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*All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to amendment, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.*

*The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is need to act on an item, the governing body may refer the matter to its City/Trust Manager, staff, attorney or the recommending board, commission or committee.*

**AGENDA  
CITY OF LINDSAY  
REGULAR MEETING  
MARCH 11, 2024  
6:00 P.M.**

*(MEETING WILL BE HELD IN COUNCIL CHAMBERS AT 204 W. CREEK)*

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. CITIZEN COMMENTS: *Anyone having an item of business to present to the Lindsay City Council are requested to sign in prior to the meeting and will be required to limit their presentation to three (3) minutes. Additionally, if more than one individual would like to speak on the same topic, the Council may request that a spokesperson be chosen to speak on behalf of the group. To ensure compliance with the Oklahoma Open Meeting Act no action will be taken on information received from Citizen Comments, nor will there be any feedback from the Council.*
6. CONSENT AGENDA  
Discussion, consideration, and possible action on the CONSENT AGENDA: *The following items are considered routine by the Lindsay City Council and will be enacted with one motion. Discussion desired on any item, that item will be removed from the Consent Agenda and considered separately.*
  - a. APPROVAL OF MINUTES  
Approval of minutes of the City of Lindsay Regular Meeting on February 12, 2024.
  - b. ACCEPTANCE OF FINANCIAL REPORTS  
Acceptance of February 2024 Financial Reports.

POSTED ON Friday, March 8, 2024 AT 3:00 PM AT CITY HALL AND COUNCIL CHAMBERS

- c. ACCEPTANCE OF PURCHASE ORDER PAYMENTS  
Acceptance of the payment of the purchase orders issued by the City of Lindsay for the month of February 2024.
  - d. PURCHASES OVER \$5,000  
Acceptance of the purchase orders over \$5,000.
7. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA  
Approve or Reject
  8. 2022 AUDIT  
Discussion, consideration, and possible action on the 2022 audit.
  9. VARIANCE AT 501 W CHEROKEE  
Discussion, consideration, and possible action on a variance to let a manufactured home to be placed at Lots 3 & 4, Block 47, Lindsay Original City, Lindsay, Oklahoma.
  10. ORDINANCE 576 TREASURER  
Discussion, consideration, and possible action on Ordinance 576 Treasurer.
  11. ORDINANCE 577 GEOTHERMAL  
Discussion, consideration, and possible action on Ordinance 577 Geothermal.
  12. TSET GRANT  
Discussion, consideration, and possible action on TSET Grant
  13. SUMMIT CONTRACT RENEWAL  
Discussion, consideration, and possible action on Summit contract renewal
  14. PROCLAMATION FOR FAIR HOUSING MONTH  
Discussion, consideration, and possible action on proclamation for fair housing month.
  15. RESOLUTION FOR FAIR HOUSING  
Discussion, consideration, and possible action on Resolution 2024-01 Fair Housing
  16. CHARTER UPDATES  
Discussion on Charter updates.
  17. UNFORESEEN ITEMS (TITLE 25 SECTION 311 (A)(10))  
Discussion, consideration, and possible action on unforeseen items
  18. EXECUTIVE SESSION ACTION  
Discussion, consideration, and possible action to enter into Executive Session pursuant to 25 O.S. Section 307(B)(3) & (4) Discussing the purchase or appraisal of real property and for confidential communications between the Council and its attorney concerning Garvin County case number CV-23-87, if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to conduct the pending litigation in the public interest.

19. RECONVENE MEETING

20. EXECUTIVE SESSION ACTION

Discussion, consideration, and possible action on any matter discussed in Executive Session regarding purchase or appraisal of real property

21. EXECUTIVE SESSION ACTION

Discussion, consideration, and possible action on any matter discussed in Executive Session regarding Garvin County case number CV-23-87.

22. GOVERNING BOARD COMMENTS

23. CITY MANAGER REPORT AND UPDATE OF PROJECTS. (No Action To Be Taken)

24. ADJOURN



# CITY OF LINDSAY

Office of the  
City Clerk

February 11, 2024

The **Regular** meeting of the City of Lindsay Council, was held at the Council Chambers on the 11th day of February 2024 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Tom Inman called the meeting to order at 6:03pm.

**ITEM 1**      **CALL TO ORDER**

**ITEM 2**      **INVOCATION**

Council Member Mark Hall gave the invocation.

**ITEM 3**      **PLEDGE OF ALLEGIANCE**

**ITEM 4**      **ROLL CALL**

**COUNCIL MEMBERS**

**PRESENT:**    Tom Inman, Mayor  
                  Josh Miller, Vice Mayor  
                  Vern Roe  
                  Bev Barker  
                  Mark Hall  
                  Don Lough  
                  Bart Drennan

**ABSENT:**     None

**STAFF**

**PRESENT:**    Sally Jantz, City Manager  
                  Robert Ray Jones, Jr., City Attorney  
                  Liz Sloat, City Clerk  
                  Lisa Lewis, Deputy City Clerk/Treasurer

**ABSENT:**     None

**ITEM 5**      **CITIZEN COMMENTS**

None

Miller \_\_\_\_\_

Roe \_\_\_\_\_

Barker \_\_\_\_\_

Drennan \_\_\_\_\_

Hall \_\_\_\_\_

Lough \_\_\_\_\_



# CITY OF LINDSAY

Office of the  
City Clerk

City of Lindsay Regular Meeting 02-12-2024  
6:03 P.M

**ITEM 6**      **CONSENT AGENDA – DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION ON THE CONSENT AGENDA: ITEM 6A THROUGH ITEM 6D**

**ITEM 6A**      **APPROVAL OF MINUTES - APPROVAL OF MINUTES OF THE CITY OF LINDSAY REGULAR MEETING ON JANUARY 08, 2024 AND COMBINED SPECIAL MEETING JANUARY 11, 2024**

**ITEM 6B**      **ACCEPTANCE OF FINANCIAL REPORTS - ACCEPTANCE OF JANUARY 2024 FINANCIAL REPORTS.**

**ITEM 6C**      **ACCEPTANCE OF PURCHASE ORDER PAYMENTS - ACCEPTANCE OF THE PAYMENTS FOR THE PURCHASE ORDERS ISSUED BY THE CITY OF LINDSAY FOR THE MONTH OF JANUARY 2024.**

**ITEM 6D**      **PURCHASES OVER \$5,000**

\*Motion by Council Member Barker seconded by Vice Mayor Miller to approve consent agenda with the removal of Delta.

Roll call vote:

“Ayes:”            Lough, Hall, Barker, Roe, Miller, Inman, Drennan

“Nays:”            None

“Abstain:”        None

Motion Carried 7-0

**ITEM 7**      **CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA**

\*Motion by Vice Mayor Miller, seconded by Council Member Roe to approve Delta payment.

Roll call vote:

“Ayes:”            Lough, Hall, Roe, Miller, Inman, Drennan

“Nays:”            None

“Abstain:”        Baker

Motion Carried 6-1

Miller \_\_\_\_\_

Roe \_\_\_\_\_

Barker \_\_\_\_\_

Drennan \_\_\_\_\_

Hall \_\_\_\_\_

Lough \_\_\_\_\_



**CITY OF LINDSAY**

Office of the  
City Clerk

City of Lindsay Regular Meeting 02-12-2024  
6:03 P.M

**ITEM 8**      **CONSIDERATION ON SOFTWARE CHANGES**

\*Motion by Council Member Drennan, seconded by Vice Mayor Miller to have City Manager move forward with software change and check into Tyler contract.

Roll call vote:

“Ayes:”            Lough, Hall, Barker Roe, Miller, Inman, Drennan

“Nays:”            None

“Abstain:”        None

Motion Carried 7-0

**ITEM 12**      **CONSIDERATION ON LIBRARY CONTRACT RENEWAL**

\*Motion by Vice Mayor Miller, seconded by Council Member Drennan to renew library contract.

Roll call vote:

“Ayes:”            Hall, Barker, Roe, Miller, Inman, Lough, Drennan

“Nays:”            None

“Abstain:”        None

Motion Carried 7-0

**ITEM 13**      **CONSIDERATION ON LIBRARY AGREEMENT FOR STATE AID**

\*Motion by Vice Mayor Miller, seconded by Council Member Roe to approve library agreement for state aid.

Roll call vote:

“Ayes:”            Hall, Barker, Roe, Miller, Inman, Lough, Drennan

“Nays:”            None

“Abstain:”        None

Motion Carried 7-0

**ITEM 15**      **CONSIDERATION ON UNFORESEEN ITEMS**

\*Motion by Vice Mayor Miller, seconded by Council Member Drennan to approve spending \$10,000 more on fixing the sewer line on 4<sup>th</sup> and Elmwood.

Roll call vote:

“Ayes:”            Hall, Barker, Roe, Miller, Inman, Lough, Drennan

“Nays:”            None

“Abstain:”        None

Motion Carried 7-0

Miller \_\_\_\_\_

Roe \_\_\_\_\_

Barker \_\_\_\_\_

Drennan \_\_\_\_\_

Hall \_\_\_\_\_

Lough \_\_\_\_\_



CITY OF LINDSAY

Office of the  
City Clerk

City of Lindsay Regular Meeting 02-12-2024  
6:03 P.M

**ITEM 19**      **GOVERNING BOARD COMMENTS**

Council Member Roe asked about an update on the 2022 audit.

Mayor Inman stated that we need to make sure that future audits are done in a timely manner.

**ITEM 20**      **CITY MANAGER REPORT AND UPDATE OF PROJECTS. (NO ACTION TO BE TAKEN).**

February 23, 2024 Congressman Cole will be in Lindsay at the council chambers

**ITEM 25**      **ADJOURN**

\*Motion by Council Member Barker, seconded by Council Member Drennan to Adjourn to LPWA.

Roll call vote:

“Ayes:”            Lough, Inman, Miller, Roe, Barker, Hall, Drennan

“Nays:”            None

“Abstain:”        None

Motion Carried 7-0

Time 6:47 PM

ATTEST:

\_\_\_\_\_  
Tom Inman, Mayor

\_\_\_\_\_  
Liz Sloat, City Clerk

Miller \_\_\_\_\_

Roe \_\_\_\_\_

Barker \_\_\_\_\_

Drennan \_\_\_\_\_

Hall \_\_\_\_\_

Lough \_\_\_\_\_

CITY OF LINDSAY, OK  
GENERAL FUND  
"FEBRUARY 2024

UNAUDITED

GENERAL FUND

The end of FEB 2024 represents 66.67% of the fiscal year. This % is a basic measure of where the Fund should be year to date compared to budget.

66.67% OF BUDGET

	BUDGET	ACTUAL
BEGINNING FUND BALANCE	\$ -	\$ -

Amount of budgetary fund balance carried over from the end of the prior year.

72%

REVENUES	\$ 2,631,550	\$ 1,890,703
EXPENDITURES	\$ (3,819,649)	\$ (2,259,442)

This represents the amount by which fund expenditures are in excess of revenues prior to net transfers (subsidiaries) from/to other funds.

59%

REVENUES OVER (UNDER) EXPENDITURES	\$ (1,188,099)	\$ (368,739)
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66%

TRANSFERS IN	\$ 1,188,099	\$ 783,589
TRANSFERS OUT	\$ -	\$ -
NET OTHER	\$ 1,188,099	\$ 783,589

Indicates the current budget, as adopted, plans on spending the same amount as estimated revenue; thereby planning to leave the same amount of beginning fund balance by the end of the fiscal year.

This indicates the Fund has received revenues and transfers to date that are more than year-to-date expenditures and transfers out by this amount. In other words, this is the YTD increase in fund balance.

INCREASE (DECREASE) TO BEGINNING FUND BALANCE	\$ -	\$ 414,850
ENDING FUND BALANCE	\$ -	\$ 414,850
ENCUMBRANCES OUTSTANDING	\$ -	\$ (59,382)

This amount reflects the uncommitted fund balance at the end of the month. This amount should never go below \$0 per State law. If less than \$0, it indicates that this fund has temporarily "borrowed" this amount from another fund.

ENDING FUND BALANCE - UNENCUMBERED	\$ -	\$ 355,468
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ENDING BALANCE AS A PERCENTAGE OF ANNUAL REVENUES	0.00%	9.31%
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This amount is considered the Fund's percentage of unappropriated (budget) and unexpended (actual) fund balance reserves. Should try to keep this amount between 10% and 30% of annual revenues.





P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01 POLICE						
24-21116	01-000893	JENNIFER BARGER JOHNSON	COURT SERVICES	3/2024	202403083108	500.00
24-21229	01-000988	TOSHIBA AMERICA BUSINESS	SOCOPY MACHINE	3/2024	202403083120	255.17
24-21301	01-001184	EUREKA WATER COMPANY	MONTHLY WATER	3/2024	202403083105	31.89
24-20890	01-001187	ABERDEEN ENTERPRIZES II,	INCOLLECTION FEES	2/2024	202402293026	685.47
24-20854	01-001305	CHANDLER AUTO & EQUIPMENT	WATER PUMP ON AWC	3/2024	202403083102	1,101.75
24-21196	01-001969	OKLAHOMA DEPARTMENT OF	PUBLOLETS FULL ACCESS	2/2024	202402293032	350.00
24-21015	01-002143	DUTTON FARM & SUPPLY	BATTERY,GLOVES,AWC	3/2024	202403083104	484.41
24-21081	01-003333	IDEAL SERVICES, LLC	MAIN AGREEMENT	3/2024	202403083107	997.50
24-20834	01-004325	LINDSAY VETERINARY HOSPIT	ANIMAL WELFARE CARE	2/2024	202402293042	55.00
24-20995	01-004325	LINDSAY VETERINARY HOSPIT	ANIMAL WELFARE CARE	2/2024	202402293044	65.00
24-21152	01-004325	LINDSAY VETERINARY HOSPIT	ANIMAL HEALTH CHECK	2/2024	202402293038	45.00
24-21154	01-004325	LINDSAY VETERINARY HOSPIT	ANIMAL WELFARE	2/2024	202402293039	45.00
24-21164	01-004325	LINDSAY VETERINARY HOSPIT	ANIMAL WELFARE (VACCINE)	2/2024	202402293036	60.00
24-21291	01-004325	LINDSAY VETERINARY HOSPIT	ANIMAL WELFARE	3/2024	202403083110	15.00
24-21293	01-004325	LINDSAY VETERINARY HOSPIT	ANIMAL WELFARE	3/2024	202403083111	65.00
24-21153	01-005480	OKLA. STATE FIREFIGHTERS	MEMBERSHIP DUES	2/2024	202402293049	300.00
24-21169	01-005584	OK MUNICIPAL ASSU.GROUP	WORKERS COMP	2/2024	202402293047	3,193.00
DEPARTMENT TOTAL:						8,249.19
DEPARTMENT: 02 FIRE						
24-21162	01-000661	NOBLE FIRE & SAFETY	FIRE EXTINGUISHER MAINT	2/2024	202402293050	105.50
24-21229	01-000988	TOSHIBA AMERICA BUSINESS	SOCOPY MACHINE	3/2024	202403083120	59.98
24-21062	01-001273	GALLS, LLC	BOOTS (TANNER)	3/2024	202403083122	218.94
24-21138	01-001305	CHANDLER AUTO & EQUIPMENT	POWER STEERING UNIT 27	3/2024	202403083100	240.00
24-21015	01-002143	DUTTON FARM & SUPPLY	BATTERY,GLOVES,AWC	3/2024	202403083104	492.25
24-21081	01-003333	IDEAL SERVICES, LLC	MAIN AGREEMENT	3/2024	202403083107	227.50
24-21159	01-003610	JESSE HOLMAN	REIMB FOR USB DRIVES	2/2024	202402293035	47.76
24-21169	01-005584	OK MUNICIPAL ASSU.GROUP	WORKERS COMP	2/2024	202402293047	5,618.00
DEPARTMENT TOTAL:						7,009.93
DEPARTMENT: 03 CEMETERY						
24-21087	01-000717	MONTY SELZER	GRAVE OPENINGS	2/2024	202402293045	500.00
24-21205	01-000717	MONTY SELZER	GRAVE OPENINGS	3/2024	202403083114	500.00
24-21015	01-002143	DUTTON FARM & SUPPLY	BATTERY,GLOVES,AWC	3/2024	202403083104	44.58
24-21169	01-005584	OK MUNICIPAL ASSU.GROUP	WORKERS COMP	2/2024	202402293047	648.37
24-21042	01-007335	T&W TIRE LLC	NEW TIRE, TIRE REPAIR	3/2024	202403083121	264.24
DEPARTMENT TOTAL:						1,957.19

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 04		STREET				
24-21258	01-000035	PSI- SEALMASTERS INC	4 TONS ASPHALT	3/2024	202403083118	552.80
24-21015	01-002143	DUTTON FARM & SUPPLY	BATTERY,GLOVES,AWC	3/2024	202403083104	34.94
24-21002	01-005339	OCT EQUIPMENT,INC.	STOP SIGNS	2/2024	202402293051	392.00
DEPARTMENT TOTAL:						979.74
DEPARTMENT: 05		LIBRARY				
24-21158	01-000281	BOOK SYSTEMS, INC	ANNUAL LIBRARY HOSTING	2/2024	202402293029	795.00
24-21229	01-000988	TOSHIBA AMERICA BUSINESS	SOCOPY MACHINE	3/2024	202403083120	25.00
24-21081	01-003333	IDEAL SERVICES, LLC	MAIN AGREEMENT	3/2024	202403083107	332.50
24-21169	01-005584	OK MUNICIPAL ASSU.GROUP	WORKERS COMP	2/2024	202402293047	576.78
DEPARTMENT TOTAL:						1,729.28
DEPARTMENT: 06		SOCIAL SERVICES				
24-21088	01-001182	LINDSAY COMMUNITY FOOD BANK	MONTHLY AGREEMENT	3/2024	202403083113	750.00
24-21206	01-001182	LINDSAY COMMUNITY FOOD BANK	MONTHLY AGREEMENT	3/2024	202403083112	750.00
DEPARTMENT TOTAL:						1,500.00
DEPARTMENT: 07		BUILDING OPERATIONS				
24-20252	01-001194	SOONER STEAM CLEANING & POW	VENT HOOD CLEANING	2/2024	202402293052	500.00
24-21042	01-007335	T&W TIRE LLC	NEW TIRE, TIRE REPAIR	3/2024	202403083121	27.95
24-21150	01-008090	WILSON AIR COND & REFRIGE	MAINT ON HEATERS SENIOR	2/2024	202402293055	490.00
24-21151	01-008090	WILSON AIR COND & REFRIGE	HEATER MAINT (DELTA OFFIC	2/2024	202402293056	195.00
DEPARTMENT TOTAL:						1,212.95
DEPARTMENT: 08		PARK				
24-21169	01-005584	OK MUNICIPAL ASSU.GROUP	WORKERS COMP	2/2024	202402293047	648.38
DEPARTMENT TOTAL:						648.38
DEPARTMENT: 09		AMBULANCE (EMS)				
24-21165	01-000002	WORK SAFETY COLLECTIONS	DRUG SCREEN (WEGER)	2/2024	202402293057	50.00
24-21149	01-000169	AIR GAS MID SOUTH	CYLINDER RENTAL	2/2024	202402293028	25.71
24-21155	01-000169	AIR GAS MID SOUTH	OXYGEN REFILLS	2/2024	202402293027	338.89
24-21298	01-000169	AIR GAS MID SOUTH	OXYGEN REFILLS	3/2024	202403083097	240.32
24-21300	01-000169	AIR GAS MID SOUTH	CYLINDER RENTAL	3/2024	202403083096	65.21
24-21229	01-000988	TOSHIBA AMERICA BUSINESS	SOCOPY MACHINE	3/2024	202403083120	59.97
24-21080	01-001125	FIRE RECOVERY EMS	COLLECTION FEES	2/2024	202402293033	1,371.11
24-21198	01-001125	FIRE RECOVERY EMS	PROFESSIONAL FEES	3/2024	202403083116	1,995.17
24-21081	01-003333	IDEAL SERVICES, LLC	MAIN AGREEMENT	3/2024	202403083107	287.00
24-21085	01-003714	JOHN HARRISON D.O.	MONTHLY CONTRACT	3/2024	202403083106	500.00
24-21157	01-005584	OK MUNICIPAL ASSU.GROUP	POLICE BOND	2/2024	202402293048	100.00
24-21169	01-005584	OK MUNICIPAL ASSU.GROUP	WORKERS COMP	2/2024	202402293047	8,233.00
24-21299	01-007205	STERICYCLE INC	MEDICAL WASTE DISPOSAL	3/2024	202403083119	25.47
DEPARTMENT TOTAL:						13,291.85

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 10		GENERAL GOVERNMENT				
24-21069	01-000109	CRAWFORD & ASSOCIATES,P.C.	ACCOUNTING SERVICES	2/2024	202402293031	3,070.00
24-20920	01-000179	OKLAHOMA UNIFORM BUILDING	CERMIT FEES	3/2024	202403083115	24.00
24-21292	01-000969	BRIAN DAVIS	SCOUT HUT REFUND	3/2024	202403083098	100.00
24-21256	01-001024	HBC CPAs & ADVISORS	PROGRESS BLG #1 FY22 AUDI	2/2024	202402293034	2,500.00
24-21163	01-001120	CABLE PRINTING	PUBLICATION BOARD OF ADJ	3/2024	202403083103	36.10
24-21089	01-001145	LYTLE SOULE & FELTY	LEGAL FEES	3/2024	202403083109	2,320.35
24-21148	01-001220	BASS LAW	LEGAL FEES	2/2024	202402293030	180.00
24-21160	01-001235	STATE AUDITOR & INSPECTOR	PROFESSIONAL SERVICES	2/2024	202402293053	5,141.01
24-21170	01-005584	OK MUNICIPAL ASSU.GROUP	AUTO LIABILITY	2/2024	202402293046	1,179.00
24-21168	01-007681	TYLER TECHNOLOGIES	MAINT FEES	2/2024	202402293054	6,203.40

DEPARTMENT TOTAL: 20,753.86

FUND TOTAL: 57,332.37

GRAND TOTAL: 425,170.02

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT
WATER PLANT	LPWA	RUSH PUMP LLC	2/29/24	REPAIR OF RAW WATER	11,230.00
				TOTAL:	11,230.00
ELECTRIC DISTRIBUTION	LPWA	OKLAHOMA MUNICIPAL POWER AUTHORITY GRAND RIVER DAM AUTHORITY	2/29/24	LINE MAINT MEMBERSHIP	12,500.00
			3/08/24	ELECTRIC PURCHASED	108,844.49
			3/08/24	ELECTRIC PURCHASED	9,574.64
			TOTAL:	130,919.13	
SANITATION	LPWA	WASTE CONNECTIONS, INC.	3/08/24	PROFESSIONAL FEES	32,913.14
				TOTAL:	32,913.14
GENERAL GOVERNMENT	LPWA	STATE AUDITOR & INSPECTOR TYLER TECHNOLOGIES	2/29/24	PROFESSIONAL SER ST AUDIT	5,141.02
			2/29/24	ANNUAL FEES	21,764.08
				TOTAL:	26,905.10
WATER DISTRIBUTION	LPWA	OKLAHOMA WATER RESOURCES BOARD	2/29/24	SEMI ANNUAL CONST INTERES	110,617.66
			2/29/24	SEMI ANNUAL CONST INTERES	5,735.50
				TOTAL:	116,353.16
SEWER	LPWA	GRADE WORK CONSTRUCTION LLC	2/29/24	EMERG SEWER LINE REPAIR	10,000.00
				TOTAL:	10,000.00
FIRE	CITY OF LINDSAY	OK MUNICIPAL ASSU.GROUP	2/29/24	WORKERS COMP	5,618.00
				TOTAL:	5,618.00
AMBULANCE (EMS)	CITY OF LINDSAY	OK MUNICIPAL ASSU.GROUP	2/29/24	WORKERS COMP	8,233.00
				TOTAL:	8,233.00
GENERAL GOVERNMENT	CITY OF LINDSAY	STATE AUDITOR & INSPECTOR TYLER TECHNOLOGIES	2/29/24	PROFESSIONAL SERVICES	5,141.01
			2/29/24	MAINT FEES	6,203.40
				TOTAL:	11,344.41

===== FUND TOTALS =====		
01	LPWA	328,320.53
02	CITY OF LINDSAY	25,195.41
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	GRAND TOTAL:	353,515.94
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TOTAL PAGES: 1

DEPARTMENT	FUND	VENDOR NAME	DATE	DESCRIPTION	AMOUNT
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APPROVED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING CHAPTER 2 ADMINISTRATION, ARTICLE III – TITLED, OFFICERS AND EMPLOYEES, DIVISION I - GENERALLY– SECTION 2-46 RESERVED TO SET FORTH THE SALARY, DUTIES AND RESPONSIBILITIES OF THE OFFICE OF TREASURER.

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

SECTION 1. That Chapter 2, Article III, section 2-46 of The Code of Ordinances of the City of Lindsay, Oklahoma, - Reserved is hereby amended to read as follows:

**ARTICLE III OFFICERS AND EMPLOYEES**

**Sec. 2-46 City Treasurer**

The Treasurer shall be an officer of the city, appointed by the council for an indefinite term. The City Treasurer may simultaneously hold the Office of the City Clerk. The city treasurer shall deposit daily funds received for the city in depositories as the council may designate. The city treasurer shall have such other powers, duties, and functions related to his statutory duties as may be prescribed by law. The City Treasurer's salary is set at \$52,000.00. The salary of the City Treasurer shall be adjusted for increases by the City Council by resolution. The person who serves as city treasurer may be employed by the city to perform duties not related to his position as city treasurer as determined by the City Manager for no additional compensation. Such duties shall be limited to those of deputy city clerk, utility clerk, or other administrative occupation.

The City Treasurer manages the City's general and operating funds, as well as the Public Works Authority. The Treasurer is responsible for investing, managing, and analyzing these funds. All funds are invested in securities that comply with City Council-approved investment policies and adhere to the laws of the State of Oklahoma. The City Treasurer is tasked with providing and handling; receipts and disbursements, investment of excess funds, reporting and reconciliation of accounts, acting as a liaison with banks and brokerages, and oversight of investment funds.

**SECTION 2:**

If any part, article, section, or subsection of this ordinance shall be held invalid or unconstitutional for any reason, such holding shall not be construed to impair or invalidate the remainder of said ordinance, notwithstanding such holding.

**SECTION 3. EMERGENCY CLAUSE**

It being immediately necessary for the preservation of the public peace, health, safety, and welfare

of the City of Lindsay and the inhabitants thereof that this ordinance be put into full force and effect, an emergency is hereby declared to exist by reason whereof this ordinance shall be in full force and effect from and its passage and approval.

\*\*\*END\*\*\*

The foregoing ordinance was introduced before the Lindsay City Council on the \_\_\_\_ day of \_\_\_\_\_, 202\_\_, and was duly adopted and approved by the Mayor and City Council on the \_\_\_\_ day of \_\_\_\_\_, 202\_\_, and after compliance with notice requirements of the Open Meeting Law (25 OSA, Sections 301, et seq.)

ATTEST:

MAYOR

\_\_\_\_\_  
CITY CLERK

Approved as to form and legality on \_\_\_\_\_, 202\_\_.

CITY ATTORNEY  
\_\_\_\_\_



**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING CHAPTER 19 WATER, SEWER AND ELECTRIC, ARTICLE I – TITLED, IN GENERAL, SECTION 19-24 DRILLING WATER WELLS PROHIBITED TO PERMIT THE DRILLING OF GEOTHERMAL WELLS.

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

SECTION 1. That Chapter 19, Article I, section 19-24 of The Code of Ordinances of the City of Lindsay, Oklahoma, - Drilling Water Wells Prohibited is hereby amended to read as follows:

Sec. 19-24. - Drilling water wells prohibited.

No person shall drill any water well within the city for the purpose of securing water for personal, commercial, or domestic purposes. *This section shall not prohibit the drilling of a geothermal well provided the well is installed in compliance to the codes, regulations, statutes, and laws established by the State of Oklahoma and the ordinances of the City of Lindsay regulating geothermal wells.*

SECTION 2:

If any part, article, section, or subsection of this ordinance shall be held invalid or unconstitutional for any reason, such holding shall not be construed to impair or invalidate the remainder of said ordinance, notwithstanding such holding.

\*\*\*END\*\*\*

The foregoing ordinance was introduced before the Lindsay City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, and was duly adopted and approved by the Mayor and City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, and after compliance with notice requirements of the Open Meeting Law (25 OSA, Sections 301, et seq.)

ATTEST:

MAYOR

\_\_\_\_\_  
CITY CLERK

Approved as to form and legality on \_\_\_\_\_, 202\_\_.

CITY ATTORNEY  
\_\_\_\_\_



## TSET FY24 Grant Application, Guidelines, Criteria, & Resources Packet

# Application Checklist

## STEP 1: Review & Research

Review all the details provided in this Application, Guidelines, Criteria, & Resources Packet. Research to see if your community has previously received funds from the Healthy Incentive Grant program. You can check the list of previous awards on our website: <https://oklahoma.gov/tset/funding-opportunities/tset-healthy-incentive-grants-communities.html>

## STEP 2: Inform of Interest in Applying

It is highly recommended that a representative from your city or town email TSET Healthy Incentive Grant Program regarding their intent to apply, at [HIG@tset.ok.gov](mailto:HIG@tset.ok.gov). Within the email, provide community contact person(s)'s information, a summary of your idea for use of funds, and state you are interested in applying for the "Healthy Incentive Grant for Communities".

## STEP 3: Review Criteria and Resources Guide

The Detailed Grant Criteria and Resource Guide (page 8) has been developed to provide the specific criteria, documentation required to fulfill the criteria and helpful resources. Bookmark or print this guide for ease of reference during the application preparation process.

## STEP 4: Assemble Documentation

Applicants shall gather and compile copies of the required documentation. Refer to the detailed information for document requirements within the Detailed Grant Criteria & Resource Guide (page 8). Please note, **the application form only allows for 10 uploads**, thus combining files may be necessary.

**Please check and double-check that all required documents are included and in .pdf format before submitting your application.**

## STEP 5: Submit Application

Submit the completed application to TSET via Smartsheet. Applications submitted via any other method will not be accepted. A sample application form is provided, linked below.

**Please note:** Smartsheet forms do not allow the saving of data, so all information must be entered and submitted at one time. For technical assistance with submitting an application, contact [grantsmanagement@tset.ok.gov](mailto:grantsmanagement@tset.ok.gov).

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**Application Link:** <https://app.smartsheet.com/b/form/1778c58716d34a43b4a891ef11b7daea>

- Link will only be assessable during open application periods.

- Utilize the Sample Application Form on the Healthy Incentive Grant for Communities webpage:

<https://oklahoma.gov/tset/funding-opportunities/tset-healthy-incentive-grants-communities.html>

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## STEP 6: Receive Confirmation Email & Await Notification of Award

Once your application is submitted and you receive a confirmation email, the application has been placed into the queue review in the order in which it was received. If you do not receive a confirmation email or have any questions after submission, contact [grantsmanagement@tset.ok.gov](mailto:grantsmanagement@tset.ok.gov).

Notification of award or declination of award will be sent via email (from [grantsmanagement@tset.ok.gov](mailto:grantsmanagement@tset.ok.gov)) after the board meeting, which occurs following the application period deadline.

### Additional Information

- All required documents must be submitted with the application. Incomplete or improperly completed applications will not be eligible for review. Applications will only be reviewed based on information submitted to TSET on or before the submission deadline. Additional information will not be requested or accepted after the deadline.
- Only one submission per applicant organization will be accepted per funding cycle and additional information cannot be added to a submission after it has been uploaded. However, if after the date of submission but before the deadline date an applicant realizes a mistake in or omission from their proposal exists, the applicant may notify TSET in writing of the desire to withdraw the submitted application. An email stating the intent to withdraw a submitted application must be sent to TSET Grants Management at [grantsmanagement@tset.ok.gov](mailto:grantsmanagement@tset.ok.gov). The applicant may then submit an entirely new application package if the submission deadline has not passed. The original application will be released from its spot in the requests queue and the new application will be considered for review in the order that it is submitted.
- This funding opportunity may be accessed on the TSET website at [TSET Healthy Incentive Grants - Communities | Tobacco Settlement Endowment Trust](#)

# Guidelines, Eligibility and Criteria Details

## Purpose

TSET Healthy Incentive Grants for Communities are designed to help cities and towns adopt and implement best and promising practices for tobacco-free city property, access to healthy and nutritious foods, and physical activity for the benefit of the whole community.

## Application Period

Applications are accepted during the two open periods of the state fiscal year (July 1 – June 30).

For FY24, application periods are open during the following times:

- November 1, 2023 – November 30, 2023
- March 1, 2024 – March 29, 2024

**Applications will not be accepted after 4 p.m. Central Time on the last day of the application window.**

Applicants are encouraged to apply early, as applications are considered on a first come, first served basis.

## Funding

Funding is determined based upon the following:

1. The city adopting a 100% comprehensive ordinance that prohibits smoking and the use of tobacco products and/or vapor products on all indoor/outdoor city owned/operated property;
2. Promotion of the Oklahoma Tobacco Helpline and Shape Your Future website throughout the community;
3. The development, strength & implementation of a Worksite Wellness policy;
4. Community actions focused on decreasing youth access to tobacco, increasing access to healthy food & active living opportunities; and
5. The population size of the city/town. The greater the population size, the larger the potential grant award. See the chart below.

Community Classification/Size <sup>1</sup>	Bronze Class	Silver Class	Gold Class	Maximum Combined
Rural – up to 4,299	\$10,000	\$12,000	\$14,000	\$36,000
Small – 4,300 up to 9,999	\$10,000	\$15,000	\$25,000	\$50,000
Medium – 10,000-29,999	\$24,000	\$36,000	\$60,000	\$120,000
Large – 30,000+	\$30,000	\$45,000	\$75,000	\$150,000
OKC/Tulsa	\$40,000	\$60,000	\$100,000	\$200,000

<sup>1</sup> City size/population includes five categories: Rural, Small, Medium, Large, and OKC/Tulsa. The latest census counts are utilized to determine the size of the city. There are more than 590 incorporated towns and cities in Oklahoma.

The program provides criteria for three award classifications for each of the population categories: Bronze, Silver, and Gold. The requirements for each funding classifications increase as the class level increases. Applicants may be awarded at incremental levels and funding amounts are cumulative; when a city fulfills all the criteria for all three classifications, the maximum funding amount will be awarded. Cities meeting the criteria at the Silver class must also meet the criteria at the Bronze class. Cities meeting the criteria at the Gold class must also meet the criteria at the Bronze and Silver classes. Cities may receive funding only one time at each incentive class of Bronze, Silver, and Gold.

*For example*, if a city achieves the criteria for the Gold class in the first year (which means that the city must also have met the requirements for the Bronze and Silver classifications), the city is awarded the amounts for Bronze and Silver in addition to the award amount for the Gold level. Thus, the city would be awarded the amount in the Maximum Combined Funding column.

- Funding for this program varies each year and TSET may receive more applications than current funding can support.
- Funding does not require a match, but cities are encouraged to use these funds for match with other funding opportunities.
- Grant funds must be utilized and documentation of project completion must be submitted to TSET within one year of approval by the TSET Board of Directors.
- A city may only receive funding one time during the fiscal year.

## General Eligibility

Any incorporated city/town/municipality in the state of Oklahoma may apply.

## Previous Incentive Grantee Eligibility

A city that has received prior TSET community incentive grant funding is welcome to apply and could be eligible to receive the difference of the previous award up to the maximum award amount under this funding opportunity. A city must submit an application that meets all new program requirements for the classification (Bronze, Silver, or Gold) for which they are applying.

Communities that have previously received TSET incentive grant funding but did not receive the maximum funding and are applying for the next level of funding under the current funding opportunity will be evaluated on the policies, practices, and implementation of criteria from past incentive grant(s) by TSET staff prior to submission of an application for additional funding.

All previous TSET incentive grants must have submitted final documentation for the previous grant(s) and the grant(s) must have been closed satisfactorily to be eligible for submission under this funding announcement.

To inquire about the status of a previously funded incentive grant for your organization, contact TSET Grants Management at [grantsmanagement@tset.ok.gov](mailto:grantsmanagement@tset.ok.gov).

## Criteria

Criteria for the grant have been developed using evidence-based practices for tobacco control, access to healthy and nutritious foods, and active living, with emphasis on higher impact policies and actions to improve community health. Documentation of having met each criterion is required from the city. Each application is reviewed based on specific criteria in the areas:

1. City's tobacco-free city-owned property ordinance;
2. Promotion of Oklahoma Tobacco Helpline;
3. Promotion of Shape Your Future website;
4. City has workplace wellness champion(s);
5. City's workplace wellness;
6. Decreasing youth access to tobacco;
7. Increasing access to healthy foods; and
8. Increasing access to active living.

Specific criteria and required documentation, as well as additional information and sample policy language are included in the FY24 HIGC Grant Criteria and Resources document.

## Suggested Use of Funds

Cities awarded grant funding will apply the funds to advancing any health criteria they believe best address the needs and opportunities in their communities. Cities are encouraged to utilize the funding for projects that enhance wellness activities in their geographic areas of poorest health. TSET reserves the right to approve, deny, or—with the awarded grantee—modify any proposed uses of TSET funds.

**\*\*Remember all funds MUST be spent within one year from date of award.\*\***

Examples for use of funds:

- Walking trails
- Lighting for parks and trails
- Farmers market venues
- Community gardens
- Basketball and tennis courts
- Bicycle lanes/bike racks
- Outdoor physical activity equipment
- Splash pads/improvements to community pools
- Engineer or architects' services to develop walkability plans

## Contact Information

Questions pertaining to any aspect of the grant may be directed to [grantsmanagement@tset.ok.gov](mailto:grantsmanagement@tset.ok.gov).

# Grant Award and Payment Process

## Notification of Award

All eligible applications will be presented to the TSET Board of Directors for funding consideration. Applicants will be notified of their award status within one (1) business day of the [TSET Board of Directors meeting](#) at which the applications are considered. **Notification will be made via email to the authorized official listed on the application forms.** Awarded applicants will have 60 days from notification of award to complete all required contract documents as indicated by TSET. **Failure to complete all required contract documents by the date stated in the award letter may result in forfeiture of award.**

Applicants who are not awarded funding due to incomplete or otherwise ineligible applications or due to a lack of funds available will receive an email notification from TSET within one (1) business day of the TSET Board of Directors meeting at which the applications are submitted. Notification will be made via email to the authorized official listed on the application forms. Unfunded applicants are eligible to submit a new application during the next funding cycle.

## Grant Period

The grant period shall be for one year from the date of approval by the TSET Board of Directors. All project work and TSET-required reporting must be completed during the grant period.

## Reporting Requirements

A final report must be completed and submitted to TSET within one (1) year of approval by the TSET Board of Directors. Failure to submit the final report may result in ineligibility for future TSET funding opportunities.

## Payment

Grantees need not first expend funds or provide invoices in order to receive their award from TSET. Award payment will be made upon submission of all required contract documents which are issued via email by TSET Grants Management to the authorized official. Failure to submit all requested documents within 60 days of receipt of the email from TSET Grants Management may result in forfeiture of award.

## Evaluation

TSET evaluates all its grant programs for effectiveness and impact. Awardees of an incentive grant must participate in a program evaluation when called upon to do so by TSET.



# BUSINESS CASE

## Customer Communication Solution

Prepared for: City of Lindsay

Proposal date: 7/25/23

Valid until: 8/21/23

Submitted by: Tyler Rippey

Account Executive

405-509-6545

tylerr@summitokc.com

Summit Mailing and Shipping

Submitted to: Salley Jantz, City Manager

Because connections matter.

quadient

---

7/25/23

Salley Jantz  
City of Lindsay  
312 S Main  
Lindsay, OK, 73052

Dear Sally,

With your assistance, we were able to come to a conclusion to your postage machine needs, thank you for speaking with me, and I am hopeful that this solution will help the city and its residents.

Sincerely,  
Tyler Rippy  
Account Executive  
405-509-6545  
Summit Mailing and Shipping





# Discovery Summary



## Key Findings

The City of Lindsay is currently using an IN600 auto-feed mail machine with an envelope sealer, 5 pound rate calculating scale, label dispenser for packages. The postage expenditure is around \$250-275 month, sending out mostly number 10 envelopes, with 4 or less flats, and two packages a year. With a Folder Inserter used to eliminate the stuffing of envelopes for when you are sending 1700 bills and 400 late notices every month, along with all of the permit mail you are sending.

	<u>Pieces</u>				<u>Postage</u>		
	<u>2018</u>	<u>2019</u>	<u>RY</u>		<u>2018</u>	<u>2019</u>	<u>RY</u>
Postcards	0	0	0	Postcards	\$0.00	\$0.00	\$0.00
Letters	6,195	4,626	5,127	Letters	\$3,348.78	\$2,634.51	\$2,954.93
Large Envelopes	47	46	50	Large Envelopes	\$78.29	\$96.29	\$112.29
Flat-Rate Envelopes	0	0	0	Flat-Rate Envelopes	\$0.00	\$0.00	\$0.00
Flat-Rate Boxes	0	0	0	Flat-Rate Boxes	\$0.00	\$0.00	\$0.00
Packages	1	2	2	Packages	\$11.95	\$19.20	\$19.20
International Mail	0	0	0	International Mail	\$0.00	\$0.00	\$0.00
Manual Postage	54	43	0	Manual Postage	\$33.44	\$21.93	\$0.00
Other/Unknown	0	0	0	Other/Unknown	\$0.00	\$0.00	\$0.00
<b>Totals:</b>	<b>6,307</b>	<b>4,717</b>	<b>5,179</b>	<b>Totals:</b>	<b>\$3,472.46</b>	<b>\$2,771.93</b>	<b>\$3,086.42</b>

This document contains confidential and proprietary information of Quadient, Inc. Any copying, dissemination, distribution or use of this document is strictly prohibited without the express written prior consent of Quadient, Inc.

## Relevant Opportunities

Upgrading your systems too an IX5 Postage Machine and a D5-64I Folder--inserter would provide all of the following advantages:

- Todays pricing with our Why Wait program with no price increase until your current lease ends
- A new postage machine free of aging complications
- A folder-inserter that will prevent time spent on handling each piece manually



## Product Overview



### iX-5 AF MAILING SYSTEM

A compact and efficient automatic-feed mail processing solution

#### Key Capabilities

- Intuitive control panel with a color screen and shortcut keys for your most-used rates and imprints
- Quiet inkjet printing with convenient low-ink alerts sent automatically via email
- Meets the latest Intelligent Mail Indicia (IMI) and Dimensional Weighing (DIM) USPS® requirements
- Automatic feeding of postcards, letters or large envelopes up to 1/2" thick
- Dependable envelope sealing that secures the contents of your mail pieces
- Weigh platform auto-adjusts the postage amount for extra-thick envelopes or boxed packages
- Integrated postage label dispenser for easy processing of bulky letters and large envelopes
- Reach productivity levels as high as 110 metered letters per minute
- Safeguard your stored postage with PIN code access for each of your operators
- Track pieces processed and postage used for 100 or more accounts/departments
- LAN or wireless connection to refill postage instantly and update postal rates automatically
- Download artwork to print onto your mail pieces – use our free library or create your own
- Uploads postage usage data to your Myquadiant online account for quick and easy analysis
- Download postage anytime and pay for it later using Quadiant Postage Funding



## Product Overview



### DS-64i FOLDER-INSERTER

A reliable, user-friendly  
mail assembly solution for  
the office or mail center

#### Key Capabilities

- 7" color touchscreen control panel with graphical user guidance and wizard-based programming
- Up to 2 multi-format FlexFeeders that can transport full-size sheets as well as short inserts
- FlexFeed trays hold a 325-sheet stack and can be linked for non-stop cascade feeding
- Additional insert feeders are available with loading capacities of 50 or 325 reply envelopes
- Automatically senses and sets paper length, envelope size and compatible fold type
- Tri-folds or single-folds letter-size documents and double-folds legal-size sheets
- Collate, fold and insert up to 5 pages into a #10 envelope or 8 pages into a 6" x 9.5" envelope
- Mechanical double document control ensures envelope contents are correct for every recipient
- Quick processing speeds up to 2,000 filled envelopes per hour (2,500 w/productivity pack)
- Store up to 50 user-programmed jobs and instantly recall any of them at the push of a button
- Tip-to-tip envelope sealing that can be turned on and off for any job
- Vertical output stacker holds 500 filled envelopes and preserves printing order
- Connects to your network via LAN or WIFI to enable remote diagnostics and remote assistance
- CIS scanner can read OMR, 1D and 2D codes printed horizontally or vertically on the document



## Financial Considerations



### Product Summary

The Quadient IX5 Automatic Feed Postage Machine is an efficient mailing solution tailored for City Governances. With its automatic feeding, accurate postage calculation, user-friendly interface, and advanced security features, it allows City Governances to improve overall mailing efficiency while maintaining the confidentiality of their mailing information. Along with a D564I Folder Inserter machine, to eliminate time spent folding and stuffing envelopes.

Your current monthly payment is 411.16, and would stay that way until March 29th 2024, which is when the new payment would begin. I have made sure that it is the absolute lowest price that the manufacture can give you. Prices are only going to go up from here, and with a lease I can guarantee that this price will not increase for the term of the lease, but as time goes on the price will only rise from here.

### Cost Summary

Valid Until: 8/21/23

01	Lease Term (months)	60
02	Monthly Amount	\$488.19

### Notes

These prices include maintenance, training, instillation, and access to our local service and support team.



405-509-6545



tylerr@summitokc.com



www.summitokc.com

quadient



With Quadient's Why Wait Customer Loyalty Program, you can have your cake and eat it too! Why Wait to get today's technology at yesterday's rates?

Here's how it works:

- Renew your lease and Quadient will remove your old equipment and install a new, state-of-the-art system that perfectly matches your current business requirements.
- Enjoy the benefits of new equipment while making payments at your existing rate until your current lease terminates.
- Transition automatically to your new lease when your current lease terminates. No hidden costs or overlapping invoices; a seamless upgrade guaranteed.

Quadient's Why Wait Program entitles you to upgrade your current Quadient system up to six months prior to the end date of your existing lease, regardless of the original lease term or type of equipment. That means you can reap the benefits of the latest technology for up to 180 days with no change in your periodic lease payment.

So Why Wait? The sooner you act, the longer you benefit!



**EXPERIENCE**  
A rich history of world-class leadership



**PROVEN RESULTS**  
96% customer satisfaction rate



**EXPERTISE**  
8 billion personalized experiences annually



**BACKED BY THE EXPERTS**  
Gartner, Forrester, and Aspire

City of Lindsay

# Proclamation

A Proclamation Declaring the Month of April as  
Fair Housing Month in the City of Lindsay

**WHEREAS,** The City of Lindsay decrees that all citizens affirm to follow the concepts, practices, and intent embodied by the laws if the United States of America, the State of Oklahoma, and the City of Lindsay on regard to Fair Housing; and

**WHEREAS,** The City of Lindsay has designated the month of April annually as Fair Housing Month and encourages each citizen to implement the provisions of those acts; and

**WHEREAS,** The Mayor of the City of Lindsay has further designated the Community Development and Administrative Services Director as the Fair Housing Activities Coordinator and request that any person, or group of persons, planning activities to promote Fair Housing to inform the Fair Housing Activities Coordinator of said activities; and

**WHEREAS,** it is the desire of the City of Lindsay to recognize those persons or groups who best create an awareness of the need for Fair Housing practices or otherwise promotes Fair Housing practices;

**NOW, THEREFORE,** I, \_\_\_\_\_ Mayor of the City of Lindsay do hereby proclaim the month of April, 2024 as

## FAIR HOUSING MONTH

In the City of Lindsay and encourage all agencies, institutions, and citizens to promote fair housing practices throughout Lindsay.

**IN WITNESS WHEROF,** I have hereunto set my hand and seal to this instrument on this 11<sup>th</sup> day of March in the year two thousand and twenty-four.

\_\_\_\_\_  
Mayor, City of Lindsay



**RESOLUTION # 2024-01**

**FAIR HOUSING RESOLUTION**

**LET IT BE KNOWN TO ALL PERSONS OF** City of Lindsay that the discrimination the sale, rental, leasing, financial of housing or land to be used for construction of housing or in the provision of brokerage services because of race, color, religion, sex or national origin is prohibited by Title VIII of the 1968 Civil Right Act (Federal Fair Housing Law.)

It is the policy of the City of Lindsay to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, sex, or national origin. The Fair Housing Amendments Act of 1988 expands coverage to include disabled persons and families with children. Therefore, the City of Lindsay does hereby pass the following Resolution.

**BE IT RESOLVED** that within available resources the City of Lindsay will assist all persons who fell they have been discriminated against because of race, color, sex, national origin, disability or family status to seek equity under federal and state laws by filing a complaint with the U.S. Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity, Compliance Division.

**BE IT FURTHER RESOLVED** that the City of Healdton shall publicize this Resolution and through this publicity shall encourage owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law and amendments and any applicable state or local laws or ordinances.

**SAID PROGRAM** will at a minimum include: 1) printing and publicizing of the policy and other applicable fair housing information through local media and community contacts; 2) distribution of posters, flyers, and any other means that will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing; and 3) prepare an analysis of impediments to fair housing choices and actions to mitigate such impediments.

**EFFECTIVE DATE**

This Resolution shall take effect this 11th day of March, 2024.

---

City of Lindsay, Mayor / Chairman

ATTEST: \_\_\_\_\_  
City of Lindsay, City Clerk

## **ARTICLE IV. - CORPORATE POWER: HOW VESTED, EXECUTED**

### **Sec. 3. - Election of mayor; vice-mayor.**

The council shall elect from its members a mayor and a vice-mayor. The mayor shall preside at all meetings of the city council, and in his official capacity shall sign all ordinances, resolutions, orders and proceedings of the city council and warrants, bonds, bills, documents and proceedings authorized by the council, and he shall have power to administer oaths, and shall perform such other duties consistent with his office as may be imposed by the city for all ceremonial purposes, by the courts, for the purpose of serving civil process and by the governor for military purposes. In time of public danger or emergency, he may, with the consent of a majority of the city council, take command of the police and maintain order and enforce the laws. The mayor shall be a voting member of the city council entitled to vote on all matters before the city council.

### **Sec. 3. - Election of mayor; vice-mayor.**

The council shall elect from its members a mayor and a vice-mayor. The mayor shall preside at all meetings of the city council, and in his official capacity shall sign all ordinances, resolutions, orders and proceedings of the city council and warrants, bonds, bills, documents and proceedings authorized by the council, and he shall have power to administer oaths, and shall perform such other duties consistent with his office as may be imposed by the city for all ceremonial purposes, by the courts, for the purpose of serving civil process and by the governor for military purposes. *If the mayor is absent from any meeting of the city council, the vice-mayor shall preside and in his official capacity shall exercise such power that is granted to the office of the mayor pursuant to this section for the matters set forth in the agenda. If neither the mayor or vice-mayor is present at any meeting, and a quorum of the council is present, the council shall elect from one of their number a councilmember to preside over the meeting. In the event, the mayor and vice-mayor are absent and no quorum of the council exists, the City Clerk or designee shall call the meeting to order and immediately thereafter adjourn.* In time of public danger or emergency, he may, with the consent of a majority of the city council, take command of the police and maintain order and enforce the laws. The mayor shall be a voting member of the city council entitled to vote on all matters before the city council.

### **Sec. 4. - City council meetings.**

The city council shall hold a regular meeting at least once each month, the time therefor to be prescribed by resolution, for the transaction of business, and shall hold such other regular or special meetings as the city council, at any time, by giving written notice to all members of the city [council], and provided, further, that the mayor shall call a special meeting when a majority of the members of the city council shall sign and present to him a written request, stating the time and object of the meeting. All meetings of the city council and its proceedings must be open to the general public. This section shall not prevent the city council from entering into an executive session pursuant to the provisions of the Oklahoma Open Meeting Act and notices of all regular or special meetings shall conform to said act.

(Amd. of 3-1-1994, Prop. No. II)

### **Sec. 4. - City council meetings.**

The city council shall hold a regular meeting at least once each month, the time therefor to be prescribed by resolution, for the transaction of business, and shall hold such other regular or special

meetings as the city council, at any time, by giving written notice to all members of the city [council], and provided, further, that the mayor shall call a special meeting when a majority of the members of the city council shall sign and present to ~~him~~ to the Office of the City Manager a written request, stating the time and object of the meeting. All meetings of the city council and its proceedings must be open to the general public. This section shall not prevent the city council from entering into an executive session pursuant to the provisions of the Oklahoma Open Meeting Act and notices of all regular or special meetings shall conform to said act.

**Sec. 5. - Effective date of ordinances.**

No ordinance, resolution or motion of the city council shall become effective unless it receives a majority of the votes of the whole number of the city council, and no ordinance shall become effective until 30 days after its passage and publication, except ordinances for appropriation of monies for the payment of the current expenses of the city government. Provided, that an emergency measure shall become effective on publication when passed by the affirmative vote of a majority of the city council.

**Sec. 5. - Effective date of ordinances.**

No ordinance, ~~or~~ resolution ~~or motion~~ of the city council shall become effective unless it receives ~~a majority of the votes of the whole number of the city council~~ at least four votes, and no ordinance shall become effective until 30 days after its passage and publication, except ordinances for appropriation of monies for the payment of the current expenses of the city government. Provided, that an emergency measure shall become effective on publication when passed by the affirmative vote of a majority of the city council.

**ARTICLE V. - EXECUTIVE AND ADMINISTRATIVE POWERS  
DIVISION 1. - GENERALLY**

**Sec. 1. - City manager—Appointment; tenure.**

The city council shall by a majority vote, appoint a city manager, who shall be chosen solely upon a basis of his executive and administrative qualifications, and who shall receive a salary to be fixed by the city council. His tenure of office shall be at the pleasure of the majority of the city council.

**Sec. 1. - City manager—Appointment; tenure.**

The city council shall by a majority ~~vote of not less than four votes~~, appoint a city manager, who shall be chosen solely upon a basis of his executive and administrative qualifications, and who shall receive a salary to be fixed by the city council. His tenure of office shall be at the pleasure of ~~the majority of~~ the city council ~~and may be removed by a majority of not less than four votes~~.

**Sec. 4 – Same—Powers and Duties.**

The city manager shall have the special powers and duties herein enumerated and shall be directly responsible to the city council for the proper administration thereof, to wit:

- (a) To see that all laws and ordinances of the city are enforced.
- (b) To appoint and remove at pleasure, subject to civil service ordinances if any be enacted, and except where otherwise by this Charter provided, all heads, subordinates and employees of all departments such appointments and removals to be made on the basis of merit and fitness alone.

- (c) To exercise actual management, control and supervision over all departments of the city government and to exercise all other administrative functions, except as otherwise in this Charter provided.
- (d) To supervise and manage all public works and parks of the city and the repair and maintenance thereof; to manage and control the public utilities of the city and have general charge of the cleaning, lighting and improving of the streets, sidewalks, bridges and public grounds within and without the city, except as otherwise herein provided.
- (e) To attend all meetings of the city council and to recommend for adoption such measures as he may deem necessary or expedient.
- (f) To prepare and submit to the city council an annual budget as by this Charter and as is by law required.
- (g) To do and perform such other duties as may be prescribed by the city council.
- (h) In the event of absence, disability of, or vacancy in the office of city manager, the city council shall appoint an acting city manager to serve in such capacity during the period of temporary disability or vacancy. In case of permanent vacancy the city council shall within 60 days after vacancy occurs appoint a city manager to fill the office thereof.

**Sec. 4 – City Manager—Powers and Duties.**

The city manager shall have the special powers and duties herein enumerated and shall be directly responsible to the city council for the proper administration thereof, to wit:

- (a) To see that all laws and ordinances of the city are enforced.
- (b) To appoint and remove, ~~for the good of the service, at pleasure, subject to civil service ordinances if any be enacted, and except where otherwise by this Charter provided,~~ all heads, subordinates, and employees of all departments ~~such appointments and removals to be made on the basis of merit and fitness alone.~~
- (c) To exercise actual management, control, and supervision over all departments of the city government and to exercise all other administrative functions, except as otherwise in this Charter provided.
- (d) To supervise and manage all public works and parks of the city and the repair and maintenance thereof; to manage and control the public utilities of the city and have general charge of the cleaning, lighting, and improving of the streets, sidewalks, bridges, and public grounds within and without the city, except as otherwise herein provided.
- (e) To attend all meetings of the city council and to recommend for adoption such measures ~~as he may~~ deemed necessary or expedient.
- (f) To prepare and submit to the city council an annual budget as by this Charter and as is by law required.
- (g) To do and perform such other duties as may be prescribed by the city council.
- (h) In the event of absence, disability of, or vacancy in the office of city manager, the city council shall appoint an acting city manager to serve in such capacity during the period of temporary disability or vacancy. In case of permanent vacancy, the city council shall within 60 days after vacancy occurs appoint a city manager, on an interim or permanent basis, to fill the office thereof.

**ARTICLE V. - EXECUTIVE AND ADMINISTRATIVE POWERS  
DIVISION 2. – ADMINISTRATIVE DEPARTMENT**

**Sec. 6. - Appointments.**

Neither the mayor nor any other member of the city council shall have the right to recommend any appointment to be made by the manager except on the specific request of the manager, made to city council in open meeting, and any officer violating this section shall forfeit his office. The city manager shall not appoint any person related to him or any member of the city council by affinity or consanguinity within the third degree to any office or position or employment of any kind by said city.

**Sec. 6. – Limitations on Council Authority regarding Administration.**

~~Neither the mayor nor any other member of the city council shall have the right to recommend any appointment to be made by the manager except on the specific request of the manager, made to city council in open meeting, and any officer violating this section shall forfeit his office.~~ Neither the council nor any of its members may direct or request the City Manager or other authority to appoint, remove, promote, demote, or discipline any officer or employee that is appointed or hired by the City Manager or other authority. Neither shall the council nor any of its members participate in any manner in the appointment, removal, promotion, demotion, or discipline of the same. The council nor any of its members shall give orders on administrative matters reserved to the Office of City Manager to any subordinate of the city manager either publicly or privately. No individual member may direct the City Manager in the affairs of administration. For purposes of inquiry only, the Council under the City Manager's direction may deal directly with officers and employees. The City Manager is answerable to the Council as a whole. Any member of the council violating this section shall forfeit his or her office. The city manager shall not appoint any person related to him or any member of the city council by affinity or consanguinity within the third degree to any office or position or employment of any kind by said city.

**ARTICLE VIII. – MUNICIPAL COURT**

**Sec. 1. – Police judge.**

The city manager shall appoint a police judge. The city manager may appoint in writing, a city employee or city official other than a police officer, to serve as municipal or police judge during the pleasure of the city manager, and such employee or city official when acting in the capacity or performing the duties of such judge shall be vested with full power and authority conferred on the police judge and police court by laws of the State of Oklahoma and the Charter and ordinances of the City of Lindsay.

**Sec. 1. – Municipal Judge.**

~~The city manager shall appoint a police judge. The city manager may appoint in writing, a city employee or city official other than a police officer, to serve as municipal or police judge during the pleasure of the city manager, and such employee or city official when acting in the capacity or performing the duties of such judge shall be vested with full power and authority conferred on the police judge and police court by laws of the State of Oklahoma and the Charter and ordinances of the City of Lindsay.~~ The judge of the municipal court shall be appointed by the mayor with the consent of the municipal governing body. The judge shall be licensed to practice law in Oklahoma. The judge shall serve for a term of two (2) years, said term expiring on a date fixed by ordinance, and until his or her successor is appointed and qualified, unless removed by the vote of a majority of all members of the governing body for such cause as is provided for by law for the removal of

public officers. Any appointment to fill a vacancy shall be for the unexpired term. The municipal judge may engage in the practice of law in any other court during the tenure of office. The judge shall be paid a salary to be fixed by the city council and in the same manner as other municipal officials or employees as determined by the municipality. A municipal judge is not an "officer" of the City of Lindsay and shall not be considered a state officer for the purposes of Oklahoma law. The municipal judge is subject to the Oklahoma code of judicial conduct and legal ethics.

**Sec. 3 -- Same —Conferred by Constitution and state law.**

The municipal court shall have the same jurisdiction now conferred upon police courts and the judges thereof, by the Constitution and Laws of Oklahoma.

**Sec. 3 -- ~~Same —Conferred by Constitution and state law~~**

~~The municipal court shall have the same jurisdiction now conferred upon police courts and the judges thereof, by the Constitution and Laws of Oklahoma.~~

**Sec. 4. - Defendant's rights.**

There shall be no trial by jury and no change of venue from said court. A defendant in said court shall in all cases have the right to an appeal from the municipal court hereby created to the county court of Garvin County, Oklahoma, in the manner provided by the laws of the State of Oklahoma.

**Sec. 43. - Defendant's rights.**

There shall be no trial by jury and no change of venue from said court. A defendant in said court shall in all cases have the right to an appeal from the municipal court hereby created to the county court of Garvin County, Oklahoma, in the manner provided by the laws of the State of Oklahoma.

**Sec. 5. - Duties of judge.**

The judge or acting judge of said municipal court is authorized and empowered to administer oaths, to punish for contempt, and to enforce all judgments, mandates and orders of the court and to punish by fines and imprisonment in the city jail for the violation of all ordinances of the city; to reprimand, parole and remit the punishment of juvenile offenders, and to provide for their separate trial and separate detention.

**Sec. 54. - Duties of judge.**

The judge or acting judge of said municipal court is authorized and empowered to administer oaths, to punish for contempt, and to enforce all judgments, mandates, and orders of the court and to punish by fines and imprisonment in the city jail ~~or jail contracted to house municipal offenders~~ for the violation of all ordinances of the city; to reprimand, parole and remit the punishment of juvenile offenders, and to provide for their separate trial and separate detention.

**Sec. 6. - Fines, penalties and forfeitures.**

All fines, penalties and forfeitures collected by said police court shall be the property of the city and shall be deposited daily with the city clerk for the use of said city.

**Sec. 65. - Fines, penalties, and forfeitures.**

All fines, penalties, and forfeitures collected by the municipal court shall be the property of the city and shall be deposited daily with the city clerk for the use of said city.

**ARTICLE V. - EXECUTIVE AND ADMINISTRATIVE POWERS  
DIVISION 3. – CITY CLERK**

**Sec. 7. - Appointment; powers and duties.**

The city manager shall appoint a city clerk of the City of Lindsay, who shall hold office at the pleasure of the city manager, and who shall have all the powers and duties prescribed by law and ordinance except as is in this Charter provided. He shall sign all warrants, collect all city revenue and fees, and shall deposit daily all city monies collected by him from whatever source. He shall have the custody of, and be responsible for all books, papers, maps and records belonging to the city and not otherwise provided for, and shall perform all other duties that may be prescribed by ordinance. Before entering upon his duties he shall give such surety company bond as the city council may require and approve.

**Sec. 7. - Appointment; powers and duties.**

The city manager shall appoint a city clerk of the City of Lindsay, who shall hold office at the pleasure of the city manager, and who shall have all the powers and duties prescribed by law and ordinance except as is in this Charter provided. ~~He shall sign all warrants, collect all city revenue and fees, and shall deposit daily all city monies collected by him from whatever source.~~ He shall have the custody of, and be responsible for all books, papers, maps and records belonging to the city and not otherwise provided for, and shall perform all other duties that may be prescribed by ordinance. Before entering upon his duties he shall give such surety company bond as the city council may require and approve.

**ARTICLE V. - EXECUTIVE AND ADMINISTRATIVE POWERS  
DIVISION 3. – CITY TREASURER**

**Sec. 10. - Appointment; power and duties.**

The city council shall appoint a city treasurer, who shall hold office at the pleasure of the city council and who shall have all the powers and duties now prescribed by law or ordinance except as in this Charter provided. He shall have the custody of all monies belonging to said city, which monies shall be paid out only on the order of the city council. The salary of the city treasurer shall be fixed by the city council.

**Sec. 10. - Appointment; power and duties.**

The city council shall appoint a city treasurer, who shall hold office at the pleasure of the city council and who shall have all the powers and duties now prescribed by law or ordinance except as in this Charter provided. He ~~or she~~ shall have the custody of all monies belonging to said city, which monies shall be paid out only on the order of the city council. ~~The City Treasurer shall sign all warrants, collect all city revenue and fees, and shall deposit daily all city monies collected by him from whatever source.~~ The salary of the city treasurer shall be fixed by the city council.

**ARTICLE IX. - ELECTIONS**

**Sec. 3. - Qualified electors.**

(a)A qualified elector of the city shall possess the qualifications required by the Constitution and laws of the State of Oklahoma.

(b) Any qualified elector of the city may become a candidate for councilman by filing a sworn statement of his candidacy with the city clerk on the first Monday, Tuesday or Wednesday of February of each election year between the hours of 8:00 a.m. and 5:00 p.m.

(c) An election shall be held on the first Tuesday in March 1959; and at said election, seven councilmen shall be elected at large, by the qualified electors of the entire city. The seven candidates receiving the greatest number of votes at said election shall be elected. The four councilmen receiving the greatest numbers of votes at said election shall serve for terms of two years. The other three councilmen elected at said election shall serve for terms of one year. Provided that, if a tie prevents the determination of the length of term of one or more councilmen as provided above, then the council, fairly by lot, and insofar as it may be necessary, shall determine whether said councilman or councilmen shall serve terms of one or two years.

(d) The general municipal elections shall be held on the first Tuesday in the month of March in each odd-numbered year and on the second Tuesday in the month of March in each even-numbered year. The successors of those whose terms are expiring shall be elected at large, by the qualified electors of the entire city, for overlapping terms of two years. In even-numbered years, the three candidates receiving the greatest number of votes shall be elected; and in odd-numbered years, the four candidates receiving the greatest number of votes shall be elected.

(e) At the election every year, every qualified elector of the city shall be entitled to vote for as many candidates as there are councilmen to be elected. On the ballot above the names of the candidates shall be the instruction "Vote for \_\_\_\_\_ (number to be elected)."

(f) If there are no more candidates at an election than there are councilmen to be elected (resulting from failure of more to file, withdrawal or death), then all candidates shall be elected ipso facto, and their names need not be placed on the ballot. In this case no election shall be held unless it is necessary to hold it for another purpose.

(g) In case of failure to elect one or more councilmen because of a tie, the election of the councilman or councilmen concerned shall be determined by the council fairly by lot, from among the candidates tying.

(h) The terms of councilmen shall begin respectively on the first Monday after the first Tuesday in March after they are elected. Councilmen shall serve for the terms for which they are elected and until their successors are elected and qualify. Provided that, if fewer councilmen are elected and qualify than there are places to be filled, then the council shall fill the vacancy or vacancies after the beginning of the new terms.

### **Sec. 3. - Qualified electors and candidate for municipal office.**

(a) A qualified elector of the city shall possess the qualifications required by the Constitution and laws of the State of Oklahoma.

(b) Any qualified elector ~~of the city who has been registered to vote for a period of six months or more within the within the municipality~~ may become a candidate for councilman by filing ~~a sworn statement of his candidacy with the city clerk on the first Monday, Tuesday or Wednesday of February of each election year between the hours of 8:00 a.m. and 5:00 p.m.~~ a Declaration of Candidacy with the County Election Board no earlier than 8:00AM on the First Monday in February and no later than 5:00PM on the next succeeding Wednesday

(c) An election shall be held on the first Tuesday in March 1959; and at said election, seven councilmen shall be elected at large, by the qualified electors of the entire city. The seven candidates receiving the greatest number of votes at said election shall be elected. The four councilmen receiving the greatest numbers of votes at said election shall serve for terms of two



years. The other three councilmen elected at said election shall serve for terms of one year. Provided that, if a tie prevents the determination of the length of term of one or more councilmen as provided above, then the council, fairly by lot, and insofar as it may be necessary, shall determine whether said councilman or councilmen shall serve terms of one or two years.

(d) The general municipal elections shall be held on the first Tuesday in the month of ~~March~~ <sup>April</sup> ~~in each odd-numbered year and on the second Tuesday in the month of March in each even-numbered year.~~ The successors of those whose terms are expiring shall be elected at large, by the qualified electors of the entire city, for overlapping terms of two years. In even-numbered years, the three candidates receiving the greatest number of votes shall be elected; and in odd-numbered years, the four candidates receiving the greatest number of votes shall be elected.

(e) At the election every year, every qualified elector of the city shall be entitled to vote for as many candidates as there are councilmen to be elected. On the ballot above the names of the candidates shall be the instruction "Vote for \_\_\_\_\_ (number to be elected)."

(f) If there are no more candidates at an election than there are councilmen to be elected (resulting from failure of more to file, withdrawal, or death), then all candidates shall be elected ipso facto, and their names need not be placed on the ballot. In this case no election shall be held unless it is necessary to hold it for another purpose.

(g) In case of failure to elect one or more councilmen because of a tie, the election of the councilman or councilmen concerned shall be determined by the council fairly by lot, from among the candidates tying.

(h) The terms of councilmen shall begin respectively on the first Monday after the first Tuesday after they are elected. Councilmen shall serve for the terms for which they are elected and until their successors are elected and qualify. Provided that, if fewer councilmen are elected and qualify than there are places to be filled, then the council shall fill the vacancy or vacancies after the beginning of the new terms.

## **Sec. 12. - Recalls.**

### **(b) *Recall petition.***

(i) To initiate recall proceedings, a written statement in duplicate proposing the recall of the incumbent of an elective office shall be signed by 50 or more registered qualified electors of the city, and shall be filed with the city clerk after the incumbent has held the office at least four months. The statement shall also contain the reason or reasons for which the recall is sought, in not more than 200 words. Within five days after filing the statement, the city clerk shall mail a copy of such statement by registered, certified, or similar special mail to the officer at his residential address. Within ten days after the statement is mailed to the officer, the officer may make and file with the city clerk a written statement not more than 200 words in duplicate justifying his conduct in office, and the city clerk on request shall deliver one copy to one of the persons filing the statement proposing the recall.

(ii) The petition for recall shall include a demand that a successor to the incumbent sought to be recalled be elected, and shall also include before the space where the signatures are to be written the statement giving the reason or reasons for recall under the heading "STATEMENT FOR RECALL," and if the officer has filed a statement as authorized, the statement justifying his conduct in office under the heading "STATEMENT AGAINST RECALL." The two statements shall be in letters of the same size. A copy of the petition shall be filed with the city clerk within one month after recall proceedings are initiated by the filing of the first statement, and before the petition is circulated.

(iii) A number of registered qualified electors of the city equal at least to 20 percent of the total number of votes cast for governor in the city at the last general state election at which a governor was elected, must sign the petition. Each signer shall write after his name his address within the city, giving street or avenue and number, if any. No more than 100 signatures may appear on a single copy of the petition. Petitions may be circulated only by registered qualified electors of the city; and the person who circulates each copy of the petition shall sign an affidavit on the copy stating that each signer signed the petition in his presence, that each signature on the petition is genuine, and that he believes each signer to be a registered qualified elector of the city.

(iv) The circulated petition shall be filed with the city clerk not later than one month after the filing of a copy as provided above. Within one month after the date of filing of the circulated petition, the city clerk shall examine it and ascertain whether it has been prepared and circulated as required, and whether the required number of registered qualified electors of the city have signed it. He shall then attach his certificate to the petition. If his certificate states that the petition has not been prepared and circulated as required and/or lacks a sufficient number of signatures, the petition shall have no effect. But, if the city clerk's certificate states that the petition has been prepared and circulated as required and has a sufficient number of signatures, he shall submit the petition and certificate to the council at its next meeting.

## **Sec. 12. - Recalls.**

### *(b) Recall petition.*

(i) To initiate recall proceedings, a written statement in duplicate proposing the recall of the incumbent of an elective office shall be signed *and dated* by 50 or more registered qualified electors of the city, and shall be filed with the city clerk after the incumbent has held the office at least four months. The statement shall also contain the reason or reasons for which the recall is sought, in not more than 200 words. Within five days after filing the statement, the city clerk shall mail a copy of such statement by registered, certified, or similar special mail to the officer at his residential address. Within ten days after the statement is mailed to the officer, the officer may make and file with the city clerk a written statement not more than 200 words in duplicate justifying his conduct in office, and the city clerk on request shall deliver one copy to one of the persons filing the statement proposing the recall.

(ii) The petition for recall shall include a demand that a successor to the incumbent sought to be recalled be elected, and shall also include before the space where the signatures are to be written the statement giving the reason or reasons for recall under the heading "STATEMENT FOR RECALL," and if the officer has filed a statement as authorized, the statement justifying his conduct in office under the heading "STATEMENT AGAINST RECALL." The two statements shall be in letters of the same size. A copy of the petition shall be filed with the city clerk within one month after recall proceedings are initiated by the filing of the first statement, and before the petition is circulated.

(iii) A number of registered qualified electors of the city equal at least to 20 percent of the total number of votes cast for governor in the city at the last general state election at which a governor was elected, must sign the petition. Each signer shall write after his name his address within the city, giving street or avenue and number, if any, *and the date he signed the petition*. No more than 100 signatures may appear on a single copy of the petition. Petitions may be circulated only by registered qualified electors of the city; and the person who circulates each copy of the petition shall sign an affidavit on the copy stating that each signer signed the petition in his presence, that

each signature on the petition is genuine, and that he believes each signer to be a registered qualified elector of the city.

(iv) The circulated petition shall be filed with the city clerk not later than one month after the filing of a copy as provided above. Within one month after the date of filing of the circulated petition, the city clerk shall examine it and ascertain whether it has been prepared and circulated as required, and whether the required number of registered qualified electors of the city have signed it. He shall then attach his certificate to the petition. If his certificate states that the petition has not been prepared and circulated as required and/or lacks a sufficient number of signatures, the petition shall have no effect. But, if the city clerk's certificate states that the petition has been prepared and circulated as required and has a sufficient number of signatures, he shall submit the petition and certificate to the council at its next meeting.

## **ARTICLE XV. - GENERAL PROVISIONS**

### **Sec. 2. - Contracts.**

No contract shall be entered into by the city council until an appropriation has been made therefor, nor in excess of the amount appropriated and all contracts shall be made upon specifications. No contract shall be binding upon the city unless it has been signed by the mayor and countersigned by the city clerk, and the expenses thereof charged to the proper fund, liable for the payment of the same, and whenever the contract charged to any fund equals the appropriation made therefor, no further contract shall be signed by the mayor or clerk, the payment of which would come from such funds.

### **Sec. 2. - Contracts.**

No contract shall be entered into by the ~~city council~~ *City of Lindsey* until an appropriation has been made therefor, nor in excess of the amount appropriated and all contracts shall be made upon specifications. No contract shall be binding upon the city unless it has been signed by the mayor ~~or city manager as approved and authorized by the city council~~ and countersigned by the city clerk, and the expenses thereof charged to the proper fund, liable for the payment of the same, and whenever the contract charged to any fund equals the appropriation made therefor, no further contract shall be signed by the mayor or clerk, the payment of which would come from such funds.

### **Sec. 3. - Contract bids.**

All contracts of whatever character pertaining to public improvements, or maintenance of the public property of said city, involving an outlay of more than \$10,000.00, shall be based upon specifications, to be prepared and submitted to and approved by the city council, and after approval by city council, advertisements for the proposed work or matter embraced in said contract shall be made inviting competitive bids for the work to be done, which advertisement shall be published in a newspaper of general circulation in said city, and all bids submitted shall be sealed, and shall be opened only at a reasonable time and place as set out in the bid request. These bids are to be read aloud in the presence of the city clerk or city manager. The bid opening shall be open to the public and to all bidders. The bids shall remain on file in the office of the clerk and be opened to public inspection for at least 48 hours before any award of said work shall be made to any competitive bidder.

### **Sec. 3. - Contract bids.**

All contracts of whatever character pertaining to public improvements, or maintenance of the public property of said city, involving an outlay of more than ~~\$10,000.00~~ the amounts established by the Public Competitive Bidding Act of 1974, as amended, shall be based upon specifications, to be prepared and submitted to and approved by the city council, and after approval by city council, advertisements for the proposed work or matter embraced in said contract shall be made inviting competitive bids for the work to be done, which advertisement shall be published in a newspaper of general circulation in said city, and all bids submitted shall be sealed, and shall be opened only at a reasonable time and place as set out in the bid request. These bids are to be read aloud in the presence of the city clerk or city manager. The bid opening shall be open to the public and to all bidders. The bids shall remain on file in the office of the clerk and be opened to public inspection for at least 48 hours before any award of said work shall be made to any competitive bidder. All contracts for public improvements or maintenance of public property of the City of Lindsay involving an outlay of less than \$100,000 shall be established by ordinance enacted by the City Council.