

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 necessary accommodation.

DURANT CITY COUNCIL

6:00 PM

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

June 11, 2024

AGENDA

CALL TO ORDER

INVOCATION/FLAG SALUTE

ROLL CALL

CITIZEN COMMENTS

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

ORDER OF BUSINESS

1. Consent Items

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

- a. Consider Approval of Special Called Meeting Minutes of May 13, 2024
- b. Consider Approval of Regular Meeting Minutes of May 14, 2024
- c. Consider Approval of Budget Supplements BA-24-12
- d. Consider Acceptance of Approved Financial Plans for Durant City Utility Authority, Durant Airport Authority, Durant Development Authority, Durant Community Facilities Authority, Durant Industrial Authority, Durant Tourism Economic Development Authority

2. Consider Items Removed from Consent

3. Information Items

- a. April 2024 Financial Reports and May 2024 Sales Tax Report

4. Administration

- a.
 - 1. Consider Approval of Right-Of-Way, Public Utility and Encroachment Agreement Between the City of Durant and the Department of Transportation for the State of Oklahoma, Federal/State Aid Project No. J3-4384 (004)PM, State Job No. 34384 (04) Construction, (05) RW, (06) Utilities (SH-78 at Gerlach Drive) (C-2024-25)
 - 2. Consider Approval of Resolution R-2024-10 Entering Right-Of-Way, Public Utility and Encroachment Agreement (C-2024-25) Into Record
- b. Consider Approval of the Employee Handbook Amendment Provided for Social Media Use (Appendix F - Internal Social Media Policy)
- c. 2024 Community Development Block Grant (CDBG) Small Cities Application Requesting Funding for University Blvd. Intersection Rehabilitation and Street Improvements
 - 1. Discussion, Consideration and Possible Action to Consider Approval of Application Resolution R-2024-12 for the 2024 Community Development Block Grant (CDBG) Small Cities Application Requesting Funding for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.
 - 2. Discussion, Consideration and Possible Action to Consider Approval of Leverage Resolution R-2024-09 Committing the Required 1:1 Cash Match for the Community Development Block Grant (CDBG) Small Cities Project for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.
 - 3. Discussion, Consideration and Possible Action to Consider Approval to Authorize Mayor/City Manager to Sign Relevant CDBG Application Documents for the 2024 Community Development Block Grant (CDBG) Small Cities Project for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.
- d. 17488 CDBG-ED 18 Closeout for Tubacex Durant, Inc. Facility, Located at 362 Country Club Road in Durant, OK.
 - 1. Discussion, Consideration and Possible Action to Approve Resolution R-2024-11 for Proof of Closeout Public Hearing for 17488 CDBG-ED 18 Project.
 - 2. Discussion, Consideration and Possible Action to Accept the 17488 CDBG-ED 18 Project for Water Distribution and Sewer Collection Infrastructure Improvements Benefitting Tubacex Durant, Inc. Facility in Durant, OK as Successfully Complete.
 - 3. Discussion, Consideration and Possible Action to Approve the 17488 CDBG-ED 18 Closeout Documents.

- e. Consider Approval of Re-Plat Request for 323 West Plum Street
- f. Consider Approval of Re-Plat Request for NE 4th Avenue and Elm Street (Lot 6, Block 77)

5. Public Hearings

- a. Closeout Public Hearing for 17488 Community Development Block Grant (CDBG) Economic Development 18 Completing the Water Distribution and Sewer Collection Infrastructure Grant (C-2019-32)
- b. Public Hearing for FY24 Community Development Block Grant (CDBG) Small Cities Application Requesting Funding for University Blvd. Intersection Rehabilitation and Street Improvements.
- c.
 - 1. Public Hearing on Proposed FY2024-2025 Budget (Resolution R-2024-06).
 - 2. Discussion, Consideration and Possible Action on Resolution R-2024-06 Adopting the Budget for Fiscal Year 2024-2025.

6. Executive Session

- a. Consider Entering Into Executive Session to Discuss Collective Bargaining Agreement Between the City of Durant and Local 3061, International Association of Firefighters, Union, AFL-CIO/CLC, Bargaining Agent for 2024-2025. This Executive Session Permitted Under 25 O.S. 307(B)(2).
- b. Consider Action Pursuant to 6.a.

7. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November 2023 and that an agenda of said meeting was posted at the place of such meeting at 4:44 p.m. on the 7th day of June 2024.



Cynthia J. Price, City of Durant



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Special Called Meeting Minutes of May 13, 2024

Council Information / Action Requested

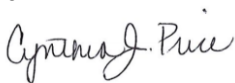
Approval of Special Called Meeting Minutes of May 13, 2024

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

ATTACHMENTS:

1. Special Called Durant City Council Minutes 05132024 cjp

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 7th day of May 2024 and that an agenda of said meeting was posted at the place of such meeting at 8:15 a.m. on the 10th day of May 2024.



Cynthia J. Price, City of Durant

MINUTES OF THE SPECIAL CALLED MEETING OF DURANT CITY COUNCIL
May 13, 2024 AT 12:00 PM
Durant City Hall
Large Conference Room
300 West Evergreen
Durant, Oklahoma

CALL TO ORDER

Vice Mayor Simulescu called the meeting to order at 12:19 p.m.

INVOCATION/FLAG SALUTE

Council Member Fuller provided the invocation and led the flag salute.

ROLL CALL

Present:
Council Member Lauran Fuller
Council Member Humphrey Miller
Council Member Danny Sherrer
Vice Mayor Mike Simulescu
Mayor Martin Tucker*
City Attorney Tom Marcum
City Manager Pam Polk
City Clerk Cynthia J. Price

Absent
None

*Denotes Partial Attendance

ORDER OF BUSINESS

1. Administration

- a. Budget Workshop to Include Presentations and Discussion on the Preliminary FY 2024-2025 Budget

Mayor Tucker entered the meeting at 12:32 p.m.

No action taken.

ADJOURNMENT

Motion To: Adjourn Meeting

Motion By: Martin Tucker

Seconded By: Humphrey Miller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of May 14, 2024

Council Information / Action Requested

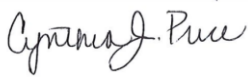
Approval of Regular Meeting Minutes of May 14, 2024

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

ATTACHMENTS:

1. Durant City Council Minutes 05142024 cjp

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November 2023 and that an agenda of said meeting was posted at the place of such meeting at 2:20 p.m. on the 10th day of May 2024. An amended agenda was posted at the place of such meeting at 4:20 p.m. on the 13th day of May 2024.



Cynthia J. Price, City of Durant

**MINUTES OF THE MEETING OF DURANT CITY COUNCIL
May 14, 2024 AT 6:00 PM
Roscoe J. Hatfield Council Chambers
300 West Evergreen
Durant, Oklahoma**

CALL TO ORDER

Mayor Tucker called the meeting to order at 6:00 p.m.

INVOCATION/FLAG SALUTE

Mayor Tucker provided the invocation and led the flag salute.

ROLL CALL

Present:
Council Member Lauran Fuller
Council Member Humphrey Miller
Council Member Danny Sherrer
Vice Mayor Mike Simulescu
Mayor Martin Tucker
City Attorney Tom Marcum
City Manager Pam Polk
City Clerk Cynthia J. Price

Absent:
None

PRESENTATIONS

- 1. Presentation of Proclamation Declaring May 2024 as National Cities, Towns and Villages Month**

ORDER OF BUSINESS

- 1. Consent Items**

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any

Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of April 9, 2024
- b. Consider Approval of Special Called Meeting Minutes of May 6, 2024
- c. Consider Approval of Budget Supplements BA 24-11
- d. Consider Approval of Service Agreement with Crawford & Associates, P. C. for Accounting and Consulting Services (C-2024-16)
- e. Consider Approval of Mayoral Recommendation to Appoint Scott DeWald to the Durant Industrial Authority Board
- f. Consider Approval of Mayoral Recommendation of Two Nominees to Oklahoma Municipal Assurance Group Board of Trustees

Vice Mayor Simulescu requested Item 1(e) be removed for further discussion.

Motion To: Approve Consent Items 1(a)(b)(c)(d)(f) as Presented

Motion By: Humphrey Miller

Seconded By: Lauran Fuller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

2. Consider Items Removed from Consent

Item 2 is formerly Item 1(e) which was removed from Consent.

Motion To: Approve Item as Presented

Motion By: Martin Tucker

Seconded By: Danny Sherrer

Ayes: Miller, Sherrer, Tucker

Nays: Fuller, Simulescu,

Abstain: None

3. Information Items

- a. Financial Statements March 2024 and Sales Tax Report April 2024

4. Administration

- a. 1. Consider Award of Bid for 2024 Street Improvement Project
2. Consider Approval of Contract C-2024-21 Between City of Durant and J & L Paving LLC for 2024 Street Improvement Project

Motion To: Award Bid for 2024 Street Improvement Project to J & L Paving LLC for the Project Total Amount of \$456,089.20

Motion By: Humphrey Miller

Seconded By: Mike Simulescu

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

Motion To: Approve Contract Between City of Durant and J & L Paving LLC for 2024 Street Improvement Project (C-2024-21)

Motion By: Martin Tucker

Seconded By: Lauran Fuller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- b. Consider Offer from Oklahoma Department of Transportation In the Amount of \$18,280.00 to Purchase Property for Highway 78 Project and Take Possible Action

Motion To: Approve Offer from the Oklahoma Department of Transportation in the Amount of \$18,280.00 to Purchase Property for Highway 78 Project

Motion By: Martin Tucker

Seconded By: Lauran Fuller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- c. Consider Approval of Amendment to the City of Durant Employee Handbook to Include Hiring, Training, and Educational Reimbursements

Motion To: Approve Amendment to the City of Durant Employee Handbook to Include Hiring, Training, and Educational Reimbursements

Motion By: Humphrey Miller

Seconded By: Lauran Fuller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- d. Consider Approval of Amendment to the City of Durant Employee Handbook to Include a Cell Phone Policy

Motion To: Approval of Amendment to the City of Durant Employee Handbook to Include a Cell Phone Policy

Motion By: Lauran Fuller

Seconded By: Humphrey Miller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- e. Discussion, Consideration and Possible Action for Approval of Resolution R-2024-07 Authorizing City Manager to Represent the City as an Authorized Representative for Grant Related Matters

Motion To: Approve Resolution R-2024-07 Authorizing the City Manager to Represent the City as an Authorized Representative for Grant Related Matters

Motion By: Martin Tucker

Seconded By: Mike Simulescu

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- f. The US Department of Transportation (DOT) 2024 Safe Streets and Roads For All (SS4A) Grant Program Funding Request to Develop a Comprehensive Safety Action Plan to Identify Roadway and Safety Deficiencies, Including all Necessary Items to Improve Safe Transportation Throughout Durant, with the Intent to Prevent Deaths and Serious Injuries on Roads and Streets Involving all Roadway Users

- 1. Discussion, Consideration, and Possible Action to Consider Approval and Support of a 2024 Safe Streets and Roads for All (SS4A) Grant Application for Funding to Develop a Comprehensive Safety Action Plan

2. Discussion, Consideration, and Possible Action to Consider Approval of Resolution R-2024-08 in Support of the Grant Application to Develop a Comprehensive Safety Action Plan and Commitment for the Required 20% Project Match

3. Authorization for the Mayor / Vice-Mayor / City Manager to Sign all Related Application Documents for the 2024 Safe Streets and Roads for All (SS4A) Grant Submission

Item 4(f)(1)

Motion To: Approve and Support 2024 Safe Streets and Roads for All (SS4A) Grant Application for Funding to Develop a Comprehensive Safety Action Plan

Motion By: Danny Sherrer

Seconded By: Humphrey Miller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

Item 4(f)(2)

Motion To: Approve Resolution R-2024-08 in Support of the Grant Application to Develop a Comprehensive Safety Action Plan and Commitment for the Required 20% Project Match

Motion By: Martin Tucker

Seconded By: Danny Sherrer

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

Item 4(f)(3)

Motion To: Authorize the Mayor/Vice-Mayor/City Manager to Sign All Related Application Documents for the 2024 Safe Streets and Roads for All (SS4A) Grant Submission

Motion By: Martin Tucker

Seconded By: Lauran Fuller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- g. Discussion, Consideration and Possible Approval of Amendments to City Code Section 158 Sign Regulations Sub Section 158.06 Temporary Signs and Sub Section 158.07 Permanent Signs

No action taken.

- h. Discussion, Consideration and Possible Approval for Amendments to City Code Section 155 Community General Sub Section 155.065 Lots & 156 Zoning Code Sub Section 156.035 District Regulations Chart

No action taken.

- i. Discussion, Consideration and Possible Action on Rezone Request for Property Located at 301 N. 16th Avenue

Motion To: Approve Rezone Request for Property Located at 301 N. 16th Avenue

Motion By: Martin Tucker

Seconded By: Humphrey Miller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- j. Discussion, Consideration and Possible Action on Rezone and Replat Request for Property Located at 4332 N. Washington Avenue

Motion To: Approve Rezone and Replat Request for Property Located at 4332 N. Washington Avenue

Motion By: Martin Tucker

Seconded By: Danny Sherrer

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- k. Discussion, Consideration and Possible Action on a Replat Request for Property Located 175ft North of Intersection at San Angelo Lane and N Washington Avenue

Motion To: Approve Replat Request for Property Located 175 Feet North of Intersection at San Angelo Lane and N. Washington Avenue Contingent Upon Removal of 30 Foot Access Easement

Motion By: Martin Tucker

Seconded By: Lauran Fuller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

- I. Discussion, Consideration and Possible Action on a Rezone Request for Property Located at 3820 W. University Boulevard

No action taken.

- m. Discussion, Consideration and Possible Action on a Rezone Request for Property Located at 199 S 18th Avenue

No action taken.

- n. Consider Approval of Ordinance O-2024-01 Amending Title III, Administration, Competitive Bidding Requirements; Section 37.021 Bidding Requirements, Section 37.022 Bidding Procedures, and Section 37.023 Emergency Purchases; Declaring an Emergency

Motion To: Approve Ordinance O-2024-01 Amending Title III, Administration, Competitive Bidding Requirements; Section 37.021 Bidding Requirements, Section 37.022 Bidding Procedures, and Section 37.023 Emergency Purchases; Declaring an Emergency

Motion By: Martin Tucker

Seconded By: Mike Simulescu

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

Motion To: Approve Emergency Clause

Motion By: Martin Tucker

Seconded By: Mike Simulescu

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None

5. New Business

There was no new business.

ADJOURNMENT

Motion To: Adjourn Meeting

Motion By: Martin Tucker

Seconded By: Humphrey Miller

Ayes: Fuller, Miller, Sherrer, Simulescu, Tucker

Nays: None

Abstain: None



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: An chen Lai, Finance Director/Treasurer
Re: Consider Approval of Budget Supplements BA-24-12

273 Appropriate Fund for General Fund Year End Operation Adjustment
274 Appropriate Fund for Insurance Cash Fund Year End Adjustment
275 Appropriate Fund for IT Fund Year End Operation Adjustment
276 Appropriate Fund for CI Rail/Trail & Manhole Project Expenses Adjustment
277 Appropriate Fund for Airport AirEvac Hangar Engineering Fees
278 Appropriate Fund for Library Pendleton Monthly Revenue & Awning Project
279 Appropriate Fund for DCUA End of Year Operation Adjustment

Council Information / Action Requested
Approval of Budget Supplements BA-24-12

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

ATTACHMENTS:

1. BA24-12 92-98 Budget Adjustment Register



Durant, OK

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT07884 - BA24-12 92-98

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000273	FY 23/24 ORIGINAL BUDGET	BA24-12 GF Year End Operation ADJ	6/11/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
001-000-361-4000	MISC. REVENUE	BA24-12 DONATION TO SR. CRT FLOORING	-126,122.00	-3,300.00	-129,422.00
June:	-3,300.00				
001-001-510-1100	SALARIES AND WAGES	BA24-12 GF Year End Operation ADJ	487,633.05	100,000.00	587,633.05
June:	100,000.00				
001-001-510-1202	SPECIAL PAY-LEAVE & BONUS ...	BA24-12 GF Year End Operation ADJ	26,200.00	14,000.00	40,200.00
June:	14,000.00				
001-002-550-5051	OFFICE SUPPLIES	BA24-12 GF Year End Operation ADJ	150.00	-69.00	81.00
June:	-69.00				
001-002-550-5857	MMBRSHIP/LICNSE/CRTFCATI...	BA24-12 GF Year End Operation ADJ	150.00	69.00	219.00
June:	69.00				
001-008-510-1100	SALARIES AND WAGES	BA24-12 GF Year End Operation ADJ	2,290,895.77	93,000.00	2,383,895.77
June:	93,000.00				
001-008-550-5658	BUILDING AND MAINTENANCE	BA24-12 GF Year End Operation ADJ	65,357.00	-1,300.00	64,057.00
June:	-1,300.00				
001-008-570-7200	TRAINING AND TRAVEL	BA24-12 GF Year End Operation ADJ	34,014.00	1,300.00	35,314.00
June:	1,300.00				
001-018-530-3051	CONTRACT LABOR	BA24-12 GF TRSF TO CI WEATHER RADAR	32,000.00	-1,500.00	30,500.00
June:	-1,500.00				
001-018-550-5074	SAFETY SUPPLIES	BA24-12 GF Year End Operation ADJ	6,500.00	-1,000.00	5,500.00
June:	-1,000.00				
001-018-550-5849	COMPUTER SOFTWARE & ACCE...	BA24-12 GF Year End Operation ADJ	5,000.00	1,000.00	6,000.00
June:	1,000.00				
001-019-510-1096	V,S, & H BUYBACK RESERVE	BA24-12 GF Year End Operation ADJ	67,000.00	-67,000.00	0.00
June:	-67,000.00				
001-019-510-1097	COMP TIME BUYBACK RESERVE	BA24-12 GF Year End Operation ADJ	150,000.00	-140,000.00	10,000.00
June:	-140,000.00				
001-019-599-0150	TRSF TO CAPITAL IMPR. FUND	BA24-12 TO WEATHER RADAR	17,249.00	1,500.00	18,749.00
June:	1,500.00				
001-023-550-5656	BUILDING AND MAINTENANCE	BA24-12 SR CTR FLOORING	36,000.00	3,300.00	39,300.00
June:	3,300.00				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000274	FY 23/24 ORIGINAL BUDGET	BA24-12 003 EOY ADJ INSU. LIAB. FEES	6/11/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
003-000-301-1000	BEGINNING UNENCUMBERED	BA24-12 003 EOY ADJ INSU. LIAB. FEES	0.00	-100,000.00	-100,000.00
June:	-100,000.00				
003-034-530-3047	AUTO & GEN. LIAB. INSURANCE	BA24-12 003 EOY ADJ INSU. LIAB. FEES	370,000.00	100,000.00	470,000.00
June:	100,000.00				

Adjustment Number	Budget Code	Description	Adjustment Date
-------------------	-------------	-------------	-----------------

Budget Adjustment Register

Packet: GLPKT07884 - BA24-12 92-98

BA0000275 FY 23/24 ORIGINAL BUDGET BA24-12 IT EOY ADJ 6/11/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
010-000-301-1000	BEGINNING UNENCUMBERED	BA24-12 IT EOY ADJ	-118,173.00	-20,600.00	-138,773.00
June: -20,600.00					
010-020-510-1200	OVERTIME	BA24-12 IT EOY ADJ	0.00	7,000.00	7,000.00
June: 7,000.00					
010-020-510-1202	SPECIAL PAY-LEAVE & BONUS ...	BA24-12 IT EOY ADJ	0.00	2,100.00	2,100.00
June: 2,100.00					
010-020-530-3031	PHONE & TELECOMMUNICATI...	BA24-12 IT EOY ADJ	4,300.00	5,500.00	9,800.00
June: 5,500.00					
010-020-550-5888	VYVE SRVC AGRMT FIBER OPTIC...	BA24-12 IT EOY ADJ	40,800.00	6,000.00	46,800.00
June: 6,000.00					

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000276	FY 23/24 ORIGINAL BUDGET	BA24-12 CI RAIL TRAILS APAR MANHOLE PRJ	6/11/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
015-000-301-1000	BEGINNING UNENCUMBERED	BA24-12 CI RAIL ARPA ADJ	-3,241,141.00	997,106.00	-2,244,035.00
June: 997,106.00					
015-000-361-9900	PRIVATE DONATION	BA24-12 CI RAIL TRAILS SE	-12,533.00	-66,556.00	-79,089.00
June: -66,556.00					
015-000-364-0010	TRSF FROM GENERAL FUND	BA24-12 CI TRSF FOR WEATHER RADAR	-17,249.00	-1,500.00	-18,749.00
June: -1,500.00					
015-000-364-2060	TRSF FROM AIRPORT AUTHORI...	BA24-12 CI AIREVAC HANGAR ENG. FEES	0.00	-199,763.00	-199,763.00
June: -199,763.00					
015-009-560-6421	RAILS/TRAILS-ODOT CONSTRU	BA24-12 CI RAIL TRAILS	232,116.00	66,556.00	298,672.00
June: 66,556.00					
015-018-570-7009	DURANT WEATHER RADAR SP. ...	BA24-12 CI TRSF FRM 001-018	405,201.00	1,500.00	406,701.00
June: 1,500.00					
015-019-560-8083	2021 ARPA PROJECTS	BA24-12 CI ARPA ADJ	2,643,235.00	-997,106.00	1,646,129.00
June: -997,106.00					
015-019-560-8083	2021 ARPA PROJECTS	BA24-12 CI ARPA TO MANHOLE PRJ	2,643,235.00	-1,646,129.00	997,106.00
June: -1,646,129.00					
015-019-570-7800	FUND RESERVE	BA24-12 CI FOR AIREVAC HANGAR ENG. FEE	783,306.00	-34.00	783,272.00
June: -34.00					
015-026-560-6597	AMR / AMI METER REPLACEM...	BA24-12 CI OWRB 4M BAL TO MANHOLE PRJ	1,938,474.00	-1,938,474.00	0.00
June: -1,938,474.00					
015-026-560-9490	MANHOLE/SEWER SYS COLLCT...	BA24-12 CI ARPA TO MANHOLE PRJ	0.00	1,646,129.00	1,646,129.00
June: 1,646,129.00					
015-026-560-9490	MANHOLE/SEWER SYS COLLCT...	BA24-12 CI OWRB 4M BAL TO MANHOLE PRJ	0.00	1,938,474.00	1,938,474.00
June: 1,938,474.00					
015-065-520-2136	PROFESSIONAL SERVICES	BA24-12 CI AIREVAC HANGAR ENG. FEES	163,583.00	199,797.00	363,380.00
June: 199,797.00					

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000277	FY 23/24 ORIGINAL BUDGET	BA24-12 AIREVAC HANGAR ENGINEERING FEES	6/11/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
206-000-361-6100	PRIVATE DONATION	BA24-12 AIREVAC HANGAR ENGINEERING FEES	-150.00	-199,763.00	-199,913.00
June: -199,763.00					

Budget Adjustment Register

Packet: GLPKT07884 - BA24-12 92-98

[206-065-599-0150](#)

TRSF TO CAPITAL IMPR. FUND

BA24-12 AIREVAC HANGAR ENGINEERING FEES

0.00

199,763.00

199,763.00

June: 199,763.00

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000278	FY 23/24 ORIGINAL BUDGET	BA24-12 PENDLETON REV & AWNING	6/11/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
350-000-363-1000	PENDLETON TRUST	BA24-12 PENDLETON REV BASE	-59,942.00	-5,898.00	-65,840.00
June:	-5,898.00				
350-000-363-1000	PENDLETON TRUST	BA24-12 PENDLETON REV CITATION	-59,942.00	-593.00	-60,535.00
June:	-593.00				
350-015-550-5605	PENDLETON TRUST MAINT/PR...	BA24-12 PENDLETON REV	308,236.00	6,491.00	314,727.00
June:	6,491.00				
350-015-550-5605	PENDLETON TRUST MAINT/PR...	BA24-12 AWNING	308,236.00	-7,920.00	300,316.00
June:	-7,920.00				
350-015-560-6408	IMPROVEMENTS	BA24-12 METAL AWNING	56,844.00	7,920.00	64,764.00
June:	7,920.00				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000279	FY 23/24 ORIGINAL BUDGET	BA24-12 DCUA EOY OPEATION ADJ	6/11/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
405-024-510-1100	SALARIES AND WAGES	BA24-12 DCUA EOY OPEATION ADJ	138,054.51	10,000.00	148,054.51
June:	10,000.00				
405-025-510-1100	SALARIES AND WAGES	BA24-12 DCUA EOY OPEATION ADJ	162,265.21	8,000.00	170,265.21
June:	8,000.00				
405-025-510-1600	LIFE & HEALTH INSURANCE	BA24-12 DCUA EOY OPEATION ADJ	32,313.36	21,000.00	53,313.36
June:	21,000.00				
405-026-510-1600	LIFE & HEALTH INSURANCE	BA24-12 DCUA EOY OPEATION ADJ	105,120.48	11,000.00	116,120.48
June:	11,000.00				
405-026-510-1700	WORKERS' COMPENSATION EXP	BA24-12 DCUA EOY OPEATION ADJ	16,200.00	4,000.00	20,200.00
June:	4,000.00				
405-026-550-5676	WATER MAIN MAINT & REPAIR	BA24-12 DCUA EOY OPEATION ADJ	75,000.00	-11,500.00	63,500.00
June:	-11,500.00				
405-026-550-5679	METER MAINT & REPAIR	BA24-12 DCUA EOY OPEATION ADJ	30,000.00	11,500.00	41,500.00
June:	11,500.00				
405-030-510-1096	VAC, SICK & HOL BUYBACK RES	BA24-12 DCUA EOY OPEATION ADJ	100,000.00	-70,000.00	30,000.00
June:	-70,000.00				
405-049-510-1202	SPECIAL PAY-LEAVE & BONUS ...	BA24-12 DCUA EOY OPEATION ADJ	7,000.00	16,000.00	23,000.00
June:	16,000.00				
405-049-510-1600	LIFE & HEALTH INSURANCE	BA24-12 DCUA SOD WASTE DISP FEES	196,161.84	-30,000.00	166,161.84
June:	-30,000.00				
405-049-530-3044	SOLID WASTE DISPOSAL FEES	BA24-12 DCUA EOY OPEATION ADJ	410,000.00	55,000.00	465,000.00
June:	55,000.00				
405-049-530-3051	CONTRACT LABOR	BA24-12 DCUA SOD WASTE DISP FEES	50,000.00	-25,000.00	25,000.00
June:	-25,000.00				

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
24	FY 23/24 ORIGINAL BUDGET	001-000-361-4000	MISC. REVENUE	-126,122.00	-3,300.00	-129,422.00
		001-001-510-1100	SALARIES AND WAGES	487,633.05	100,000.00	587,633.05
		001-001-510-1202	SPECIAL PAY-LEAVE & BONUS ACCR	26,200.00	14,000.00	40,200.00
		001-002-550-5051	OFFICE SUPPLIES	150.00	-69.00	81.00
		001-002-550-5857	MMBRSHIP/LICNSE/CRTFCATION/...	150.00	69.00	219.00
		001-008-510-1100	SALARIES AND WAGES	2,290,895.77	93,000.00	2,383,895.77
		001-008-550-5658	BUILDING AND MAINTENANCE	65,357.00	-1,300.00	64,057.00
		001-008-570-7200	TRAINING AND TRAVEL	34,014.00	1,300.00	35,314.00
		001-018-530-3051	CONTRACT LABOR	32,000.00	-1,500.00	30,500.00
		001-018-550-5074	SAFETY SUPPLIES	6,500.00	-1,000.00	5,500.00
		001-018-550-5849	COMPUTER SOFTWARE & ACCES.	5,000.00	1,000.00	6,000.00
		001-019-510-1096	V,S, & H BUYBACK RESERVE	67,000.00	-67,000.00	0.00
		001-019-510-1097	COMP TIME BUYBACK RESERVE	150,000.00	-140,000.00	10,000.00
		001-019-599-0150	TRSF TO CAPITAL IMPR. FUND	17,249.00	1,500.00	18,749.00
		001-023-550-5656	BUILDING AND MAINTENANCE	36,000.00	3,300.00	39,300.00
		003-000-301-1000	BEGINNING UNENCUMBERED	0.00	-100,000.00	-100,000.00
		003-034-530-3047	AUTO & GEN. LIAB. INSURANCE	370,000.00	100,000.00	470,000.00
		010-000-301-1000	BEGINNING UNENCUMBERED	-118,173.00	-20,600.00	-138,773.00
		010-020-510-1200	OVERTIME	0.00	7,000.00	7,000.00
		010-020-510-1202	SPECIAL PAY-LEAVE & BONUS ACCR	0.00	2,100.00	2,100.00
		010-020-530-3031	PHONE & TELECOMMUNICATION	4,300.00	5,500.00	9,800.00
		010-020-550-5888	VYVE SRVC AGRMT FIBER OPTIC LN	40,800.00	6,000.00	46,800.00
		015-000-301-1000	BEGINNING UNENCUMBERED	-3,241,141.00	997,106.00	-2,244,035.00
		015-000-361-9900	PRIVATE DONATION	-12,533.00	-66,556.00	-79,089.00
		015-000-364-0010	TRSF FROM GENERAL FUND	-17,249.00	-1,500.00	-18,749.00
		015-000-364-2060	TRSF FROM AIRPORT AUTHORITY	0.00	-199,763.00	-199,763.00
		015-009-560-6421	RAILS/TRAILS-ODOT CONSTRU	232,116.00	66,556.00	298,672.00
		015-018-570-7009	DURANT WEATHER RADAR SP. PRJ	405,201.00	1,500.00	406,701.00
		015-019-560-8083	2021 ARPA PROJECTS	2,643,235.00	-2,643,235.00	0.00
		015-019-570-7800	FUND RESERVE	783,306.00	-34.00	783,272.00
		015-026-560-6597	AMR / AMI METER REPLACEMENT	1,938,474.00	-1,938,474.00	0.00
		015-026-560-9490	MANHOLE/SEWER SYS COLLCTION...	0.00	3,584,603.00	3,584,603.00
		015-065-520-2136	PROFESSIONAL SERVICES	163,583.00	199,797.00	363,380.00
		206-000-361-6100	PRIVATE DONATION	-150.00	-199,763.00	-199,913.00
		206-065-599-0150	TRSF TO CAPITAL IMPR. FUND	0.00	199,763.00	199,763.00
		350-000-363-1000	PENDLETON TRUST	-59,942.00	-6,491.00	-66,433.00
		350-015-550-5605	PENDLETON TRUST MAINT/PROJ.	308,236.00	-1,429.00	306,807.00
		350-015-560-6408	IMPROVEMENTS	56,844.00	7,920.00	64,764.00
		405-024-510-1100	SALARIES AND WAGES	138,054.51	10,000.00	148,054.51
		405-025-510-1100	SALARIES AND WAGES	162,265.21	8,000.00	170,265.21
		405-025-510-1600	LIFE & HEALTH INSURANCE	32,313.36	21,000.00	53,313.36
		405-026-510-1600	LIFE & HEALTH INSURANCE	105,120.48	11,000.00	116,120.48
		405-026-510-1700	WORKERS' COMPENSATION EXP	16,200.00	4,000.00	20,200.00
		405-026-550-5676	WATER MAIN MAINT & REPAIR	75,000.00	-11,500.00	63,500.00
		405-026-550-5679	METER MAINT & REPAIR	30,000.00	11,500.00	41,500.00
		405-030-510-1096	VAC, SICK & HOL BUYBACK RES	100,000.00	-70,000.00	30,000.00
		405-049-510-1202	SPECIAL PAY-LEAVE & BONUS ACCR	7,000.00	16,000.00	23,000.00
		405-049-510-1600	LIFE & HEALTH INSURANCE	196,161.84	-30,000.00	166,161.84
		405-049-530-3044	SOLID WASTE DISPOSAL FEES	410,000.00	55,000.00	465,000.00
		405-049-530-3051	CONTRACT LABOR	50,000.00	-25,000.00	25,000.00
24 Total:				7,911,049.22	0.00	7,911,049.22
Grand Total:				7,911,049.22	0.00	7,911,049.22

Fund Summary

Fund	Before	Adjustment	After
Budget Code:24 - FY 23/24 ORIGINAL BUDGET Fiscal: 2023-2024			
001	3,092,026.82	0.00	3,092,026.82
003	370,000.00	0.00	370,000.00
010	-73,073.00	0.00	-73,073.00
015	2,894,992.00	0.00	2,894,992.00
206	-150.00	0.00	-150.00
350	305,138.00	0.00	305,138.00
405	1,322,115.40	0.00	1,322,115.40
Budget Code 24 Total:	7,911,049.22	0.00	7,911,049.22
Grand Total:	7,911,049.22	0.00	7,911,049.22



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Pam Polk, City Manager
Re: Consider Acceptance of Approved Financial Plans for Durant City Utility Authority, Durant Airport Authority, Durant Development Authority, Durant Community Facilities Authority, Durant Industrial Authority, Durant Tourism Economic Development Authority

Council Information / Action Requested

Acceptance of Approved Financial Plans for Durant City Utility Authority, Durant Airport Authority, Durant Development Authority, Durant Community Facilities Authority, Durant Industrial Authority, Durant Tourism Economic Development Authority

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

ATTACHMENTS:



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From:
Re: Information Items

Council Information / Action Requested

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

ATTACHMENTS:



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: An chen Lai, Finance Director/Treasurer
Re: April 2024 Financial Reports and May 2024 Sales Tax Report

April 2024
General Fund (001)
Capital Improvements Fund (015)
DCUA Fund (405)
AND
May 2024
Sales Tax Breakdown
1% Sales Tax History
Sales Tax 10-Y Monthly Average

Council Information / Action Requested
Information Only

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

ATTACHMENTS:

1. April 2024 General Fund -001 Monthly Financial Reports
2. April 2024 CI-015 Monthly Financial Reports
3. April 2024 DCUA-405 Monthly Financial Report
4. May 2024 Sales Tax Breakdown
5. May 2024 1% Sales Tax 10-Y History
6. May 2024 Sales Tax Monthly Average

City of Durant, Oklahoma
General Fund - UNAUDITED

Monthly Revenue and Expense Report
APRIL 2024 - 83.33% of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY23/24 Budget	% of Budget Y-T-D
Sales Tax (2%)	760,626	8,334,759	9,107,643	91.51%
Use Tax	213,465	2,501,785	2,036,880	122.82%
Alcoholic Beverage Tax	15,377	171,585	220,000	77.99%
Tobacco Excise Tax	10,693	114,581	170,000	67.40%
Telephone Franchise Tax	4	4,234	75,000	5.64%
Electric Service Franchise Tax	75,344	1,135,136	1,945,000	58.36%
Natural Gas Franchise Tax	9,784	57,426	512,000	11.22%
Cable TV Service Franchise Tax	13,381	56,864	150,000	37.91%
Vehicle Tax	12,957	113,309	135,000	83.93%
Gasoline Excise Tax	-	20,653	50,000	41.31%
Licenses - All Types	3,070	22,465	17,000	132.15%
Permits - All Types	41,594	317,439	346,000	91.75%
Swimming Pool Revenues	-	38,618	65,500	58.96%
Library Café Revenues	284	3,122	3,000	104.05%
Parks & Rec. Facility Rent Rev	-	345	-	0.00%
Charges For Services	1,333	71,327	34,000	209.79%
Police Bonds & Fines	69,813	605,681	581,400	104.18%
Interest Earnings	1,961	211,644	35,000	604.70%
Grant Revenues	1,810	59,732	101,146	59.06%
Miscellaneous Revenues	29,715	265,068	195,972	135.26%
Sub-Total Revenues	1,261,209	14,105,773	15,780,541	89.39%
Transfer from Emp Insurance	-	-	-	%
Transfer from Utility Authority	191,667	1,916,670	2,300,000	83.33%
	191,667	1,916,670	2,300,000	83.33%
USE OF FUND BALANCE		0	3,101,545	
Total Revenues & Other Financing Sources	1,452,876	16,022,443	21,182,086	75.64%
Department:	This Period	Year-To-Date	Current FY23/24 Budget	% of Budget Y-T-D
City Administration	68,873	776,972	781,426	99.43%
City Clerk	7,707	74,907	102,086	73.38%
City Treasurer	28,914	317,522	406,007	78.21%
Legal Services - Attorney	7,735	79,188	130,000	60.91%
Law Enforcement - Police Dept	427,603	4,665,989	6,174,416	75.57%
Neighborhood Services	31,262	303,067	569,238	53.24%
Fire Dept	352,627	3,687,375	4,316,079	85.43%
Parks, Rec & General Services	68,867	673,857	956,891	70.42%
Swimming Pool	13,060	98,110	221,619	44.27%
Municipal Court	8,921	148,988	194,523	76.59%
Community Development	32,979	308,630	525,068	58.78%
Public Library	62,044	652,419	813,193	80.23%
Street Department	114,553	1,147,942	1,848,047	62.12%
Economic Development	8,783	117,671	192,197	61.22%
Civil Emergency Management	39,805	408,010	571,387	71.41%
General Government	43,087	552,443	1,154,352	47.86%
City Garage	28,005	233,859	335,336	69.74%
Senior Citizens Center	7,264	89,628	151,092	59.32%
Sub-Total Operating Expenditures	1,352,090	14,336,579	19,442,958	73.74%
Other Financing Uses:				
P. TRSF to I.T. service Fund	-	-	-	
Transfer to Insurance Cash Fund	-	131,879	131,879	100.00%
Transfer to Airport Authority	-	-	300,000	0.00%
Transfer to 911 Tax Fund	33,333	333,330	400,000	83.33%
Transfer to DMSC Fund	-	-	200,000	0.00%
Transfer to Capital Impr. Fund	-	-	17,249	0.00%
Transfer to Cemetery Operations Fund	7,500	75,000	90,000	83.33%
Transfer to DCUA Fund	-	600,000	600,000	100.00%
Sub-Total Transfers Out	40,833	1,140,209	1,739,128	65.56%
Total Expenditures & Other Financing Sources	1,392,923	15,476,788	21,182,086	73.07%
Net Gain / (Loss) - Excluding Balance Forward	59,953	545,655	0	

City of Durant, Oklahoma

Capital Improvements Fund - UNAUDITED

PA 05-15-2024

Monthly Revenue and Expense Report APRIL 30, 2024

Revenue Type:	This Period	Year-To-Date	Current FY23/24 Budget
Interest Earnings	1,994	46,397	-
Miscellaneous	12,533	95,447	69,298
CCPF Donation	-	158,800	300,000
FAA Grant	-	66,023	332,070
ODOT Streetscape V Grant	-	-	399,968
Private Donation	-	-	12,533
Homeland Security Grant	-	-	-
OPJ-BVP Bullet Proof Vest	6,135	11,172	18,325
2021 ARPA Grant	-	-	-
OWBR Loan Proceeds	-	157,030	2,146,003
Grant-2019 BOR-WEEG	-	-	-
Grant-2018 BOR-SWEP	-	-	-
OEM/911 MNGMNT AUTH GRANT	-	-	-
DOT REIMB. 78S UTILITY RE	-	-	-
EDA 08-01-05284 WWTP IMP 69%	-	-	189,678
County Fire Tax Fund	-	-	-
Sub-Total Revenues	20,662	534,869	3,467,875
TRSF From General Fund	-	-	17,249
TRSF From 1% S.T. Rev. Fund	167,494	2,039,194	2,000,000
TRSF From Airport Authority	-	-	-
Transfer from DCFA Fund-MISC	-	-	-
Transfer from Utility Authority	125,000	1,250,000	1,500,000
REIMB FROM CDBG	-	-	-
TRSF FR DCUASF 12-STRN 210	-	-	-
Transfer from UA 2020 STRN 210-052	-	4,950,040	9,901,608
Transfer from 2020 CWSRF 210-053	-	-	12,670,800
Transfer from 2023 CWSRF 210-058	-	-	22,534,500
Equipment Financing	-	1,401,668	2,459,000
TRSF From DCFA Fund-Misc	-	-	-
Sub-Total Transfers In	292,494	9,640,902	51,083,157
Balance Forward from FY20 (Unaudited)			3,241,141
Total Revenue & Other Financing Sources	313,157	10,175,770	57,792,173

Expenditure Type:	This Period	Year-To-Date	Current FY23/24 Budget
Law Enforcement - Police Dept		219,733	289,523
Animal Control Facility	119	1,012	113,477
Neighborhood Services	180	3,504	8,950
Communication Ctr.	-	-	100,500
Fire Dept	89	873,068	980,031
Parks, Rec, & Gen Services	-	674,921	974,447
Pool	-	2,917	150,000
Community Development	-	-	25,000
Street	-	1,467,706	2,330,928
Economic Development	-	-	-
Civil Emergency Management	20,135	371,222	594,921
General Government	48,303	437,705	4,826,830
Information Technology	-	-	206,476
City Garage	-	4,012	104,212
Senior Citizens Center	-	-	-
Public Works Administration	-	-	18,192
Water / Sewer Line Maintenance	-	586,539	2,579,974
Water Treatment Plant	-	56,853	528,108
Wastewater Treatment Plant	-	-	263,192
Collection-Solid Waste	-	818,259	1,100,000
Lake Durant	-	28,227	35,000
Disposal- Solid Waste	-	489,328	1,041,740
Eaker Field Airport	-	93,198	1,504,169
Sub-Total Expenditures	68,826	6,128,205	17,775,670
Sub-total of Transfer Expenses	-	-	-
Total Expenses	68,826	6,128,205	17,775,670
2020U.S.S.T.R.N. Exp.	-	1,295,122	5,411,631
2020 CWSRF Exp.	-	251,160	12,070,372
2023 CWSRF WWTP IMPV.2 EXO	-	-	22,534,500
Total Fund Expenditures	68,826	7,674,487	57,792,173
Net Gain / (Loss) - Excluding Balance Forward	244,331	2,501,283	-

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

Monthly Revenue and Expense Report
APRIL 2024 - 83.33% of Fiscal Year Lapsed

Revenue Type:	This Period	Year-To-Date	Current FY 23/24 Budget
Licenses and Permits	210	11,753	9,000
Laboratory Test Performed	1,512	16,774	20,000
Water Service - City-Wide	253,983	3,070,676	4,000,000
Water Sales - RW Dist. #2	3,034	30,336	37,000
Water Sales - RW Dist. #5	75,937	890,377	1,250,000
Sewer Service Fees	245,385	2,638,225	2,800,000
Sewer Excessive Strength Fees	24,284	49,408	-
Sanitation Service Fees	298,718	2,961,643	3,700,000
Sanitation - Roll off Bins Revenue	49,340	611,424	700,000
Sanitation - Compactor Revenue	45,790	485,886	500,000
Landfill Gate Fees (excluding Xfer ST.)	-	96,306	300,000
Transfer Station Fees Revenue	17,925	134,574	250,000
Interest Earnings	4,956	93,766	20,000
Agri. Lease Revenue	-	4,600	4,500
Late Payment Penalties	7,908	94,316	110,000
Non Payment Fee	9,746	104,741	155,000
Bad Debt Collect Fees Revenue	661	5,822	4,200
Water Tower Lease	6,830	42,761	120,000
DCUA Service Initiation Fee	3,030	28,360	27,000
Tap Fees: Water & Sewer	15,502	210,778	110,000
Recyclable Products SW Dis.	-	7,199	7,000
Interest Earnings in 2007 USSTRN Proj. Acct.	123	2,124	450
Miscellaneous Revenues	525	44,544	5,000
2020 Airport Tank Principal Pymt	-	21,357	21,357
2020 Airport Tank Interest Pymt	-	722	722
2020 LED Proj. Principal FM GF	-	51,877	51,747
2020 LED Proj. Interest FM GF	-	70	200
Trans from emp insurance 005	-	99,000	99,000
Trans from General Fund	-	600,000	600,000
Sub-Total Operating Revenues	1,065,399	12,409,418	14,902,176

USE OF FUND BALANCE

80,390

Total Revenues & Other Financing Sources	1,065,399	12,409,418	14,982,566
---	------------------	-------------------	-------------------

Expense Type:	This Period	Year-To-Date	Current FY 23/24 Budget
Public Works Administration	15,751	190,268	256,790
Utility Billing	55,268	479,474	618,025
Water/Sewer Line Maintenance	79,509	924,887	1,193,673
Water Treatment Plant	95,740	1,129,303	1,933,338
Wastewater Treatment Plant	64,054	999,113	1,412,711
Solid Waste - Collections	85,300	985,184	1,305,924
Utility General Administration	(180)	347,272	1,849,828
Lake Durant	4,528	50,260	68,550
Solid Waste - Disposals	181,909	1,683,860	2,179,665
Sub-Total Operating Expenses	581,880	6,789,622	10,818,504

Transfer to Insurance Cash Fund

-

194,562

194,562

Transfer to I.T. service Fund 010

-

-

-

Transfer to General Fund

191,667

1,916,670

2,300,000

Transfer to Risk MGT. Fund

-

-

-

Transfer to Capital Improvement Fund

125,000

1,250,000

1,500,000

Transfer 2007 USSTRN To CI Fund 015

-

-

-

Transfer to DMSC Fund 500

-

-

-

Transfer to Airport Authority

13,375

133,750

160,500

Transfer to DCUA Sinking Fund

750

7,500

9,000

Sub-Total Transfer Expenses

330,792

3,502,482

4,164,062

Reserve - Contingency

-

Reserve for Payroll

-

DCUA Fund Expense & Transfer Totals:

330,792

3,502,482

4,164,062

Total Fund Expenses & Transfers

912,672

10,292,104

14,982,566

Net Gain / (Loss) - Excluding Balance Forward

152,726

2,117,313

-

City of Durant, Oklahoma
4.375% Sales Tax Revenue Breakdown

Current Month Sales Tax Revenue Detail	
1% Capital Improvements - for Debt Services/Payment	\$434,803.98
2% General Operations-For General Operation	\$869,607.95
1/4% Economic Development- Fund 110 for Indurstry Improvr	\$108,700.99
1/4% Multi-Sports Facilities -For DMSC	\$108,700.99
1/4% SOSU Improvements-For SOSU Football Field & Arena	\$108,700.99
5/8% DISD Improvements - for High School	\$271,752.49
Total Sales Tax Rev. May 4-3/8%	\$1,902,267.39

\$597,855.46

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

	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	% Change	Single Month Period
July	\$274,992	\$285,723	\$282,117	\$313,058	\$329,525	331,058	376,455	411,465	429,866	428,333	-0.36%	June / July
August	\$192,988	\$301,211	\$314,889	\$329,217	\$323,680	343,378	371,268	405,522	436,588	445,870	2.13%	July / Aug.
September	\$387,003	\$310,412	\$292,744	\$298,291	\$309,656	340,005	375,103	396,622	406,801	426,408	4.82%	Aug. / Sept.
October	\$277,693	\$292,477	\$295,814	\$313,960	\$305,445	329,146	359,331	394,840	423,692	440,473	3.96%	Sept. / Oct.
November	\$279,266	\$263,753	\$305,225	\$317,104	\$292,323	322,363	360,649	383,784	417,467	415,755	-0.41%	Oct. / Nov.
December	\$273,374	\$280,961	\$282,558	\$287,917	\$302,025	336,928	342,145	389,101	411,863	415,785	0.95%	Nov. / Dec.
January	\$287,156	\$303,941	\$316,625	\$319,265	\$319,947	331,582	348,969	399,365	411,980	417,692	1.39%	Dec. / Jan.
February	\$293,872	\$282,081	\$304,006	\$314,369	\$300,025	340,113	351,684	430,326	422,394	419,238	-0.75%	Jan. / Feb.
March	\$265,962	\$255,710	\$278,891	\$281,267	\$275,318	295,098	347,403	350,947	381,905	377,515	-1.15%	Feb. / March
April	\$271,232	\$290,669	\$305,276	\$313,062	\$299,350	328,110	333,643	403,097	406,036	380,313	-6.34%	March / April
May	\$290,750	\$286,450	\$317,742	\$325,558	\$332,701	331,431	439,672	411,741	446,047	434,804	-2.52%	April / May
June	\$283,656	\$277,462	\$298,475	\$286,097	\$318,281	\$332,952	\$428,168	\$403,495	\$413,350			May / June
Total	\$3,377,943	\$3,430,849	\$3,594,364	\$3,699,166	\$3,708,275	\$3,962,165	\$4,434,490	\$4,780,305	\$5,007,988	\$4,602,184		8,868,979.72
FY Monthly Average	\$281,495	\$285,904	\$299,530	\$308,264	\$309,023	\$330,180	\$369,541	\$398,359	\$417,332	\$418,380		
% change from prior yr.	4.53%	1.57%	4.77%	2.92%	0.25%	6.85%	11.92%	7.80%	4.76%	0.35%		
\$ change from prior yr.	\$146,449	\$52,906	\$163,515	\$104,802	\$9,109	\$253,889	391,781	345,815	227,683	17,400		

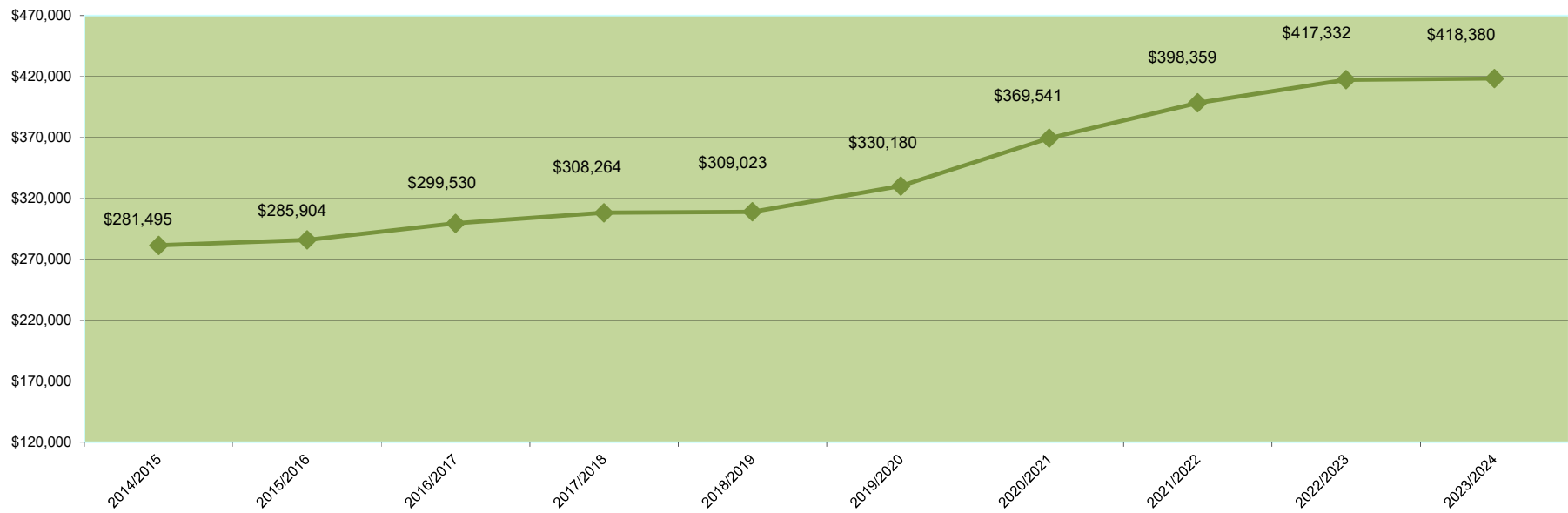
Current Month Sales Tax Revenue Detail	
1/4% Economic Development (effective 1/1/24)	\$108,700.99
1/4% Multi-Sports Facilities (effective 1/1/24)	\$108,700.99
1/4% SOSU Improvements (effective 1/1/24)	\$108,700.99
1% Capital Improvements (effective 1/1/24)	\$434,803.98
2% General Operations	\$869,607.95
5/8% DISD Improvements (effective 1/1/24)	\$271,752.49
Total Sales Tax Rev. May 2024 @ 4.375%	\$1,902,267.39
* Per Ordinance #1589, Durant City Sales Tax Rate Increased from 3.75% to 4-3/8% (4.375%)	

Use Tax	
\$43,309.51	\$315,062.00

DISD Monthly

1% Sales Tax - Current Annual Growth		
Previous 12 - Month Period	Current 12 - Month Period	% Change
\$4,998,133	\$5,015,533	0.35%

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





The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From:
Re: Administration

Council Information / Action Requested

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

ATTACHMENTS:



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Pam Polk, City Manager
Re: 1. Consider Approval of Right-Of-Way, Public Utility and Encroachment Agreement Between the City of Durant and the Department of Transportation for the State of Oklahoma, Federal/State Aid Project No. J3-4384 (004)PM, State Job No. 34384 (04) Construction, (05) R/W, (06) Utilities (SH-78 at Gerlach Drive) (C-2024-25)
2. Consider Approval of Resolution R-2024-10 Entering Right-Of-Way, Public Utility and Encroachment Agreement (C-2024-25) Into Record

Council Information / Action Requested

1. Approval of Right-Of-Way, Public utility and Encroachment Agreement Between the City of Durant and the Department of Transportation for the State of Oklahoma, Federal/State Aid Project No. J3-4384 (004)PM, State Job No. 34384 (04) Construction, (05) R/W, (06) Utilities (SH-78 at Gerlach Drive) (C-2024-25)
2. Approval of Resolution R-2024-10 Entering Right-Of-Way, Public Utility and Encroachment Agreement (C-2024-25) Into Record

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

ATTACHMENTS:

1. C-2024-25 Right-Of-Way, Public Utility and Encroachment Agreement Between City and ODOT, Project J3-4384 SH 78 at Gerlach UNSIGNED
2. R-2024-10 Entering Right-Of-Way, Public Utility & Encroachment Agreement (C-2024-25) Into Record

Population 18,516

**RIGHT-OF-WAY, PUBLIC UTILITY
AND ENCROACHMENT AGREEMENT**

This Agreement, entered into by and between the City of Durant, Bryan County, Oklahoma, hereinafter the City, and the Department of Transportation of the State of Oklahoma, hereinafter the Department,

W I T N E S S E T H

WHEREAS, the Department proposes to construct certain highway improvements on a State Highway Route in the City of Durant, Oklahoma, as follows:

That the Department proposes construction of INTERSECT MODIF, according to the plans for Federal/State Aid Project No. J3-4384(004)PM, State Job No. 34384 (04) Construction, (05) R/W, (06) Utilities.

WHEREAS, it is necessary that certain utilities and/or utility facilities will require adjustment(s) to accommodate the construction and future maintenance of the above described State Highway improvement project, and

WHEREAS, Federal funds have been made available by the Federal Highway Administration, through the Department, and will participate in and pay an amount not to exceed 80% of the actual, reasonable, and necessary utility adjustment costs, and

WHEREAS, legislative authorization and the rules, regulations, policies and procedures of the Department provide the basis of cooperation between the parties regarding the financial responsibility and cost sharing of all the actual and reasonable necessary utility adjustment costs not borne by the Federal Highway Administration (estimated to be a minimum of 10% of the total utility adjustment costs).

NOW, THEREFORE, the parties hereto agree as follows:

The City agrees:

1. To the location of said highway improvement project and acknowledges receipt of and adopts the construction plans for said project as the official INTERSECT MODIF plans of the City for all streets, boulevards or arterial highways included therein. Further, the City shall not initiate or permit the vacation of any such street, alley or other rights-of-way without the prior written approval of Chief, Right of Way & Utilities Division, Department of Transportation, State of Oklahoma.

Revised 05/2019

2. That prior to the advertising of the project for bids (as to that part of the project lying within the present corporate limits) it will:

(a) Grant to the Department and its contractors, the right-of-entry to all existing City owned streets, alleys, and property when required for the project.

(b) Remove at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all buildings, porches, awnings, porticos, fences, gasoline pumps and islands, and any other such private installations. Said removal shall be accomplished immediately on execution of this agreement and shall include necessary legal action where required.

(c) Prohibit parking on that portion of the project within the corporate limits of the City.

(d) Comply with the Department's standards for construction of driveway entrances from private property to highway, in accordance with the Department's manual entitled "Policy on Driveway Regulations for Oklahoma Highways" Rev 05/69 and in compliance with current Oklahoma Highway Commission Policy, 69 O.S. 2011§ 1210.

(e) Maintain all right-of-way acquired for the construction of this project, as shown on said plan, in a manner consistent with applicable statutes, codes, ordinances and regulations of the Department and the State of Oklahoma.

3. That City will:

(a) Determine and locate, with the Department's approval, a detour route over existing City streets, if a re-routing of traffic or a detour is necessary during the period of construction.

(b) Be responsible during or subsequent to construction, for all costs, for the operation and any maintenance necessary to the approved detour route over existing City streets as a result of additional traffic.

(c) Be responsible for all costs for repairs or maintenance to any City street during or subsequent to construction which results from additional traffic where construction is performed under traffic.

(d) To the extent permitted by Oklahoma law, reimburse and promptly pay to the Department when the actual amounts become known, the balance of the total costs expended for the necessary utility adjustments not paid with Federal funds on and for

all utility adjustments, less and except present City owned utilities and utility facilities. The City's financial obligation shall be no less than 10% of the total costs.

(e) To the extent permitted by the **Oklahoma Governmental Tort Claims Act**, Title 51 Oklahoma Statutes 2011§ 151 *et seq.* and by Oklahoma Constitution Article 10, § 15, § 26 and as otherwise permitted by law, the City shall indemnify and save harmless the Department, its officers and employees, and shall protect and defend at its own expense all claims, demands, or suits whether in law or equity brought against the City or the Department arising from the City's execution, performance, or failure to perform, any provisions of this agreement or alleged negligence in the location, design, construction, operation, or maintenance of a portion of the City Street System within the corporate limits of the City; provided, nothing herein shall required the City to reimburse the Department for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Department. When any alleged act, omission, negligence, or misconduct may be subject to the limitations, exemptions, or defenses which may be raised under the **Oklahoma Governmental Tort Claims Act**, 51 O.S. 2011§ 151 *et seq.*, all such limitations, exemptions and defenses shall be available to and may be asserted by City. No liability shall attach to the Department except as expressly provided herein. Said indemnification shall include all causes of action arising from contract, tort, negligence, condemnations or inverse condemnation.

(f) Comply with all applicable laws and regulations necessary to meet the Oklahoma Department of Environmental Quality (ODEQ) requirements for pollution prevention including discharges from storm water runoff during the planning and design of this project. Further, the City agrees and stipulates as stated in the ODEQ's General Permit OKR10, dated September 13, 2002, or latest revision, to secure a storm water permit with the ODEQ, for utility relocations, when required. It is agreed that the storm water management plan for the project previously described in the document includes the project plans and specifications, required schedules for accomplishing the temporary and permanent erosion control work, the storm water pollution prevention plan and the appropriate location map contained in the utility relocation plans.

4. That subsequent to the construction of said project, City will:

(a) Keep all permanent right-of-way shown on said plans free from any encroachment and take immediate action to effect the removal of any encroachments upon notification by the Department, including all necessary legal action when required.

(b) Erect, maintain, and operate on City streets within the project site traffic control signals, including speed limit and traffic control signs, only in accordance with 47 O.S. 2011, §§ 15-104, 15-105 and 15-106 and subject to the approval, direction and control of the Department

(c) Regulate and control traffic on City streets within said project, including but not limited to, the speed of vehicles, parking, stopping, and turns, in accordance with 47 O.S. 2011, § 15-104 et. seq. and to make no changes in the provisions thereof without the approval of the Department.

(d) Maintain all that part of said project within the corporate limits of the City between the gutter lines and the right-of way lines, and if no gutter exists, between the shoulder lines and the right-of-way lines, including storm sewers, all underground facilities, curbs, and mowing, all in accordance with 69 O.S. 2011, § 901 and all other applicable law.

5. If any existing, future or proposed local statute, ordinance, court order, rule policy, or other directive, including but not limited to, those that relate to right-of-way acquisition, encroachment removal, acquisition or relocation of outdoor advertising signs or structures or storm water drainage facilities, that are more restrictive than state or federal regulations, including all applicable Federal and State laws regarding the erecting, maintaining, and relocation of outdoor advertising signs or any other locally proposed change, including, but not limited to, plats or re-plats, that results in any increased costs for right-of-way acquisitions, removal of encroachments, or the relocation, erecting, or maintaining of outdoor advertising signs or structures or storm water drainage facilities, City shall be solely responsible for all such related costs as the same are determined at the sole discretion of the Department, when such increased costs, including but not limited to relocation, acquisition, or litigation costs, are associated with any existing, future or proposed local statute, ordinance, court order, rule, policy, or other directive or change.
6. That all covenants of this Agreement shall apply to any area hereinafter annexed to the City which lies within the limits of this project
7. That it will, by resolution, duly authorize the execution of this Agreement by the proper officials, and attach copies of such resolution to this Agreement.

The Department agrees:

1. To construct said project in accordance with said plans and specifications; provided the right to make such changes in the plans and specifications as are necessary for the proper construction and maintenance of said project is reserved by the Department.
2. To pay the balance of the total costs expended for the necessary adjustments of City owned utilities and utility facilities not paid with Federal funds. The Department's financial obligation shall be no less than 10% of these total costs.
3. The Department understands and acknowledges that the City is a municipal corporation and a charter city created and existing under the Constitution and Laws of the State of Oklahoma. The Department further acknowledges and understands that the obligations, duties and liabilities under this Agreement, including but not necessarily limited to all covenants to pay reimbursement or make payment from City funds, to provide City funds to acquire properties, to provide City funds to maintain and operate facilities, improvements, or rights of way, to annually provide City funds for maintenance, personnel and/or equipment, and/or to provide City funds for inspection are subject to annual appropriation of the City Council of the City and the availability of funds for such purpose.

IN WITNESS WHEREOF, we have hereunto set our hands and seals, the City on the _____ day of _____, 20_____, and the Department on the _____ day of _____, 20_____.

CITY OF DURANT

(SEAL)

ATTEST:

CITY CLERK

MAYOR

APPROVED AS TO FORM AND
LEGALITY

STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION

ASST. GENERAL COUNSEL (ODOT)

DIRECTOR

RESOLUTION

WHEREAS, it appearing reasonable and necessary for the CITY OF DURANT, BRYAN County, OKLAHOMA, to execute an Agreement in connection with the construction of a public project known as Project No. J3-4384(004)PM, State Job No. 34384 (04) Construction, (05) R/W, (06) Utilities in accordance with the terms and tenor of 69 O.S. 2011, §§ 1205, 1206, 1401 and 1403.

NOW, THEREFORE, BE IT RESOLVED by the CITY OF DURANT, BRYAN County, OKLAHOMA, sitting in regular session that such contract be entered and that a copy of same be hereto attached and made a part hereof by reference, all as provided by law.

(SEAL)

ATTEST:

CITY CLERK

MAYOR

Population 18,516

**RIGHT-OF-WAY, PUBLIC UTILITY
AND ENCROACHMENT AGREEMENT**

This Agreement, entered into by and between the City of Durant, Bryan County, Oklahoma, hereinafter the City, and the Department of Transportation of the State of Oklahoma, hereinafter the Department,

WITNESSETH

WHEREAS, the Department proposes to construct certain highway improvements on a State Highway Route in the City of Durant, Oklahoma, as follows:

That the Department proposes construction of INTERSECT MODIF, according to the plans for Federal/State Aid Project No. J3-4384(004)PM, State Job No. 34384 (04) Construction, (05) R/W, (06) Utilities.

WHEREAS, it is necessary that certain utilities and/or utility facilities will require adjustment(s) to accommodate the construction and future maintenance of the above described State Highway improvement project, and

WHEREAS, Federal funds have been made available by the Federal Highway Administration, through the Department, and will participate in and pay an amount not to exceed 80% of the actual, reasonable, and necessary utility adjustment costs, and

WHEREAS, legislative authorization and the rules, regulations, policies and procedures of the Department provide the basis of cooperation between the parties regarding the financial responsibility and cost sharing of all the actual and reasonable necessary utility adjustment costs not borne by the Federal Highway Administration (estimated to be a minimum of 10% of the total utility adjustment costs).

NOW, THEREFORE, the parties hereto agree as follows:

The City agrees:

1. To the location of said highway improvement project and acknowledges receipt of and adopts the construction plans for said project as the official INTERSECT MODIF plans of the City for all streets, boulevards or arterial highways included therein. Further, the City shall not initiate or permit the vacation of any such street, alley or other rights-of-way without the prior written approval of Chief, Right of Way & Utilities Division, Department of Transportation, State of Oklahoma.

2. That prior to the advertising of the project for bids (as to that part of the project lying within the present corporate limits) it will:

(a) Grant to the Department and its contractors, the right-of-entry to all existing City owned streets, alleys, and property when required for the project.

(b) Remove at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all buildings, porches, awnings, porticos, fences, gasoline pumps and islands, and any other such private installations. Said removal shall be accomplished immediately on execution of this agreement and shall include necessary legal action where required.

(c) Prohibit parking on that portion of the project within the corporate limits of the City.

(d) Comply with the Department's standards for construction of driveway entrances from private property to highway, in accordance with the Department's manual entitled "Policy on Driveway Regulations for Oklahoma Highways" Rev 05/69 and in compliance with current Oklahoma Highway Commission Policy, 69 O.S. 2011§ 1210.

(e) Maintain all right-of-way acquired for the construction of this project, as shown on said plan, in a manner consistent with applicable statutes, codes, ordinances and regulations of the Department and the State of Oklahoma.

3. That City will:

(a) Determine and locate, with the Department's approval, a detour route over existing City streets, if a re-routing of traffic or a detour is necessary during the period of construction.

(b) Be responsible during or subsequent to construction, for all costs, for the operation and any maintenance necessary to the approved detour route over existing City streets as a result of additional traffic.

(c) Be responsible for all costs for repairs or maintenance to any City street during or subsequent to construction which results from additional traffic where construction is performed under traffic.

(d) To the extent permitted by Oklahoma law, reimburse and promptly pay to the Department when the actual amounts become known, the balance of the total costs expended for the necessary utility adjustments not paid with Federal funds on and for

all utility adjustments, less and except present City owned utilities and utility facilities. The City's financial obligation shall be no less than 10% of the total costs.

(e) To the extent permitted by the **Oklahoma Governmental Tort Claims Act**, Title 51 Oklahoma Statutes 2011§ 151 *et seq.* and by Oklahoma Constitution Article 10, § 15, § 26 and as otherwise permitted by law, the City shall indemnify and save harmless the Department, its officers and employees, and shall protect and defend at its own expense all claims, demands, or suits whether in law or equity brought against the City or the Department arising from the City's execution, performance, or failure to perform, any provisions of this agreement or alleged negligence in the location, design, construction, operation, or maintenance of a portion of the City Street System within the corporate limits of the City; provided, nothing herein shall required the City to reimburse the Department for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Department. When any alleged act, omission, negligence, or misconduct may be subject to the limitations, exemptions, or defenses which may be raised under the **Oklahoma Governmental Tort Claims Act**, 51 O.S. 2011§ 151 *et seq.*, all such limitations, exemptions and defenses shall be available to and may be asserted by City. No liability shall attach to the Department except as expressly provided herein. Said indemnification shall include all causes of action arising from contract, tort, negligence, condemnations or inverse condemnation.

(f) Comply with all applicable laws and regulations necessary to meet the Oklahoma Department of Environmental Quality (ODEQ) requirements for pollution prevention including discharges from storm water runoff during the planning and design of this project. Further, the City agrees and stipulates as stated in the ODEQ's General Permit OKR10, dated September 13, 2002, or latest revision, to secure a storm water permit with the ODEQ, for utility relocations, when required. It is agreed that the storm water management plan for the project previously described in the document includes the project plans and specifications, required schedules for accomplishing the temporary and permanent erosion control work, the storm water pollution prevention plan and the appropriate location map contained in the utility relocation plans.

4. That subsequent to the construction of said project, City will:

- (a) Keep all permanent right-of-way shown on said plans free from any encroachment and take immediate action to effect the removal of any encroachments upon notification by the Department, including all necessary legal action when required.
- (b) Erect, maintain, and operate on City streets within the project site traffic control signals, including speed limit and traffic control signs, only in accordance with 47 O.S. 2011, §§ 15-104, 15-105 and 15-106 and subject to the approval, direction and control of the Department

(c) Regulate and control traffic on City streets within said project, including but not limited to, the speed of vehicles, parking, stopping, and turns, in accordance with 47 O.S. 2011, § 15-104 et. seq. and to make no changes in the provisions thereof without the approval of the Department.

(d) Maintain all that part of said project within the corporate limits of the City between the gutter lines and the right-of way lines, and if no gutter exists, between the shoulder lines and the right-of-way lines, including storm sewers, all underground facilities, curbs, and mowing, all in accordance with 69 O.S. 2011, § 901 and all other applicable law.

5. If any existing, future or proposed local statute, ordinance, court order, rule policy, or other directive, including but not limited to, those that relate to right-of-way acquisition, encroachment removal, acquisition or relocation of outdoor advertising signs or structures or storm water drainage facilities, that are more restrictive than state or federal regulations, including all applicable Federal and State laws regarding the erecting, maintaining, and relocation of outdoor advertising signs or any other locally proposed change, including, but not limited to, plats or re-plats, that results in any increased costs for right-of-way acquisitions, removal of encroachments, or the relocation, erecting, or maintaining of outdoor advertising signs or structures or storm water drainage facilities, City shall be solely responsible for all such related costs as the same are determined at the sole discretion of the Department, when such increased costs, including but not limited to relocation, acquisition, or litigation costs, are associated with any existing, future or proposed local statute, ordinance, court order, rule, policy, or other directive or change.
6. That all covenants of this Agreement shall apply to any area hereinafter annexed to the City which lies within the limits of this project
7. That it will, by resolution, duly authorize the execution of this Agreement by the proper officials, and attach copies of such resolution to this Agreement.

The Department agrees:

1. To construct said project in accordance with said plans and specifications; provided the right to make such changes in the plans and specifications as are necessary for the proper construction and maintenance of said project is reserved by the Department.
2. To pay the balance of the total costs expended for the necessary adjustments of City owned utilities and utility facilities not paid with Federal funds. The Department's financial obligation shall be no less than 10% of these total costs.
3. The Department understands and acknowledges that the City is a municipal corporation and a charter city created and existing under the Constitution and Laws of the State of Oklahoma. The Department further acknowledges and understands that the obligations, duties and liabilities under this Agreement, including but not necessarily limited to all covenants to pay reimbursement or make payment from City funds, to provide City funds to acquire properties, to provide City funds to maintain and operate facilities, improvements, or rights of way, to annually provide City funds for maintenance, personnel and/or equipment, and/or to provide City funds for inspection are subject to annual appropriation of the City Council of the City and the availability of funds for such purpose.

IN WITNESS WHEREOF, we have hereunto set our hands and seals, the City on the _____ day of _____, 20_____, and the Department on the _____ day of _____, 20_____.

(SEAL) CITY OF DURANT

ATTEST:

CITY CLERK MAYOR

APPROVED AS TO FORM AND LEGALITY STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION

ASST. GENERAL COUNSEL (ODOT) DIRECTOR



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Rebecca Carroll, Public Information Officer
Re: Consider Approval of the Employee Handbook Amendment Provided for Social Media Use
(Appendix F - Internal Social Media Policy)

Council Information / Action Requested

Approval of the Employee Handbook Amendment Provided for Social Media Use (Appendix F - Internal Social Media Policy)

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

ATTACHMENTS:

1. Internal Social Media Policy

APPENDIX F

INTERNAL SOCIAL MEDIA POLICY

PURPOSE

Third-party social media sites such as Facebook, Twitter/X, and Instagram are valuable resources for the sharing of information with the community. They are a valuable component of the City of Durant's overall communications strategy. This policy provides a reasonable and flexible guideline for the use of social media as a communication tool for the City.

DEFINITIONS

Social Media: Third-party websites that allow for the creation of content and dialogue around a specific issue or area of interest.

City Social Media Sites: Social media pages that are established or maintained by an employee of the City who is authorized to do so as part of the employee's job, and that are used to conduct City business, communicate information, or gather feedback from residents or other interested parties. **City Social Media Content:** Information posted or provided to a City social media site by a City employee.

ROLES AND RESPONSIBILITIES

City employees should refrain from using social media while on work time unless authorized by their supervisor. City-provided email addresses may not be used to register on social networks, blogs or other online tools utilized for personal use. It is the department head's responsibility to ensure employees are aware of and follow the City's social media policy.

The Public Information Officer (PIO) will review, approve, monitor, and govern all City social media sites. In the event the PIO is unavailable for an extended period of time, the City Manager will designate a responsible party to fulfill the necessary role of the PIO in reference to the scope and responsibilities outlined in this document.

Department heads may assign one staff member additional duties as a content editor for official City of Durant social media assets or, upon written approval of the City Manager, to manage appropriate departmental social media assets. City employees are responsible for posting to City of Durant social media assets only if assigned to do so by the appropriate authority within this policy and are responsible for ensuring all contributions to social media sites adhere to the policy.

POLICY

The use of social media sites by departments must be coordinated through the PIO and conform to specific standards in terms of content and administration to ensure that sites meet appropriate legal and professional standards. This policy applies to all City of Durant departments.

Only authorized personnel designated by their department heads or supervisors are permitted to post on behalf of the City of Durant. Employees must undergo social media training provided by the City before accessing official social media accounts.

Public Information Officer Oversight:

All official posts on City-managed social media accounts must be approved by the PIO or their designated representative. The PIO will oversee the content, timing, and appropriateness of posts to ensure they align with the City's objectives, values, and policies.

Content Guidelines:

Posts must be accurate, relevant, and respectful. Content should focus on City-related news, events, services, and initiatives. Avoid sharing personal opinions or engaging in political or controversial discussions. Do not dis-

close confidential or sensitive information. Respect copyrights and intellectual property rights when sharing media or content.

Professional Conduct:

Maintain a professional tone and demeanor in all interactions. Respond promptly and courteously to inquiries and comments from the public. Refrain from engaging in arguments, trolling, or inflammatory behavior. Exercise caution when using humor or sarcasm, as it may be misinterpreted.

Privacy and Security:

Protect the privacy of individuals, including employees, residents, and stakeholders. Do not share personal or confidential information without proper authorization. Use strong passwords and enable two-factor authentication for social media accounts. Report any suspicious activity or security breaches to the PIO immediately.

Review and Monitoring:

The PIO will monitor official social media accounts regularly to ensure compliance with this policy. Any violations or breaches of this policy will be addressed according to the City's disciplinary procedures.

Acknowledgment:

By posting on City-managed social media accounts, employees agree to abide by this policy and understand that failure to do so may result in disciplinary action.

Final Note:

Remember that once posted, content on social media platforms can be difficult to remove completely. Always exercise caution and ensure that any content shared reflects positively on the City of Durant and its employees.

CORRESPONDING POLICIES

This policy supplements other policies and standards as defined by the City of Durant and is subject to periodic review and updates as necessary. The Oklahoma Open Records Act applies to social media content. All records must be maintained and archived. For more information contact the Information Technology Department at IT@durant.org.

GENERAL GOVERNANCE OF CITY SOCIAL MEDIA SITES

The City of Durant has an overriding interest and expectation in deciding what is "spoken" on behalf of the City on social media sites. Certain City employees may be asked to receive information from or provide information to members of the public and other persons using social networking sites and/or social media maintained by the City.

The following general rules apply to such social media usage:

- A.** Social network sites shall be used to promote the City, City services, job opportunities, and City events.
- B.** All social media sites shall indicate that they are maintained by the City of Durant and shall have contact information available on each site.
- C.** No City employee's personal e-mail address may be posted on these sites.
- D.** All City of Durant social media is managed by the PIO unless written permission is given. If a City employee wishes to have something posted to or displayed on any of the City's social media sites, they shall contact the PIO.
- E.** The PIO and Information Technology Director will maintain the usernames and passwords for all social media accounts. Account passwords shall promptly be reset when an employee is removed as an account administrator.
- F.** All City social media sites must be approved by the PIO in advance of creating the site.
- G.** Employees assigned to a City social media site must conduct themselves at all times as representatives of the City and in accordance with personnel policies.

H. Information sent, transmitted, published, or released by a City employee is deemed to be communication by and on behalf of the City.

I. Employees found in violation of any part of this policy may be subject to disciplinary action, up to and including termination.

J. Written approval is required from the PIO before posting to any social media site.

K. Written approval is required from the PIO before linking to external sites or parties that are used primarily to raise funds through or advertising products or events. Links to inappropriate sites or parties will be removed.

L. Emails and other correspondence conducted over personal social media channels that are official business of the City of Durant should be preserved and retained in a manner similar to other official documents. If a City staff member receives unsolicited official contact through personal email or social media, staff should forward a copy of the correspondence to their official City of Durant email account and respond from that platform.

M. If a social media site or any other web-based platform used by the City allows for comments to be posted by the public, the PIO reserves the right to edit or remove content based on the criteria listed below. The City also reserves the right to turn off the ability of third parties to post or comment, at its discretion. The City's intent is to utilize social media for communication purposes, allowing moderated online discussions directly relating to topics posted by the City, with language that is appropriate for citizens, (including minors) to read. The following criteria will be used to determine if a comment should be removed:

1. Comments not topically related to the particular article being commented upon;
2. Profane language or content;
3. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation;
4. Sexual content or links to sexual content;
5. Solicitations of commerce;
6. Conduct or encouragement of illegal activity.

O. This use of social media and web-based platforms shall be for the purpose of allowing the City to distribute information regarding topics determined by the City. If any platform allows for posting comments by third parties, then third-party comments may be allowed by the City in its sole discretion, subject to the right of the PIO to remove inappropriate content that is determined to be in violation of one or more of the standards enumerated in this policy. To the extent the City permits a web-based feature or social networking facility to be utilized as a limited forum for expression, the only content that will be permitted will be responses or postings that are relevant to the City initiated topics and discussion, and under circumstances where such comments and postings are consistent with the standards of appropriate communication available to all citizens (including minors) as outlined in this policy.

P. All information posted by the City on external sites is subject to the Oklahoma Public Records Act.

Q. To the fullest extent possible, the Information Technology Director and other personnel responsible for the development and maintenance of the Records Retention Schedule of the City of Durant will develop categories of record retention that will permit the disposal of transitory electronic communications received from third parties on such social media and external website facilities that are subject to this Policy on the shortest time frame reasonably allowable. Official materials posted by the City of Durant or authorized personnel will be scheduled for disposal on the records retention schedule in accordance with the content of such items. Officials and employees of the City are reminded that the use of personal computers and other electronic communication devices such as PDAs, iPhones, and other similar devices for communication or posting of matters related to the public business of the City of Durant may subject such devices to inspec-

tion.

R. On each social media and external Internet site established by the City, the City shall cause a notice to be published that informs third parties that any posting or information submitted by the third party will be a public record and advising third parties that the City reserves the right to suspend the posting of information by outside parties and to remove inappropriate material that is deemed inappropriate because it violates a standard set out in this policy.

DESIGN AND CONTENT OF CITY SOCIAL MEDIA SITES

A. City social media sites must be focused and limited in scope and topic and must complement the City's website and branding standards.

B. The City of Durant shall make every effort to identify the official status of the City. Account or page names should incorporate the department name or acronym whenever possible and should display the appropriate official logo if/when possible.

C. Information that is proprietary, copyrighted, attorney-client privileged or subject to state or federal privacy laws must not be posted on a City social media site.

D. A clear statement of intent, purpose, and subject matter of the site must be posted on any City social media site.

E. All City social media sites shall indicate that they are maintained by the City and shall have appropriate City contact information prominently displayed.

F. All social media sites must be open and accessible to the public.

G. All social media postings, including the sharing of another organization's information or content, should not advocate outside opinions, interests, or political affiliations.

H. Design elements (logos, background images, images) must be official and approved by the PIO.

I. Any employee using social media sites, whether as an administrator or as a responder to a posting, will follow these principles:

- 1.** Unless posting or responding as the site administrator, employees must be clear about his/her role regarding the subject.
- 2.** Keep postings factual and accurate. If a mistake is made, admit to it and post a correction as soon as possible.
- 3.** Reply to comments promptly, when a response is appropriate.
- 4.** When disagreeing with others' opinions or providing comments, be sure that the comments are meaningful, respectful and relevant to the topic.
- 5.** Understand that postings are widely accessible, not retractable and retained or referenced for a long period of time, so consider the content carefully.
- 6.** Never comment on anything related to legal or personnel matters, litigation, or any parties with whom the City may be in litigation without written approval.
- 7.** Never offer your personal opinion or position regarding policies, programs or practices of the City or other public agencies, political organizations, private companies or non-profit groups.
- 8.** Media requests may not be responded to by employees designated to use social media sites unless granted permission by the PIO. This includes information that is incidental or inconsequential in nature like event calendars, verification of facts, etc. Employees who have not been designated to talk to the media must immediately notify their department head and refer the reporter to the PIO.

PUBLIC COMMENTS AND INTERACTIVE FEATURES

A. City social media accounts must be set up in a way that either allows public comments or limits the resource to City posting only. The PIO and City Manager's preference is to allow public comments.

B. The City of Durant reserves the right to disable any social media messaging applications, including direct messaging capabilities of any social media page or account. Only approved social media messaging applications may be used under the direction of the PIO.

C. Membership to a City social media site must not be required for the public to obtain information.

D. A public comment may be removed if one of the following situations exists. Contact the PIO before taking action.

- 1.** Non-topical comments unrelated to the original topic, including random or unintelligible comments;
- 2.** Profane, obscene, or pornographic content and/or language;
- 3.** Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, or national origin;
- 4.** Defamatory or personal attacks, including personal attacks directed at public officials;
- 5.** Threats to any person or organization;
- 6.** Comments in support of, or opposition to, any political campaigns or ballot measures;
- 7.** Solicitation of commerce, including but not limited to advertising of any business or product for sale;
- 8.** Conduct in violation of any federal, state, or local law, including city ordinances;
- 9.** Encouragement of illegal activity;
- 10.** Information that may tend to compromise the safety or security of the public or public systems;
- 11.** Content that violates a legal ownership interest, such as a copyright, of any party;
- 12.** Harassment or content which constitutes and/or facilitates stalking;
- 13.** Content which violates the right to privacy;
- 14.** Encouragement of violence;
- 15.** Inaccurate, false or fake information;
- 16.** Repetitive content continually posted on multiple City of Durant (or other City-run accounts) posts;
- 17.** Comments that may reasonably interfere with, inhibit, or compromise law enforcement investigations, police tactics, police responses to incidents, and/or the safety of police staff and officers;
- 18.** Posts or comments that contain any external links.



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Tiffany Steele, Assistant Grants Coordinator
Re: 2024 Community Development Block Grant (CDBG) Small Cities Application Requesting Funding for University Blvd. Intersection Rehabilitation and Street Improvements
1. Discussion, Consideration and Possible Action to Consider Approval of Application Resolution R-2024-12 for the 2024 Community Development Block Grant (CDBG) Small Cities Application Requesting Funding for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.
2. Discussion, Consideration and Possible Action to Consider Approval of Leverage Resolution R-2024-09 Committing the Required 1:1 Cash Match for the Community Development Block Grant (CDBG) Small Cities Project for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.
3. Discussion, Consideration and Possible Action to Consider Approval to Authorize Mayor/City Manager to Sign Relevant CDBG Application Documents for the 2024 Community Development Block Grant (CDBG) Small Cities Project for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.

City Staff members have identified sections of University Blvd., from 6th Ave. to Bryan Drive, needing intersection rehabilitation and street improvements.

Council Information / Action Requested

1. Approve Application Resolution R-2024-12 for the 2024 Community Development Block Grant (CDBG) Small Cities Application Requesting Funding for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.
2. Approve Leverage Resolution R-2024-09 Committing the Required 1:1 Cash Match for the Community Development Block Grant (CDBG) Small Cities Project for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.
3. Authorize Mayor/City Manager to Sign Relevant CDBG Application Documents for the 2024 Community Development Block Grant (CDBG) Small Cities Project for Intersection Rehabilitation and Street Improvements Along Sections of University Blvd.

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

Grants Department will complete the grant application, to be submitted by June 14, 2024.

ATTACHMENTS:

1. Durant 2024 CDBG SC Application - Attachment A - Application Resolution R-2024-12
2. Durant 2024 CDBG SC Application - Attachment E - Verification of Leverage
3. Resolution R-2024-09 FY 24 CDBG SC Leveraged Funds

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
SMALL CITIES PROGRAM

APPLICATION RESOLUTION R-2024-12

WHEREAS Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized by the Secretary of Housing and Urban Development, as representative of the United States of America, to grant to the State of Oklahoma funds and administrative responsibility for the “Small Cities Community Development Block Grant” program; and

WHEREAS, the Oklahoma Department of Commerce, pursuant to designation by the Governor as the administering agency of the Community Development Block Grant Program for Small Cities in Oklahoma, is directed to further the purposes of community development in the State, and is authorized and empowered to accept funds from the Federal Government or its agencies and to enter into such contracts and agreements as are necessary to carry out the functions of the Department; and

WHEREAS, the **City of Durant** is a local unit of general purpose government that will provide opportunity for input by residents in determining and prioritizing community development needs through its written Citizen Participation Plan; and

NOW THEREFORE, BE IT RESOLVED by the Durant City Council that **City of Durant** desires to obtain assistance in community development and hereby requests the Oklahoma Department of Commerce to provide assistance under the policies, regulations, and procedures applicable to local communities in Oklahoma.

NOW THEREFORE, BE IT RESOLVED by the Durant City Council that the **City of Durant** affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds if the **City of Durant** is awarded a Community Development Block Grant, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, and all empowered agencies thereof.

ADOPTED this 11th day of June, 2024, at a regularly scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. §§ 301-314 (2001).

Martin Tucker, Mayor _____

Date

Signature of Chief Elected Official

Attest:
Subscribed and sworn to before me _____, 20____
My commission expires _____, 20____.
Commission No. _____

Clerk Signature

**Community Development Block Grant (CDBG)
Small Cities Program
VERIFICATION OF LEVERAGE**

Federal/State participation, if any loan, grants, etc. **Provide Application status and/or commitment letters.**

Agency	Purpose	Amount	Present Status Comment
ODOC	CDBG Small Cities Grant Intersection Rehabilitation and Street Improvement	171,250	Application Pending 06/14

Other sources and amount of project financing including applicants local contribution, if any. **Provide commitment letters and/or Resolution stating amount and source of Leverage.**

Agency	Purpose	Amount	Present Status Comment
City of Durant	Intersection Rehabilitation and Street Improvement	273,053	Committed R-2024-09

Note: Leverage information will be verified

Chief Elected Official Signature

Small Cities Program
Verification of Leverage

Date June 11, 2024

RESOLUTION No. R-2024-09

A RESOLUTION FOR LEVERAGED FUNDS

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FY24 SMALL CITIES PROGRAM**

The City of Durant has determined the critical need for intersection rehabilitation and street improvements along sections of publicly owned University Blvd to benefit the entire Durant community; and

WHEREAS, the City of Durant is submitting a grant application to the Oklahoma Department of Commerce through the FY24 CDBG Small Cities Program requesting funds in the approved allocation amount of **\$171,250.00** – for the necessary University Blvd. intersection rehabilitation and street improvements; and

WHEREAS, the City of Durant is committing local funds, which includes the required 1:1 ratio leverage source, in the form of city budget cash funds to support the FY24 CDBG Small Cities application budget for a successful project.

NOW THEREFORE, BE IT RESOLVED by the Durant City Council that the City of Durant commits a minimum of **\$171,250.00** – as a cash match for the 2024 CDBG Small Cities grant budget towards the University Blvd intersection rehabilitation and street improvements.

PASSED AND APPROVED by the Mayor and City Council of the City of Durant, Oklahoma this June 11, 2024, at a regularly scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. § 301 et seq.

Martin Tucker, Mayor

ATTEST:

Cynthia Price, City Clerk



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Tiffany Steele, Assistant Grants Coordinator
Re: 17488 CDBG-ED 18 Closeout for Tubacex Durant, Inc. Facility, Located at 362 Country Club Road in Durant, OK.
1. Discussion, Consideration and Possible Action to Approve Resolution R-2024-11 for Proof of Closeout Public Hearing for 17488 CDBG-ED 18 Project.
2. Discussion, Consideration and Possible Action to Accept the 17488 CDBG-ED 18 Project for Water Distribution and Sewer Collection Infrastructure Improvements Benefitting Tubacex Durant, Inc. Facility in Durant, OK as Successfully Complete.
3. Discussion, Consideration and Possible Action to Approve the 17488 CDBG-ED 18 Closeout Documents.

Project was successfully completed in August of 2020. CDBG-ED Grants require 3 years worth of quarterly job reports to confirm the number of new jobs were created and fulfilled according to the information that was provided during the application phase of the grant. Tubacex Durant, Inc. had some difficulty retaining employees during COVID but ultimately met the 126 new jobs that were anticipated on their application.

All outstanding quarterly reports have been completed and the project can now be successfully closed.

Council Information / Action Requested

1. Approve Resolution R-2024-11 for Proof of Closeout Public Hearing for 17488 CDBG-ED 18 Project.
2. Accept the 17488 CDBG-ED 18 Project for Water Distribution and Sewer Collection Infrastructure Improvements Benefitting Tubacex Durant, Inc. Facility in Durant, OK as Successfully Complete.
3. Approve the 17488 CDBG-ED 18 Closeout Documents.

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

Grants Department will work with ODOC to ensure project closeout is completed on or before June 20, 2024.

ATTACHMENTS:

1. R-2024-11 PH 17488 CDBG-ED Closeout Resolution
2. Durant 17488 CDBG-ED 18 - 409.4 Certificate of Project Completion

RESOLUTION No. R-2024-11

A RESOLUTION FOR CLOSEOUT PUBLIC HEARING

**2018 COMMUNITY DEVELOPMENT BLOCK GRANT –
ECONOMIC DEVELOPMENT INFRASTRUCTURE IMPROVEMENTS (CDBG-ED)
17488 CDBG-ED 18**

WHEREAS, the City of Durant has completed the 2018 Community Development Block Grant through the CDBG - Economic Development Program project 17488 CDBG-ED 18 (C-2019-32) for water distribution and sewer collection infrastructure improvements and new job creation benefiting the Tubacex Durant, Inc. facility located at 362 Country Club Road, Durant, OK; and

WHEREAS, the performance period for the 17488 CDBG-ED 18 (C-2019-32) was June 14, 2019 through June 30, 2023; and

WHEREAS, as required by the 2018 CDBG grant program guidelines and the City's Citizen Participation Plans for years 2018 through 2019, a public hearing was conducted on this date within a regularly scheduled council meeting to provide project and program information; and

WHEREAS, the public hearing notice was posted in six public view locations, as well as posted on the City of Durant's website and Facebook page, and identified as an agenda item on the official agenda, local media outlets notified, with public invitation to attend the public hearing or connect via a live stream option; and

WHEREAS, the City's on-staff Grants Coordinator conducted the public hearing during today's City Council meeting on June 11, 2024 at 6:00 PM and provided information about the 2018 Community Development Block Grant Economic Development (CDBG-ED) program and completed project as outlined per grant guidelines and Citizen Participation Plans; and

WHEREAS, the City's on-staff Grants Coordinator will include all Public Hearing documentation and approved closeout items to be submitted to Oklahoma Department of Commerce by June 30, 2024.

NOW THEREFORE, BE IT RESOLVED by the Durant City Council that the City of Durant confirms the public hearing was held on today's date, as stated in this Resolution as required for the 17488 CDBG-ED 18 closeout.

PASSED AND APPROVED by the Mayor and City Council of the City of Durant, Oklahoma this June 11, 2024, at a meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. § 301 et seq.

Martin Tucker, Mayor

ATTEST:

Cynthia Price, City Clerk

CDBG Project Completion / Final Inspection

(Note: CDBG contracts may have more than one activity, please submit a completed form for each.)

CDBG Grantee: _____

CDBG Contract Number: _____

CDBG Certified Grant Administrator (as applicable): _____

Project Activity: _____

Contractor & Company Name: _____

Construction/Activity Completion Date: _____

Final Inspection Date: _____

Certifications:

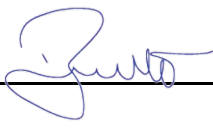
To the best of my knowledge, this is to certify that all work/improvements made on this CDBG project has been completed in accordance with the grant application, grant agreement, and bid specifications, authorized change orders, and that there are no pending issues. This certification is for the benefit of all parties of said improvements.

Print Name of Chief Elected Official: _____

Signature Chief Elected Official: _____ Date: _____

Print Name of Engineer/Architect: _____

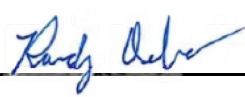
Print Name of Associated Firm: _____ Phone: _____

Signature Engineer/Architect:  _____ Date: _____

Print Name of Inspector/ _____ Phone: _____

Other:

(as applicable)

Signature Inspector/Other:  _____ Date: _____



THE CITY OF DURANT

Office of Community Development

Date: 6/11/2024
To: Mayor Tucker and City Council
Case: CC 2024-14
From: Reed Aichholz, Community Development Director
Re: Replat Request from Jason Campbell

Request: Consider a request from the Jason Campbell for a replat located at: 323 W Plum Street

Current Zoning: R3- Mixed Density Residential

The Future Land Use Map has this area described as a “mixed residential”.

Surrounding Properties:

Direction	Zoning	Use
North	R-3	Mixed Density Residential
East	R-3	Mixed Density Residential
South	R-3	Mixed Density Residential
West	R-3	Mixed Density Residential

Lot Characteristics:

Width	~ 120 ft.
Depth	~ 125 ft.
Total Area	~ 1/3 acre (~15,000 sq. ft.)

Applicant: Jason Campbell

Background: Applicant approached staff with the desire to replat the 2 parcels into 1 large lot. On that large lot, the applicant desires to create a multi-unit concept.

Notifications have been made to the surrounding property owners and at the time of this report staff has not received any letters or phone calls regarding this request.

Analysis:

R3 minimum lot size for multi-family: 8,000+1,200 (for every unit after a duplex)

R3 minimum lot frontage: 50'

The applicant intends to create higher density housing that is infill in nature and in line with the goals of our community set forth in the 2040 comprehensive plan. The applicant can fit up to 7 units on the parcel.

It should be noted that any new builds must abide by:

- 1) Landscaping Requirements
- 2) Sidewalk Requirements

Planning Commission Recommendation: Planning Commission unanimously recommended to approve this replat request.

Required Action: Hold a public hearing and recommend approval or denial for the replat – located at 323 W Plum. Any specific conditions imposed by the Council should be read into any approval motion.

CAMPBELL ADDITION
A REPLAT OF A PORTION OF LOTS 6, 7, & 8 IN BLOCK 4 OF ALFORD ADDITION TO THE
CITY OF DURANT, BRYAN COUNTY, OKLAHOMA

SURVEYOR NOTES:

1. Notice: Selling a portion of this addition by metes and bounds is a violation of city ordinance and may be subject to fines and withholding of utilities and building permits



Jason & Mindy Campbell
Owners

OWNER'S CERTIFICATE & DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

That Jason & Mindy Campbell, being the sole owner(s) in fee simple of the following described real property respectively, to wit:

FURNISHED LEGAL DESCRIPTION:
Lots 7 and 8 and the North 15 feet of Lot 6 in Block 4 in Alford Addition to the City of Durant, Bryan County, Oklahoma, according to the official plat thereof.

Jason & Mindy Campbell, offers for dedication to the public use of all streets, avenues, parks, public facilities and easements as shown on the annexed plat of Campbell Addition, to the City of Durant, Bryan County, State of Oklahoma. The transaction of this irrevocable offer of dedication shall be consummated upon the execution of the Certificate for Acceptance of Dedication, for the purpose of providing an orderly development of Campbell Addition, the City of Durant, Bryan County, State of Oklahoma, we do hereby provide restrictive covenants. Filed in Book ____, Page ____, of the records in the office of the County Clerk, Bryan County, Oklahoma.

Jason and Mindy Campbell - (OWNERS) Date

STATE OF OKLAHOMA
COUNTY OF BRYAN

Before me, the undersigned, a Notary Public in and for said County and State on this ____ day of ____, 2024, personally appeared ____ to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that ____ executed the same as a ____ free and voluntary act and deed for the uses and purposes therein set forth.
Given under my hand and seal of office the day and year last above written.

Notary Public
Commission Expiration

LICENSED LAND SURVEYORS CERTIFICATE

I, B.J. McIninch, a Licensed Land Surveyor in the State of Oklahoma, do hereby state that this plat of survey for Campbell Addition, an addition to the City of Durant, is based on an actual field survey, by myself, or under my direction, in conformance with the Oklahoma Minimum Standards for the Practice of Land Surveying. All lot and block corners of aforementioned plat have been monumented and are as shown on the plat. This plat of Campbell Addition is subject to easements and/or rights-of-way, covenants, and other restriction, either recorded, or implied, thereof.

B.J. McIninch P.L.S. 1819 2-13-24 Date

STATE OF OKLAHOMA
COUNTY OF BRYAN

Before me, the undersigned, a Notary Public in and for said County and State on this 13th day of February, 2024, personally appeared B.J. McIninch to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he executed the same as him free and voluntary act and deed for the uses and purposes therein set forth.
Given under my hand and seal of office the day and year last above written.

Justin Allende
Notary Public
August 26, 2026
Commission Expiration

COUNTY TREASURERS CERTIFICATE

I, ____, The duly elected and qualified County Treasurer of Bryan County, Oklahoma, do hereby certify that there are no unpaid taxes up to and including the year 2023 on the described real property known as Campbell Addition being a part of Bryan County, State of Oklahoma, and the required security has been deposited in the office of the County Treasurer guaranteeing payment of the current years taxes.

Witness my hand this ____ day of ____, 2024.

County Treasurer

STATE OF OKLAHOMA
COUNTY OF BRYAN

Before me, the undersigned, a Notary Public in and for said County and State on this ____ day of ____, 2024, personally appeared ____ to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that ____ executed the same as a ____ free and voluntary act and deed for the uses and purposes therein set forth.
Given under my hand and seal of office the day and year last above written.

Notary Public
Commission Expiration

DEPARTMENT OF ENVIRONMENTAL QUALITY APPROVAL

The Oklahoma State Department of Environmental Quality, certifies that this plat is approved for the construction of a ____ sewage disposal system and a ____ water system this ____ day of ____, 2024.

Environmental Specialist

COUNTY CLERK CERTIFICATE
STATE OF OKLAHOMA
COUNTY OF BRYAN

This instrument, ____, was filed on the ____ day of ____, 2024, at ____, and duly recorded in book ____, page ____.

County Clerk

DURANT CITY PLANNING COMMISSION - APPROVAL AND ACCEPTANCE

I, ____, Chairman of the Durant Planning Commission for the City of Durant, State of Oklahoma, hereby certify that the said commission duly approved the annexed plat of Campbell Addition, on this ____ day of ____, 2024.

Chairman
Secretary

DURANT CITY COUNCIL - APPROVAL AND ACCEPTANCE

Let it be resolved by the City Council of the City of Durant, Bryan County, Oklahoma, that the streets, avenues, and easements for public use on this plat of Campbell Addition, to the City of Durant, Bryan County, Oklahoma and are hereby accepted. Adopted by the City Council of the City of Durant, Bryan County, Oklahoma, this ____ day of ____, 2024.

Signed ____ Signed: ____
Mayor City Clerk

LEGEND

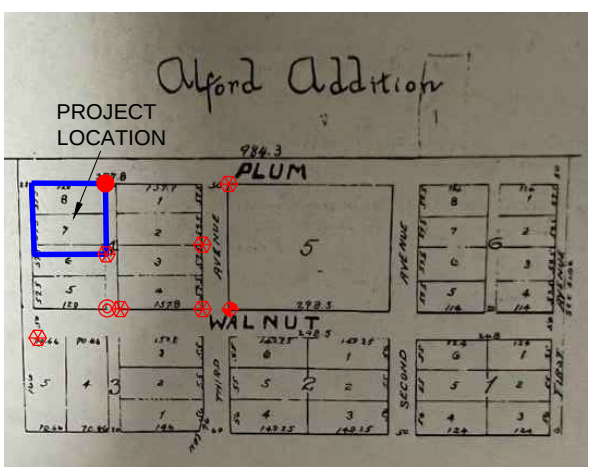
- These standard symbols may be found in the drawing
- FOUND 3/8" STEEL PIN
 - FOUND 1/2" STEEL PIN
 - CALCULATED POINT (NOTHING SET)
 - FOUND 3/4" STEEL PIN
 - FOUND 5/8" STEEL PIN
 - SET 1/2" STEEL PIN (PLS 1819)
 - SET MAG NAIL (PLS 1819)
 - NEW LOT LINES
 - ORIGINAL LOT LINES
 - OVERHEAD ELECTRIC
 - WATER METER
 - SEWER MANHOLE
 - POWER POLE
 - TELEPHONE PEDESTAL

BM SURVEYING, INC

125 BUFFALO ST. CADDO, OK
PO BOX 26 CADDO, OK 74729
(580) 279-9544
BM.SURVEYING@YAHOO.COM

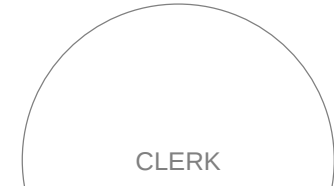
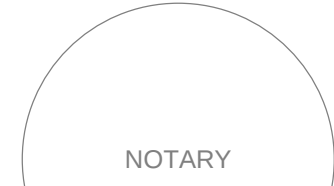
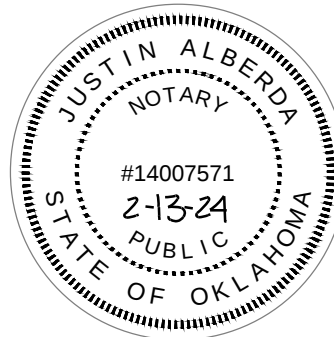
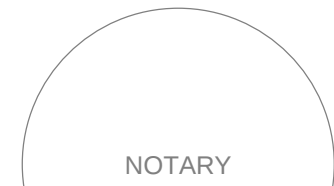
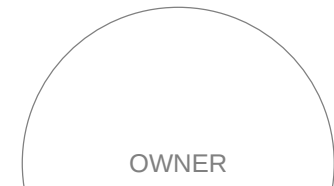
B.J. MCININCH - COPYRIGHT 2024
PROFESSIONAL LAND SURVEYOR - #1819
CERTIFICATE OF AUTHORIZATION - #7076

CAMPBELL ADDITION
A REPLAT OF A PORTION OF LOTS 6, 7,
& 8 IN BLOCK 4 OF ALFORD ADDITION
TO THE CITY OF DURANT, BRYAN
COUNTY, OKLAHOMA



LOCATION MAP

0' 15' 30'



-BASIS OF BEARINGS-
OKLAHOMA STATE PLANE BEARINGS
(NAD 83)
OF N 88°55'37" E ALONG THE NORTH LINE OF
BLOCK 4 OF ALFORD ADDITION TO THE CITY OF
DURANT, BRYAN COUNTY, OKLAHOMA

GENERAL NOTES

SUBJECT TO EASEMENTS AND/OR RIGHTS-OF-WAY, EITHER RECORDED, OR IMPLIED, THEREOF.
NO UTILITIES OF ANY KIND HAVE BEEN LOCATED EXCEPT THOSE SHOWN ON THE ABOVE PLAT
CONTROLLING CORNERS FOR THIS SURVEY ARE AS SHOWN ON THE LOCATION MAP
THIS IS NOT A VALID SURVEY WITHOUT THE SURVEYORS ORIGINAL SIGNATURE AND ORIGINAL SEAL
PORTIONS OF THIS PLAT ARE IN COLOR, PHOTO AND ELECTRONIC COPIES OF THIS PLAT MAKE IT INVALID AND MAY ALTER ITS MEANING
THIS PLAT AND SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.



NO.	REVISION/ISSUE	DATE

SURVEY INFORMATION
FIELD WORK PERFORMED: 2-12-24 TO 2-13-24
DATE OF LAST SITE VISIT: 2-13-24
PLAT COMPLETED: 2-13-24

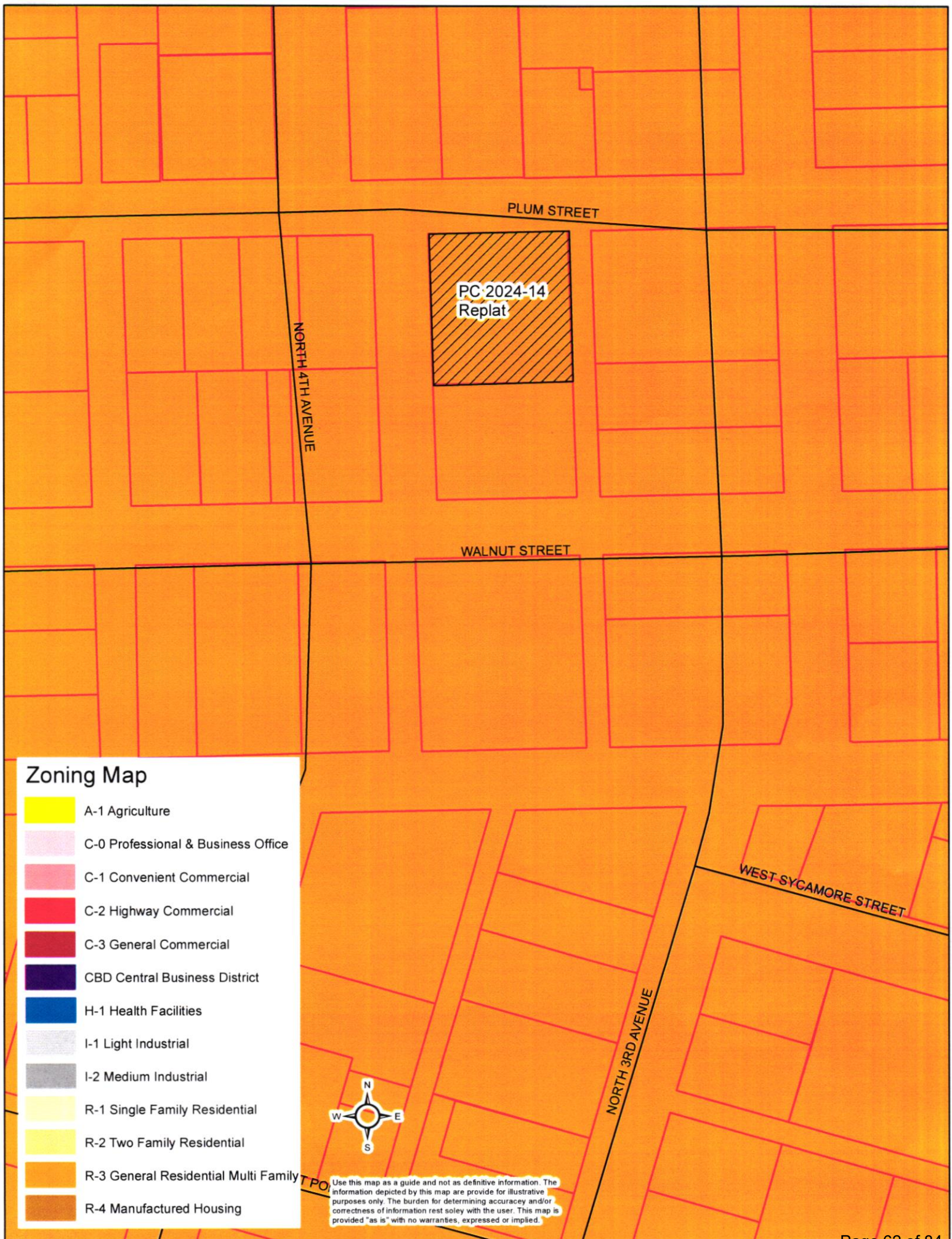
Client:

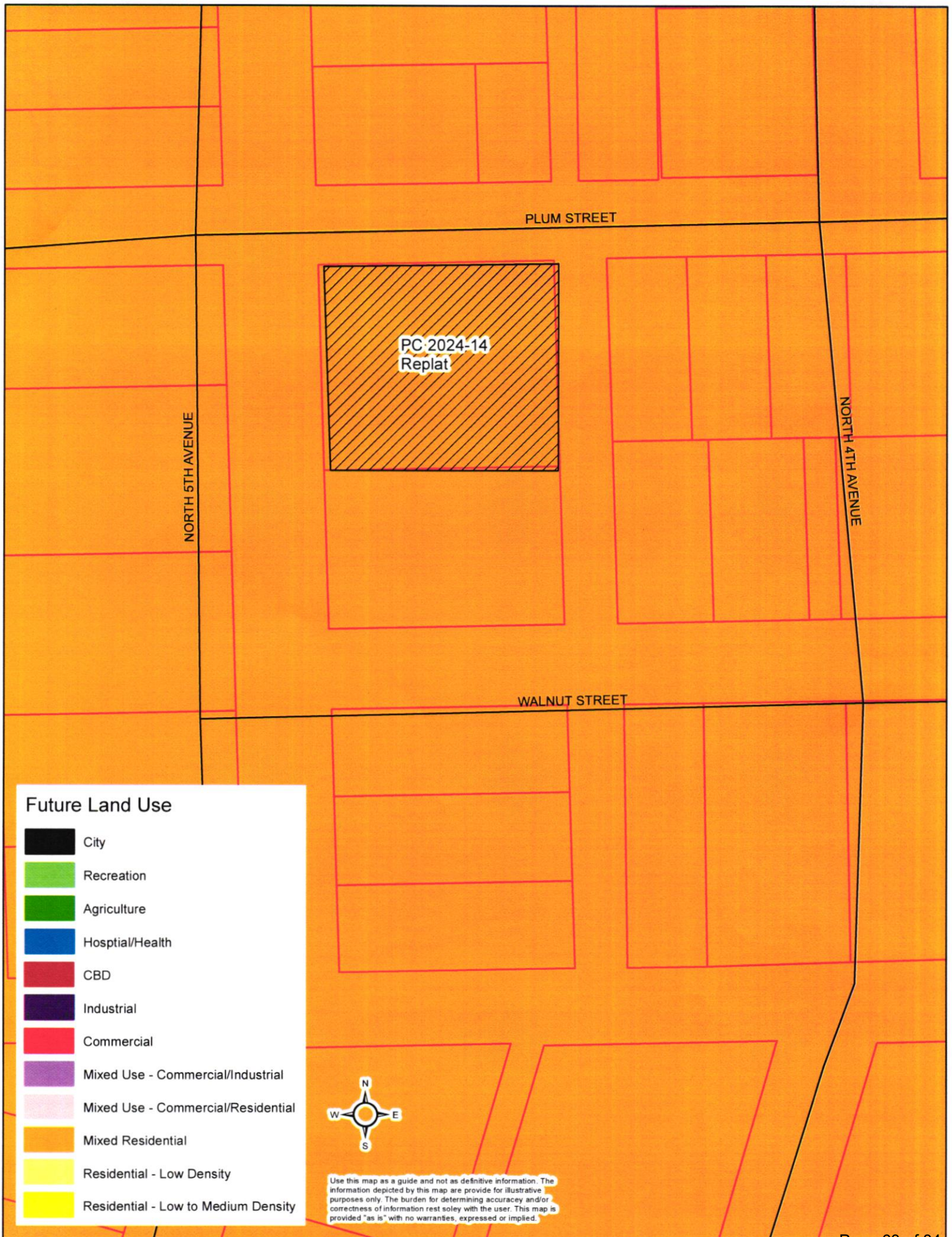
Jason and Mindy Campbell

DATE 2-13-24

SCALE 1" = 15'

SHEET NO. 1 OF 1





Future Land Use

- City
- Recreation
- Agriculture
- Hospital/Health
- CBD
- Industrial
- Commercial
- Mixed Use - Commercial/Industrial
- Mixed Use - Commercial/Residential
- Mixed Residential
- Residential - Low Density
- Residential - Low to Medium Density



Use this map as a guide and not as definitive information. The information depicted by this map are provide for illustrative purposes only. The burden for determining accuracy and/or correctness of information rest solely with the user. This map is provided "as is" with no warranties, expressed or implied.





THE CITY OF DURANT

Office of Community Development

Date: 6/11/2024
To: Mayor Tucker and City Council
Case: CC 2024-15
From: Reed Aichholz, Community Development Director
Re: Replat Request from Dorado Investments

Request: Consider a request from the Dorado Investment group for a replat located at: Lot 6, Block 77 (NE 4th ave and Elm St.) in the City of Durant.

Current Zoning: R3- Mixed Density Residential

The Future Land Use Map has this area as a low density residential

Surrounding Properties:

Direction	Zoning	Use
North	R-3	Mixed Density Residential
East	R-3	Mixed Density Residential
South	R-3	Mixed Density Residential
West	R-3	Mixed Density Residential

Lot Characteristics:

Width	~ 100 ft.
Depth	~ 200 ft.
Total Area	~ 1/2 acre (~20,000 sq. ft.)

Applicant: Dorado Investments

Background: Applicant approached staff with the desire to divide the parcel into 3 separate parcels and build three homes to R-3 Standards.

Notifications have been made to the surrounding property owners and at the time of this report staff has not received any letters or phone calls regarding this request.

Analysis:

R3 minimum lot size for single family: 6,000

R3 minimum lot frontage: 50'

The applicant is creating low density housing that is walkable to downtown amenities and in line with the goals of our community set forth in the 2040 comprehensive plan. The proposed lots meet the minimum requirements for the city.

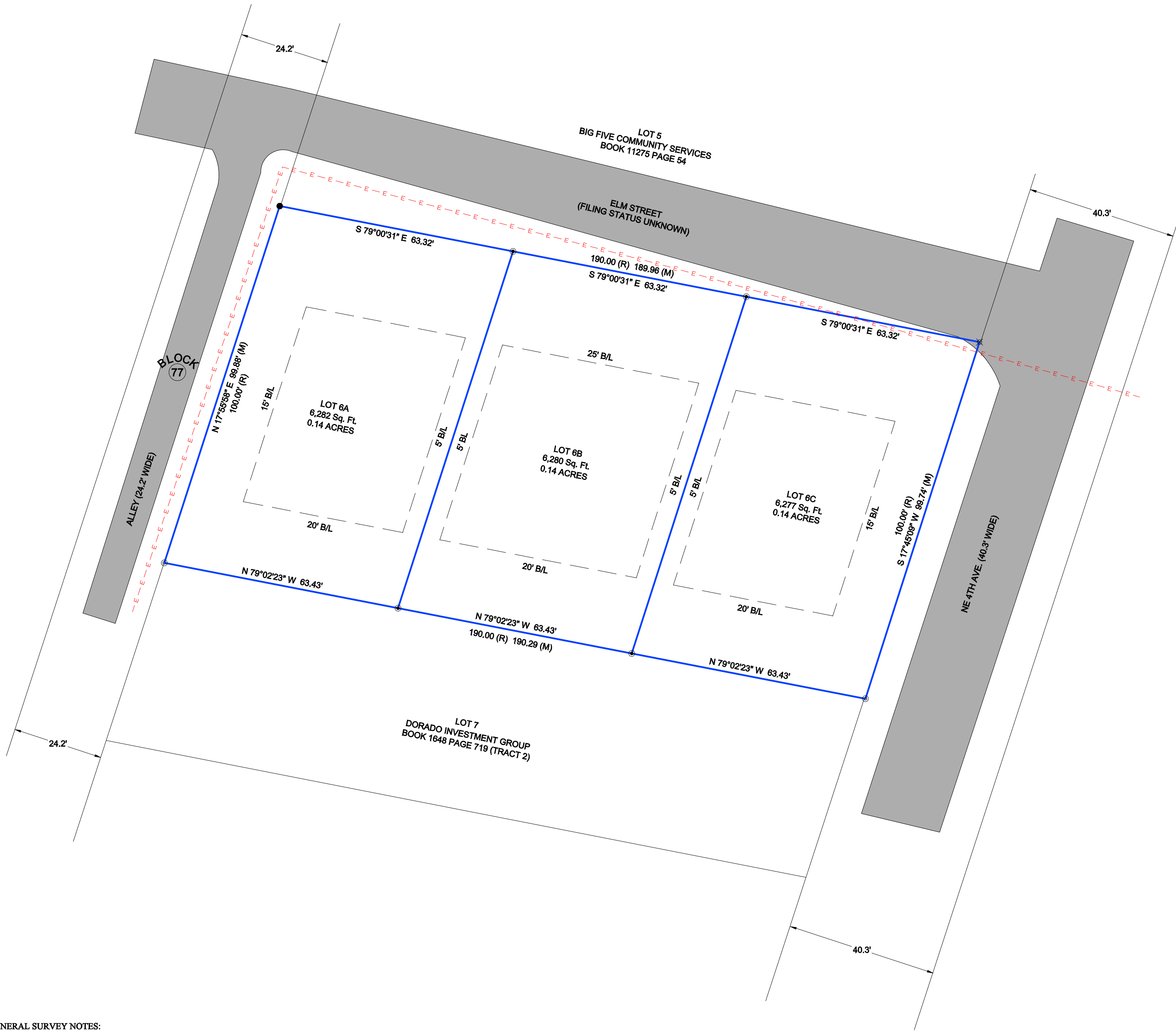
It should be noted that all new builds or remodels are subject to:

- 1) Landscaping requirements
- 2) Sidewalk Requirements

Planning Commission Recommendation: Planning Commission unanimously recommended to approve this replat request.

Required Action: Hold a public hearing and recommend approval or denial for the replat – located at Block 77 Lot 6 (NE 4th ave and Elm St.). Any specific conditions imposed by the Council should be read into any approval motion.

REPLAT
OF LOT 6 BLOCK 77
CITY OF DURANT



GENERAL SURVEY NOTES:

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

THIS SURVEY WAS PERFORMED FOR THE BENEFIT OF DORADO INVESTMENT GROUP LLC. ANY OTHER USE OF THIS PLAT IS PROHIBITED.

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

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

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

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

CRAIGE SURVEYING L.L.C. COPYRIGHT 2024.

Durant Planning Commision- Approval and Acceptance

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

Chairman

Secretary

Durant City Council- Approval and Acceptance

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

Mayor

City Clerk

BRYAN COUNTY CLERK CERTIFICATE

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

Bryan County Clerk

BRYAN COUNTY TREASURER'S CERTIFICATE

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

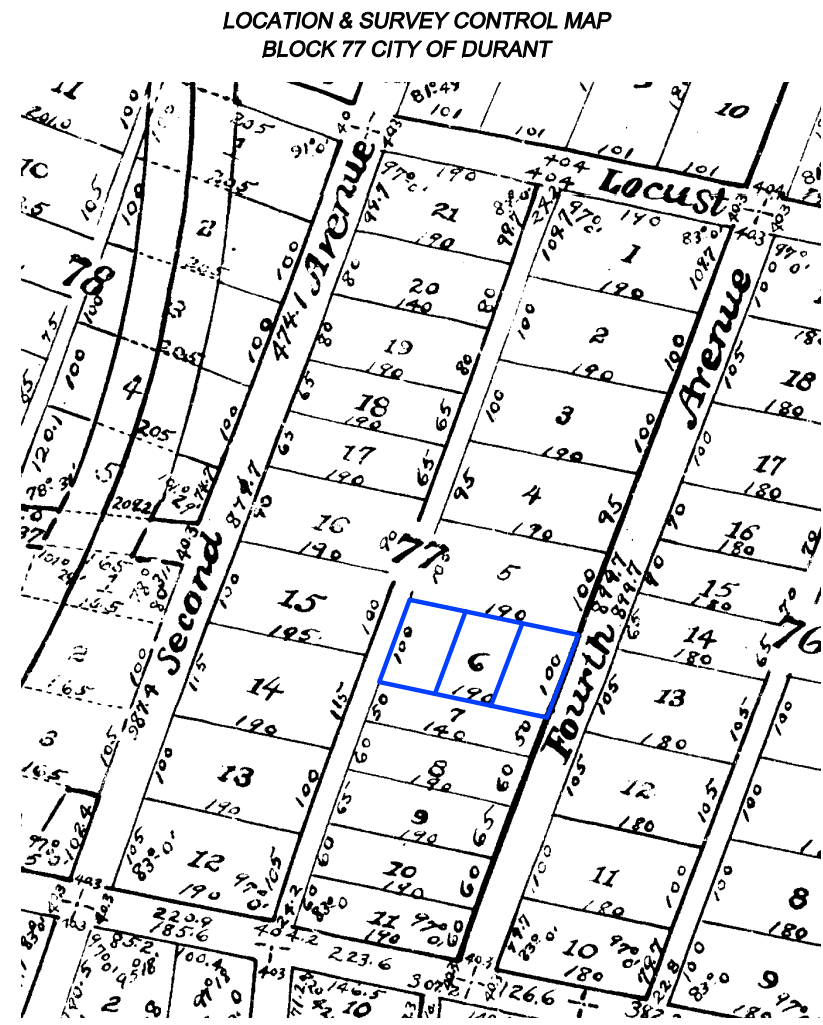
Bryan County Treasurer

Date

DEPARTMENT OF ENVIRONMENTAL QUALITY APPROVAL

The Oklahoma State Department of Environmental Quality certifies that this plat is approved for the construction of a _____ sewage disposal system and a _____ water system this _____ day of _____, 2024.

Enviromental Specialist



LICENSED LAND SURVEYORS CERTIFICATE

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

COLE CRAIGE P.L.S. #1780

DATE

STATE OF OKLAHOMA
COUNTY OF BRYAN

Before me, the undersigned, a notary public in and for said county and state on this _____ day of _____, 2024, personally appeared _____ to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

OWNERS:

DORADO INVESTMENT GROUP LLC
1537 ESTELLE DRIVE
DURANT, OK 74701

OWNERS CERTIFICATE & DEDICATION
KNOW ALL MEN BY THESE PRESENTS:

That _____,
being the sole owners in fee simple of the following described real property:

(BOOK 1648 PAGE 719) TRACT 3:

LOT 6 IN BLOCK 77 IN THE CITY OF DURANT, BRYAN COUNTY, OKLAHOMA.

do hereby offer for dedication to the public, use of all streets, avenues, parks, public facilities, and easements as shown on the annexed plat of _____ LOT 6 BLOCK 77 _____ to Bryan County, Oklahoma. The transaction of this irrevocable offer of dedication shall be consummated upon the execution of the Certificate for Acceptance of Dedication, for the purpose of providing an orderly development of _____ LOT 6 BLOCK 77 _____ to Bryan County, Oklahoma, we do hereby provide restrictive covenants. Filed in Book _____, Page _____ of the records in the office of the County Clerk, Bryan County, Oklahoma.

By: _____
(OWNER)

By: _____
(OWNER)

STATE OF OKLAHOMA
COUNTY OF BRYAN

Before me, the undersigned, a notary public in and for said county and state on this _____ day of _____, 2024, personally appeared _____ to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

LEGEND

These standard symbols will be found in the drawing.

- IRON PIN FOUND
- ⊙ 1" PIPE FOUND
- ⊗ 60D NAIL FOUND
- ⊗ 1/2" REBAR SET (PLS 1780)
- E — E — E — OVERHEAD ELECTRIC
- x — x — x — WIRE FENCE
- — — — — BOUNDARY LINE

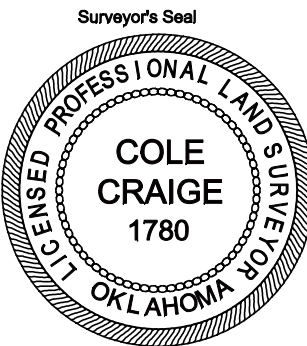


~BASIS OF BEARINGS~
SPC (NAD 83)
NORTH LINE LOT 6
S 79°00'31" E

CRAIGE SURVEYING L.L.C.

P.O. BOX 383 BOKCHITO, OK 74728
(800) 285-2404
CA # 8185, PLS # 1780
craigesurveying@gmail.com

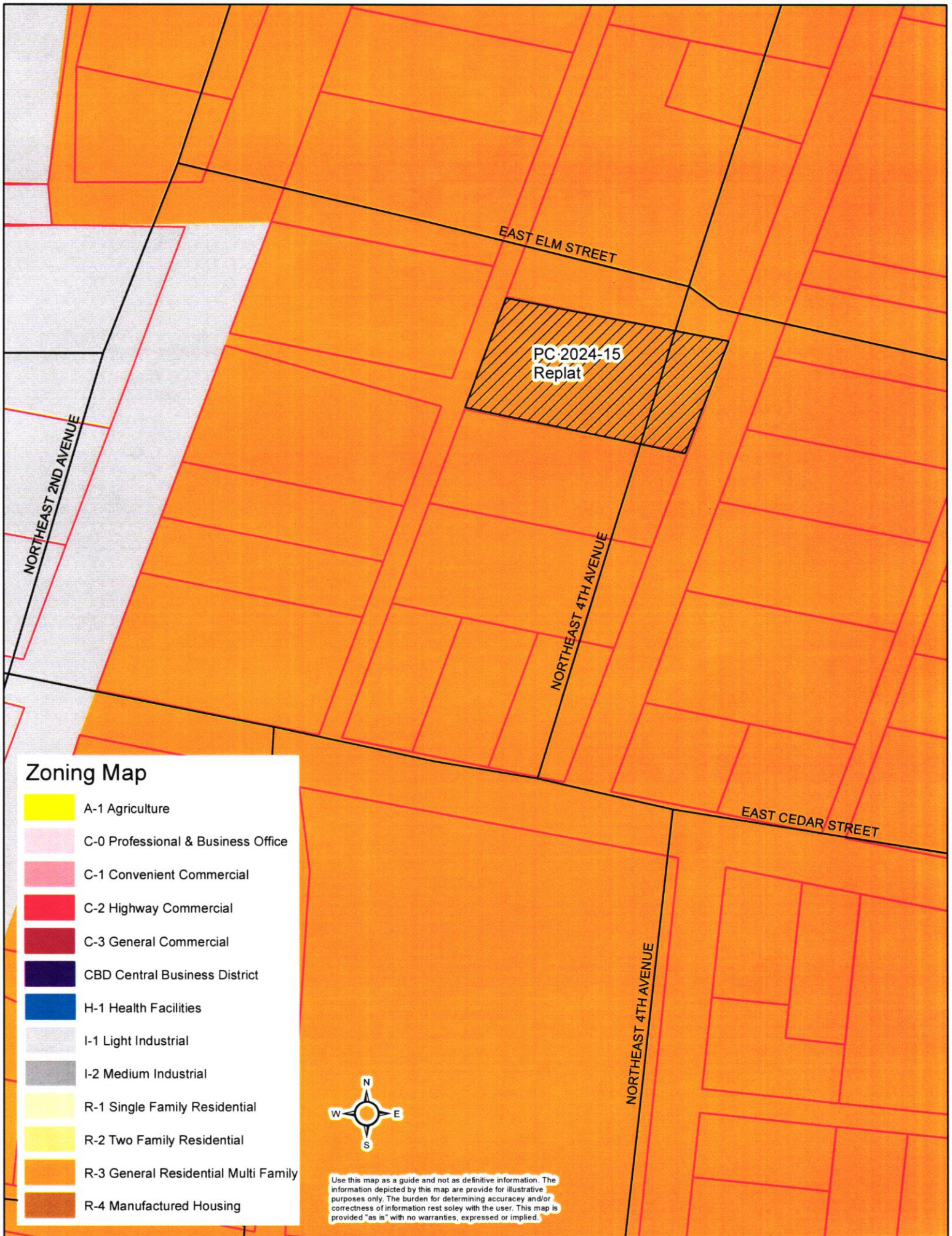
DORADO INVESTMENT GROUP LLC
1537 ESTELLE DRIVE
DURANT, OK 74701
PART OF BLOCK 77
CITY OF DURANT
BRYAN COUNTY, OKLAHOMA



SURVEY INFO.	REVISION/ISSUE
SURVEY ORDERED- 5-11-24	REVISION DATE
FIELDWORK DATE(S)- 5-11-24	1.
SURVEY PLAT COMPLETE- 5-11-24	2.
DATE OF LAST VISIT 5-11-24	3.
SCALE 1" = 20'	4.
CRD FILE- Z1 DWG FILE- Z1	SHEET 1 OF 1



Use this map as a guide and not as definitive information. The information depicted by this map are provide for illustrative purposes only. The burden for determining accuracy and/or correctness of information rest solely with the user. This map is provided "as is" with no warranties, expressed or implied.

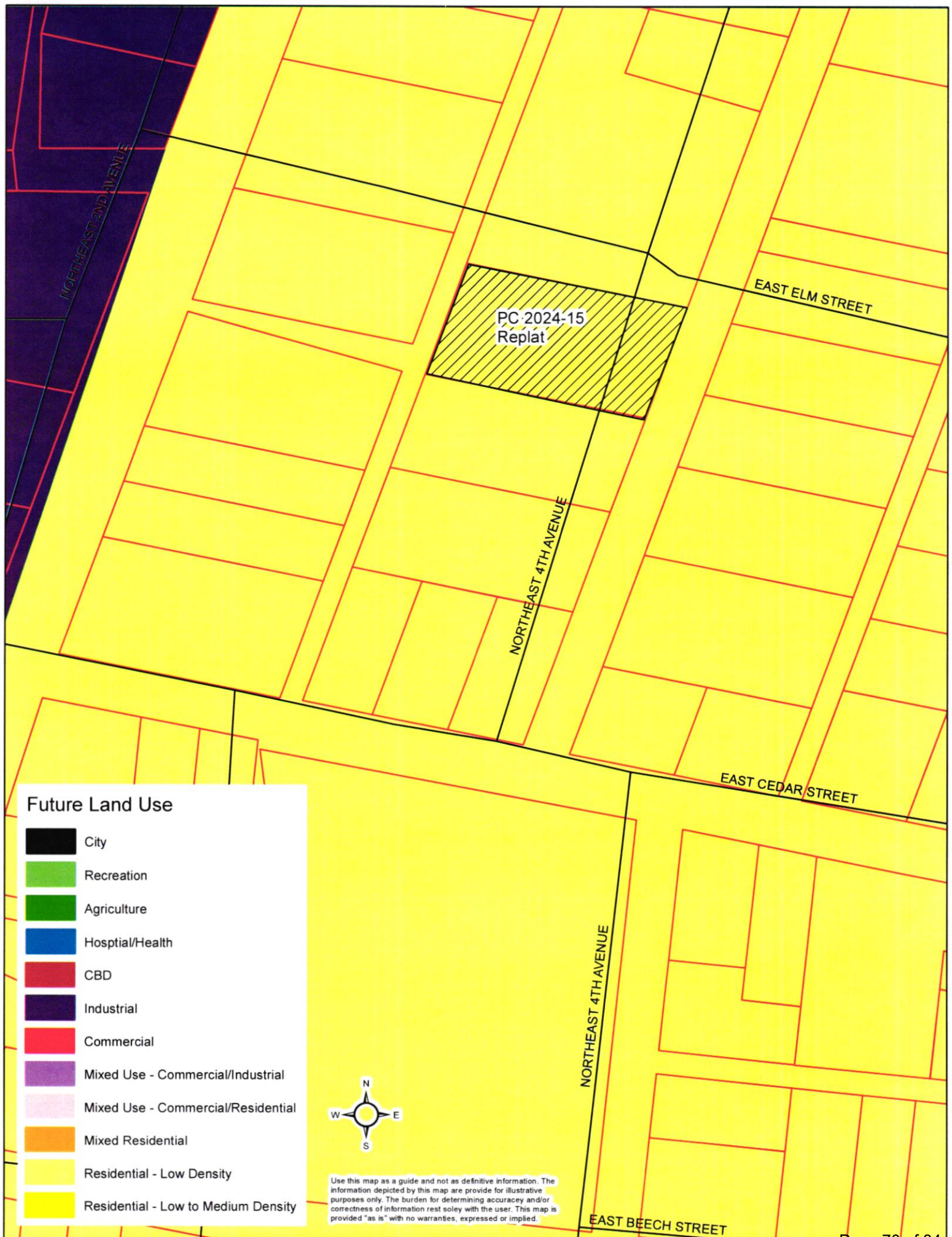


Zoning Map

- A-1 Agriculture
- C-0 Professional & Business Office
- C-1 Convenient Commercial
- C-2 Highway Commercial
- C-3 General Commercial
- CBD Central Business District
- H-1 Health Facilities
- I-1 Light Industrial
- I-2 Medium Industrial
- R-1 Single Family Residential
- R-2 Two Family Residential
- R-3 General Residential Multi Family
- R-4 Manufactured Housing



Use this map as a guide and not as definitive information. The information depicted by this map are provide for illustrative purposes only. The burden for determining accuracy and/or correctness of information rest solely with the user. This map is provided "as is" with no warranties, expressed or implied.





The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Tiffany Steele, Assistant Grants Coordinator
Re: Closeout Public Hearing for 17488 Community Development Block Grant (CDBG) Economic Development 18 Completing the Water Distribution and Sewer Collection Infrastructure Grant (C-2019-32)

Public Hearing for Closeout of 17488 CDBG-ED 18 Community Development Block Grant Economic Development Infrastructure Grant (C-2019-32) in the Amount of \$862,480.40 for Water Distribution and Sewer Collection Infrastructure Improvements Benefitting the Tubacex Durant, Inc. Facility, Located at 362 Country Club Road in Durant and the Creation of 126 New Jobs Related to the Grant Project for the Durant Community.

Grants Department will conduct the Public Hearing per the grant guidelines and the approved 2024 Citizen Participation Plan.

Council Information / Action Requested

No action needed

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

Grants Department will provide required public hearing documentation to ODOC for Closeout.

ATTACHMENTS:

1. 17488 CDBG-ED 18 Closeout PH Notice, posted 05-29-24

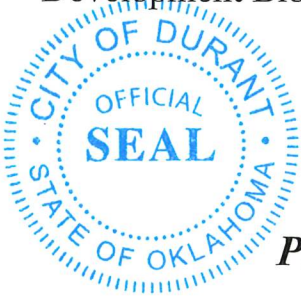
NOTICE OF PUBLIC HEARING

TO DISCUSS THE CLOSEOUT FOR A COMMUNITY DEVELOPMENT BLOCK GRANT

17488 CDBG-ED 18 Program

City of Durant, OK

The City of Durant has successfully completed the **water distribution and sewer collection infrastructure improvements** benefitting the Tubacex Durant, Inc. facility at 362 Country Club Road and the creation of new jobs in Durant, OK. The publicly owned project was partially funded by Oklahoma Department of Commerce through the 2018 Community Development Block Grant Economic Development Infrastructure Finance Program.



Tuesday, June 11, 2024 at 6:00 PM

**City Council Chambers at Durant City Hall
300 West Evergreen • Durant, Oklahoma**

***Public Hearing will also be live-streamed through the
City of Durant website at www.durant.org
within the GOVERNMENT tab: Live Stream - YouTube Channel
link OR connect directly at - <https://durant.org/live>***

The purpose of the public hearing is to provide a clear explanation of the completed project and to give an opportunity for citizens to discuss the CDBG-ED project with city officials and fellow citizens. To adhere to the Oklahoma Department of Commerce's Income guidelines, new job creations were made available to low to moderately low-income personas and the water distribution and sewer collection infrastructure improvements project continues to benefit the Tubacex Durant, Inc. facility in Durant.

All interested citizens are invited to attend or view the Public Hearing. Topics of discussion will include: OK State CDBG Program purpose, design and emphasis; the completed 2018 CDBG-ED Project to include project purpose and description.

If you are unable to attend or view the Public Hearing at the scheduled time, and you would like more information, please write or call the City Clerk, 300 West Evergreen, Durant, Oklahoma 74071 (580) 931-6645 to comment on the completed project. A City of Durant official attending the Public Hearing will answer your comments or questions.

Posted Wednesday, May 29, 2024 before 5:00 pm. on the City of Durant website (www.durant.org), and City of Durant Facebook, as well as the following locations: Durant City Hall, Bryan County Courthouse and Annex, Donald W. Reynolds Public Library, and Durant Chamber of Commerce.



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Tiffany Steele, Assistant Grants Coordinator
Re: Public Hearing for FY24 Community Development Block Grant (CDBG) Small Cities Application Requesting Funding for University Blvd. Intersection Rehabilitation and Street Improvements.

Durant is eligible for the FY24 CDBG Small Cities Grant in the amount of \$171,250.00 with a required 1:1 leverage (cash match). The estimated cost of the total project is \$444,303.

Staff members have determined the need for intersection rehabilitation and street improvements along sections of University Blvd, from 6th Ave. to Bryan Drive. The cash match has been identified in the current approved budget.

Per the grant requirements, projects must be completed within areas that serve at least 51% low to moderately-low income residents. According to the current HUD Income Guidelines, the City of Durant automatically qualifies with 54.07% low to moderately-low income residents.

Public hearing will be conducted per the grant guidelines and the approved 2024 Citizen Participation Plan.

Council Information / Action Requested

No Action

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

Grants Department will complete the grant application, to be submitted by June 14, 2024. The FY24 CDBG Small Cities grants should be awarded by October 2024.

ATTACHMENTS:

1. FY24 CDBG SC Application PH Notice, posted 05-29-24
2. J&L Paving LLC Quote #398 for University Blvd., 05-22-24

NOTICE OF PUBLIC HEARING

TO DISCUSS A PROPOSAL FOR A COMMUNITY DEVELOPMENT BLOCK GRANT

FY 24 OK Department of Commerce Small Cities Program

The City of Durant is proposing to submit a grant application by June 14, 2024 to the Oklahoma Department of Commerce for a Community Development Block Grant through the Small Cities Set Aside Program. The City of Durant will hold an Application Phase Public Hearing announcing a grant proposal for intersection rehabilitation and street improvement along sections of University Blvd., from 6th Ave. to Bryan Dr., to benefit all Durant citizens. If funded, the proposed project would be partially financed with FY 24 Community Development Block Grant (CDBG) funds.



Tuesday ▪ June 11, 2024 at 6:00 PM
City Council Chamber at Durant City Hall
300 West Evergreen ▪ Durant, Oklahoma

Public Hearing will also be live-streamed through the

City of Durant website at www.durant.org

Within the Government tab: Live Stream – Youtube Channel link

▪ **OR** connect directly at – <https:// Durant.org/live> ▪

The purpose of the public hearing is to provide a clear explanation of the proposed project and to give an opportunity for citizens to discuss the FY 24 CDBG Small Cities project, community needs and community development priorities concerning assistance to low and moderate income persons in the community, with city officials and fellow citizens. According to the Oklahoma Department of Commerce's Income guidelines, the project will benefit at least 51% low and moderate-income residents.

All interested citizens are invited to attend the public hearing. Topics of discussion will include: OK State CDBG Program purpose, design and emphasis; the proposed City of Durant FY 24 CDBG Small Cities Project, to include project purpose and description.

If you will be unable to attend or view the Application Phase Public Hearing at the scheduled time, and you would like more information, please write or call the City Clerk, 300 West Evergreen Street, Durant, Oklahoma 74701 or (580) 931-6645 to comment on the proposed project. A City of Durant official attending the Public Hearing will answer your comments or questions.

Posted Friday, May 29, 2024 before 5:00 p.m. on the City of Durant website (www.durant.org) and City of Durant Facebook, as well as the following locations: Durant City Hall, Bryan County Courthouse and Annex, Donald W. Reynolds Community Center and Library, and Durant Chamber of Commerce.

Cynthia J. Puce
City Clerk

J&L Paving LLC

3737 Lamar Ave., STE 700
Paris, TX 75460
903-784-6063
www.AsphaltTexas.com



RECIPIENT:

City of Durant

300 West Evergreen Street
Durant, Oklahoma 74701

Quote #398

Sent on _____

Total **\$444,303.00**

Product/Service	Description	Qty.	Unit Price	Total
7th Street Repair	To remove existing concrete in two phases, approximately 4,000 SF, recompact subgrade and replace with 10" of concrete. This is intended to be a two phase project. Concrete to be reinforced with #3 rebar spaced at 18" OCEW, with Dowels matching the pattern around the perimeter.	4000	\$16.31	\$65,240.00
12th Street Repair	To remove existing concrete in two phases, approximately 2,400 SF, recompact subgrade and replace with 10" of concrete. This is intended to be a two phase project. Concrete to be reinforced with #3 rebar spaced at 18" OCEW, with Dowels matching the pattern around the perimeter.	2400	\$17.22	\$41,328.00
2" Asphalt Paving - University (6th Street to Washington)	To Mill & Overlay University 2". starting at 6th street and ending at Washington, Skipping the intersections with concrete paving. Skipping 10th street to 12th Street as this is all concrete.	2510	\$61.00	\$153,110.00
2" Asphalt Paving - University (Washington to Bryan)	500 LF of 40' Wide Roadway 1,610 LF of 30' Wide Roadway Includes striping to match existing layout, and restripe of the full concrete intersection at Bryan & University	2110	\$87.50	\$184,625.00

Total **\$444,303.00**

All concrete to be used is 3,500 PSI at 24 hours, to allow traffic to be on it the next day. Concrete paving to be saw & Sealed after placement.

J&L Paving does not have Testing, subgrade replacement, curb & Gutter replacement or Any Thermoplastic striping included

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ Date: _____



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Pam Polk, City Manager
Re: 1. Public Hearing on Proposed FY2024-2025 Budget (Resolution R-2024-06).
2. Discussion, Consideration and Possible Action on Resolution R-2024-06 Adopting the Budget for Fiscal Year 2024-2025.

Council Information / Action Requested

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

ATTACHMENTS:

1. Notice of Public Hearing
2. Resolution R-2024-06
3. Fund Information Sheet

NOTICE OF PUBLIC HEARING

City of Durant, Oklahoma

A public hearing will be held to consider the proposed budgets for all funds of the City of Durant for 2024-25 fiscal year. The public hearing will be held at 6:00 p.m., on Tuesday, June 11, 2024, at Durant City Hall, 300 W. Evergreen St., in the Roscoe J. Hatfield Council Chambers. Citizens of Durant are encouraged to attend the public hearing, where opportunity will be given to ask questions and/or voice concerns about the budget proposal.

General Fund	
City Administration	\$1,019,440
City Clerk	\$118,646
City Treasurer	\$483,756
City Attorney	\$136,000
Police Department	\$6,132,543
Animal Control	\$209,815
Fire Department	\$4,523,360
Parks, Recreation & General Services	\$990,425
Swimming Pool	\$320,812
Municipal Court	\$178,839
Community Development	\$705,628
Public Library	\$734,689
Street Department	\$1,654,753
Economic Development	\$249,691
Civil Emergency Management	\$556,982
General Government	\$1,864,800
City Garage	\$373,712
Senior Citizens Center	\$105,968
Total:	\$20,359,859
Durant City Utilities Authority	
Public Works Administration	\$498,084
Utility Billing	\$710,177
Water and Sewer Line Maintenance	\$1,500,688
Water Treatment Plant	\$1,645,590
Wastewater Treatment Plant	\$1,268,393
Solid Waste Collection	\$1,403,074
Utility General Administration	\$6,362,981
Lake Durant	\$51,300
Solid Waste Disposal	\$1,900,393
Economic Development/Infrastructure	\$0
Total:	\$15,340,679
Durant City Airport Authority	
Eaker Field	\$1,681,567
Durant Industrial Authority	
Econ Dev Administration	\$142,848
Industrial Projects	\$60,000
Total:	\$202,848
Durant Community Facilities Authority	
Gen Gov. & Debt Service	\$2,018,030
Durant TIF Authority	
Debt Service	\$2,292,577
Durant Development Authority	
5/8% Sales Tax Education	\$3,464,232
Other Funds	
1/4% Sales Tax Economic Development Fund	\$4,394,532
1/4% Sales Tax SOSU	\$1,138,455
1/4% Sales Tax Multi-Sports	\$1,138,455
1% Sales Tax Revenue Fund	\$4,553,822
1/2% Sales Tax Revenue Fund	\$1,844,298
5/8% Sales Tax Education Fund	\$3,464,232
Durant Development Authority	\$3,185,619
5% Lodging Tourism Tax Rev.	\$480,000
5% Lodging Tourism Tax	\$480,000
Capital Improvements Fund	\$4,710,797
Infrastructure Fund	\$1,844,298
Cemetery Operations Fund	\$133,432
Cemetery Care Fund	\$2,350
Special 911 Tax Fund	\$1,016,198
Employee Health Insurance Fund	\$3,411,200
Risk Management Fund	\$642,000
Information Technology Service Fund	\$836,944
Durant Multi-Sports Complex Fund	\$1,066,222
PD Drug Enforcement Fund	\$0
R.L. Williams Library Fund	\$7,123
Holiday Lighting Fund	\$1,040
Insurance Cash Fund	\$480,000
Beautification Fund	\$133,700
CDBG Grant Fund	\$0
Utilities Authority Bonds Sinking Fund	\$43,233,830
DWRF Community Ctr & Library Fund	\$0
Other Funds Total:	\$74,144,088

Martin Tucker, Mayor

City of Durant, Oklahoma

RESOLUTION NO. R- 2024-06

A RESOLUTION APPROVING THE CITY OF DURANT, OKLAHOMA BUDGET FOR THE
FISCAL YEAR 2024-25 AND
ESTABLISHING BUDGET AMENDMENT AUTHORITY

Whereas, The City of Durant has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-218 (Resolution No 2009-17 effective July 1, 2010); and

Whereas, The City Manager has prepared a budget for the fiscal year ending June 30, 2025 (FY 2024-25) consistent with the Act; and

Whereas, The Act in section 17-215 provides for the City Manager of the City, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund without further approval by the Durant City Council; and

Whereas, The proposed budget has been presented to the Durant City Council at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

Whereas, The Durant City Council has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

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

SECTION 1. The City Council of the City of Durant does hereby adopt the FY 2024-25 Budget on the 11th day of June 2024. Legal appropriations are hereby established as follows:

Fund	FY 2022-2023 ACTUALS	FY 2023/2024 BUDGET	FY 2023/2024 PROJECTIONS	FY 2024/2025 BUDGET
General Fund Revenue Summary:				
Balance Forward	0	3,101,545	0	2,500,000
Taxes	14,928,978	17,503,068	14,951,018	14,709,166
Licenses & Permits	467,887	363,000	387,500	372,500
Recreation Activities	85,859	68,500	87,100	69,000
Charges for Services	65,703	34,000	72,594	47,900
Municipal Court Revenue	624,726	581,400	689,000	570,000
Miscellaneous Revenue	5,458,081	2,632,118	2,866,055	2,091,293
Total	21,633,308	24,283,631	19,053,962	20,359,859
General Fund Expense Summary:				
City Administration	849,520	781,426	923,571	1,019,440
City Clerk	59,192	102,086	89,907	118,646
City Treasurer	367,815	406,007	376,582	483,756
City Attorney	78,999	130,000	88,200	136,000
Police Department	5,056,045	6,174,416	5,783,000	6,132,543
Animal Control	0	0	0	209,815
Fire Department	3,744,835	4,316,079	4,226,000	4,523,360
Parks, Rec. & Gen Services D	847,723	956,891	853,663	990,425
Swimming Pool	110,385	221,619	197,200	320,812
Municipal Court	175,190	194,523	172,800	178,839
Community Development	330,995	525,068	375,600	705,628
Public Library	755,831	813,193	750,000	734,689
Street Department	1,094,472	1,848,047	1,280,000	1,654,753
Economic Development	170,366	192,198	135,000	249,691
Emergency Management	359,068	571,387	465,000	556,982
General Government	2,102,353	2,886,480	2,500,000	1,864,800
City Garage	246,083	335,336	245,000	373,712
Neighborhood Services	337,687	569,238	350,000	0
Senior Citizens Center	138,390	158,092	100,500	105,968
Total	16,833,949	21,182,086	18,912,023	20,359,859

Fund	FY 2022-2023 ACTUALS	FY 2023/2024 BUDGET	FY 2023/2024 PROJECTIONS	FY 2024/2025 BUDGET
Capital Improvements Fund Expense:				
Police Department	295,354	289,523	219,733	172,000
Animal Control	58,363	113,477	1,013	351,000
Communication Ctr. (PD)	54,995	100,500	0	20,000
Fire Department	77,834	980,031	873,068	260,000
Parks, Rec. & Gen Services	60,860	974,447	674,921	505,000
Swimming Pool	5,999	150,000	2,916	365,000
Community Development	0	25,000	0	0
Street Department	1,604,424	2,330,928	1,700,000	640,000
Economic Development	0	0	0	0
Emergency Management	968,315	594,921	380,000	12,000
General Government	460,980	4,826,830	437,705	644,997
Information Technology	0	206,474	0	0
City Garage	7,326	104,212	4,012	140,000
Neighborhood Services	0	8,950	3,504	0
Senior Citizens Center	0	0	0	50,000
Public Works Administration	0	18,192	0	120,000
Water & Sewer Line Maint.	592,699	2,579,974	587,000	298,000
Water Treatment Plant	342,671	528,108	56,830	35,000
Wastewater Treatment Plant	4,649	263,192	0	64,000
Solid Waste Collection	0	1,100,000	818,350	120,000
Lake Durant	0	35,000	28,300	395,000
Solid Waste Disposal	215,259	1,041,740	495,000	493,300
Eaker Field Airport	243,776	1,504,169	93,200	25,500
Multi-Sports Complex	0	0	0	0
2020 U.S.S.T.R.N	2,964,446	6,026,952	1,350,000	0
2020 CWSRF	6,543	12,070,372	251,160	0
2023 CWSRF	0	22,534,500		
Total	7,964,492	58,407,492	7,976,711	4,710,797
Infrastructure Fund Expense:				
Total				1,844,298
Other Funds:				
1/4% Sales Tax Econ. Dev.	1,209,763	3,764,455	30,500	4,823,532
1/4% Sales Tax SOSU	1,251,997	1,138,455	1,267,400	307,383
1/4% Sales Tax Multi-Sports	1,251,997	1,138,455	1,267,400	307,383
1% Sales Tax Revenue Fund	5,007,988	4,553,822	4,567,380	4,918,127
½% Sales Tax Revenue Fund	0	0	0	1,844,298
5% Lodging Tourism Tax Rev.	475,661	420,000	451,500	480,000
5% Lodging Tourism Tax	706,270	420,000	451,500	480,000
5/8% Sales Tax Education	3,595,013	3,185,619	3,250,000	3,464,232
Durant Development Authority	3,595,013	3,185,619	3,250,000	3,464,232
Cemetery Operations Fund	129,494	133,631	67,047	133,431
Cemetery Care Fund	220	155,100	500	2,350
Special 911 Tax Fund	789,920	1,084,180	660,000	1,016,198
Employee Health Insurance	2,828,730	3,049,000	2,600,500	3,411,200
Risk Management Fund	372,513	571,267	286,500	642,000
Information Technology	799,499	1,086,656	816,000	836,944
Durant Multi-Sports Complex	1,028,874	1,603,405	541,573	1,066,222
PD Drug Enforcement Fund	50,333	32,200	9,965	0
R.L. Williams Library Fund	0	5,800	0	7,123
Holiday Lighting Fund	0	1,034	0	1,040
Insurance Cash Fund	374,721	370,000	468,674	480,000
Beautification Fund	0	115,320	702	133,700
CDBG Grant Fund	517,893	534,611	307,956	0
Utilities Authority Sinking Fun	2,617,453	48,678,165	7,800,750	43,233,830
DWRF Community Ctr & Lib.	53,856	976,763	26,865	0

- SECTION 2.** The Durant City Council does establish the legal level of control for the 2024-2025 fiscal year budget at the departmental level.
- SECTION 3.** The Durant City Council does hereby authorize the Durant City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout the 2024-2025 fiscal year, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Durant City Council with the exception of a transfer over \$50,000.
- SECTION 4.** All supplemental appropriations or decrease in the total appropriations of a fund shall be adopted at a meeting of the Durant City Council and filed with the State Auditor and Inspector.
- SECTION 5.** No funds are deemed necessary to inactive.

Passed and Approved by the City Council of the City of Durant this 11th day of June, 2024.

Martin Tucker, Mayor

ATTEST:

Cynthia Price, City Clerk

General Fund	
City Administration	\$1,019,440
City Clerk	\$118,646
City Treasurer	\$483,756
City Attorney	\$136,000
Police Department	\$6,132,543
Animal Control	\$209,815
Fire Department	\$4,523,360
Parks, Recreation & General Services Department	\$990,425
Swimming Pool	\$320,812
Municipal Court	\$178,839
Community Development	\$705,628
Public Library	\$734,689
Street Department	\$1,654,753
Economic Development	\$249,691
Civil Emergency Management	\$556,982
General Government	\$1,864,800
City Garage	\$373,712
Senior Citizens Center	\$105,968
Total	\$20,359,859
Durant City Utilities Authority	
Public Works Administration	\$498,084
Utility Billing	\$710,177
Water and Sewer Line Maintenance	\$1,500,688
Water Treatment Plant	\$1,645,590
Wastewater Treatment Plant	\$1,268,393
Solid Waste Collection	\$1,403,074
Utility General Administration	\$6,362,981
Lake Durant	\$51,300
Solid Waste Disposal	\$1,900,393
Economic Development/Infrastructure	\$0
Total	\$15,340,679
Durant City Airport Authority	
Eaker Field	\$1,681,567
Durant Industrial Authority	
Econ Dev Administration	\$142,848
Industrial Projects	\$60,000
Total	\$202,848
Durant Community Facilities Authority	
Gen Gov & Debt Service	\$2,018,030
Durant TIF Authority	
Gen Gov & Debt Service	\$2,292,577
Durant Development Authority	
Durant Development Authority	\$3,464,232

	Other Funds	
1/4% Sales Tax Economic Development Fund		\$4,823,532
1/4% Sales Tax SOSU Improvements Fund		\$307,383
1/4% Sales Tax Multi-Sports Improvements Fund		\$307,383
1% Sales Tax Revenue Fund		\$4,918,127
1/2% Sales Tax Revenue Fund		\$1,844,298
5/8% Sales Tax Education Fund		\$3,464,232
5% Lodging Tourism Tax Rev.		\$480,000
5% Lodging Tourism Tax		\$480,000
Capital Improvements Fund		\$4,710,797
Infrastructure Fund		\$1,844,298
Cemetery Operations Fund		\$133,431
Cemetery Care Fund		\$2,350
Special 911 Tax Fund		\$1,016,198
Employee Health Insurance Fund		\$3,411,200
Workers' Compensation-Risk Management Fund		\$642,000
Information Technology Service Fund		\$836,944
Durant Multi-Sports Complex Fund		\$1,066,222
PD Drug Enforcement Fund		\$0
R.L. Williams Library Fund		\$7,123
Holiday Lighting Fund		\$1,040
Insurance Cash Fund		\$480,000
Beautification Fund		\$133,700
CDBG Grant Fund		\$0
Utilities Authority Bonds Sinking Fund		\$43,233,830
DWRF Community Ctr & Library Fund		\$0
Other Funds Total		\$74,144,088



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Entering Into Executive Session to Discuss Collective Bargaining Agreement Between the City of Durant and Local 3061, International Association of Firefighters, Union, AFL-CIO/CLC, Bargaining Agent for 2024-2025. This Executive Session Permitted Under 25 O.S. 307(B)(2).

Council Information / Action Requested

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

ATTACHMENTS:



The City of Durant

Memorandum

Date: 6/11/2024
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Action Pursuant to 6.a.

Council Information / Action Requested

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

ATTACHMENTS: