

CHICKASHA MUNICIPAL AUTHORITY

AGENDA
LOCATION OF MEETING
CITY HALL COUNCIL CHAMBERS
117 NORTH FOURTH STREET
CHICKASHA, OKLAHOMA 73018

TIME OF MEETING
6:30 PM

DATE OF MEETING
APRIL 18, 2022

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 needed to act on an item, the governing body may refer the matter to its City/Trust Manager, staff, attorney or to the recommending board, commission or committee.

- 1. Call to Order / Roll Call.**

- 2. Consent Docket:**
 - a. Acceptance of the Minutes of the March 24, 2022 Special Meeting; and the Minutes of the April 4, 2022 regular Meeting.
 - b. Acceptance of Claims List.
 - c. Acceptance of the Financials for March 2022.
 - d. Accept and ratify action to authorize staff to solicit bids for the Festival of Light electrical expansion to the north side of the dam in Shannon Springs Park.
 - e. Accept and ratify an amendment to the City of Chickasha Employee Policy and Procedure Manual, Chapter 5, Leaves of Absence, Titles: Vacation and Sick Leave Accruals to change the number of hours and timing of accruals of vacation leave and sick leave for Department Heads.

- f. Accept and ratify an engagement letter with HSPG & Associates, LLC to perform the CMA's audit services for FY 20-21 and authorize the Mayor to execute the same.

3. Discussion/Approval of Items Removed from Consent Docket:

4. Consideration and Discussion Items:

5. Motion for Adjournment.



City of
CHICKASHA

Meeting Type: CMA Agenda 4-18-2022

Meeting Date: 4/18/2022

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the March 24, 2022 Special Meeting; and the Minutes of the April 4, 2022 regular Meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Minutes of the March 24, 2022 Special Meeting; and the Minutes of the April 4, 2022 regular Meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Susan M. McDaniel, City Clerk

Meeting Date:

April 18, 2022

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

V. ATTACHMENTS:

1. CMA 3-24-2022
2. CMA 4-4-2022

March 24, 2022

The **SPECIAL** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the Council Chambers in City Hall on the 24th day of March 2022, as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Chairman Mosley called the meeting to order at 6:47 p.m.

ITEM 1. **Call to Order / Roll Call**

CHAIRMAN AND TRUSTEES

PRESENT: Chris Mosley, Chairman
Oscar Nelson
David Sikes
Kelly Boyd
Brian Gerdes
Georgianne Hebblethwaite
Nate McCalla

ABSENT: Zachary Grayson, Vice-Chairman
R. P. Ashanti-Alexander

STAFF

PRESENT: Tyler Brooks, City Manager
Amanda Mullins, City Attorney
Susan M. McDaniel, City Clerk
G.G. Music, Asst. Police Chief
Cindy Rogers, Finance Director
Rachel Bernish, Community Development Director
Lillie Huckaby, Library Director
Shae Mortimer, Marketing & Civic Engagement Manager

ITEM 2. **Consent Docket: ITEM 2a – ITEM 2b**

ITEM 2a. **Acceptance of the Claims List.**
ITEM 2b. **Acceptance and ratification of Council Item 6d – waiving the bidding process and authorize the purchase of computers/monitors/accessories from Dell Computer using Oklahoma State Contract #MNWNC-108/SW1020D.**

*Motion by Trustee Sikes, second by Trustee Gerdes to approve Consent Docket: ITEM 2a – ITEM 2b.

Roll call vote:

Ayes:” Boyd, Sikes, Nelson, Hebblethwaite, Gerdes, McCalla and Mosley.

“Nays:” None

“Abstain:” None

Motion carried. 7-0

ITEM 3. **Discussion / Approval of Items Removed from Consent Docket:**

No action taken on Item 3.

ITEM 4. **Discussion and Consideration Items:**

ITEM4a. **Discussion, consideration, and possible action to waive the bid requirement and authorize staff to purchase four transitional couplings from Central Oklahoma Winnelson in an amount not to exceed \$10,000.00.**

*Motion by Council Member Hebblethwaite and second by Council Member Nelson to waive the bid requirement and authorize staff to purchase four transitional couplings from Central Oklahoma Winnelson in an amount not to exceed \$10,000.00.

Roll call vote:

“Ayes:” Nelson, Hebblethwaite, Gerdes, Sikes, McCalla, Boyd and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 7-0

ITEM4b. **Discussion, consideration, and possible action to waive competitive bids and authorize staff to purchase 567 cubic feet of anthracite from UNIFILT Corp in an amount not to exceed \$10,500.00.**

*Motion by Council Member Nelson and second by Council Member Sikes to waive the bid requirement and authorize staff to purchase 567 cubic feet of anthracite from UNIFILT Corp in an amount not to exceed \$10,500.00.

Roll call vote:

“Ayes:” Nelson, Hebblethwaite, Gerdes, Sikes, McCalla, Boyd and Mosley.

“Nays:” None.

“Abstain:” None.

6:47 P.M.

Motion passed. 7-0

ITEM 5. **Motion to Adjourn.**

*Motion by Trustee Boyd, second by Trustee Hebblethwaite to adjourn.

Meeting adjourned.

TIME: 6:51 P.M.

Approved this 18th day of April 2022.

Chris Mosley, Chairman

ATTEST:

Susan M. McDaniel, City Clerk

(SEAL)

April 4, 2022

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the Council Chambers in City Hall on the 4th day of April 2022, as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Chairman Mosley called the meeting to order at 6:44 p.m.

ITEM 1. **Call to Order / Roll Call**

CHAIRMAN AND TRUSTEES

PRESENT: Chris Mosley, Chairman
Zachary Grayson, Vice-Chairman
Oscar Nelson
David Sikes
Brian Gerdes
Georgianne Hebblethwaite
Nate McCalla

ABSENT: Kelly Boyd
R. P. Ashanti-Alexander

STAFF

PRESENT: Tyler Brooks, City Manager
Amanda Mullins, City Attorney
Susan M. McDaniel, City Clerk
Chief Rowell, Police Chief
Cindy Rogers, Finance Director
Lillie Huckaby, Library Director

ITEM 2. **Consent Docket: ITEM 2a – ITEM 2c**

ITEM 2a. **Acceptance of the Minutes of the March 7 2022 regular meeting.**

ITEM 2b. **Acceptance of the Financials for February 2022.**

ITEM 2c. **Accept and ratify Ordinance 2022-13 to sign a new Joinder Agreement with Oklahoma Municipal Retirement Fund.**

6:44 P.M.

*Motion by Trustee Nelson, second by Trustee Hebblethwaite to approve Consent Docket:
ITEM 2a – ITEM 2c.

Roll call vote:

Ayes:” Grayson, Sikes, Nelson, Hebblethwaite, Gerdes, McCalla and Mosley.

“Nays:” None

“Abstain:” None

Motion carried. 7-0

ITEM 3. **Discussion / Approval of Items Removed from Consent Docket:**

No action taken on Item 3.

ITEM 4. **Motion to Adjourn.**

*Motion by Trustee Grayson, second by Trustee Gerdes to adjourn.

Meeting adjourned.

TIME: 6:44 P.M.

Approved this 18th day of April 2022.

Chris Mosley, Chairman

ATTEST:

Susan M. McDaniel, City Clerk

(SEAL)



City of
CHICKASHA

Meeting Type: CMA Agenda 4-18-2022

Meeting Date: 4/18/2022

Department: Finance

Agenda Item No. 2.b.

AGENDA ITEM: Acceptance of Claims List.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept Claims List.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Cindy Rogers, Finance Director

Meeting Date:

April 18, 2022

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: CMA Agenda 4-18-2022

Meeting Date: 4/18/2022

Department: Finance

Agenda Item No. 2.c.

AGENDA ITEM: Acceptance of the Financials for March 2022.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Financials for March 2022.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Cindy Rogers, Finance Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 18, 2022	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: CMA Agenda 4-18-2022

Meeting Date: 4/18/2022

Department: Administration

Agenda Item No. 2.e.

AGENDA ITEM: Accept and ratify an amendment to the City of Chickasha Employee Policy and Procedure Manual, Chapter 5, Leaves of Absence, Titles: Vacation and Sick Leave Accruals to change the number of hours and timing of accruals of vacation leave and sick leave for Department Heads.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept and ratify an amendment to the City of Chickasha Employee Policy and Procedure Manual, Chapter 5, Leaves of Absence, Titles: Vacation and Sick Leave Accruals to change the number of hours and timing of accruals of vacation leave and sick leave for Department Heads.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Tyler Brooks, City Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 18, 2022	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: CMA Agenda 4-18-2022

Meeting Date: 4/18/2022

Department: Finance

Agenda Item No. 2.f.

AGENDA ITEM: Accept and ratify an engagement letter with HSPG & Associates, LLC to perform the CMA's audit services for FY 20-21 and authorize the Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Cindy Rogers, Finance Director

Meeting Date:

April 18, 2022

Fund	Account	Amount
(To)		
FUND	ACCOUNT	AMOUNT
(From)		

V. ATTACHMENTS: