

Board of County Commissioners

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Created by the Oklahoma State Constitution, the **Board of County Commissioners**□ is composed of 3 Commissioners who are elected by the people. Comanche County is divided into 3 districts, as equal in population as possible, and numbered 1, 2, and 3. One Commissioner is elected to administer each district. Boundaries for the districts are set once every 10 years following the Federal census.

Responsibilities

The **Board of County Commissioners**□ is the administrative and management entity for Comanche County. Each Commissioner administers a district, and as a

Board

, they are all responsible for the county as a whole. Their collective duties include making orders and authorizations, inspecting and approving county programs, overseeing county finances, investigating the performance of county officials, and constructing and maintaining county infrastructure. The

Board□

is also responsible for holding a regular meeting on the first Monday of each month.

Legislation

The **Board** is responsible for enforcing legislation passed by the State of Oklahoma Legislature. The **Board** does not make its own legislation, though they can make resolutions.

Administration

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The **Board** meets publicly when transacting county business. By law, the commissioners must act as a board to: enter into contracts, make purchases, or make agreements that will affect the county.

Finances

The **Board** is the chief fiscal entity of the county. It is in charge of receiving and expending funds, and is therefore held responsible for the following: making major financial decisions, transacting those decisions, preparing budgets, awarding contracts, and acting on claims. The **Board** must consider the estimated needs of each county office annually. The estimates must be published and forwarded to the

Excise Board

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Management

The **Board** is also responsible for investigating the performance of all county offices. This includes the proper handling of county funds. The **Board** can audit the accounts of all county officers who receive, manage, or distribute county funds. The **Board** can lawfully take action against an officer found delinquent in his/her duties.

Development

The **Board** advertises for bids and approves contracts for major purchases or construction projects within the county. State law allows the **Board** to incur indebtedness in the name of the county when necessary. Commissioners are empowered to call county bond issue elections when necessary for county projects.

Meetings

The **Board** meets every Monday at 9:00 a.m. in Room 302 of the Comanche County Courthouse, except on holidays or on special occasions. All sessions are open to the public and held in observance of the Oklahoma Open Meeting Act.

Many other duties and functions are performed by county commissioners due to specific needs, which vary from county to county. Permissive legislation provides the basis for these additional duties and functions.

If you have any questions, you may contact the Commissioners' Office at 580-353-3717.