

Estimated Beginning Fund Balance	99,043
Fund Balance Change to actual	494,929
Estimated revenues and transfers-origin	5,737,311
Revenue Increase	794,212
Amended appropriations	<u>(5,863,872)</u>
Estimated Ending Fund Balance	1,261,623

BUDGET AMENDMENT #5
COMMUNITY ENHANCEMENT FUND # 120
FISCAL YEAR 2020

TYPE OF AMENDMENT:

01-Supplemental
02-Decrease
03-Transfer

Date Approved
By Governing Body:

4/16/2020

Date Approved
By City Manager:

4/16/2020

Revenues Increased (Decreased)

Type	Explanation	Account #	Name	Amount
1	Non-budgeted revenue	120-37714	Keep Oklahoma Beautiful Grant	3,330
1	Non-budgeted revenue	120-37710	BPT Community Enhancement Funds	4,900
Total				8,230

Expenditures Increased (Decreased)

Type	Explanation	Account #	Name	Amount
1	Non-budgeted expenses	120-500-303	Sidewalk	4,900
1	Non-budgeted expenses	120-500-315	Keep Oklahoma Beautiful	3,330
Total				8,230

Explanation:

To appropriate for Keep Oklahoma Beautiful Grant used for sidewalks and other

Appropriations 4,150
Net Amendments 8,230

Actual Appropriations 12,380

Estimated Beginning Fund Balance -
Fund Balance Change
Estimated revenues-original/amended 4,150
Revenue Increase 8,230
Adjusted appropriations (12,380)
Estimated Ending Fund Balance -

BUDGET AMENDMENT #5
E911 FUND #128
FISCAL YEAR 2020

TYPE OF AMENDMENT:

01-Supplemental
02-Decrease
03-Transfer

Date Approved
By Governing Body:

4/16/2020

Date Approved
By City Manager:

4/16/2020

Revenues Increased (Decreased)

Type	Explanation	Account #	Name	Amount
Total				0

Expenditures Increased (Decreased)

Type	Explanation	Account #	Name	Amount
1	A	128-500-961	PURCHASE/INSTALL NEW E911	15,000
Total				15,000

Explanation:

A - Unbudgeted purchase of new E-911 system funded with fund balance

Appropriations and tran	43,000
Net Amendments	<u>15,000</u>
Actual Appropriations	<u><u>58,000</u></u>

Estimated Beginning Fund Balance	170,367
Fund Balance Change to actual	26,098
Estimated revenues-original	45,500
Revenue Increase	-
Amended appropriations	<u>(58,000)</u>
Estimated Ending Fund Balance	<u><u>183,965</u></u>

BUDGET AMENDMENT #5
FEMA FUND #133
FISCAL YEAR 2020

TYPE OF AMENDMENT:

01-Supplemental
02-Decrease
03-Transfer

Date Approved
By Governing Body:

4/16/2020

Date Approved
By City Manager:

4/16/2020

Revenues Increased (Decreased)

Type	Explanation	Account #	Name	Amount
Total				0

Expenditures Increased (Decreased)

Type	Explanation	Account #	Name	Amount
1	A	133-500-828	Generator Replacement	2,000
Total				2,000

Explanation:

A - Generator replacement exceeded estimates - See Budget Amendment #3.

Appropriations and tran	38,300
Net Amendments	<u>2,000</u>
Actual Appropriations	<u><u>40,300</u></u>

Estimated Beginning Fund Balance	39,120
Fund Balance Change to actual	6,880
Estimated revenues-original	300
Revenue Increase	-
Amended appropriations	<u>(40,300)</u>
Estimated Ending Fund Balance	<u><u>6,000</u></u>

BUDGET AMENDMENT #5
FIREFIGHTERS GRANT FUND #137
FISCAL YEAR 2020

TYPE OF AMENDMENT:

01-Supplemental
02-Decrease
03-Transfer

Date Approved
By Governing Body:

4/16/2020

Date Approved
By City Manager:

4/16/2020

Revenues Increased (Decreased)

Type	Explanation	Account #	Name	Amount
Total				0

Expenditures Increased (Decreased)

Type	Explanation	Account #	Name	Amount
1	Non-budgeted grant	137-500-966	Morgan Foundation Grant	8,500
Total				8,500

Explanation:

Increase budget for Morgan Foundation Grant Expenses, funded with beginning fund balance.

Appropriations	75,401
Net Amendments	<u>8,500</u>
Actual Appropriations	<u><u>83,901</u></u>

Estimated Beginning Fund Balance	-
Fund Balance Change	72,620
Estimated revenues-original	
Revenue Increase	15,400
Adjusted appropriations	<u>(83,901)</u>
Estimated Ending Fund Balance	<u><u>4,119</u></u>

BUDGET AMENDMENT #5
 AUTO/EQUIPMENT REPAIR FUND #139
 FISCAL YEAR 2020

TYPE OF AMENDMENT:

01-Supplemental
 02-Decrease
 03-Transfer

Date Approved
 By Governing Body:

4/16/2020

Date Approved
 By City Manager:

4/16/2020

Revenues Increased (Decreased)

Type	Explanation	Account #	Name	Amount
Total				0

Expenditures Increased (Decreased)

Type	Explanation	Account #	Name	Amount
1	Non-Budgeted Expenses	139-500-489	Fire Dept	5,000
1	Non-Budgeted Expenses	139-500-487	Street Equipment	9,000
1	Non-Budgeted Expenses	139-500-486	Repair/Vehicle	5,000
Total				19,000

Explanation:

The expenses were not originally budgeted. Funded with fund balance.

Appropriations	36,000
Net Amendments	<u>19,000</u>
Actual Appropriations	<u><u>55,000</u></u>

Estimated Beginning Fund Balance	56,438
Fund Balance Change	10,176
Estimated revenues-original/amended	12,200
Revenue Increase	-
Adjusted appropriations	<u>(55,000)</u>
Estimated Ending Fund Balance	<u><u>23,814</u></u>

BUDGET AMENDMENT #5
BLACKWELL FACILITIES AUTHORITY FUND #141
FISCAL YEAR 2020

TYPE OF AMENDMENT:

01-Supplemental
02-Decrease
03-Transfer

Date Approved
By Governing Body:

4/16/2020

Date Approved
By City Manager:

4/16/2020

Revenues Increased (Decreased)

Type	Explanation	Account #	Name	Amount
1	B	141-37710	BPT Transfer	94,000
1	B	141-31112	1% Tax for BFA	136,000
Total				230,000

Expenditures Increased (Decreased)

Type	Explanation	Account #	Name	Amount
1	A	141-500-801	Payments to Hospital	140,000
1	B	141-500-801	Payments to Hospital	230,000
Total				370,000

Explanation:

A - To increase appropriations for remitting additional \$20,000 each month to hospital from December - June funded with fund balance

B - To increase appropriations for sales tax and BPT revenue exceeding original estimates

Appropriations	1,204,786
Net Amendments	<u>370,000</u>
Actual Appropriations	<u><u>1,574,786</u></u>

Estimated Beginning Fund Balance	509,311
Fund Balance Change	83,347
Estimated revenues-original/amended	1,444,787
Revenue Increase	230,000
Adjusted appropriations	<u>(1,574,786)</u>
Estimated Ending Fund Balance	<u><u>692,659</u></u>

Date Approved
By Governing Body:
4/16/2020

Date Approved
By City Manager:
4/16/2020

Revenues Increased (Decreased)

Type	Explanation	Account #	Name	Amount
Total				0

Type	Explanation	Account #	Name	Amount
1	A	212-500-682	Skate Park	60,000
Total				60,000

A - Skate Park expenses exceeded original estimates, funded with fund balance

Estimated Beginning Fund Balance	1,277,153
Fund Balance Change to actual	278,940
Estimated revenues-original	266,003
Revenue Increase	-
Amended appropriations	(1,081,340)
Estimated Ending Fund Balance	740,756

MINUTES OF REGULAR MEETING OF THE CITY OF BLACKWELL
BLACKWELL, OKLAHOMA
April 16, 2020

Pursuant to the legal notice as is required by the Oklahoma Open Meeting Act, including the posting of notice and agenda on April 14, 2020 at 6:00 P.M. and an Amended Agenda on April 15, 2020 at 6:00 P.M.; As is required by the terms thereof, the Blackwell City Council of the City of Blackwell met in regular session in the Council Room of City Hall located at 221 W. Blackwell, Blackwell, Oklahoma.

Present: **Richard Braden, Ward 1-Present via Phone Conference**, Jon Webb, Ward 2, Tom Beliel, Ward 3, Steve Marquardt, Vice Mayor Ward 4, T J Greenfield, Mayor, At-Large

Absent: None

Others Present: Janet Smith, City Manager; Bryce Kennedy, City Attorney; Frank Crawford, CFO.

1. **Call to Order:** Mayor T.J. Greenfield called the meeting to order at 6:01 p.m.
2. **Opening Ceremonies:** Invocation was given by Jon Webb and the Flag Salute led by Steve Marquardt.
3. **Special Presentations and/or Recognitions:** None
4. **Consent Agenda:** All items listed are considered non-controversial and will be approved by one motion of the governing body unless a request for discussion of an item is made by a Council Member in which case the item(s) will be removed from the Consent Agenda and held for discussion and possible action on Item #5. There was discussion on select items on the requisition register. A motion was made by Tom Beliel and seconded by Steve Marquardt to approve the consent agenda. Roll: Yeas: Greenfield, Marquardt, Braden, Beliel, Webb. Nays: None. Motion Carried.
 - A. Approval of the minutes of the Regular Meeting of the Governing Body from 04/02/2020.
 - B. Approval of 'Requisition Register' items for payment. (POs have already been issued and funds are encumbered.)
 - C. Approval of payment to Card Services in the amount of \$39,190.14 for Credit Card purchases (City & BMA) for the month of March 2020.
 - D. Approval of Payment Application No. 3 to Seacoast Roofing in the amount of \$79,629.34 for work completed on the Top of Oklahoma Museum Renovation through 04/01/2020.
 - E. Approval of payment to Crawford and Associates in the amount of \$25,413.25 for services rendered from 1/23/2020-2/15/2020 (previously tabled) and for \$10,719.00 for Audit preparation and General Accounting Services rendered from 02/15/2020 – 03/15/2020.
5. **Reports:**
 - A. **Authority Board Reports.** None
 - B. **Treasurer's Report.** Frank Crawford, CFO, gave the financial report for the months of February and March. There was discussion between the CFO and the council. Financial Reports are attached.

6. Business:

Discussion consideration and possible action:


- A. Consideration of Approval for Proposed Budget Amendment #5. This Budget Amendment was previously reviewed and discussed during the Treasurer's Report at the Regular City Council Meeting on 02/20/2020 with no agenda item for it to be approved by Council. On 03/19/2020 this item was tabled by Council until Frank Crawford was available. A motion was made by Tom Beliel and seconded by Steve Marquardt to approve Budget Amendment #5. Roll: Yeas: Greenfield, Marquardt, Braden, Beliel, Webb. Nays: None. Motion Carried.**
- B. Consideration to Approve Small Business Forgivable Loan Program and re-appropriate \$62,500 previously allocated to the Main Street Beautification Program from BPT Funds. (Smith-CM, Kennedy-CA) This item was moved to be discussed after Item F. After reconvening from executive session this item was addressed. There was discussion between the council, city manager and city attorney on the COVID-19 Small Business Forgivable Loan Program. A motion was made by Tom Beliel and seconded by Steve Marquardt to approve the Small Business Forgivable Loan Program with changes recommended by council to include the change in amount to be \$1,500 for businesses deemed as non-essential businesses and \$2,500 for businesses deemed as essential businesses. Roll: Yeas: Greenfield, Marquardt, Braden, Beliel. Nays: None. Abstain: Webb. Motion Carried.**
- C. Consideration to Approve construction contract for Nowak Construction Co., Inc. for the sewer maintenance project-City & BMA. Phil Briggs, Cowan Engineering Representative, addressed the council and requested the council approve the construction contract with Nowak Construction Co for the sewer maintenance project. A motion was made by Jon Webb and seconded by Tom Beliel to approve Construction Contract for Nowak Construction Co. Roll: Yeas: Greenfield, Marquardt, Braden, Beliel, Webb. Nays: None. Motion Carried.**
- D. Consideration to Approve Resolution 2020-0005 to appoint Nowak Construction co., Inc. as purchasing agent to make tax exempt purchases regarding the Blackwell Sanitary Sewer Maintenance contract. A motion was made by Tom Beliel and seconded by Steve Marquardt to approve Resolution 2020-0005 to appoint Nowak Construction Inc as a purchasing agent to make tax exempt purchases regarding the Blackwell Sanitary Sewer Maintenance Contract. Roll: Yeas: Greenfield, Marquardt, Braden, Beliel, Webb. Nays: None. Motion Carried.**
- E. Consideration to Approve Notice to Proceed for Nowak Construction Co., Inc. to begin construction after the preconstruction conference to be determined after council meetings with actual beginning and ending dates to be determined at that meeting. Phil Briggs, Cowan Engineering Representative, requested the council to approve Notice to Proceed for Nowak Construction Co to begin construction after the preconstruction conference. A motion was made by Jon Webb and seconded by Steve Marquardt to approve the Notice to Proceed. Roll: Yeas: Greenfield, Marquardt, Braden, Beliel, Webb. Nays: None. Motion Carried.**
- F. Consider convening into Executive Session for purpose of conferring on matters pertaining to the Economic Development of the City of Blackwell, *including the* creation of a proposal to entice a developer to construct commercial development within the City of Blackwell, which will create a greater tax base, increase sales tax**

and employment, as disclosure of this proposal would interfere with the development of the potential economic development project (pursuant to 25 O.S. 307C10). At 7:38 City Attorney Bryce Kennedy requested to recess the City of Blackwell Council Meeting and convene the Blackwell Municipal Authority Meeting. Reconvened into regular session at 8:24 P.M. A motion was made by Tom Beliel and seconded by Steve Marquardt to convene into Executive Session. Roll: Yeas: Greenfield, Marquardt, Braden, Beliel, Webb. Nays: None. Motion Carried.

G. Reconvene into Regular Session. Reconvened into Regular Session at 8:40 P.M. and at that time Discussed Item B.

H. Take any action deemed necessary regarding the Executive Session. None

8. New business (matters not known about or which could not reasonably be foreseen prior to the time of posting. (25 O.S. 311A.9) None
9. Adjournment –There being no further business, Mayor Greenfield adjourned the meeting at 9:08PM


Traci Hanebrink, City Clerk