earnings	2,139	30,848	25,000
Civil Defense Reimbursement - County/State	-	30,000	65,000
Grant Revenues	4,274	178,225	173,865
Miscellaneous Revenues	14,323	255,272	266,490
Sub-Total Revenues	**895,522**	**11,393,584**	**11,350,770**
Transfer from Utility Authority	208,611	2,503,327	2,503,327
Balance Forward from FY17 (Audited)	-	-	2,529,726
Total Funds Available	**1,104,133**	**13,896,911**	**16,383,823**

Expenditure Type:	This Period	Year-To-Date	Current FY17/18 Budget **
City Administration	63,415	496,812	514,905
City Clerk	9,967	117,139	153,289
City Treasurer	57,715	235,342	269,302
Legal Services - Attorney	5,058	68,786	103,350
Law Enforcement - Police Dept	487,407	4,553,266	5,094,522
Animal Control	9,297	79,034	101,360
Finance Dept	1,153	77,593	86,878
Fire Dept	318,358	3,062,945	3,172,768
Parks, Rec & General Services	76,214	743,492	869,549
Swimming Pool	42,681	118,547	128,475
Municipal Court	19,285	146,296	152,097
Community Development	46,513	424,801	455,819
Public Library	67,420	620,067	683,808
Street Department	108,531	1,002,291	1,012,603
Civil Emergency Management	40,799	293,957	308,991
General Government	55,621	528,789	630,348
City Garage	22,003	261,428	292,125
Senior Citizens Center	1,246	19,882	23,250
Sub-Total Operating Expenditures	**1,432,680**	**12,850,468**	**14,053,439**
Transfer to Insurance Cash Fund	7,022	84,258	84,258
Transfer to Cemetery Operations Fund	-	41,575	41,575
Reserve - Personal Services (Payroll)	-	-	**2,074,136**
Total Fund Expenditures	**1,439,702**	**12,976,301**	**16,253,408**
Net Gain / (Loss) - *Excluding Balance Forward*	**-335,569**	**920,611**	**130,415**

City of Durant, Oklahoma
Capital Improvements Fund - UNAUDITED

Monthly Revenue and Expense Report
JUNE 2018 - 100 % of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY17/18 Budget
Interest Earnings	869	11,987	9,000
Miscellaneous Revenues	-	40,297	15,535
ODOT Streetscape V Grant	-	-	399,968
NEA Grant Rev S 9th Arts District	28,559	28,559	50,000
C OF C Contribution S 9th Arts	-	13,500	13,500
FY17 Landwater Grant	61,104	61,104	182,900
Community Reimbursement Rails to Trails	-	29,640	99,158
OAC Grant Rev S Hangar	-	36,517	36,516
FAA Grant Eng R17-35 Rehab	-	192,749	273,578
FAA Grant R17-35 Rehab Construction	-	-	2,243,056
FAA Grant Eng R17-35 Rehab	-	55,641	426,061
Miscellaneous Grant Revenues	-	57,512	31,220
Equipment Financing	-	200,230	200,250
Sub-Total Revenues	**90,532**	**727,736**	**3,980,742**
Transfer from Utility Authority	133,333	1,600,000	1,600,000
Transfer from DCFA Fund(DMSC MISC)	1,962	42,329	42,239
Transfer from 110 -EDC 1/4% Sales Tax	30,000	30,000	-
Transfer from DCUA 2007 STRN	260,841	263,381	260,045
Transfer from DCUA 2009A STRN	47,244	47,951	47,677
Transfer from DCUA 2010 STRN	306,479	339,220	547,587
Transfer from DCUA 2012A STRN	104,095	104,204	905,832
Transfer from DCFA Fund(DMSC Project)	-	-	20,000
Sub-Total Transfers In	**974,486**	**3,154,821**	**7,404,122**
Balance Forward from FY17 (Audited)	-	-	993,711
Total Funds Available	**974,486**	**3,154,821**	**8,397,833**

Expenditure Type:	This Period	Year-To-Date	Current FY17/18 Budget
Law Enforcement - Police Dept	-	11,997	27,535
Fire Dept	-	20,558	55,517
Parks, Rec, & Gen Svcs	25,040	161,456	442,172
Swimming Pool	-	306,479	306,479
Street	109,093	122,900	598,521
General Government	44,136	1,038,391	1,518,114
Public Works Admin	-	62,383	69,126
Water / Sewer Line Maintenance	-	-	30,000
Water Treatment Plant	-	-	5,831
Wastewater Treatment Plant	-	358,145	657,730
Disposal- Solid Waste	-	3,500	73,396
Eaker Field Airport	-	26,788	2,890,270
2007 U.S.S.T.R.N. Exp.	-	20,074	260,045
2009A U.S.S.T.R.N. Exp.	747	5,160	46,840
2009B U.S.S.T.R.N. Exp.	-	-	26,205
2010 U.S.S.T.R.N. Exp.	-	82,198	243,973
2012A U.S.S.T.R.N. Exp.	(7,639)	68,339	741,457
Sub-Total Expenditures	**171,378**	**2,288,368**	**7,993,211**
Traansfer to DAA	269,000	269,000	269,000
Sub-total of Transfer Expenses	**269,000**	**269,000**	**269,000**
Total Expenses	**440,378**	**2,557,368**	**8,262,211**
Reserve - CI	-	-	**404,622**
Total Funds Available	**440,378**	**2,557,368**	**8,666,833**
Net Gain / (Loss) - *Excluding Balance Forward*	**534,108**	**597,453**	**(269,000)**

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

Monthly Revenue and Expense Report
June 2018 100% of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY17/18 Budget
Water Service - City-Wide	255,092	2,768,840	3,000,000
Water Sales - RW Dist. #2	3,034	36,404	60,000
Water Sales - RW Dist. #5	20,281	763,400	600,000
Sewer Service Fees	240,455	2,572,714	2,500,000
Sanitation Service Fees	257,977	3,114,861	3,100,000
Sanitation - Roll off Bins Revenue	92,590	1,041,845	1,000,000
Sanitation - Compactor Revenue	20,670	263,797	210,000
Landfill Gate Fees (excluding Xfer ST.)	31,243	514,030	437,000
Transfer Station Fees Revenue	6,759	440,272	400,000
Late Payment Penalties	9,677	125,878	130,000
Non Payment Fee	7,665	142,534	150,000
Water & Sewer Tap Fees	23,664	159,296	110,000
Interest Earnings	464	9,145	-
Lab Tests Revenue	1,269	21,519	25,000
Recyclable Products SW Disposal	-	2,975	-
Miscellaneous Revenues	4,993	245,471	129,850
Sub-Total Operating Revenues	**975,832**	**12,222,979**	**11,851,850**
Transfer from CDBG	-	240,000	240,000
Balance Forward from FY17 (Audited)	-	-	1,599,108
Total Funds Available	**975,832**	**12,462,979**	**13,690,958**

Expense Type:	This Period	Year-To-Date	Current FY17/18 Budget
Public Works Administration	13,809	128,539	191,183
Utility Billing	67,890	614,703	625,944
Water/Sewer Line Maintenance	75,046	678,109	778,933
Water Treatment Plant	105,243	971,729	1,121,025
Wastewater Treatment Plant	87,483	793,888	838,991
Solid Waste - Collections	83,464	848,303	869,714
Utility General Administration	25,130	88,651	240,297
Lake Durant	2,764	32,059	37,500
Solid Waste - Disposals	132,210	1,287,818	1,349,530
Sub-Total Operating Expenses	**593,038**	**5,443,798**	**6,053,117**
Transfer to Industrial Authority	-	70,000	228,492
Transfer to Insurance Cash Fund	6,228	74,734	74,734
Transfer to General Fund	208,611	2,503,327	2,503,327
Transfer to Capital Improvement Fund	133,333	1,600,000	1,600,000
Transfer 2007 USSTRN To Capital Impr. Fund	260,841	263,381	260,045
Transfer to Airport Authority	13,183	158,197	158,197
Transfer to DMSC	35,051	420,610	420,610
Transfer to 911 Fund	-	187,500	187,500
Transfer to Employee Insurance Fund	166,666	1,499,994	1,500,000
Transfer to DWRF Maintenance Fund	6,667	80,000	80,000
Sub-Total Transfer Expenses	**830,580**	**6,857,743**	**7,012,905**
Reserve - Contingency	-	-	**384,936**
Total Fund Expenses & Transfers	**1,423,618**	**12,301,541**	**13,450,958**
Net Gain / (Loss) - *Excluding Balance Forward*	**(447,786)**	**161,438**	**240,000**

City of Durant, Oklahoma

4.375% Sales Tax Revenue Breakdown

July 2018 Sales Tax with Interest	
1/4% Economic Development	$82,381.33
1/4% Multi-Sports Facilities	$82,381.33
1/4% SOSU Improvements	$82,381.33
1% Capital Improvements	$329,525.32
2% General Operations	$659,050.64
5/8% DISD Improvements	$205,953.33
Total Sales Tax	**$1,441,673.28**

Agenda Item: 6.f.

The City of Durant

Durant Fire Department

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: Roger Joines Fire Chief
Re: Fire Department Monthly Report July 2018

Council Information / Action Requested

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

ATTACHMENTS:

Description	Type	Upload Date
Fire Department Monthly Report	Cover Memo	8/8/2018

Durant Fire Department

Monthly Report

July 2018

Type of Response	Month	Year to Date	
	July	2018	2017
Medical Calls & Rescue	113	736	665
Motor Vehicle Accidents	13	107	95
Fire Related Calls	38	139	95
Smoke Investigation & False Alarms	2	69	94
Misc. (Lift Assist) (Odor Investigation) (Good Intent) (Cancelled En Route) (Service Calls)	22	163	111
Total Responses	**188**	**1214**	**1060**

Type of Service Performed	Month	Year to Date	
	July	2018	2017
Permits	20	210	228
Inspections	56	322	261
Plans Review	7	93	95
Smoke Alarm Installed	2	12	18
Public Education	1	7	11
Fire Investigations	2	19	14
Pre-Fire Plans	4	19	45
Total Services	**92**	**682**	**672**

Comments :

Fire related calls were up in June from 13 to 38. This trend will likely continue as long as it remains hot and dry.

The Fire Department took part in some specialty training in July. The first class was called Stop the Bleed, where emphasis was placed on the use of tourniquets. Mass Casualty events, gunshot wounds and other major trauma events were addressed in this class.

The second class in the specialty training was, Active Attack Response Training, which dealt with the firefighters roll in an active attack event.

The third class was response and recognition of Improvised Explosive Devices taught by Robert Dawes with the OHP Bomb squad.

The fire service has changed a lot over the years. Fighting fires and vehicle extrication was about our only objective whereas, now we must prepare for a multitude of events requiring specialized training in many areas. It is imperative to be vigilant in training so we are ready for any call.

Thank you, Council Members, City Manager and citizens of Durant for your support as we respond and mitigate emergencies on a daily basis.

Agenda Item: 6.g.

The City of Durant

Grants Department

Memorandum

Date: 8/10/2018
To: Mayor and City Council
From: Rebecca Collins, Grants Coordinator
Re: Grants Department Report - July 2018

Council Information / Action Requested

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

ATTACHMENTS:

Description	Type	Upload Date
Grants Department Report July 2018	Cover Memo	8/10/2018

GRANTS DEPARTMENT **July 31, 2018**

YEAR	GRANT AGENCY	GRANT PROGRAM	PROJECT DESCRIPTION	STATUS	GRANT COMPLETE	ACTIVE PROJECT	PENDING AWARDS
2011	FEMA / Homeland Security	EOC	Emgcy Operations Ctr (EOC)	COMPLETE 12/31/16 - EM staff completing interior	**950,000**		
2015	OK Deprt of Transportation	Streetscape V	Downtown sidewalk enhancements - 4th & Evergreen	Waiting for final design to be approved by ODOT		**399,968**	
2015	ODOC / CDBG	Small Cities	SCADA,PLCs, tower valves	SCADA & Valves Complete	**138,986**		
2016	ODOC / CDBG	Small Cities	Street Improvements	Construction-E Cedar/NE 3rd		**85,707**	
2017	ODOC / CDBG	Small Cities	Market Square Improvements	Award 10-6-17 environmental process		**91,114**	
2012	ODOC / CDBG-ED	Econ Dev Infrastructure	Pharmcare (Waldron Rd)	Roadway complete; Closeout		**500,000**	
2014	ODOC / CDBG-ED	Econ Dev Infrastructure	Overland Asphalt Plant (Country Club Road)	Const complete. Job Tracking		**525,000**	
2016	ODOC / CDBG-ED	Econ Dev Infrastructure	Commercial Metals Company	Water, W-Water, roadway complete; job tracking		**1,000,000**	
2017	ODOC / CDBG-ED	Econ Dev Infrastructure	SteelFab, Inc.	Release of Funds / Bidding		**1,000,000**	
2015	OK Dept of Env Quality	Brownfields	Asbestos Abatement for city hall	COMPLETE. Report 8-24-17; DEQ funding. No $$$ to city	**114,912**		
2014	OK TSET (Tobacco Settlement Endowment Trust Fund)	Healthy Community Incentive	Slaton Park Improvements	COMPLETE May 2018	**50,000**		
2012	OK Tourism / Trails	Recreational Trail	DMSC Multi-Purpose trail	Grant Complete. City to complete utilities/concrete	**160,000**		
2018	OK Tourism / Trails	Recreational Trail	1400 LF multi-purpose trail: connecting to Rails to Trails	Tentatively Funded July 2018			**240,000**
2016	OK Tourism / LWCF	Outdoor Recreation	Carl Albert Park	Fencing and prep for next phase		**182,900**	
2018	OK Tourism / LWCF	Outdoor Recreation	Lloyd Plyler Park - Splash Pad,etc	Submitted July 31, 2018			**187,785**
2018	Nancy Lieberman Charities	Dream Court	Outdoor basketball court with police initiative to engage youth	Dream Court successful	**30,000**		
2016	National Endowment for the Arts	Our Town	Develop a Master Plan & Design to Create Arts District	Design in progress. Preparing for August cc mtg		**50,000**	
2015	US Dept of Interior / National Park Service	Rivers, Trails & Conservation Assistance	Trail Master Plan: Technical Assistance	Plan adopted Jan 2017			
2015	US Dept of Justice	JAG-Edward Byrne	E-Ticketing / Citation System	IMPLEMENTED	**13,450**		
2016	US Dept of Justice	JAG-Edward Byrne	HVAC System & Restroom for Firearms range	HVAC & Restroom successfully completed 9/17	**11,995**		
2016	Federal Highway / ODOT	Transportation Alternative (TAP)	Rails to Trails	Engineer Design		**396,630**	
2016	FEMA / Homeland Security	Assistance to Firefighters	(3) Gear Dryers & (6) GPS Units	COMPLETE		**20,517**	
2017	Env Protection Agency (EPA)	Brownfields Assessment	Community Brownfields Assessment: specifically southside	Discussions with EPA, KSU & DEQ			
2017	Office of Justice	Bulletproof Vests Partnership	Vests to be purchased over 24 month period	Award 10-26-17		**13,519**	
2017	Radio Systems Corp/ PetSafe®	PetSafe® Bark For Your Park™	Community Dog Park	Considering application			
2018	Fit Radio	National Fitness Campaign	Outdoor Fitness Court	Considering application			
				TOTALS	**1,469,343**	**4,265,355**	**427,785**

Agenda Item: 6.h.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: Kenny Cooper, Supervisor, Solid Waste Landfill
Re: Landfill Monthly Reports - July 2018

Council Information / Action Requested

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

Information only.

ATTACHMENTS:

Description	Type	Upload Date
DEQ Report - July 2018	Exhibit	8/6/2018
Project Schedule - July 2018	Exhibit	8/6/2018

OKLAHOMA
DEPARTMENT OF ENVIRONMENTAL QUALITY

Administrative Services
Accounts Receivable
P. O. Box 2036
Oklahoma City, OK 73101-2036

MONTHLY REPORT FOR SOLID WASTE DISPOSAL FACILITIES

(Please see instructions prior to completing this form)
Due by the 10th of the month following the reporting month

Report month/year: **JULY 2018**

Facility Name: CITY OF DURANT C/D LANDFILL
Mailing Address: PO BOX 578
DURANT, OK 74702-0578

Permit Number: **3507001**

Phone Number: 580-931-6606

Total # of Days open: 25

COMPLETE SECTIONS 5-10 ONLY IF SCALES GO DOWN

DAY	(1) Total weight accepted (tons)	(2) Weight which is reused or recycled in accordance with facility permit (tons)	(3) Weight accepted from a DEQ approved emergency or special event (tons)	(4) Weight accepted from large industrial waste generators with DEQ exemption certificate (tons)	(5) Time scales placed out of service	(6) Time scales placed into service	(7) Total volume accepted (yd3)	(8) Volume which is reused or recycled in accordance with facility permit (yd3)	(9) Volume accepted from a DEQ approved emergency or special event (yd3)	(10) Volume accepted from large industrial waste generators with DEQ exemption certificate (yd3)
1	0									
2	59.42									
3	45.19									
4	0									
5	77.59									
6	48.75									
7	16.27									
8	0									
9	102.83									
10	79.83									
11	83.03									
12	29.7									
13	49.95									
14	10.13									
15	0									
16	50.2									
17	90.85									
18	94.11									
19	34.25									
20	54.38									
21	13.78									
22	0									
23	84.57									
24	84.52									
25	57.72									
26	41.35									
27	37.83									
28	11.89									
29	0									
30	8.67									
31	153.24									
Total	1420.05	0	0	0	0	0	0	0	0	0

I hereby certify that the information reported above is accurate and correct to the best of my knowledge and includes all solid waste received at this facility.

Signature of authorized agent: _____ Phone #: 580-924-8358 Date: _____

THE CITY OF DURANT
Office of the Solid Waste Superintendent

DURANT
| · OKLAHOMA ·

SOLID WASTE DISPOSAL PROJECTS SCHEDULE
July 2018

A. <u>Work Completed for July:</u>

1. Covered C & D Site
2. Hauled MSW To SORD
3. picked up 327 rolloff's & 10 delivered

B. <u>Work Planned For August:</u>

1. Continue Covering C&D site
2. Have new C&D cell 10C inspected and approved
3. Haul MSW To SORD
4. Continue Picking up, Delivering

C. <u>Work Planned For Jan. '18 – Dec. '18</u>: <u>Approx. Start – Finish Date</u>:

1. Haul trash to Ardmore 1-2018 thru 12-2018

D. <u>Projects Planned And Requested For Authorization</u>:

1. None.

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www.durant.org

Agenda Item: 6.i.

The City of Durant

Donald W. Reynolds Community Center and Library

Memorandum

Date: 8/1/2018
To: Mayor and City Council
From: Robbee Tonubbee Library director
Re: Library Report for July 2018

Council Information / Action Requested

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

ATTACHMENTS:

Description	Type	Upload Date
Library Monthly Report July 2018	Cover Memo	8/2/2018

Donald W Reynolds Community Center & Library

July 2018

Statistical Report

Attendance monthly total ---------- 11,455
Attendance daily average ---------- 477
Circulation monthly (physical units)---------- 8,869
Circulation average daily ---------- 370
Computer usage total ---------- 1,235
Computer users average daily---------- 51
Computer usage average time---------- 46 min
Computer guest passes---------- 256
Computer guest passes average daily---------- 11
New Library card holders---------- 231
Materials donated ---------- 2398
(101 put in collection)

Interesting Statistics

Attendance: Attendance for the summer was 23,085 which was up from 2017's 22,662.

Revenue: The library's summer revenue was $6825.13 which is an increase of 18% over 2017's $5790.73.

What's Happened and What's Coming up!

- The librarian attended training for the upcoming Financial Fitness program. This program will be taught on Thursday nights for 6 weeks with literature and programming provided by FINRA. The program is supported through a grant and the library's FOL program. A local teacher will be administering the class to be held in the library's Black Box Theater and will target families, not just individuals. The grant will purchase new finance, investment, and other money related materials for circulation. As the library is focusing on the whole family we will also add two tablets with applications relating to money for kids ages 10 and up, board games like "Payday", and DVDs for families to check out together.

- The library submitted the EDGE Technology Grant. The purpose of the grant is to fund technology equipment to improve public access technology services. The library's EDGE assessment identified the areas of improvement and this will drive the grant requests. The requests are items like:

1. Headphones to increase patron privacy.
2. Backlit keyboards w/large print keys and ergonomic trackball mice for patrons with special needs.
3. Launchpad tablets for Pre-K up through grade 8 to increase the amount of technology available to youth while at the library. The library only has four kids' computers for 12 and under so these tablets are a portable, economic choice. There will also be a tablet station, at the Easy Reader section entrance, with units tethered to a table. New seating was purchased to allow up to four children ages 3-5 to sit at the station and play on the Launchpad tablets.
4. Kids keyboards with extra-large, color-coded keys and contrasting color mice to accommodate special needs.

- The FOL will be hosting their annual "Happy Dogust Pet Pawrade" event on Saturday, August 25th from 10:00am to noon in the library's west-most parking lot. The event will have local vendors with animal/pet related products/info, a pet pawrade, free hotdogs and drinks, and lots of fun! Local DJ Kristy Rothrock will be the emcee for this year's event.

Library Events & Programming

Literacy – The library submitted a grant with the local OHAI (Oklahoma Healthy Aging Initiative) program to offer Health Literacy Programming. The grant will offer classes for FREE at the library. If the grant is received the details will be released in August.

Summer Food Program – "The Very Hungry Reader" for 618 lunches and 280 snacks in 2018 compared to 616 lunches and 278 snacks in 2017. The program was a great success thanks to the library's FOL and AARP volunteers.

Summer Reading Programs – The attendance for the SRP was 1116 for 2018 which is an increase of 17% from 2017. This includes 5-8 yr olds, 9-12 yr olds, and teens. The celebration had over 150 people in attendance for food, a magic show, face painting, and an inflatable obstacle course. The teen program was a success and the library is investing in year round programming for this aged group. The FOL group will be approached with purchasing Lego robotic kits for the teens to work on in the Wednesday program, "The Lounge." Teens, grades 6 and up, will also play video games, do programming, engineering, homework, have snacks, and just hang out on Wednesdays from 3:30 to 5:00pm.

Friends of the Library –The Friends helped manage the SRP sign ins and the Very Hungry Reader program. Without them neither of these programs would be possible! We love our FOL members.

Community Partnerships

Local Businesses – There were two businesses who came to set up tables to give out swag at the SRP Celebration. Security Finance gave out goodie bags with pens, notebooks, and stressballs for the kids while Choctaw's The District had a table with District Dan giving out all sorts of swag for the kiddos. District Dan also helped hand out awards.

Bryan County Groups – The library solicited school supply donations for the upcoming "Back to School Bash" on August 4th. The library will have a cart with books and other library materials to give away such as bookmarks, pencils, coloring sheets, and more. This event is a joint operation led by the Bryan County Turning Point Coalition and involves several county organizations and volunteers. The event is held in the family center across from the FBC.

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

Electronic Bulletin Board is being utilized to make announcements of library programs and services.

"Check it out at the Library" - weekly column with the Sunday edition of the Durant Daily Democrat.

Agenda Item: 6.j.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: Marty Pope, Parks Superintendent
Re: Parks Department Monthly Report - July 2018

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Parks Department Monthly Report - July 2018	Exhibit	8/6/2018

THE CITY OF DURANT
Parks and General Services

8-6-18

RE: City Council Report for August 2018

Completed metal fence around new basketball court at Carl Albert Park, painted fence, installed signs and camera's.

Replacing fall barrier for play ground equipment at parks.

Mowing and spraying roadways, parks, flood plain lots.

The park's department have been cleaning coils, repairing leaks, and replacing lights at the Library.

Mowed, weedeat and sprayed at Durant Lake.

Revamping Slaton Park, Billy Miller 1 Ball fields for fall baseball and softball.

Maintaining Durant Swimming Pool for t he remainder of the season.

Marty Pope

300 West Evergreen • P.O. Box 578 • Durant, Oklahoma 74702 • (580) 931-6610 • Fax (580) 924-3490
www.durant.org

Agenda Item: 6.k.

The City of Durant

Office of Community Development

Memorandum

Date:	8/9/2018
To:	Mayor and City Council
From:	Matthew Nahrstedt, LEED GA, Community Development Director and City Planner
Re:	Planning Commission Regular Meeting Minutes - June 19, 2018

Minutes from the Planning Commission's regular meeting in June typed by Darla Smith, Secretary of the Durant Planning Commission.

Council Information / Action Requested

Information only.

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

Community Development Department to deliver Planning Commission minutes at subsequent meeting of the commission.

ATTACHMENTS:

Description	Type	Upload Date
PC Minutes for June 19, 2018	Exhibit	8/10/2018

Minutes of the Durant Municipal Planning Commission Meeting of Tuesday, June 19, 2018 Roscoe J. Hatfield, City Council Chambers, Durant City Hall

CALL TO ORDER:

Planning Commission Chairman Kevin Keener called the meeting to order at 5:30p.m.

INVOCATION:

Planning Commission Member Clint Whitehurst offered the invocation.

Roll Call:

Present:
Planning Commission Members:
Present: Keener, Kerr, Horner, Jackson and Whitehurst
Absent:

3. CONSIDERATION APPROVAL OF MINUTES
   - Planning Commission Meeting of May 15, 2018

Motion made by Commission Member Drew Jackson and seconded by Commission Member Clent Horner to approve the minutes as presented.
Motion carried by the following vote:
Aye: Keener, Kerr, Horner, Jackson and Whitehurst
Nay:
Abstain:

4. CONSIDERATION OF CASE PC2018-11

Matthew Nahrstedt reviewed PC2018-11 with the Planning Commission. This is a request for a final plat approval, the plat meets all requirements.

Clent Horner – Just to clarify there were no revision from the preliminary plat and the infrastructure is 100% complete

Matthew Nahrstedt - Yes

Motion was made by Commission Member Clint Whitehurst and seconded by Commission Member Clent Horner to approve this request as presented
Motion carried by the following vote:
Aye: Keener, Kerr, Horner, Jackson and Whitehurst
Nay:
Abstain

1. APPOINTMENT OF PLANNING COMMISSION CHAIR

Motion was made by Commission Member Clent Horner and seconded by Commission Member Whitney Kerr to appoint Kevin Keener as Planning Commission Chair
Motion carried by the following vote:
Aye: Keener, Kerr, Horner, Jackson and Whitehurst
Nay:
Abstain

2. APPOINTMENT OF PLANNING COMMISSION VICE-CHAIR

Motion was made by Commission Member Whitney Kerr and seconded by Commission Member Drew Jackson to appoint Clint Whitehurst as Planning Commission Vice-Chair
Motion carried by the following vote:
Aye: Keener, Kerr, Horner, Jackson and Whitehurst
Nay:
Abstain

OLD BUSINESS:
NEW BUSINESS: There will be a meeting on Tuesday July 26, 2018 with the Board of Adjustment and the Planning Commission to discuss the revision to the Comprehensive Plan for the City of Durant

ADJOURNMENT:

Motion made by Commission Member Drew Jackson and seconded by Commission Member Clent Horner to adjourn.
Motion Carried by the following vote:
Aye: Keener, Kerr, Horner, Jackson and Whitehurst
Nay:
Abstain:

The meeting was adjourned at 5:40p.m.

Agenda Item: 6.I.

The City of Durant

Durant Police Department

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: David Houser, Chief of Police
Re: Police Department Monthly Report - June 2018

See/Review Attached Reports

Animal Control Officer Sonya Page will receive recognition from the local VFW post for her efforts in the care of a veteran's pets both on and off duty. Her dedication and love for the animals is evident as she exceeded her obligations in this particular incident.

Animal Control Officer Chris Hider is attending The Animal Control Academy through the Oklahoma Animal Control Association (OACA) in Moore Oklahoma. This is a two week academy where he can achieve enhanced training and certification.

The department continues to seek applicants and fill positions for police officer, dispatcher and criminal analyst. Most recently Joseph Mathis joined our team in patrol. He is currently in the field training program while newly hired Christopher Smith is attending the basic police academy in Ada.

Katelyn Hartman has joined our 911 Center and recently completed her training program.

The Durant Police Narcotics Division and the Oklahoma Bureau of Narcotics recently completed an outstanding investigation. The end result was a search warrant that netted 1.5 pounds of methamphetamine and cash. The drugs has a street value of over $50,000 (50K). One person was arrested for aggravated trafficking which carries a penalty of 20 years to life. It is rumored that this dealer was a major supplier of methamphetamine in and around the Durant area. (See Photo)

Council Information / Action Requested

Information Only

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

None

ATTACHMENTS:

Description	Type	Upload Date
Monthly Report - June 2018	Cover Memo	8/9/2018
photo - 1.5 pounds methamphetamine	Cover Memo	8/9/2018

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

June 2018

In accordance with the mandatory monthly report to the Oklahoma Bureau of Investigation and the Federal Uniform Crime Reporting system, the following offenses were reported

OFFENSES	***Jun-18***	***Jun-17***	***YTD 2018***
UCR PART 1 CRIMES			
Criminal Homicide	0	0	0
Forcible Rape	0	1	1
Robbery	0	1	1
Aggravated Assaults	4	6	21
Burglary	19	19	102
Larceny-Theft	70	58	345
Motor Vehicle Theft	5	2	27
Arson	1	0	3
UCR Part 1 Crimes - TOTAL	99	87	500
UCR PART 2 CRIMES **			
Other Assaults (Simple)	13	9	71
**Forgery and Counterfeiting; Fraud; Embezzlement; Stolen Property-Buying, Receiving, Possessing;			
Vandalism; Weapons-Carrying, Possessing, etc; Prostitution and Commercialized Vice;			
Sex Offenses; Drug Abuse Violations; Gambling: Offenses Against the Family and Children;			
Driving Under the Influence; Liquor Laws; Drunkenness; Disorderly Conduct; Vagrancy;			
All Other Offenses (Warrant Arrests); Suspicion; Curfew and Loitering Laws; Runaways**			
***UCR Part 2 Crimes**-TOTAL*	249	211	1,404
TOTAL OFFENSES (UCR Part 1 & Part 2 Crimes)	348	298	1,904

Domestic Violence Cases	***Jun-18***	***Jun-17***	***YTD 2018***
This number is included in Part 1 Crimes- Aggravated Assaults & Part 2 Crimes-Simple Assaults	8	7	43

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MONTHLY DEPARTMENTAL REPORT
June 2018

ARRESTS	Jun-18	Jun-17	YTD 2018
UCR Part 1 Crimes	15	18	70
UCR Part 2 Crimes	109	94	669
Juvenile Crimes	3	6	19
TOTAL ARRESTS	127	118	758

EOD Actions	18	17	121

Emergency **O**rder of **D**etentions 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)

MOTOR VEHICLE COLLISIONS	Jun-18	Jun-17	YTD 2018
Injury Accidents	15	14	86
Property Damage Accidents	29	30	203
Private Property Accidents	20	9	82
Fatality Accidents	0	1	1
TOTAL ACCIDENTS	64	54	372

CITATIONS	Jun-18	Jun-17	YTD 2018
Traffic/Non-Traffic Citations	222	186	1,544
Warnings	260	32	1,045
DUI	4	11	30
TOTAL	486	229	2,619

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MONTHLY DEPARTMENTAL REPORT
June 2018

CALLS FOR SERVICE	Jun-18	Jun-17	YTD 2018
Durant Police Department	1,987	1,953	10,889
Bryan County*	2,040	2,015	11,595
TOTAL CALLS FOR SERVICE	4,027	3,968	22,484

*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: Achille PD; Bryan County Sheriff's Office; Bennington PD; Bokchito PD; Bryan County District Attorney's Office; Caddo PD; Calera PD; Choctaw Nation Tribal; Colbert PD; OHP; and SOSU PD

RESERVE HOURS	242	298	1,136.50
CHAPLAIN HOURS	9.75	4.5	66.25

ANIMAL CONTROL	Jun-18	Jun-17	YTD 2018
Calls for Service	161	172	970
Citations Issued	0	1	4
Adoptions	5	31	186

MONTHLY DEPARTMENT REPORT TOTALS

2018	>>> MISC OFFENSES <<<													>>> ARRESTS <<<					> COLLISIONS (MVC) <					>>> > CITATIONS < <<<				CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	ASSAULTS SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON	UCR PT 1	UCR PT 2	TOTAL OFF	DOM VIOL	UCR PT 1	UCR PT 2	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF/NON-TRAF CITS	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FELS COU	ADOP-TIONS
JAN	0	0	0	1	11	20	40	1	0	62	243	305	6	6	130	6	142	20	9	28	10	0	47	321	320	6	647	1,741	1,728	3,469	220.0	13.75	172	2		31
FEB	0	0	1	9	7	16	41	3	0	70	209	279	8	12	100	1	113	15	10	45	12	0	67	205	53	2	260	1,621	1,548	3,169	184.0	8.25	151	1		29
MAR	0	0	0	1	20	12	57	5	0	75	226	301	8	12	105	3	120	21	20	33	12	1	66	261	102	5	368	1,883	2,141	4,024	167.5	4.75	191	1		42
APR	0	0	0	2	10	16	51	8	1	78	223	301	5	10	101	5	116	20	19	37	17	0	73	296	190	6	492	1,647	1,870	3,517	145.0	12.50	153	0		38
MAY	0	1	0	4	10	19	86	5	1	116	254	370	8	15	124	1	140	27	13	31	11	0	55	239	120	7	366	2,010	2,268	4,278	178.0	17.25	142	0		41
JUNE	0	0	0	4	13	19	70	5	1	99	249	348	8	15	109	3	127	18	15	29	20	0	64	222	260	4	486	1,987	2,040	4,027	242.0	9.75	161	0		5
JULY									0	0							0						0				0			0						
AUG									0	0							0						0				0			0						
SEPT									0	0							0						0				0			0						
OCT									0	0							0						0				0			0						
NOV									0	0							0						0				0			0						
DEC									0	0							0						0				0			0						
TOTAL	0	1	1	21	71	102	345	27	3	500	1,404	1,904	43	70	669	19	758	121	86	203	82	1	372	1,544	1,045	30	2,619	10,889	11,595	22,484	1,136.50	66.25	970	4		186

2017	>>> MISC OFFENSES <<<													>>> ARRESTS <<<					> COLLISIONS (MVC) <					>>> > CITATIONS < <<<				CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	ASSAULTS SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON	UCR PT 1	UCR PT 2	TOTAL OFF	DOM VIOL	UCR PT 1	UCR PT 2	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF/NON-TRAF CITS	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FELS COU	ADOP-TIONS
JAN	0	0	0	5	12	17	64	8	0	94	324	418	7	20	168	6	194	21	4	32	13	0	49	675	373	9	1,057	2,493	2,036	4,529	150.5	34.00	185	1		51
FEB	0	0	0	4	22	14	67	8	0	93	272	365	15	16	130	10	156	21	11	38	9	0	58	437	454	8	899	1,914	1,951	3,865	109.0	43.75	141	5		27
MAR	0	0	0	6	15	14	39	4	0	63	281	344	9	17	144	5	166	10	15	41	19	0	75	299	224	8	531	2,059	2,025	4,084	177.0	40.25	174	1		40
APR	0	1	0	4	11	9	57	2	0	73	248	321	9	20	114	5	139	22	5	44	17	0	66	352	48	2	402	1,815	1,890	3,705	152.0	19.50	133	5		34
MAY	0	0	0	1	10	14	46	5	0	66	203	269	4	10	117	7	134	18	10	31	6	0	47	235	109	9	353	2,098	1,959	4,057	205.0	22.00	103	0		24
JUNE	0	1	1	6	9	19	58	2	0	87	211	298	7	18	94	6	118	17	14	30	9	1	54	186	32	11	229	1,953	2,015	3,968	298.0	4.50	172	1		31
JULY	0	0	1	2	12	29	62	3	0	97	204	301	9	14	107	3	124	25	11	41	13	0	65	262	268	7	537	2,089	1,951	4,040	203.0	11.50	163	0		37
AUG	0	1	0	2	24	27	61	4	0	95	211	306	14	7	93	4	104	16	10	30	23	0	63	471	664	5	1,140	1,939	2,156	4,095	142.0	14.00	169	3		28
SEPT	0	2	0	6	7	23	45	3	0	79	232	311	9	14	108	4	126	21	10	32	13	1	56	278	92	8	378	2,104	2,033	4,137	159.0	4.75	198	3		38
OCT	0	1	0	6	7	24	46	3	0	80	218	298	2	15	104	2	121	23	19	33	17	0	69	341	244	8	593	2,023	2,065	4,088	0.0	13.25	219	0		20
NOV	0	0	1	3	16	16	57	5	0	82	230	312	6	13	109	6	128	19	13	27	14	1	55	216	103	4	323	1,681	1,978	3,659	163.0	8.75	174	2		18
DEC	0	1	3	3	20	18	64	5	0	94	203	297	10	15	100	2	117	13	9	27	15	0	51	146	23	4	173	1,632	1,776	3,408	315.0	13.00	136	0		31
TOTAL	0	7	6	48	165	224	666	52	0	1,003	2,837	3,840	101	179	1,388	60	1,627	226	131	406	168	3	708	3,898	2,634	83	6,615	23,800	23,835	47,635	2,073.50	229.25	1,967	21		379

MONTHLY DEPARTMENT REPORT TOTALS

2016	>>> >>> >>> MISC OFFENSES <<<								<<<	<<<	<<<		>>> ARRESTS <<<					> COLLISIONS (MVC) <					>>> > CITATIONS < <<<					CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	ASSAULTS SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON	UCR PT 1	UCR PT 2	TOTAL OFF	DOM VIOL	UCR PT 1	UCR PT 2	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF-FIC	NON-TRAF	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FEES COLL	ADOP-TIONS
JAN	0	0	1	3	9	11	50	3	0	68	231	299	6	19	138	7	164	20	7	40	14	0	61	261	62	126	11	460	1,802	1,691	3,493	295.0	21.75	119	2		31
FEB	0	1	1	5	17	8	55	1	1	72	244	316	11	14	118	18	150	12	12	40	13	0	65	445	69	246	10	770	1,869	1,757	3,626	200.0	14.25	133	2		26
MAR	0	0	0	2	25	10	50	3	1	66	221	287	13	14	113	6	133	22	14	51	19	0	84	373	73	134	10	590	2,073	1,895	3,968	143.5	22.25	181	11		46
APR	0	1	0	4	23	22	45	5	1	78	241	319	15	21	124	10	155	22	2	37	18	0	57	405	61	207	15	688	1,986	1,857	3,843	230.0	8.00	169	6		22
MAY	0	1	0	8	10	18	75	1	0	103	214	317	9	25	108	6	139	18	13	40	4	2	59	371	56	111	7	545	2,267	2,170	4,437	178.5	43.75	144	4		25
JUNE	0	0	2	1	16	13	66	2	0	84	242	326	11	19	53	10	82	24	16	35	8	1	60	228	49	87	9	373	2,121	1,981	4,102	203.0	3.25	185	1		51
JULY	0	1	0	9	8	19	74	1	0	104	236	340	7	16	114	1	131	16	8	26	14	0	48	214	30	109	9	362	2,239	2,029	4,268	87.0	12.25	224	3		39
AUG	0	1	0	8	16	15	59	2	0	85	252	337	17	19	147	9	175	20	12	37	14	0	63	377	36	117	12	542	2,698	1,917	4,615	320.5	14.75	179	2		52
SEPT	0	0	0	4	12	13	50	1	0	68	258	326	6	14	119	5	138	16	13	29	17	0	59	338	10	59	6	413	2,349	1,830	4,179	302.0	9.50	171	6		30
SubT	0	5	4	44	136	129	524	19	3	728	2,139	2,867	95	161	1,034	72	1,267	170	97	335	121	3	556	####	446	1,196	89	4,743	19,404	17,127	36,531	1,960	150	1,505	37		322
OCT	0	0	0	1	14	16	68	5	0	90	218	308	5	19	102	6	127	15	11	31	18	1	61	333	53	6	392	2,160	1,766	3,926	272.0	15.30	134	2		67
NOV	0	1	0	3	13	16	85	4	0	109	237	346	7	23	98	9	130	26	9	41	14	2	66	435	200	7	642	1,919	1,685	3,604	193.0	18.50	110	4		28
DEC	0	0	1	5	10	7	45	5	0	63	193	256	7	11	84	8	103	19	8	27	23	0	58	348	196	0	544	1,999	1,921	3,920	215.0	31.50	145	0		28
SubT	0	1	1	9	37	39	198	14	0	262	648	910	19	53	284	23	360	60	28	99	55	3	185	1,116	449	13	1,578	6,078	5,372	11,450	680	65	389	6		123
TOTAL	0	6	5	53	173	168	722	33	3	990	2,787	3,777	114	214	1,318	95	1,627	230	125	434	176	6	741	4,574	1,645	102	6,321	25,482	22,499	47,981	2,640	215	1,894	43		445

2015	>>> >>> >>> MISC OFFENSES <<<								<<<	<<<	<<<		>>> ARRESTS <<<					> COLLISIONS (MVC) <					>>> > CITATIONS < <<<					CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	ASSAULTS SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON	UCR PT 1	UCR PT 2	TOTAL OFF	DOM VIOL	UCR PT 1	UCR PT 2	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF-FIC	NON-TRAF	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FEES COLL	ADOP-TIONS
JAN	0	2	0	1	9	16	73	3	0	95	245	349	7	25	120	6	151	21	9	36	9	2	56	422	62	62	9	555	2,247	1,730	3,977	248.5	13.50	123	0	$57	20
FEB	0	0	0	2	14	23	80	1	0	106	235	355	11	24	114	12	150	11	11	36	12	0	59	373	89	96	14	572	1,857	1,443	3,300	250.0	28.00	152	3	$162	21
MAR	0	0	0	1	17	20	97	4	2	124	243	384	8	32	138	10	180	12	5	42	15	1	63	148	90	91	6	335	1,957	1,875	3,832	284.5	27.75	160	12	$109	25
APR	0	0	0	6	15	23	75	5	0	109	216	340	12	27	119	6	152	20	12	32	13	0	57	163	70	67	6	306	1,950	1,991	3,941	306.5	16.25	117	5	$20	13
MAY	0	0	0	3	15	13	81	4	0	101	211	327	12	27	111	14	152	18	5	33	17	1	56	283	79	78	9	449	2,002	1,967	3,969	392.0	21.50	143	1	$17	15
JUNE	0	2	1	2	14	10	62	3	0	80	211	305	7	16	119	6	141	17	10	39	15	0	64	326	74	117	10	527	2,196	1,984	4,180	149.0	5.25	171	3	$0	27
JULY	0	2	0	4	16	18	56	3	0	83	230	329	15	23	147	5	175	19	13	26	19	1	59	362	75	113	12	562	2,312	1,860	4,172	330.0	23.00	161	1	$0	23
AUG	0	0	0	3	5	11	72	0	0	86	253	344	7	19	151	4	174	19	12	35	20	0	67	291	66	125	8	490	2,353	1,817	4,170	212.0	26.25	139	1	$0	25
SEPT	0	1	0	5	17	12	62	6	0	86	268	371	15	19	148	8	175	18	8	30	27	0	65	175	68	154	11	408	2,045	1,650	3,695	233.0	9.25	157	2	$0	20
OCT	0	0	2	2	19	17	98	5	0	124	220	363	12	25	109	10	144	22	18	39	13	0	70	250	53	134	6	443	1,783	1,621	3,404	291.0	20.50	164	9	$0	27
NOV	0	0	0	2	7	13	68	4	0	87	164	258	4	22	87	5	114	12	6	35	14	0	55	268	57	165	2	492	1,583	1,743	3,326	407.0	14.50	133	14	$0	31
DEC	0	1	0	5	12	9	59	4	1	79	182	273	8	26	96	4	126	16	15	36	16	0	67	222	56	186	9	473	1,556	1,587	3,143	408.0	25.75	135	10	$0	40
Totals	0	8	3	36	160	185	883	42	3	1,160	2,678	3,998	118	285	1,459	90	1,834	205	124	419	190	5	738	####	839	1,388	102	5,612	23,841	21,268	45,109	3,511.5	231.50	1,755	61	$365	287

MONTHLY DEPARTMENT REPORT TOTALS

2014	>>> >>> >>> MISC OFFENSES <<<									<<< <<<			>>> ARRESTS <<<					> COLLISIONS (MVC) <					>>> > CITATIONS < <<<					CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	ASSAULTS SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON	UCR PT 1	MISC OFF	TOTAL OFF	DOM VIOL	FEL-ONIES	MISD	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF-FIC	NON-TRAF	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FEES COLL	ADOP-TIONS
JAN	0	0	0	8	0	12	66	6	0	92	239	331	6	42	142	9	193	21	11	28	14	0	53	324	63	8	14	409	2,164	1,473	3,637	348.0		122	0	$188	28
FEB	0	0	0	2	0	12	77	3	0	94	184	278	5	50	79	11	140	11	10	43	16	0	69	169	57	7	8	241	1,748	1,374	3,122	259.5		103	4	$91	13
MAR	0	1	0	4	0	20	71	4	0	100	210	310	9	41	70	9	120	16	11	41	10	1	63	128	43	18	6	195	1,947	1,587	3,534	447.5		152	1	$154	22
APR	0	0	0	7	1	14	60	3	0	84	236	321	13	45	110	3	158	13	6	23	9	1	39	138	101	0	18	257	2,041	1,652	3,693	472.0		151	7	$50	15
MAY	0	1	2	3	1	28	71	6	1	112	257	371	9	53	129	9	191	13	5	46	13	0	64	291	97	43	13	444	2,322	1,907	4,229	459.5		113	0	$111	27
JUNE	0	1	0	4	15	16	65	7	0	93	257	365	10	51	137	6	194	13	6	32	7	1	46	112	63	7	8	190	2,060	1,671	3,731	246.5		93	1	$214	22
JULY	0	0	0	5	11	29	60	8	0	102	215	328	10	49	109	5	163	18	5	30	14	0	49	136	47	221	8	412	2,089	1,531	3,620	217.5		113	0	$70	24
AUG	0	1	1	4	18	29	67	7	0	109	250	377	9	60	126	6	192	7	9	30	11	0	50	175	86	332	15	608	1,938	1,578	3,516	425.0		87	0	$70	13
SEPT	0	2	1	10	9	16	85	4	0	118	207	334	5	10	154	4	168	14	10	50	18	0	78	182	75	368	10	635	1,965	1,529	3,494	340.0		112	2	$60	17
OCT	0	0	0	5	16	21	82	8	0	116	234	366	10	62	103	7	172	11	6	57	26	0	89	80	72	2	10	164	1,820	1,664	3,484	333.5		119	2	$74	19
NOV	0	0	0	5	8	13	50	3	0	71	201	280	8	44	98	4	146	17	16	41	11	0	68	157	58	278	7	500	1,643	1,587	3,230	188.5		96	0	$122	17
DEC	0	2	0	0	14	11	77	2	0	92	227	333	6	56	83	7	146	13	10	30	14	0	54	161	45	162	6	374	1,708	1,693	3,401	266.5		115	1	$64	19
Totals	0	8	4	57	93	221	831	61	1	1,183	2,717	3,994	100	563	1,340	80	1,983	167	105	451	163	3	722	####	807	1,446	123	4,429	23,445	19,246	42,691	4,004.0		1,376	18	$1,268	236

2013	>>> >>> >>> MISC OFFENSES <<<									<<< <<<			>>> ARRESTS <<<					> COLLISIONS (MVC) <					>>> > CITATIONS < <<<					CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	ASSAULTS SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON		MISC OFF	TOTAL OFF	DOM VIOL	FEL-ONIES	MISD	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF-FIC	NON-TRAF	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FEES COLL	ADOP-TIONS
JAN	0	1	1	10	9	20	64	4	1		180	290	9	50	128	6	184	10	11	34	11	1	57	277	40	144	6	467	1,705	1,390	3,095	564.5		114	1	$67	20
FEB	0	0	0	9	9	11	50	1	0		221	301	9	49	137	3	189	13	9	36	26	0	71	255	43	36	7	341	1,566	1,220	2,786	502.0		121	1	$213	27
MAR	0	0	1	20	12	25	73	2	1		188	322	11	54	111	6	171	13	10	32	11	0	53	271	32	52	7	362	1,705	1,584	3,289	424.0		164	1	$203	29
APR	0	0	2	16	13	32	63	4	1		208	339	12	35	115	4	154	18	10	40	13	0	63	203	27	21	4	255	1,658	1,428	3,086	506.5		185	1	$164	43
MAY	0	1	0	9	10	28	72	3	0		208	330	10	20	157	7	177	17	17	37	13	0	67	236	41	49	11	337	1,986	1,400	3,386	377.0		164	3	$105	27
JUNE	0	0	0	19	4	27	71	0	0		192	313	14	32	129	14	175	20	10	24	7	0	41	145	41	39	7	232	1,726	1,471	3,197	356.5		137	0	$189	33
JULY	0	3	0	11	8	14	84	5	0		164	289	9	54	121	3	178	25	12	35	17	0	64	144	46	35	10	235	1,906	1,475	3,381	491.5		123	0	$174	32
AUG	0	2	1	9	9	17	92	6	1		211	348	8	97	138	8	243	11	10	39	11	0	60	187	55	30	8	280	1,960	1,540	3,500	479.0		170	1	$192	29
SEPT	0	0	2	13	8	34	96	0	0		250	403	11	71	102	7	180	17	13	32	13	0	58	117	131	5	10	263	1,808	1,831	3,639	339.5		150	2	$67	26
OCT	0	1	1	5	9	27	69	6	0		237	355	10	47	108	4	155	23	16	23	16	0	55	48	57	2	5	112	1,607	1,504	3,111	402.5		140	1	$40	23
NOV	0	0	0	10	12	19	67	3	0		203	314	6	37	105	8	150	13	11	39	13	0	63	192	54	28	13	287	1,861	1,535	3,396	341.5		123	1	$105	18
DEC	0	2	2	17	3	23	58	5	0		195	305	8	26	109	11	146	10	10	44	13	0	67	138	47	25	5	215	1,755	1,451	3,206	411.5		85	1	$51	10
Totals	0	10	10	148	106	277	859	39	4		2,457	3,909	117	572	1,460	81	2,102	190	139	415	164	1	719	####	614	466	93	3,386	21,243	17,829	39,072	5,196.0		1,676	13	$1,570	317

MONTHLY DEPARTMENT REPORT TOTALS

2012	>>>	>>>	>>>	MISC OFFENSES				<<<		<<<	<<<		>>> ARRESTS <<<					> COLLISIONS (MVC) <					>>> > CITATIONS < <<<					CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON		MISC OFF	TOTAL OFF	DOM VIOL	FEL-ONIES	MISD	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF-FIC	NON-TRAF	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FEES COLL	ADOP-TIONS
JAN	0	1	0	7	9	11	55	3	0		175	261	8	31	135	8	174	11	11	24	14	0	49	225	37	213	12	487	1,957	1,672	3,629	541.0		163	0	$342	28
FEB	0	0	0	3	4	10	43	2	0		203	265	4	29	115	2	146	10	8	27	12	0	47	230	31	178	12	451	1,752	1,348	3,100	580.0		181	2	$349	56
MAR	0	0	0	9	4	5	41	0	0		194	253	6	36	143	5	184	10	11	31	11	0	53	230	35	139	16	420	2,044	1,368	3,412	570.5		181	0	$224	51
APR	0	0	2	14	10	7	37	4	0		210	284	16	34	169	6	209	10	8	36	5	0	49	220	47	46	21	334	1,907	1,564	3,471	697.5		138	1	$463	19
MAY	0	1	1	9	12	17	37	3	1		215	296	9	32	132	7	171	9	9	33	9	0	51	145	27	34	13	219	1,852	1,643	3,495	845.0		127	0	$185	20
JUNE	0	0	0	19	14	15	53	3	0		158	262	12	35	109	7	151	8	12	34	11	0	57	200	27	93	9	329	1,925	1,555	3,480	914.5		164	1	$178	23
JULY	0	0	2	22	4	20	75	5	0		239	367	11	44	151	25	220	13	9	28	12	0	49	189	52	298	18	557	2,176	1,740	3,916	591.0		147	0	$158	28
AUG	0	4	1	19	4	22	67	0	0		214	331	9	41	142	6	189	17	12	38	15	0	65	128	45	54	5	232	1,804	1,468	3,272	547.5		167	0	$352	44
SEPT	0	2	0	16	9	17	54	3	1		209	311	9	50	164	8	222	10	14	39	17	0	70	297	73	12	8	390	1,968	1,406	3,374	514.5		177	1	$130	44
OCT	0	1	1	11	3	27	51	7	0		215	316	9	35	172	8	215	22	14	39	12	0	65	282	70	15	7	374	1,708	1,478	3,186	722.0		173	1	$316	30
NOV	0	1	1	7	12	21	66	3	0		184	295	9	44	160	12	216	8	16	25	20	0	61	206	58	55	8	327	1,646	1,438	3,084	479.0		124	2	$237	33
DEC	0	1	1	7	6	22	56	3	0		156	252	9	31	94	5	130	6	21	42	17	0	80	132	31	37	5	205	1,646	1,395	3,041	507.0		86	2	$20	15
Totals	0	11	9	143	91	194	635	36	2		2,372	3,493	111	442	1,686	99	2,227	134	145	396	155	0	696	####	533	1,174	134	4,325	22,385	18,075	40,460	7,509.5		1,828	10	$2,954	391

2011	>>>	>>>	>>>	MISC OFFENSES				<<<		<<<	<<<		>>> ARRESTS <<<					> COLLISIONS (MVC) <					>>> > CITATIONS < <<<					CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON		MISC OFF	TOTAL OFF	DOM VIOL	FEL-ONIES	MISD	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF-FIC	NON-TRAF	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FEES COLL	ADOP-TIONS
JAN	0	3	1	4	14	14	46	3	1		149	235	8	43	168	4	215	11	8	15	41	0	64	428	40	109	22	599	1,625	1,680	3,305	646.5		187	0	$404	50
FEB	0	1	0	8	5	8	35	6	1		180	244	6	36	118	1	155	7	9	50	16	0	75	215	39	54	9	317	1,441	1,439	2,880	681.5		185	0	$310	51
MAR	0	0	0	7	18	18	39	5	0		260	347	17	41	157	6	204	6	13	38	14	0	65	199	40	95	19	353	1,722	1,676	3,398	758.5		228	1	$451	52
APR	0	2	1	6	17	17	25	2	0		259	329	10	29	164	9	202	7	13	49	20	0	82	224	42	69	17	352	1,633	1,568	3,201	1,043.0		166	3	$281	45
MAY	0	0	1	12	6	21	31	3	1		270	345	9	42	205	3	250	9	14	45	9	0	68	451	35	82	15	583	1,950	1,709	3,659	527.5		219	1	$272	58
JUNE	0	0	1	16	12	13	33	3	0		253	331	19	39	158	6	203	9	11	28	15	0	54	328	45	59	20	452	1,912	1,694	3,606	732.0		152	1	$124	32
JULY	0	2	2	11	12	15	41	5	0		173	261	17	30	113	2	145	12	10	30	19	0	59	370	24	83	6	483	1,832	1,849	3,681	379.5		191	1	$324	50
AUG	0	2	1	22	14	16	45	5	0		129	234	21	49	118	2	169	7	10	23	19	0	52	171	25	36	7	239	1,854	1,832	3,686	306.0		206	0	$340	49
SEPT	0	3	1	13	11	19	46	8	0		250	351	14	46	139	1	186	17	12	31	20	0	63	123	49	42	15	229	2,050	1,812	3,862	458.0		279	1	$466	39
OCT	0	6	1	6	8	26	57	4	0		229	337	10	42	159	6	207	4	10	35	16	0	61	148	45	112	16	321	2,068	1,749	3,817	523.5		194	1	$359	40
NOV	0	2	2	8	12	33	53	1	0		186	297	9	30	123	8	161	15	8	24	15	0	47	81	34	129	12	256	1,545	1,586	3,131	397.0		164	1	$362	59
DEC	0	1	0	13	11	23	52	2	0		189	291	15	29	126	9	164	11	11	43	17	0	71	135	42	85	8	270	1,512	1,713	3,225	597.0		162	0	$481	58
Totals	0	22	11	126	140	223	503	47	3		2,527	3,602	155	456	1,748	57	2,261	115	129	411	221	0	761	####	460	955	166	4,454	21,144	20,307	41,451	7,050.0		2,333	10	$4,174	583

MONTHLY DEPARTMENT REPORT TOTALS

2010	>>>	>>>	>>>	MISC OFFENSES					<<<		<<<	<<<		>>> ARRESTS			<<<		> COLLISIONS (MVC) <					>>> > CITATIONS <				<<<	CALLS FOR SERVICE					>> ANIMAL CONTROL <<			
	MUR-DER	RAPE	ROB-BERY	ASSAULTS AGG	SIMP	BURG B&E	LAR-CENY	MV THEFT	AR-SON		MISC OFF	TOTAL OFF	DOM VIOL	FEL-ONIES	MISD	JUV	TOTAL	EOD	INJU-RIES	PROP DAM	PRIV PROP	FATAL-ITIES	TOTAL	TRAF-FIC	NON-TRAF	WARN	DUI	TOTAL	DURANT	BRYAN CO	TOTAL	RESERVE HOURS	Chaplain Hours	CFS	CITA-TIONS	FEES COLL	ADOP-TIONS
JAN	0	2	1	5	0	24	44	4	0		191	271	10	30	107	9	146	4	8	36	15	0	59	662					1,961	1,533	3,494	385.5		215	0	$326	14
FEB	0	1	0	14	1	4	30	1	0		250	301	13	25	96	4	125	7	11	38	17	0	66	284	50	245	15	594	1,796	1,520	3,316	573.0		188	3	$279	22
MAR	0	0	0	6	0	21	23	1	0		362	413	8	36	148	1	185	10	10	42	13	0	65	313	46	201	20	580	1,831	1,578	3,409	686.0		233	0	$497	49
APR	1	0	1	4	14	16	30	3	1		266	335	11	120	32	7	159	4	10	32	15	0	57	588	45	155	9	797	2,063	1,581	3,644	717.0		188	2	$421	26
MAY	0	1	0	7	7	23	47	4	0		238	327	12	23	145	3	171	4	11	37	18	0	66	444	43	126	22	635	2,000	1,800	3,800	466.0		193	0	$194	15
JUNE	0	0	0	7	16	10	52	1	0		252	338	14	25	115	10	150	7	6	27	6	0	39	238	43	57	10	348	1,715	1,628	3,343	892.5		205	0	$236	9
JULY	0	1	1	15	3	28	67	3	0		267	385	12	31	120	5	156	3	9	37	15	0	61	334	50	95	13	492	1,886	1,639	3,525	325.5		228	0	$274	19
AUG	0	0	0	18	4	18	52	4	1		287	384	11	28	142	6	176	8	11	33	14	0	58	135	66	23	17	241	1,832	1,709	3,541	353.0		209	0	$148	9
SEPT	0	6	0	9	6	34	27	5	1		251	339	5	22	140	5	167	14	11	34	13	1	59	134	51	33	14	232	1,714	1,494	3,208	643.5		197	3	$382	24
OCT	0	0	0	9	20	33	51	2	0		269	384	6	53	208	4	265	6	13	37	13	1	64	228	76	112	14	430	1,865	1,587	3,452	672.5		207	2	$342	22
NOV	0	1	1	5	13	16	39	2	0		215	292	16	50	168	8	226	12	16	53	16	0	85	530	38	115	20	703	1,576	1,624	3,200	591.5		162	0	$351	37
DEC	0	2	0	12	9	27	44	1	0		288	383	6	49	158	6	213	8	13	39	9	0	61	282	57	38	16	393	1,569	1,491	3,060	707.5		107	0	$164	25
Totals	1	14	4	111	93	254	506	31	3		3,136	4,152	124	492	1,579	68	2,139	87	129	445	164	2	740	####	565	1,200	170	5,445	21,808	19,184	40,992	7,013.5		2,332	10	$3,614	271

Agenda Item: 6.m.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: Albert Pierce, Solid Waste Department Superintendent
Re: Solid Waste Department Monthly Report - July 2018

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Solid Waste Department Monthly Report - July 2018	Exhibit	8/6/2018

THE CITY OF DURANT
Office of the Solid Waste Superintendent

DURANT
· OKLAHOMA ·

SOLID WASTE PROJECTS SCHEDULE
JULY 2018

A. Work Completed:

1. Hauled 58 tons of extra hauling
2. Hauled 88 loads of extra hauling
3. Picked up and delivered 21 sharps
4. THREE abatement this month
5. Cleaned Sunny Side rd. 1 time
6. Refurbished 6 dumpsters
7. Replaced 6 dumpsters with new
8. Cleaned dead ends of Cemetery rd. 2 times

B. Work Planned For August

1. Refurbish. dumpsters
2.

C. Work Planned For Jan. '1-18 – Dec. 31-18

1. Pick up trash

D. Projects Planned And Requested For Authorization:

1. None.

1202 1/2 N.E. 2nd • Durant, Oklahoma 74701 • (580) 924-2707 • Fax (580) 924-8344
www.durant.org

Agenda Item: 6.n.

The City of Durant

Office of the Street Department

Memorandum

Date: 8/5/2018
To: Mayor and City Council
From: James Young Street Superintendent
Re: Street Department Report - July 2018

Council Information / Action Requested

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

ATTACHMENTS:

Description	Type	Upload Date
Monthly report	Cover Memo	8/6/2018
Work orders	Cover Memo	8/6/2018

THE CITY OF DURANT
Office of the Street Department

Street Department Project Schedule
July 1st 2018 thru July 31st 2018

A. Work Completed:

1. Cleaned drains city wide
2. Cleaned ditch on Road Runner pl
3. Cut access rd for Pickling plant at airport
4. Repaired concrete on Overland trail.
5. Patched utility cuts
6. Base rocked graded an packed 2,3,4 and 5 hundred block of E. Cedar
7. Ran patch truck
8. Sign Maintenance
9. Light Maintenance
10. Ran sweeper

B. Work Planned For July 2017

E Cedar from ne 2nd to ne 5th	(Reconstruction for grant)	AUG.
Se 3rd from E. Main to E. cedar	(Reconstruction for grant)	Aug/Sep.
Nth 2nd and Beech Repair side walk and parking area (Joint agreement First Baptist Church)		Aug,
Nth 10TH and Beech drainage repair		Sep./Oct.
801 nth 5th ave. side walk replacement (joint property owner agreement)		Sep.

C. Work Planned For July. 2018 Thru July 2019 Approx. start date – Finish date

D. Projects Planned and Requested for Authorization:

1202 1/2 N.E. 2nd • Durant, Oklahoma 74701 • (580) 924-8828 • Fax (580) 924-8344
www.durant.org

Work Order Detail Report

07/01/2018 - 07/31/2018

Work Date	Location	Requested By	Work Description	Work Start Date	Work End Date
7/30/2018	21st locust	derek monroe	1 pot hole	7/26/2018	7/26/2018
7/30/2018	bryan dr	derek monroe	6 pot hles	7/26/2018	7/26/2018
7/30/2018	bryan rd	derek monroe	2 pot holes	7/26/2018	7/26/2018
7/30/2018	n 15th	derek monroe	1 pot hole	7/26/2018	7/26/2018
7/30/2018	eishermans and washington	derek monroe	3 pot holes	7/26/2018	7/26/2018
7/30/2018	perfect and provisional	derek monroe	large pot hole	7/26/2018	7/26/2018
7/30/2018	5600 armstrong	derek monroe	1 pot hole	7/26/2018	7/26/2018
7/30/2018	perfect and silverado	derek monroe	1 pot hole	7/26/2018	7/26/2018
7/30/2018	arkansas s 9th to radio rd	james scott	swept street	7/26/2018	7/26/2018
7/30/2018	evergreen n 1st to n 21st	james scott	swept street	7/27/2018	7/27/2018
7/30/2018	east main to N 15th	james scott	swept street	7/27/2018	7/27/2018
7/30/2018	estelle SE	derek monroe	2 pot holes	7/27/2018	7/27/2018
7/30/2018	wilson street	derek monroe	2 pot holes	7/27/2018	7/27/2018
7/30/2018	rolling lane	derek monroe	3 pot holes	7/27/2018	7/27/2018
7/30/2018	hill north 9th	derek monroe	3 pot holes	6/27/2018	6/27/2018
7/30/2018	north 9	derek monroe	2 pot holes	7/27/2018	7/27/2018
7/26/2018	bryan rd	john	1 pot hole	7/18/2018	7/18/2018
7/26/2018	12th and ada	derik monroe	1 pot hole	7/18/2018	7/18/2018
7/26/2018	gerlach and 12th	derik monroe	1 pot hole	7/18/2018	7/18/2018
7/26/2018	arkansas 3000 block	derik monroe	2 pot holes	7/18/2018	7/18/2018
7/26/2018	sunny side	derik monroe	1 pot hole / cutout	7/18/2018	7/18/2018
7/26/2018	sunny meadows w arkansas	derik monroe	cut out	7/18/2018	7/18/2018
7/26/2018	20th and main	derik monroe	2 cut outs	7/18/2018	7/18/2018

Work Date	Location	Requested By	Work Description	Work Start Date	Work End Date
7/26/2018	main st east main to n 15th	james scott	swept street	7/18/2018	7/18/2018
7/26/2018	elm st n 1st to washington	james scott	swept street	7/18/2018	7/18/2018
7/26/2018	live oak 1100 block	derik monroe	5 pot holes	7/19/2018	7/19/2018
7/26/2018	insect-liveoak and wash	derik monroe	level patch x2	7/19/2018	7/19/2018
7/26/2018	1400 blk liveoak	derik monroe	10 pot holes	7/19/2018	7/19/2018
7/26/2018	1200 blk liveoak	derik monroe	2 pot holes	7/19/2018	7/19/2018
7/26/2018	arkansas by ups	derik monroe	1 pot hole	7/19/2018	7/19/2018
7/26/2018	1300 blk 49th st	derik monroe	2 pot holes	7/19/2018	7/19/2018
7/26/2018	1200 blk 49th st	derik monroe	1 pot hole	7/19/2018	7/19/2018
7/26/2018	4000 blk wilson st	derik monroe	leavel patch	7/19/2018	7/19/2018
7/26/2018	willson larkspur	derik monroe	1 pot hole	7/19/2018	7/19/2018
7/26/2018	arkansas by ups	derik monroe	leavel patch	7/20/2018	7/20/2018
7/26/2018	arkansas front of tile shop	derik monroe	9 pot holes	7/20/2018	7/20/2018
7/26/2018	holcomb 200 blk	derik monroe	huge pot hole	7/20/2018	7/20/2018
7/26/2018	1100 liveoak	derik monroe	1 pot hole	7/23/2018	7/23/2018
7/26/2018	1016 elm	derik monroe	1 pot hole	7/23/2018	7/23/2018
7/26/2018	1010 waco	derik monroe	6 pot holes 2 large levels	7/23/2018	7/23/2018
7/26/2018	915 liveoak	derik monroe	8 pot holes	7/23/2018	7/23/2018
7/26/2018	7th liveoak	derik monroe	1 pot hole	7/23/2018	7/23/2018
7/26/2018	1100 liveoak	derik monroe	3 pot holes	7/23/2018	7/23/2018
7/26/2018	1116 liveoak	derik monroe	1 pot hole	7/23/2018	7/23/2018
7/26/2018	6th and mulberry	derik monroe	1 pot hole	7/23/2018	7/23/2018
7/26/2018	724 8th	derik monroe	large level patch	7/23/2018	7/23/2018

Work Date	Location	Requested By	Work Description	Work Start Date	Work End Date
7/26/2018	13th and elm	derik monroe	1 pot hole	7/23/2018	7/23/2018
7/26/2018	n 3rd main to university	james scott	swept street	7/23/2018	7/23/2018
7/26/2018	n 2nd main to university	james scott	swept street	7/23/2018	7/23/2018
7/26/2018	w main st and university place	james scott	swept street	7/23/2018	7/23/2018
7/26/2018	21st main	derik monroe	3 pot holes	7/24/2018	7/24/2018
7/26/2018	1000 block waco	derik monroe	6 pot holes	7/24/2018	7/24/2018
7/26/2018	south 7th	derik monroe	2 pot holes	7/24/2018	7/24/2018
7/26/2018	6th louisianna	derik monroe	1 pot hole	7/24/2018	7/24/2018
7/26/2018	city hall	derik monroe	leavel fill	7/24/2018	7/24/2018
7/26/2018	tenniesse	derik monroe	2 pot holes	7/24/2018	7/24/2018
7/26/2018	600 block 3	derik monroe	2 pot holes	7/24/2018	7/24/2018
7/26/2018	600 block sout 2nd	derik monroe	3 pot holes	7/24/2018	7/24/2018
7/26/2018	georiga	derik monroe	1 pot hole	7/24/2018	7/24/2018
7/26/2018	larry st	james scott	swept street	7/24/2018	7/24/2018
7/26/2018	maire dr	james scott	swept street	7/24/2018	7/24/2018
7/26/2018	chuckwa , estelle to west side dr	james scott	swept street	7/24/2018	7/24/2018
7/26/2018	main st n 1st to n 6th	james scott	swept street	7/24/2018	7/24/2018
7/26/2018	main st n 1st to 5th	james scott	swept street	7/25/2018	7/25/2018
7/26/2018	arkansas n 15th to n 21th	james scott	swept street	7/25/2018	7/25/2018
7/26/2018	5th mulberry	derik monroe	1 pot hole	7/25/2018	7/25/2018
7/26/2018	6th locast	derik monroe	2 pot holes	7/25/2018	7/25/2018
7/26/2018	1900 main	derik monroe	1 pot hole	7/25/2018	7/25/2018
7/26/2018	arkansa	derik monroe	leavel patch and 1 pot hole	7/25/2018	7/25/2018
7/26/2018	radio road under train track bridge	derik monroe	2 pot holes	7/25/2018	7/25/2018
7/26/2018	larkspur	derik monroe	2 pot holes	7/25/2018	7/25/2018

Work Date	Location	Requested By	Work Description	Work Start Date	Work End Date
7/26/2018	cornel 200 block	derik monroe	leavel patch	7/25/2018	7/25/2018
7/18/2018	larry st		swept street	7/16/2018	7/16/2018
7/18/2018	radio rd	john chalox	19 pot holes	7/17/2018	7/17/2018
7/18/2018	ally se 3rd	john chalox	2 pot hole	7/17/2018	7/17/2018
7/18/2018	heritage crossing	james scott	swept street	7/16/2018	7/17/2018
7/18/2018	n 12th & main to chuckwa	james scott	swept street	7/17/2018	7/17/2018
7/18/2018	cemetary	john chalox	cut out	7/5/2018	7/5/2018
7/18/2018	elm and 19th	john chalox	3 pot holes	7/5/2018	7/5/2018
7/18/2018	11th and main	john chalox	1 pot hole	7/9/2018	7/9/2018
7/18/2018	mclean and 70	john chalox	3 pot holes	7/9/2018	7/9/2018
7/18/2018	4th evergreen	john chalox	cut out	7/9/2018	7/9/2018
7/18/2018	700 blk 14th ave	john chalox	1 pot hole	7/9/2018	7/9/2018
7/18/2018	grand 900 block	john chalox	2 pot hole	7/9/2018	7/9/2018
7/18/2018	1100 block 12th street	john chalox	2 pot hole	7/9/2018	7/2/2018
7/18/2018	700 blk 7th	john chalox	2 pot hole	7/9/2018	7/9/2018
7/18/2018	evergreen n 1st to n 21st	james scott	swept street	7/9/2018	7/9/2018
7/18/2018	east maine to n 15th	james scott	swept street	7/9/2018	7/9/2018
7/18/2018	reminston hills	james scott	swept street	7/9/2018	7/9/2018
7/18/2018	2100 block laura dr	john chalox	2 pot hole	6/29/2018	6/29/2018
7/18/2018	briarwood ave	john chalox	3 pot holes	6/29/2018	6/29/2018
7/18/2018	briarwood pl by stoping	john chalox	1 pot hole	6/29/2018	6/29/2018
7/18/2018	900 block crooked oak dr	john chalox	1 pot hole	6/29/2018	6/29/2018
7/18/2018	1600 block 9th	john chalox	1 pot hole	6/29/2018	6/29/2018
7/18/2018	1600 block of skyline	john chalox	1 pot hole	6/29/2018	6/29/2018

Work Date	Location	Requested By	Work Description	Work Start Date	Work End Date
7/18/2018	mason north mclean 1500 block	john chalox	1 pot hole	6/29/2018	6/29/2018
7/18/2018	parkland and melean	john chalox	1 pot hole	6/29/2018	6/29/2018
7/18/2018	800 block of florida	john chalox	3 pot holes	6/29/2018	6/29/2018
7/18/2018	200 block e louisianna	john chalox	1 pot hole	6/29/2018	6/29/2018
7/18/2018	1st texas	john chalox	1 pot hole	6/29/2018	6/29/2018
7/18/2018	818 west beach	john chalox	1 pot hole	6/29/2018	6/29/2018
7/18/2018	900 block of n 6th	john chalox	1 pot hole	7/2/2018	7/2/2018
7/18/2018	700 block n 5th	john chalox	1 pot hole	7/2/2018	7/2/2018
7/18/2018	1000 block of 4th	john chalox	5 pot holes	7/2/2018	7/2/2018
7/18/2018	400 blk walnut	john chalox	2 pot hole	7/2/2018	7/2/2018
7/18/2018	1300 blk n 4th	john chalox	3 pot holes	7/2/2018	7/2/2018
7/18/2018	intersection s 6th and georgia	john chalox	cut out	7/3/2018	7/3/2018
7/18/2018	500 blk s 7th	john chalox	cut out	7/3/2018	7/3/2018
7/18/2018	500 blk of 5th 2nd/700 blk	john chalox	cut outs 2	7/3/2018	7/3/2018
7/18/2018	s 14th	john chalox	2 cut outs	7/3/2018	7/3/2018
7/18/2018	7th mississippi	john chalox	cut out	7/3/2018	7/3/2018
7/18/2018	5 & 6th missisippi	john chalox	cut out	7/3/2018	7/3/2018
7/18/2018	intersection 5th arkansas	john chalox	cut outs 2	7/3/2018	7/3/2018
7/18/2018	2700 block little john	john chalox	2 pot hole	7/5/2018	7/5/2018
7/18/2018	2800 block little john	john chalox	5 pot holes	7/5/2018	7/5/2018
7/18/2018	2600 lorri ln	john chalox	1 pot hole	7/5/2018	7/5/2018
7/18/2018	1800 block elm	john chalox	2 pot hole	7/5/2018	7/5/2018

Work Date	Location	Requested By	Work Description	Work Start Date	Work End Date
7/18/2018	1600 block cedar	john chalox	1 pot hole	7/5/2018	7/5/2018
7/18/2018	900 blk of n 1211	john chalox	cut out	7/12/2018	7/12/2018
7/17/2018	mulberry , washington to n 1st southside	james scott	swept street	7/6/2018	7/6/2018
7/17/2018	n 12th s 12th	james scott	swept street	7/6/2018	7/6/2018
7/17/2018	stone brook way	james scott	swept street	7/6/2018	7/6/2018
7/17/2018	main st n 1st to n 6th	james scott	swept street	7/6/2018	7/6/2018
7/17/2018	n mclean rd	john chalox	2 pot hole	7/6/2018	7/6/2018
7/17/2018	500 blk s 5th	john chalox	1 pot hole	7/6/2018	7/6/2018
7/17/2018	500 blk of 54th st	john chalox	cut out	7/6/2018	7/6/2018
7/17/2018	lorrie 2800 block	john chalox	1 pot hole	7/6/2018	7/6/2018
7/17/2018	5000 blk kimberly	john chalox	1 pot hole	7/6/2018	7/6/2018
7/17/2018	1400 block n 9th	john chalox	5 pot holes	7/6/2018	7/6/2018
7/17/2018	e poplar	john chalox	1 pot hole	7/6/2018	7/6/2018
7/17/2018	hill crest ct	john chalox	cut out	7/10/2018	7/10/2018
7/17/2018	n 10th cedar	john chalox	cut out	7/10/2018	7/10/2018
7/17/2018	1002 willow	john chalox	cut out	7/10/2018	7/10/2018
7/17/2018	live oak by green spy	john chalox	1 pot hole	7/10/2018	7/10/2018
7/17/2018	211 n 2nd in ally	john chalox	cut out	7/10/2018	7/10/2018
7/17/2018	211 main in alley	john chalox	cut out	7/10/2018	7/10/2018
7/17/2018	2200 block masion	john chalox	cut out	7/10/2018	7/10/2018
7/17/2018	55 east florida	john chalox	cut out	7/10/2018	7/10/2018
7/17/2018	university n 1st to bryan dr	james scott	swept street	7/10/2018	7/10/2018

Work Date	Location	Requested By	Work Description	Work Start Date	Work End Date
7/17/2018	elm st , washington to n 1st southside	james scott	swept street	7/10/2018	7/10/2018
7/17/2018	main st	john chalox	1 pot hole	7/11/2018	7/11/2018
7/17/2018	1 locust	derik monroe	1 pot hole	7/11/2018	7/11/2018
7/17/2018	north ridge 100 block	john chalox	3 pot holes	7/11/2018	7/11/2018
7/17/2018	north ridge 206	john chalox	2 pot hole	7/10/2018	7/10/2018
7/17/2018	katy	john chalox	cut out	7/11/2018	7/11/2018
7/17/2018	ints of chuckwa and wash	john chalox	patch	7/11/2018	7/11/2018
7/17/2018	meadow lark	john chalox	2 cut outs	7/11/2018	7/11/2018
7/17/2018	airport	james scott	swept street	7/11/2018	7/11/2018
7/17/2018	wilson st , estelle to westside dr	james scott	swept street	7/12/2018	7/12/2018
7/17/2018	estelle st	james scott	swept street	7/12/2018	7/12/2018
7/17/2018	washington st main to four seasons dr	james scott	swept street	7/12/2018	7/12/2018
7/17/2018	main st n to n 15th	james scott	swept street	7/12/2018	7/12/2018
7/17/2018	bryan dr	derik monroe	3 pot holes	7/12/2018	7/12/2018
7/17/2018	134 maine	derik monroe	cut out	7/12/2018	7/12/2018
7/17/2018	5000 blk of stonebriar	derik monroe	3 pot holes	7/12/2018	7/12/2018
7/17/2018	bryan dr	derik monroe	11 pot holes	7/12/2018	7/12/2018
7/17/2018	1500 blk north	james scott	hydroulic leak	7/13/2018	7/16/2018
7/17/2018	larry st	james scott	swept street	7/16/2018	7/16/2018
7/17/2018	wilson st estelle to westside dr	james scott	swept street	7/16/2018	7/16/2018
7/17/2018	main st n 1st n 15	james scott	swept street	7/16/2018	7/16/2018
7/17/2018	washington ave	derik monroe	3 pot holes	7/16/2018	7/16/2018
7/17/2018	pine st	derik monroe	cut out	7/16/2018	7/16/2018
7/17/2018	chuckwa	john chalox	2 pot hole	7/16/2018	7/16/2018

Work Date	Location	Requested By	Work Description	Work Start Date	Work End Date
7/17/2018	1000 block chuckwa	john chalox	1 pot hole	7/16/2018	7/16/2018
7/17/2018	east main to n 15th	james scott	swept street	7/13/2018	7/13/2018
7/17/2018	wilson / estelle/west side dr	james scott	swept street	7/13/2018	7/13/2018
7/9/2018	E POPLAR	JOHN CHALOUX	2 POT HOLES	7/6/2018	7/6/2018
7/9/2018	E POPLAR	JOHN CHALOUX	2 POT HOLES	7/6/2018	7/6/2018
7/6/2018	ELM 19TH	JOHN CHALOUX	3 POT HOLES	7/5/2018	7/5/2018
7/6/2018	CEMETARY	WATER DEPT	STRET CUT	7/5/2018	7/5/2018

Total Records: 170 **8/6/2018**

Agenda Item: 6.o.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/1/2018
To: Mayor and City Council
From: Stephanie Barfield, Utility Billing Supervisor
Re: Utilities Department Monthly Report - July 2018

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Utilities Department Monthly Report - July 2018	Exhibit	8/1/2018

Monthly Utility Billing,
Cash Collection,
And Consumption Summary

July 2018

	WATER		SANITARY SEWER		SANITATION	
	Month	YTD	Month	YTD	Month	YTD
Number of Bills - Active Accounts	6851		5982		6840	
Total Revenue Billed	$344,435.90	$344,435.90	$232,797.19	$232,797.19	$348,665.14	$348,665.14
Adjustments in Dollar	($6,469.25)	($6,469.25)	($8,874.23)	($8,874.23)	($8,914.07)	($8,914.07)
TOTAL CASH RECEIPTS	$221,516.81	$221,516.81	$179,612.62	$179,612.62	$256,209.13	$256,209.13

CONSUMPTION IN GALLONS	89,916,900

NEW SERVICE APPLICATIONS	111
NUMBER OF WALK IN/PHONE PAYMENTS	1,849
MAIL PAYMENTS	1,433
CREDIT CARD PAYMENTS	930
WEB PAYMENTS	998
DROP BOX PAYMENTS	496
BANK DRAFT PAYMENTS	750
CREDIT CARD DRAFT PAYMENTS	188
KIOSK	697
OTHERS	

Agenda Item: 6.p.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: Terry Condor, Waste Water Treatment Plant Superintendent
Re: Waste Water Treatment Plant and Lab Monthly Report - July 2018

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Waste Water Treatment Plant and Lab Monthly Report - July 2018	Exhibit	8/6/2018

The City of Durant

Office of the Wastewater Treatment Plant

DURANT
· OKLAHOMA ·

PROJECTS SCHEDULE

A: WORK COMPLETED IN JULY 2018

1: MONITORING OF SBR SE VALVES TO DETERMINE FURTHER FAILURES (on going)
2: CLEAN CLARIFIER WEIRS 7-30-18
3: CLEAN BLEND TANK MIXER 7-30-18
4: CLEAN EFFLUENT PUMP STATION -----
5: CLEAN RAW WATER PUMP STATION -----
6: CLEAN SCUM PUMP STATION (not needed)
7: CLEAN DRAIN LIFT STATION 7-12-18
8: CK TORQUE & OVERLOAD & GREASE CHAIN ON CLARIFIER 7-11-18
9: CALIBRATE DISCHARGE DO & PH METER 7-30-18
10: CHECK CALIBRATION OF DISCHARGE FLOW METER 7-30-18
11: RESET SBR PLC (not needed)
12: WASH DOWN STEP SCREEN 7-12-18
13: CLEAN UV TROUGHS AND FLUME 7-12-18
14: CHECK ELECTRIC MANHOLES 7-26-18
15: CLEAN OUT BUILDINGS 7-9-18
16: MANUALLY CHECK U.V. BULBS 7-19-18
17: WASH DOWN CASINO STEPSCREEN 7-9-18
18: CHECK ALL AUTOMATIC VALVES 7-3-18, 7-30-18
19: VEHICLE INSPECTION 7-16-18
20: WALK-THRU INSPECTION 7-5-18
21: CLEAN ALL PLC's (not needed)
22: CLEAN D.O. METERS ----
23: CHECK CLARIFIER OIL WEEKLY 7-2-18, 7-13-18
24: REPAIR DIGESTER FLOW METER

TREATED 46.808 MG OF WASTEWATER
PROCESSED 1.112940 MG OF TREATED SLUDGE

B: WORK PLANNED FOR AUGUST 2018

1: MONITORING OF SBR SE VALVES TO DETERMINE FURTHER FAILURES (on going)
2: CLEAN CLARIFIER WEIRS
3: CLEAN BLEND TANK MIXER
4: CLEAN EFFLUENT PUMP STATION -----
5: CLEAN RAW WATER PUMP STATION -----
6: CLEAN SCUM PUMP STATION
7: CLEAN DRAIN LIFT STATION
8: CK TORQUE & OVERLOAD & GREASE CHAIN ON CLARIFIER
9: CALIBRATE DISCHARGE DO & PH METER
10: CHECK CALIBRATION OF DISCHARGE FLOW METER
11: RESET SBR PLC
12: WASH DOWN STEP SCREEN
13: CLEAN UV TROUGHS AND FLUME
14: CHECK ELECTRIC MANHOLES
15: CLEAN OUT BUILDINGS
16: MANUALLY CHECK U.V. BULBS
17: WASH DOWN CASINO STEPSCREEN
18: CHECK ALL AUTOMATIC VALVES
19: VEHICLE INSPECTION
20: WALK-THRU INSPECTION
21: CLEAN ALL PLC's
22: CLEAN D.O. METERS
23: CHECK CLARIFIER OIL WEEKLY
24: REPAIR DIGESTER FLOW METER

CITY OF DURANT WASTEWATER TREATMENT PLANT MONTHLY OPERATION REPORT

MONTH OF JULY 2018

		WEATHER		FLOW		PUMPS		INFLUENT DATA					SLUDGE		SBR DATA				DMR						Effluent	
DAY	DATE	RAINFALL (in.)	Lo AIR TEMP	INFLUENT (MGD)	EFFLUENT (MGD)	RAW PUMP ONLINE	EFFLUENT PUMP ONLINE	pH	SETTLEABLE SOLIDS ml / L	Head work's BOD_5	Over the Weirs BOD_5	TSS	FEED SLUDGE (GPD)	GBT ONLINE	REACTOR #1 SETTLEABILITY	REACTOR #2 SETTLEABILITY	REACTOR #3 SETTLEABILITY	REACTOR #4 SETTLEABILITY	D.O. mg/L	pH	TSS mg/L	AMMONIA mg/L	$CBOD_5$	FECAL COLIFORM #cfu/100ml	Bis(2-Ethylhexyl)phthalate UG/L	Visible Foam or Floating Solids in Discharge/ Comments:
S	7/1/18			1.6	2.0	1	4	7					19984						7.8	7.6						
M	7/2/18		78	1.6	2.0	1	4	7.1	12				20718	58639	700	600	600	400	8.5	7.7				30		NO
T	7/3/18		73	1.6	1.9	1	4	7.1	4				22532	58235	450	600	600	400	7.1	7.7				31		NO
W	7/4/18		75	1.7	2.0	1	4	7.1	5	71.6	141	56	21298	56327	900	600	550	400	7.3	7.6	2.5	0.4	2.0			NO
T	7/5/18		74	1.7	2.1	1	4	7.1	6				21592	55677					7.3	7.7						NO
F	7/6/18			1.6	2.0	1	4						21224						7.2	7.6						
S	7/7/18			1.4	2.0	1	4						19870						7.3	7.6						
S	7/8/18			1.6	1.9	1	4						18464						7.4	7.7						
M	7/9/18		73	1.6	2.0	1	4	7.1	15				21422	52244	550	750	600	400	7.1	7.9				13		NO
T	7/10/18		73	1.6	2.1	1	4	7.3	3				21502	54375	500	700	500	400	7.2	7.7				7		NO
W	7/11/18	.68	76	1.6	2.1	1	4	7.3	5	164	112.7	84	20208	54146	450	750	450	500	7.4	7.6	2.5	0.2	2.0		3	NO
T	7/12/18		75	1.7	2.2	1	4						21709	54311					7.7	7.7						NO
F	7/13/18		73	1.7	2.2	1	4						21422	54311					7.6	7.7						NO
S	7/14/18			1.5	1.9	1	4						20016						7.4	7.6						
S	7/15/18			1.6	2.1	1	4						21837						7.7	7.6						
M	7/16/18		76	1.7	2.2	1	4	7.1	20				21550	54208	600	600	400	500	7.6	7.8				1		CHINEY NO
T	7/17/18		73	1.4	2.0	1	4	7.1	8				21144	54298	600	650	400	500	7.6	7.7				69		CREEK NO
W	7/18/18		76	1.6	2.1	1	4	7.1	10	94	132	44	20392	51812	650	650	400	600	7.3	7.8	2.5	0.2	2.0		3	3 NO
T	7/19/18		73	1.4	1.9	1	4	7.2	4				21330	50383					7.4	7.7						NO
F	7/20/18		78	1.3	1.8	1	4	7.2	3				21308	48788					7.1	7.8						NO
S	7/21/18			1.2	1.7	1	4						18422						7.4	7.7						
S	7/22/18			1.4	1.9	1	4						21718						7.6	7.8						
M	7/23/18		76	1.3	1.8	1	4	7.3	9				23022	54181	600	600	500	400	7.7	7.8						NO
T	7/24/18		75	1.3	1.8	1	4	7.3	10				22908	54437	600	600	650	450	7.4	7.7				5		NO
W	7/25/18		72	1.3	1.8	1	4	7.1	5	81	128	56	20994	54273	900	500	500	500	7.2	7.7	2.5	0.2	3.4	4		NO
T	7/26/18		73	1.3	1.7	1	4						21000	38723					7.2	7.6						NO
F	7/27/18	1.3	78	1.3	1.8	1	4						21604	50229					7.4	7.7						NO
S	7/28/18			1.3	1.8	1	4						21654						7.2	7.6						
S	7/29/18			1.4	1.9	1	4						19224						7.2	7.6						
M	7/30/18		77	2.0	2.2	1	4						21666	47191					7.1	7.7						NO
T	7/31/18		67	1.6	1.9	1	4						21942	54150					7.2	7.7						NO

m

Process Water and Sludge Flow Report

July 2018

Date	Influent Flow (MG)	Drain Lift Station Flow (MG)	Casino Lift Station Flow (MG)	Combined Infl (MG)	Effluent Flow (MG)	GBT #1 Flow (KG)	GBT #2 Flow (KG)	Sludge Flow Digester #1 (KG)	Sludge Flow Digester #2 (KG)
7/1/2018	1.264	0.027	0.340	1.631	2.014	0.000	0.000	0.000	9.992
7/2/2018	1.241	0.077	0.320	1.638	2.037	58.639	0.000	0.000	10.359
7/3/2018	1.180	0.074	0.301	1.555	1.932	58.235	0.000	0.000	11.266
7/4/2018	1.237	0.077	0.386	1.701	2.023	56.327	0.000	0.000	10.649
7/5/2018	1.288	0.072	0.317	1.677	2.143	55.677	0.000	0.000	10.796
7/6/2018	1.159	0.029	0.364	1.552	2.038	0.000	0.000	0.000	10.612
7/7/2018	1.038	0.029	0.368	1.435	1.954	0.000	0.000	0.000	9.935
7/8/2018	1.023	0.027	0.299	1.349	1.904	0.000	0.000	0.000	9.232
7/9/2018	1.235	0.074	0.293	1.603	1.987	54.244	0.000	0.000	10.711
7/10/2018	1.282	0.065	0.273	1.621	2.089	54.375	0.000	0.000	10.751
7/11/2018	1.237	0.067	0.296	1.600	2.112	54.146	0.000	0.000	10.104
7/12/2018	1.320	0.068	0.320	1.708	2.168	54.311	0.000	0.000	10.825
7/13/2018	1.303	0.068	0.364	1.735	2.164	54.311	0.000	0.000	10.711
7/14/2018	1.126	0.028	0.385	1.540	1.933	0.000	0.000	0.000	10.008
7/15/2018	1.235	0.029	0.365	1.629	2.118	0.000	0.000	0.000	10.916
7/16/2018	1.328	0.067	0.293	1.688	2.155	54.208	0.000	0.000	10.775
7/17/2018	1.117	0.065	0.251	1.433	1.964	54.298	0.000	0.000	10.572
7/18/2018	1.231	0.067	0.295	1.593	2.074	51.812	0.000	0.000	10.196
7/19/2018	1.054	0.073	0.274	1.402	1.941	50.383	0.000	0.000	10.665
7/20/2018	0.938	0.058	0.332	1.329	1.771	48.788	0.000	0.000	10.654
7/21/2018	0.853	0.031	0.343	1.227	1.753	0.000	0.000	0.000	9.211
7/22/2018	1.094	0.030	0.319	1.443	1.993	0.000	0.000	0.000	10.859
7/23/2018	0.983	0.067	0.250	1.301	1.871	54.181	0.000	0.000	11.511
7/24/2018	0.954	0.071	0.271	1.295	1.836	54.437	0.000	0.000	11.454
7/25/2018	0.913	0.067	0.280	1.259	1.840	54.273	0.000	0.000	10.497
7/26/2018	0.924	0.060	0.292	1.276	1.791	38.723	0.000	0.000	10.500
7/27/2018	0.862	0.064	0.351	1.277	1.872	50.229	0.000	0.000	10.802
7/28/2018	0.847	0.031	0.411	1.289	1.856	0.000	0.000	0.000	10.827
7/29/2018	1.062	0.029	0.319	1.410	1.886	0.000	0.000	0.000	9.612
7/30/2018	1.584	0.067	0.369	2.020	2.226	47.191	0.000	0.000	10.833

7/31/2018	1.235	0.066	0.294	1.595	1.852	54.150	0.000	0.000	10.971
Sum	*35.148*	*1.725*	*9.935*	*46.808*	*61.295*	*1112.940*	*0.000*	*0.000*	*326.801*
Avg	*1.134*	*0.056*	*0.320*	*1.510*	*1.977*	*35.901*	*0.000*	*0.000*	*10.542*
Min	*0.847*	*0.027*	*0.250*	*1.227*	*1.753*	*0.000*	*0.000*	*0.000*	*9.211*
Max	*1.584*	*0.077*	*0.411*	*2.020*	*2.226*	*58.639*	*0.000*	*0.000*	*11.511*

City of Durant Wastewater Monthly Operational Report

DATE	Raw Influent Flow MGD.	Finish Effluent Flow MGD	PH	D.O. mg/l	CBOD mg/l	BOD lbs/d	TSS mg/l	TSS lbs	Fecal Coliforms cfu/100mg/l	NH3 mg/l	NH3 lbs.	Bis(2-ethylhexyl) phthalate ug/l	Bis(2-ethylhexyl) phthalate lbs.	Comments:
7/1/18	1.6	2.0	7.6	7.8										
7/2/18	1.6	2.0	7.7	8.5					30					
7/3/18	1.6	1.9	7.7	7.1					31					
7/4/18	1.7	2.0	7.6	7.3	2.0	33.4	2.5	41.7		0.4	6.7			
7/5/18	1.7	2.1	7.7	7.3										
7/6/18	1.6	2.0	7.6	7.2										
7/7/18	1.4	2.0	7.6	7.3										
7/8/18	1.6	1.9	7.7	7.4										
7/9/18	1.6	2.0	7.9	7.1					13					
7/10/18	1.6	2.1	7.7	7.2					7					
7/11/18	1.6	2.1	7.6	7.4	2.0	35.0	2.5	43.8		0.2	3.5	3.0		
7/12/18	1.7	2.2	7.7	7.7										
7/13/18	1.7	2.2	7.7	7.6										
7/14/18	1.5	1.9	7.6	7.4										
7/15/18	1.6	2.1	7.6	7.7										
7/16/18	1.7	2.2	7.8	7.6					1					Caney
7/17/18	1.4	2.0	7.7	7.6					69					Creek
7/18/18	1.6	2.1	7.8	7.3	2.0	35.0	2.5	43.8		0.2	3.5	3.0		3
7/19/18	1.4	1.9	7.7	7.4										
7/20/18	1.3	1.8	7.8	7.1										
7/21/18	1.2	1.7	7.7	7.4										
7/22/18	1.4	1.9	7.8	7.6										
7/23/18	1.3	1.8	7.8	7.7					5					
7/24/18	1.3	1.8	7.7	7.4	3.4	51.0	2.5	37.5	4	0.2	3.0			
7/25/18	1.3	1.8	7.7	7.2										
7/26/18	1.3	1.7	7.6	7.2										
7/27/18	1.3	1.8	7.7	7.4										
7/28/18	1.3	1.8	7.6	7.2										
7/29/18	1.4	1.9	7.6	7.2										
7/30/18	2.0	2.2	7.7	7.1										
7/31/18	1.6	1.9	7.7	7.2										
Total	**46.9**					**0.0**		**0.0**			**0.0**		0	
Avg.	**1.5**	**2.0**			**2.4**	**38.6**	**2.5**	**41.7**	**1**	**0.3**	**4.2**	**3.0**		
High	2.0	2.2	7.9		3.4		2.5			0.4				
Low	1.2	1.7	7.6	7.1	2.0		2.5			0.2				

THE CITY OF DURANT

Office of the Wastewater Treatment Plant
Lab Report

07/1/18 to 07/31/18

Tests Processed

76 Bac-t's
84 BOD's
20 TSS's
12 NH3's
8 DO's
6 Ph's
10set Fecal Coliforms (May 1st – Sept. 30th) * 6 per set
0 FOG's

Work Projects

- Data entry
- Reports (water test results), Make copies and envelope
- Purchase Orders, copy, file
- Equipment calibrations and maintenance
- Sampling and process readings
- Quality Assurance, Quality Control tests
- Laboratory Testing
- Filing
- Daily/Weekly laboratory and WWTP building cleaning
- Monthly, Quarterly, Bi-annual, Yearly reports
- Ordering Lab chemicals and supplies
- Water Billing
- Storm water monitoring
- Storm water Report
- Pre-Treatment

Agenda Item: 6.q.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/6/2018
To: Mayor and City Council
From: Phillip Hightower, Water Treatment Plant
Re: Water Treatment Plant Monthly Reports - July 2018

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Water Plant MOR 1	Exhibit	8/6/2018
Water Plant MOR 2	Exhibit	8/6/2018
CLO2 and Chlorite Report	Exhibit	8/6/2018
Maintenance Report	Exhibit	8/6/2018

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY
MONTHLY OPERATIONAL REPORT
WATER TREATMENT PLANTS

Mail original before the 10th of the following month
to the Department of Environmental Quality, Water Quality Division
P. O. Box 1677, Oklahoma City, OK 73101-1677

Plant: Durant Water Treatement F
PWSID: 1010601
Month: July 2018
Population: 19,491

Durant City Utilities Authority	PO Box 578	Durant OK	74702
System	*Address*	*City*	*ZIP*

DAY	WATER TREATED	FILTER OPERATION: FILTERS USED-HOURS 1	2	3	4	5	6	7	8	WASH WATER IN 1000 GALS.	CHEMICALS USED-LBS.: ALUM	LIME	POLYMER Name:	NAOH	CARBON	OTHER Name: NH2SIF6	OTHER Name: copper sulf	CHLORINE PRE	CHLORINE POST	ALKALINITY "P" RAW	"P" FILT	TOTAL AM RAW	TOTAL AM FILT	CLO2 Residual RAW	CLO2 Residual FILT	TOTAL PM RAW	TOTAL PM FILT	pH AM RAW	pH AM FILT	pH PM FILT	CaCO3 STABILITY Method:	HARDNESS (ppm) AM RAW	HARDNESS (ppm) AM FILT	Chlorite residual	Chlorite lbs/day	REMARKS
1	4,795	24	0	24	24	24	24	24	24		2800	0	0	0	0	0	0	120	100			238	200		0.13	234	218	8.1	7.5	7.4	200	252	250	0.76	360	
2	5,291	24	0	24	24	23	23	24	24	70	2900	0	0	0	0	0	0	110	110			246	212		0.1	240	206	8.1	7.5	7.7	218	246	246	0.71	360	
3	5,500	23	0	23	23	24	24	24	24	100	2400	0	0	0	0	0	0	0	140			240	198		0.14	238	210	8.1	7.5	7.7	208	244	236	0.76	360	
4	5,463	24	0	24	24	24	24	23	23	70	2400	0	0	0	0	0	0	0	160			238	236		0.08	244	216	7.9	7.2	7.3	220	268	254	0.95	360	
5	5,520	24	0	24	24	23	23	24	24	70	2300	0	0	0	0	0	0	0	160			240	210		0.07	230	212	8.1	7.4	7.5	212	244	240	0.95	360	
6	5,540	23	0	23	24	23	23	24	24	135	1900	0	0	0	0	0	0	0	180			254	228		0.09	240	224	8	7.4	7.5	222	256	256	0.9	360	
7	5,942	24	0	24	24	24	24	24	24		2600	0	0	0	0	0	0	0	160			240	218		0.07	238	218	8.2	7.5	7.6	212	264	268	0.95	360	
8	6,051	24	0	23	23	24	24	23	23	180	2500	0	0	0	0	0	0	0	180			240	226		0.06	240	218	8	7.3	7.4	220	268	262	0.95	360	
9	6,028	24	0	24	24	24	24	24	24		2700	0	0	0	0	0	0	0	180			252	224		0.16	230	232	8	7.3	7.5	220	254	240	0.9	360	
10	5,927	24	0	24	24	23	23	24	24	70	2500	0	0	0	0	0	0	0	140			246	214		0.19	234	220	8	7.3	7.6	226	250	244	0.85	360	
11	6,128	23	0	23	23	24	24	24	24	110	2500	0	0	0	0	0	0	120	100			234	220		0.1	234	212	8.1	7.5	7.5	222	264	258	0.9	360	
12	5,989	24	0	24	24	24	24	23	23	70	2600	0	0	0	0	0	0	120	100			248	214		0.1	244	214	8.1	7.5	7.5	218	248	242	0.9	360	
13	5,638	23	0	23	23	24	24	24	24	90	2500	0	0	0	0	0	0	80	100			248	212		0.12	236	202	8.2	7.7	7.8	214	242	236	0.76	380	
14	5,467	24	0	24	24	23	23	24	24	86	2600	0	0	0	0	0	0	60	140			240	198		0.22	238	202	8	7.4	7.4	218	272	250	0.76	360	
15	5,475	24	0	24	24	24	24	23	23	70	2200	0	0	0	0	0	0	60	120			232	206		0.1	238	210	8.1	7.4	7.6	206	240	230	0.76	360	
16	5,489	23	0	23	23	24	24	24	24	1.05	2000	0	0	0	0	0	0	60	120			242	202		0.1	248	216	8.2	7.7	7.7	206	244	242	0.71	360	
17	5,708	24	0	24	23	23	23	24	24	100	2200	0	0	0	0	0	0	100	120			260	230		0.08	234	208	8.1	7.2	7.3	228	250	240	0.9	360	
18	6,060	24	0	24	24	24	24	23	23	70	2500	0	0	0	0	0	0	110	150			244	214		0.07	240	206	8.1	7.3	7.3	210	262	230	0.85	380	
19	6,255	23	0	23	23	24	24	24	24	105	2500	0	0	0	0	0	0	100	140			240	218		0.11	238	208	8.1	7.3	7.4	212	254	254	0.8	400	
20	6,374	24	0	24	24	23	23	24	24	63	2400	0	0	0	0	0	0	100	120			238	220		0.11	240	202	8.1	7.3	7.4	220	248	240	0.71	400	
21	6,669	23	0	23	23	24	24	23	23	205	2600	0	0	0	0	0	0	125	175			240	212		0.13	240	204	8.2	7.3	7.5	222	250	250	0.66	420	
22	6,744	24	0	24	24	24	24	24	24		2700	0	0	0	0	0	0	140	140			236	212		0.13	236	210	8.3	7.4	7.5	212	240	250	0.8	420	
23	6,699	24	0	24	24	23	23	24	24	70	2400	0	0	0	0	0	0	120	140			236	216		0.14	244	206	8.15	7.4	7.4	218	242	236	0.8	420	
24	6,770	23	0	23	23	24	24	23	23	170	2400	0	0	0	0	0	0	140	140			234	212		0.2	240	202	8.1	7.3	7.4	226	268	248	0.8	420	
25	6,909	23	0	23	23	24	24	24	24	105	3700	0	0	0	0	0	0	160	160			238	222		0.14	244	206	8.2	7.3	7.3	220	240	238	0.8	430	
26	7,332	24	0	23	23	23	23	24	24	140	2800	0	0	0	0	0	0	130	130			242	224		0.14	242	206	8.2	7.4	7.4	226	240	240	0.71	440	
27	7,277	23	0	24	24	24	24	24	24	30	3200	0	0	0	0	0	0	160	140			240	222		0.21	228	218	8.2	7.4	7.4	220	248	244	0.66	440	
28	7,105	24	0	24	24	24	23	23	23	103	2800	0	0	0	0	0	0	140	140			230	216		0.16	234	204	8.1	7.3	7.4	220	244	244	0.66	440	
29	6,055	23	0	23	23	23	24	24	24	140	2400	0	0	0	0	0	0	120	120			234	192		0.19	234	200	8.1	7.3	7.3	212	236	240	0.76	380	
30	5,744	24	0	24	24	24	24	23	23	70	3600	0	0	0	0	0	0	130	130			232	198		0.13	224	210	8.2	7.4	7.4	204	230	226	0.61	320	
31	5,773	23	0	23	23	24	24	24	24	105	3000	0	0	0	0	0	0	120	120			230	192		0.12	232	190	8	7.3	7.2	212	230	220	0.57	320	
TOT	187717	735	735	735	731	734	734	735	735	2598.05	80600	0	0	0	0	0	0	2625	4255			7452	6618		3.89	7356	6510	251	229	231	6704	7738	7554	24.56	11770	
Avg	6055	24	24	24	24	24	24	24	24	84	2600	0	0.00	0	0	0.00	0.00	85	137			240	213		0	237	210	8.1	7.4	7.5	216.3	250	244	0.792	######	

Power Costs	**$20,849.40**
Labor Costs	**$30,110.25**
Chemicals	**$17,848.34**
Supplies	**$367.52**
Repairs	**$817.81**
TOTAL	**$69,993.32**

Cost per thousand Gallons $ 0.37

Ave. Rate of Wash (Vert. in/min.)

Ave Wash Period (Minutes)

% Wash Water Used **1.38%**

Ave. Head Loss for Washing

I hereby certify the above to be correct to the best of my knowledge.

Signed PhillipHightower

Title Water Treatment Plant Supervisor

DEQ Form # 630-577A
Revised 9/1/2000

Oper. Cert. No. B 90404

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY
MONTHLY OPERATIONAL REPORT
WATER TREATMENT PLANTS

Plant: Durant Water Treatment Plant
PWSID: 1010601
Month: July 2018
Population: 19,491

Durant City Utilities Authority — *System*
PO Box 578 — *Address*
Durant — *City*
74702 — *ZIP*

☑ Rapid Rate Filter
☐ Slow Sand Filter

	No. OF SAMPLES	% OF TOTAL SAMPLES
TURBIDITY GREATER THAN 0.5 NTU:	0	0%
TURBIDITY GREATER THAN 0.3 NTU:	0	0%
TURBIDITY GREATER THAN 0.1 NTU:	9	5%
TOTAL NO. OF TURBIDITY ANALYSES:	186	

HIGHEST TURBIDITY READING	0.13
NUMBER OF SAMPLES > 1 NTU	0
NUMBER OF SAMPLES > 5 NTU	0
95TH PERCENTILE OF FINISHED WATER TURBIDITY	0.10 ◄ *NOT REQUIRED*
95TH PERCENTILE OF SETTLED WATER TURBIDITY	4.00 ◄ *NOT REQUIRED*
CHLORINE RESIDUAL < 1.0 mg/l LEAVING PLANT *(# Samples)*	

INDIVIDUAL FILTER TURBIDITY CHECKLIST

1. IS TURBIDITY FROM EACH INDIVIDUAL FILTER RECORDED EVERY 15 MINUTES? ☑ Yes ☐ No
2. DID ANY SINGLE FILTER EXCEED 2.0 NTU IN TWO CONSECUTIVE 15 MINUTE PERIODS?
   - ☑ No, Go to Question 3.
   - ☐ Yes, What date was the filter profile completed?

   DID THIS SAME FILTER EXCEED 2.0 NTU IN 2 CONSECUTIVE 15-MIN PERIODS DURING THE LAST MONTH?
   - ☐ No, Go to Question 3.
   - ☐ Yes, Schedule Comprehensive Perfomance Evaluation (CPE) with DEQ.
3. DID ANY SINGLE FILTER EXCEED 1.0 NTU IN TWO CONSECUTIVE 15 MINUTE PERIODS?
   - ☑ No, Go to Question 4.
   - ☐ Yes, What date was the filter profile completed?

   DID THIS SAME FILTER EXCEED 1.0 NTU IN 2 CONSECUTIVE 15-MIN PERIODS DURING THE LAST 2 MONTHS?
   - ☐ No, Go to Question 4.
   - ☐ Yes, What date was the filter self-assessment completed?
4. DID ANY SINGLE FILTER EXCEED 0.5 NTU IN 2 CONSECUTIVE 15-MIN PERIODS AT THE END OF 4 HRS OF OPERATION?
   - ☑ No, You are finished with the checklist.
   - ☐ Yes, What date was the filter profile completed?

* IF ANY OF QUESTIONS 2 THROUGH 4 ARE CHECKED "YES", YOU MUST COMPLETE THE TURBIDITY TRIGGER EVALUATION FORM AND ATTACH TO THIS MOR.

	TURBIDITY									RESIDUAL DISINFECTANT								
										ENTRY POINT TO DISTRIBUTION						DISTRIBUTION		
DAY	RAW	SET	SET	2400-0400	0400-0800	0800-1200	1200-1600	1600-2000	2000-2400	12am	4am	8am	12pm	4pm	8pm	SYSTEM		COMMENTS
1	14.38	1.8	2.8	0.04	0.04	0.04	0.04	0.05	0.04	2.77	2.86	2.86	2.52	2.46	2.41	2.31	1.96	
2	13.72	1.2	2.3	0.04	0.04	0.04	0.04	0.04	0.04	2.59	2.74	2.73	2.65	2.51	2.37	1.97	2.34	
3	12.38	1.3	3.3	0.11	0.04	0.04	0.04	0.04	0.04	2.50	2.91	2.86	2.84	2.66	2.68	2.07	1.87	
4	12.13	1.9	3.9	0.08	0.08	0.05	0.05	0.06	0.06	2.69	2.92	2.83	2.78	2.79	2.76	1.88	1.95	
5	11.56	1.3	2.4	0.07	0.06	0.06	0.06	0.06	0.05	2.76	2.94	2.78	2.77	2.76	2.81	2.42	1.93	
6	11.99	4	6.3	0.06	0.09	0.06	0.05	0.06	0.13	2.81	2.83	2.93	2.94	2.90	3.10	1.94	2.49	
7	12.06	3.2	4.9	0.09	0.12	0.12	0.08	0.07	0.07	3.30	2.98	3.00	2.97	3.07	3.03	1.88	1.97	
8	14.20	1.9	2.6	0.09	0.06	0.06	0.06	0.06	0.10	3.05	3.06	3.14	3.10	3.10	2.96	2.64	2.02	
9	12.36	2	2.4	0.06	0.06	0.07	0.07	0.07	0.06	3.21	3.07	3.07	3.09	3.07	2.82	2.02	2.07	
10	12.32	2	3.6	0.09	0.07	0.07	0.06	0.07	0.06	2.82	2.85	2.78	2.78	2.78	2.74	2.49	2.41	
11	12.75	2.5	4.1	0.11	0.07	0.07	0.06	0.07	0.07	2.76	2.84	2.77	2.70	2.56	2.54	2.03	2.39	
12	15.03	2.1	3.7	0.08	0.09	0.05	0.06	0.06	0.05	2.53	2.81	2.79	2.76	2.71	2.79	2.22	1.87	
13	15.65	1.8	2.8	0.05	0.05	0.06	0.05	0.05	0.05	2.80	2.79	2.80	2.86	2.77	2.65	1.87	1.84	
14	19.27	1.7	3.8	0.07	0.05	0.05	0.06	0.06	0.06	2.57	2.62	2.72	2.70	2.66	2.65	1.86	1.89	
15	13.75	2.2	3.2	0.06	0.06	0.06	0.06	0.06	0.05	2.70	2.89	2.87	2.69	2.64	2.47	2.27	1.84	
16	12.10	2.5	3.1	0.08	0.05	0.05	0.06	0.06	0.06	2.56	2.80	2.82	2.72	2.63	2.38	1.87	2.42	
17	12.16	2	3.6	0.06	0.06	0.06	0.07	0.08	0.07	2.12	2.70	2.68	2.56	2.53	2.62	2.13	1.82	
18	13.11	1.6	2.4	0.06	0.06	0.06	0.06	0.06	0.05	2.71	3.01	2.98	2.74	2.65	2.88	1.76	2.49	
19	12.97	1.5	2.2	0.08	0.05	0.04	0.05	0.07	0.05	2.93	3.10	2.99	2.75	2.57	2.71	2.41	1.89	
20	13.44	2	2.7	0.08	0.05	0.06	0.06	0.07	0.06	2.80	2.91	2.88	2.61	2.55	2.73	1.90	1.93	
21	10.25	2.2	3.9	0.06	0.08	0.06	0.07	0.10	0.06	2.81	2.92	2.94	2.48	2.59	2.90	1.95	1.89	
22	17.10	2	3.2	0.05	0.05	0.06	0.06	0.06	0.05	2.92	2.98	2.98	2.60	2.58	2.91	1.84	1.94	
23	11.59	1.7	3.8	0.07	0.06	0.05	0.06	0.06	0.13	2.96	2.99	2.98	2.62	2.57	2.94	2.71	1.81	
24	11.34	1.9	2.9	0.10	0.05	0.05	0.06	0.06	0.08	2.96	3.03	3.05	2.62	2.59	2.92	1.95	2.02	
25	10.20	1.8	2.9	0.06	0.05	0.12	0.05	0.05	0.05	3.20	3.20	3.18	2.75	2.65	3.04	2.86	2.05	
26	10.21	2.6	3.5	0.07	0.06	0.07	0.05	0.05	0.04	3.13	3.20	3.20	3.20	2.77	3.21	2.12	2.15	
27	21.92	1.8	3.7	0.04	0.07	0.05	0.04	0.04	0.04	3.24	3.20	3.24	2.79	2.74	3.11	3.02	2.27	
28	26.10	1.5	2.7	0.09	0.06	0.06	0.05	0.08	0.10	3.14	2.99	2.93	2.68	2.66	2.91	2.33	2.33	
29	14.93	2	2.7	0.11	0.06	0.05	0.05	0.05	0.05	2.98	3.05	2.98	2.94	2.83	2.36	2.56	2.19	
30	17.47	1.6	3.2	0.07	0.06	0.05	0.05	0.06	0.05	2.39	2.72	2.72	5.58	2.54	2.35	2.14	2.40	
31	27.63	1.9	3.9	0.07	0.05	0.04	0.04	0.04	0.04	2.64	3.07	3.05	2.42	1.96	2.12	2.20	1.88	

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY
. . . for a clean, attractive, prosperous Oklahoma

CHLORINE DIOXIDE AND CHLORITE MONITORING AND REPORTING FORM

1. Public Water System (PWS) Information:

PWSID: OK 1010601 PWS Name: City of Durant

2. Compliance Information:

Water System Facility ID: 1010601 Plant Name: Durant Water Plant

Month: July Year: 2018

3. Analytical Results & Summary Information:

Entry Point Monitoring		
Day	ClO_2 (mg/L)	Chlorite (mg/L)
1	0.13	0.76
2	0.1	0.71
3	0.14	0.76
4	0.08	0.95
5	0.07	0.95
6	0.09	0.9
7	0.07	0.95
8	0.06	0.95
9	0.16	0.9
10	0.19	0.85
11	0.1	0.9
12	0.1	0.9
13	0.12	0.76
14	0.22	0.76
15	0.1	0.76
16	0.1	0.71
17	0.08	0.9
18	0.07	0.85
19	0.11	0.8
20	0.11	0.71
21	0.13	0.66
22	0.13	0.8
23	0.14	0.8
24	0.2	0.8
25	0.14	0.8
26	0.14	0.71
27	0.21	0.66
28	0.16	0.66
29	0.19	0.76
30	0.13	0.61
31	0.12	0.57

Chlorine Dioxide Daily Monitoring (Summary Type: CLO2)

Number of Samples Required:	
Number of Samples Collected:	31
Was All Chlorine Dioxide Monitoring & Reporting Completed? Yes / No	Yes / No
Number of ClO_2 samples exceeded the MRDL of 0.8 mg/L?	0

If a routine sample exceeds the MRDL, the system is required to take (3) three more samples the next day.

Chlorite Daily Monitoring (Summary Type: $CLO2^-$)

Number of Samples Required:	
Number of Samples Collected:	31
Was All Chlorite Monitoring & Reporting Completed? Yes / No	Yes / No
Number of Chlorite samples exceeded the MCL of 1.0 mg/L?	

If a routine sample exceeds the MCL, the system is required to take (3) three more samples the next day.

*** If you didn't use Chlorine Dioxide for disinfection any day this month, please mark "n/a" in that day's box to prevent a Monitoring violation.**

Routine Chlorite Monthly Monitoring in Distribution System

Sampling Location	Lab Sample ID	Sampling Point ID	Collection Date	Certified Lab ID	Chlorite (mg/L)
Near 1st Customer					
Avg. Residence Time					
Max. Residence Time					

Monitoring Period Average:

Mark (X) if analytical results were reported electronically: _____

- If the arithmetic average of any three sample set exceeds the Chlorite MCL (1.0 mg/L), the system is in violation of the MCL.
- If more than one three-sample set was collected, attach additional copies of this form.

Signature of owner or operator: _____ Date: _____

Operator License Number _____

Send all documents to:

Joe Keeble
Disinfection Byproducts Compliance Coordinator
Water Quality Division, DEQ
P.O. Box 1677
Oklahoma City, Oklahoma 73101-1677

DEQ Form # 630-577D
Revision 06/01/2009

THE CITY OF DURANT
Office of the Water Treatment Plant

Water Treatment Plant Projects Schedule
July 2018 Monthly Report

A. Work Completed
1. Calibrate lab instruments daily
2. Maintained Water Plant
3. Cleaned all buildings weekly
4. Backwashed filters as needed
5. Backwashed raw pumps weekly
6. Hooked up chlorine tanks and checked for leaks
7. Unload chemicals as they arrived
8. Pulled sludge as needed
9. Run daily chlorine dioxide samples on raw line
10. Flushed alum pumps
11. Inspected fire extinguishers
12. Pulled required water samples and send to ODEQ
13. Clean turbidity meters as needed
14. Cleaned screens on CLO2 generator as needed
15. Greased New Plant Rapid Mixer and motor
16. Removing media from #2 old filter
17. Replaced blown fuse on surge arrestor at Chuckwa tower scada panel
18. Check and maintain fluid levels on trucks and mower
19. Mowed Plant grounds
20. Weed eated Plant grounds
21. Mowed and weed eated at towers in town
22. Fixed leak on water line that feeds the inline meters
23. Changed out batteries on the diesel pump .
24. Hooked up ice machine in office
25. Hooked up water fountain in new chemical building
26. Power washing raw water line getting it ready to paint
27. Unstopped feed line to # 3 filter flow meter
28. Hired and started training new employee's
29. Treated 187,717,000 gallons of water

B.

Work Planned for January-December	Approx Start/Finish Date
1. Paint buildings	Time permitting
2. Install rebuilt motor at High Service	When it is recieved
3. Finsh covering up valves at Chuckwa Tower	Time Permitting
4. Put Gravel at Chuckwa Tower	Time Permitting
5. Put Gravel at Raw Pump Station	Time Permitting

C. Projects Planned and Requested for Authorization
A. Upgrade raw pump building at the water plant
B. Upgrade Scada system on Old and New Plant Filters
C. Install new Fluoride System

844 Caddo Hwy • Caddo, Oklahoma 74729 • (580) 924-1487 • Fax (580) 924-8566
www.durant.org

Agenda Item: 8.a.

The City of Durant

Office of City Clerk

Memorandum

Date:	8/8/2018
To:	Mayor and City Council
From:	Cynthia J. Price, City Clerk
Re:	Consider Executive Session for Confidential Communication with Attorney Concerning Pending Claim Against the City of Durant - Thomas Billy, et al. v. City of Durant, Oklahoma (This Executive Session Authorized by Title 25, Section 307 B(4) of the Oklahoma State Statutes)

Council Information / Action Requested

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

Agenda Item: 8.b.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/8/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Action Pursuant to 8(a) Above

Council Information / Action Requested

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

Agenda Item: 8.c.

The City of Durant

Office of City Clerk

Memorandum

Date:	8/9/2018
To:	Mayor and City Council
From:	Cynthia J. Price, City Clerk
Re:	Consider Executive Session to Discuss Hiring of City Treasurer (This Executive Session Authorized by Title 25, Section 307 B(1) of the Oklahoma State Statutes)

Council Information / Action Requested

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

Agenda Item: 8.d.

The City of Durant

Office of City Clerk

Memorandum

Date: 8/9/2018
To: Mayor and City Council
From: Cynthia J. Price, City Clerk
Re: Consider Action Pursuant to 8(c) Above

Council Information / Action Requested

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