

CHICKASHA MUNICIPAL AIRPORT 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
MAY 5, 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 April 18, 2022 regular meeting.
 - b. Acceptance of the Claims List.
- 3. Discussion/Approval of Items Removed from Consent Docket:**
- 4. Consideration and Discussion Items:**
 - a. Discussion, consideration and possible action to approve a contract with

Lady Liberty Squadron in an amount not to exceed \$2,000 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

5. Motion for Adjournment.



City of
CHICKASHA

Meeting Type: Special CMAA Agenda 5-5-2022

Meeting Date: 5/5/2022

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of April 18, 2022 regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: May 2, 2022	(From)		

V. ATTACHMENTS:

1. CMAA 4-18-2022

April 18, 2022

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 18th 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 7:36 p.m.

ITEM 1.

Call to Order / Roll Call:

CHAIRMAN AND TRUSTEES

PRESENT:

Chris Mosley, Chairman
Zachary Grayson, Vice-Chairman
Oscar Nelson
David Sikes
Georgianne Hebblethwaite
Brian Gerdes
Nate McCalla
R P. Ashanti-Alexander
Kelly Boyd

ABSENT:

None.

STAFF

PRESENT:

Tyler Brooks, City Manager
Amanda Mullins, City Attorney
Cindy Rogers, Finance Director
Susan M. McDaniel, City Clerk
Chief Rowell, Police Chief
Lillie Huckaby, Library Director
Tony Samaniego, Fire Chief
Shae Mortimer, Marketing and Civic Engagement Manager

ITEM 2.

Consent Docket: ITEM 2a thru ITEM 2e

ITEM 2a.

Acceptance of the Minutes of the Special March 24, 2022 meeting; and the Minutes of the Regular April 18, 2022 meeting.

ITEM 2b.

Acceptance of Claims List.

ITEM 2c.

Acceptance of the Financials for March 2022.

ITEM 2d. **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 and sick leave for Department Heads.**

ITEM 2e. **Accept and ratify an engagement letter with HSPG & Associates, LLC to perform the CMAA's audit services for FY 20-21 and authorize the Mayor to execute the same.**

*Motion by Trustee Grayson, second by Trustee Ashanti-Alexander to approve Item 2a thru Item 2e.

Roll call vote:

Ayes:" Grayson, Ashanti-Alexander, Boyd, Nelson, Sikes, Hebblethwaite, Gerdes, McCalla and Mosley.

"Nays:" None

"Abstain:" None

Motion carried. 9-0

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

No action taken on Item 3.

ITEM 4. **Discussion and Consideration:**

ITEM4a. **Discussion, consideration, and possible action to approve a contract with Stephen Covington in an amount not to exceed \$4,500.00 for the 2022 Wings & Wheels event and authorize the Mayor to execute the same.**

*Motion by Trustee Member Gerdes and second by Trustee Member McCalla to approve a contract with Stephen Covington in an amount not to exceed \$4,500.00 for the 2022 Wings & Wheels event and authorize the Mayor to execute the same.

Roll call vote:

"Ayes:" Ashanti-Alexander, Boyd, Nelson, Sikes, Hebblethwaite, Gerdes, McCalla, Grayson and Mosley.

"Nays:" None.

"Abstain:" None.

Motion passed. 9-0

ITEM4b. **Discussion, consideration, and possible action to approve a contract with Kate Kyer Aerobatics in an amount not to exceed \$1,500.00 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.**

TIME 7:36 P.M.

*Motion by Trustee Member Nelson and second by Trustee Member Ashanti-Alexander to approve a contract with Kate Kyer Aerobatics in an amount not to exceed \$1,500.00 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

Roll call vote:

“Ayes:” Nelson, Sikes, Hebblethwaite, Ashanti-Alexander, Boyd, Gerdes, McCalla, Grayson and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 9-0

ITEM4c. Discussion, consideration, and possible action to approve a contract with AV Services in an amount not to exceed \$2,800 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

*Motion by Trustee Member Boyd and second by Trustee Member Hebblethwaite to approve a contract with AV Services in an amount not to exceed \$2,800.00 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

Roll call vote:

“Ayes:” Nelson, Sikes, Hebblethwaite, Ashanti-Alexander, Boyd, Gerdes, McCalla, Grayson and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 9-0

ITEM 5. Motion to Adjourn.

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

Meeting adjourned.

TIME: 7:38 PM

Approved this 2nd day of May 2022.

Chris Mosley, Chairman

(ATTEST)

Susan M. McDaniel, City Clerk



City of
CHICKASHA

Meeting Type: Special CMAA Agenda 5-5-2022

Meeting Date: 5/5/2022

Department: Finance

Agenda Item No. 2.b.

AGENDA ITEM: Acceptance of the 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:

May 2, 2022

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

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Special CMAA Agenda 5-5-2022

Meeting Date: 5/5/2022

Department: Administration

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration and possible action to approve a contract with Lady Liberty Squadron in an amount not to exceed \$2,000 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

Discussion, consideration and possible action to approve a contract with Lady Liberty Squadron in an amount not to exceed \$2,000 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

Lady Liberty Squadron to Provide:

- Douglas A-26 Invader known as Lady Liberty
- Bomb Train ride consisting of 3-4 cars
- Personnel to operate Bomb Train ride and staff aircraft, including fielding questions and providing tours
- No charge for Bomb Train ride or aircraft tours, although donations will be accepted for operation and maintenance of the aircraft
- Work with CAF HQ to add CMAA and City of Chickasha as additional insured

CMAA to provide:

- Appearance fee of \$2,000
- Tow vehicle for Bomb Train (golf cart or UTV style vehicle)

II. RECOMMENDED ACTION:

Approve a contract with Lady Liberty Squadron in an amount not to exceed \$2,000 for the 2022 Wings & Wheels event and authorize Mayor to execute the same.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Shae Mortimer, Marketing & Civic Engagement Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: May 2, 2022	(39-539-5210-004)		\$2,000

V. ATTACHMENTS:

1. Lady Liberty Proposed

Lady Liberty Squadron Appearance Agreement

This document serves as an agreement between the Chickasha Municipal Airport Authority (the "Event") and the Lady Liberty Squadron (the "Squadron"), a unit of the Commemorative Air Force (CAF). The intent is to establish a mutual understanding of both party's responsibilities for the Squadron's support of the Event scheduled for June 4th, 2022. This contract is governed by the laws of Oklahoma with venue in the District Courts of Grady County.

It must be clearly understood that although the members of the Squadron will make every effort to support the Event, there may be unforeseen events that require cancellation, such as adverse weather, mechanical problems, and in very rare situations, crew non-availability. The Squadron will do everything in its power to mitigate these possible difficulties. Please note that per Commemorative Air Force policy, the Squadron's aircraft is limited to day VFR operations.

Arrival and Departure

Both parties will be flexible to accommodate changes in operational needs such as changes to arrival/departure windows, TFRs, and changes in weather. The Squadron will attempt to meet every request of the Event. For departure, the Event must allow the Squadron a departure time that will permit adequate flight time to return to Enid prior to sunset, or allow the Squadron's aircraft to remain overnight and provide accommodations for the Squadron's crew to facilitate a departure the morning after the show.

Agreed-upon arrival date and time: 9:00 a.m., June 4th

Agreed-upon departure date and time: 6:00 p.m., June 4th

Services and Equipment Provided by Squadron

The Squadron will provide the Douglas A-26 Invader known as Lady Liberty, the Bomb Train consisting of 3-4 cars, and sufficient personnel (usually 6-8) to operate the Bomb Train and staff the aircraft, to include fielding questions and providing tours of the aircraft. These services will be provided during the Event's hours of operation, and other times by request. The Squadron will not charge airshow visitors for Bomb Train rides or tours of the aircraft, although will provide containers for visitors to donate to the aircraft if they so wish. All donations will go directly to the operations and maintenance of the aircraft. Additionally, the Squadron will work with CAF HQ to add the Chickasha Municipal Airport Authority and City of Chickasha as additional insured.

Vehicles Provided by the Event

The Event will provide a suitable tow vehicle for the Bomb Train, normally a golf cart or UTV-style vehicle. Although gas-powered is preferable, electric is suitable if provisions can be made for swapping out the vehicle with another during the event due to the significant drain on the vehicle's batteries. A 2-inch receiver is preferable, but the Squadron will provide a universal tow hitch if the Event-supplied vehicle does not have a receiver.

Accommodations Provided by the Event

The Event will not need to provide any rooms, given the plan is to arrive and depart the same day.

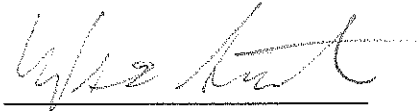
Logistical Support Provided by the Event

The Event will not need to provide the Squadron with any AVGAS or engine oil.

Financial Compensation Provided by the Event

The Event will provide the Squadron compensation in the amount of \$2,000, payable upon arrival. A check made out to "A-26 Lady Liberty Squadron" is the agreed-upon method of payment (else EFT to CAF HQ).

(Event POC)



Wes Smith
Executive Officer, Lady Liberty Squadron
(208) 271-6685