

NOTICE OF REGULAR MEETING
OF THE
CHICKASHA CITY COUNCIL

In compliance with Title 25, Oklahoma Statutes, Section 301-314, the Oklahoma Open Meeting Act, including the posting of notice and agenda, be advised that the Chickasha City Council, Chickasha Municipal Authority, and Chickasha Municipal Airport Authority of the City of Chickasha, Oklahoma, will conduct a **REGULAR MEETING ON MONDAY, JULY 3, 2023, AT 6:30 PM**. Said meeting will be held in the Council Chambers, City Hall, 117 North 4th Street, Chickasha, Oklahoma.

The City of Chickasha encourages participation from all its citizens. If participation is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if signing is not the necessary accommodation.

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.

Agenda items are attached.

I, Susan M. McDaniel, City Clerk, posted this Agenda on the official City of Chickasha bulletin board in the Municipal Building, 117 North 4th Street Chickasha, OK, 73018, which is accessible to the public twenty-four hours each day at 4:30 p.m. on Friday, June 30, 2023.



Susan M. McDaniel, CMC

Sworn to and subscribed before me on this 30th day of June, 2023.

My Commission Expires: 10-1-2026



Notary Public, State of Oklahoma

CHICKASHA CITY COUNCIL

AGENDA

LOCATION OF MEETING

CITY HALL COUNCIL CHAMBERS

117 NORTH FOURTH STREET

CHICKASHA, OKLAHOMA 73018

TIME OF MEETING

6:30 PM

DATE OF MEETING

JULY 3, 2023

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.

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- 1. Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance.**
- 2. Citizen Comments.**
- 3. Council Communications.**
 - a. Officer Presentation by Chief Music.
 - b. Retirement Watch Presentation - Bryan Karns, Chickasha Fire & EMS
- 4. Consent Docket:**
 - a. Acceptance of the Minutes of the June 20, 2023 regular meeting.

- b. Acceptance of the Claims List.

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

6. Discussion and Consideration

- a. Discussion, consideration and possible action to authorize Paddock Enterprises do an evaluation on our municipal pool in Shannon Springs Park in an amount not to exceed \$9,500.00.
- b. Discussion, consideration and possible action to enter into an updated Memorandum of Agreement with the Regional Organized Crime Information Center (ROCIC) and authorize the Chief of Police to execute the same.
- c. Discussion, consideration, and possible approval of the annual contract with the Grady County 522 EMS District and authorize the Mayor to execute the same.
- d. Discussion, consideration and possible approval of the annual Capitol Improvement Agreement with the Grady County 522 EMS District and authorize the Mayor to execute the same.
- e. Discussion, consideration, and possible approval to renew the Zoll portable ventilator loan agreement with the Grady County 522 EMS District and authorize the Mayor to execute the same.
- f. Discussion, consideration, and possible action to approve the purchase of Amkus battery operated extrication tools under state contract (46191600) for a price not to exceed \$39,026.00 that will be reimbursed by the Grady County 522 EMS District.
- g. Discussion, consideration, and possible action to approve an oil and gas lease with Todco Properties, Inc. for 300 acres, more or less, in Section 28, Township 8 North, Range 9 West, Caddo County, Oklahoma.
- h. Discussion, consideration, and possible action to engage HSPG & Associates, LLC to perform the City of Chickasha 's audit services for FY21-22 and authorize Mayor to execute the same.
- i. Discussion, consideration, and possible action to approve an oil and gas lease with Camino Natural Resources for 39.1 acres, more or less, in Section 4, Township 6 North, Range 7 West, Grady County, Oklahoma.
- j. Discussion, consideration, and possible action to authorize Staff to solicit bids for the operation of the sports complex concession stand.

7. Motion to Adjourn.



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Police Department

Agenda Item No. 3.a.

AGENDA ITEM: Officer Presentation by Chief Music.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: G. Music, Police Chief	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: City Clerk

Agenda Item No. 3.b.

AGENDA ITEM: Retirement Watch Presentation - Bryan Karns, Chickasha Fire & EMS

I. BACKGROUND/DESCRIPTION:

Bryan Karns began his career with the Chickasha Fire Department in June of 1990. Bryan received his EMT Certification in 1994.

Congratulations, Bryan! We wish you an enjoyable retirement!

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: City Clerk

Agenda Item No. 4.a.

AGENDA ITEM: Acceptance of the Minutes of the June 20, 2023 regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept of the Minutes of the June 20, 2023 regular meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. City 6-20-2023

June 20, 2023

The **REGULAR** meeting of the **CHICKASHA CITY COUNCIL** was held in the council chambers in city hall on the 20th day of June 2023 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Mosley called the meeting to order at 6:30 p.m.

ITEM 1. Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance

MAYOR AND COUNCIL

PRESENT: Chris Mosley, Mayor
Oscar Nelson
Kea Ginn
Georgianne Hebblethwaite
Rick Croslin
Brian Gerdes

ABSENT: R. P. Ashanti-Alexander
Kelly Boyd
Zachary Grayson, Vice-Mayor

STAFF

PRESENT: Keith Johnson, City Manager
Amanda Mullins, City Attorney
Susan McDaniel, City Clerk
G. G. Music, Police Chief
Spencer Winzenried, Parks & Rec Director
Robert Brooks, Staff Accountant
Elaine Jensen, Finance Director
Jim Crosby, Public Work Director
Rachel Bernish, Community Development Director
Darren Martin, Chief Building Inspector
Lillie Huckaby, Library Director
Tony Samaniego, Fire Chief
Shae Mortimer, Marketing & Civic Engagement Manager

ITEM 1. **Call to Order/Roll Call/Opening Prayer/Pledge of Allegiance:**

Council Member Nelson gave the invocation and Council Member Ginn lead the Pledge of Allegiance.

ITEM 2. **Citizen Comments:**

(City Council Rules and Regulations limit visitor comments to a maximum of three minutes.)

ITEM 3. **Council Communications.**

Mayor Mosley commented on the successful Mayor's Conference Shae Mortimer planned for OML.

ITEM 4. **Consent Docket: ITEM 4a through ITEM 4c.**

ITEM 4a. **Acceptance of the Minutes of the June 5, 2023, regular meeting; the Minutes of the June 15, 2023, Special Meeting.**

ITEM 4b. **Acceptance of the Claims List.**

ITEM 4c. **Acceptance of Resolution 2023-14R amending the FY 22-23 Budget.**

*Motion by Council Member Nelson, second by Council Member Hebblethwaite to approve the Consent Docket: ITEM 4a thru ITEM 4c.

Roll call vote:

Ayes:" Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

"Nays:" None

"Abstain:" None.

Motion carried. 6-0

ITEM 5. **Discussion/Approval of Items Removed from Consent Docket:**

No Action Taken.

ITEM 6. **Discussion and Consideration Items:**

ITEM6a. **Discussion, consideration, and possible action to accept a memory bench that will be placed in Shannon Springs Park.**

*Motion by Council Member Hebblethwaite and second by Council Member Ginn to accept a memory bench that will be placed in Shannon Springs Park.

Roll call vote:

City Council Meeting 6-20-2023
6:30 p.m.

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.
“Nays:” None.
“Abstain:” None.
Motion passed. 6-0

ITEM 6b. Discussion, consideration, and possible action to accept the OEA Operation Round-up Grant award for the Police Department.

*Motion by Council Member Nelson and second by Council Member Hbblethwaite to accept and approve the award and authorize the Chief to have the funds issued to Ms. Stephens.

Roll call vote:

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.
“Nays:” None.
“Abstain:” None.
Motion passed. 6-0

ITEM 6c. Discussion, consideration, and possible action to declare as surplus the attached list of antiquated items located at the Chickasha Animal Shelter and authorize the disposal as deemed appropriate by the City Manager pursuant to City Ordinances.

*Motion by Council Member Gerdes and second by Council Member Nelson to declare as surplus the attached list of antiquated items located at the Chickasha Animal Shelter and authorize the disposal as deemed appropriate by the City Manager pursuant to City Ordinances.

Roll call vote:

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.
“Nays:” None.
“Abstain:” None.
Motion passed. 6-0

ITEM 6d. Discussion, consideration, and possible action to surplus and destroy an old Police Department Taser.

*Motion by Council Member Hebblethwaite and second by Council Member Croslin to surplus and destroy an old Police Department Taser.

Roll call vote:

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.
“Nays:” None.
“Abstain:” None.

City Council Meeting 6-20-2023

6:30 p.m.

Motion passed. 6-0

ITEM 6e. Discussion, consideration, and possible action to approve the annual jail service contract with the Grady County Criminal Justice Authority and authorize the City Manager to execute the same.

*Motion by Council Member Hebblethwaite and second by Council Member Gerdes to approve the annual jail service contract with the Grady County Criminal Justice Authority and authorize the City Manager to execute the same .

Roll call vote:

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 6-0

ITEM 6f. Public Hearing – to discuss and consider the rezoning request for a Zoning Special exempt for equines and goats to be located in the lot behind 2420 S. 24th Street for applicants Davina and Roosevelt May.

Hearing opened at 6:39 p.m.

Applicants Davina and Roosevelt May spoke regarding their request.

Hearing closed at 6:41 p.m.

ITEM 6g. Discussion, consideration, and possible action to approve the request for a zoning special exemption for equines and goats to be located in the lot behind 2420 S. 24th Street for applicants Davina and Roosevelt May.

*Motion by Council Member Hebblethwaite and second by Council Member Gerdes to approve the request for a zoning special exemption for equines and goats to be located in the lot behind 2420 S. 24th Street for applicants Davina and Roosevelt May.

Roll call vote:

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 6-0

City Council Meeting 6-20-2023
6:30 p.m.

ITEM 6h. Discussion, consideration, and possible action to accept bid COC-2302 design/build City Hall fire protection system project to Alpine Fire Protection, Inc. in an amount not to exceed \$25,775.00.

*Motion by Council Member Nelson and second by Council Member Hebblethwaite to accept bid COC-2302 design/build City Hall fire protection system project to Alpine Fire Protection, Inc. in an amount not to exceed \$25,775.00.

Roll call vote:

“Ayes:”

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 6-0

ITEM 6i. Discussion, consideration, and action to award bid COC-2304 – Storm sewer and pavement repairs to the intersection of 14th and Missouri to Mayfield Contracting, LLC in the amount not to exceed \$287,989.87.

*Motion by Council Member Nelson and second by Council Member Hebblethwaite to award bid COC-2304 – Storm sewer and pavement repairs to the intersection of 14th and Missouri to Mayfield Contracting, LLC in the amount not to exceed \$287,989.87.

Roll call vote:

“Ayes:” Boyd, Ginn, Hebblethwaite, Grayson, Ashanti-Alexander, Croslin, Gerdes, and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 8-0

ITEM 6j. Discussion, consideration, and possible action to adopt or reject Resolution 2023-12R on the proposed budget for the City of Chickasha for Fiscal Year 2023-2024 as proposed at the public hearing on the budget held on June 15, 2023 and possible approval or rejection of any amendments proposed and considered by the City Council at the meeting.

*Motion by Council Member Nelson and second by Council Member Hebblethwaite to adopt Resolution 2023-12R as presented.

Roll call vote:

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 6-0

ITEM 6k. Discussion, consideration, and possible action to adopt Resolution 2023-13R providing for a retention schedule for personnel and payroll records.

*Motion by Council Member Gerdes and second by Council Member Hebblethwaite to adopt Resolution 2023-13R providing for a retention schedule for personnel and payroll records.

Roll call vote:

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 6-0

ITEM 6l. Discussion, consideration, and possible action to allow street closures on 17th and Minnesota for Dirt Road Films LLC.

*Motion by Council Member Hebblethwaite and second by Council Member Ginn to allow street closures on 17th and Minnesota for Dirt Road Films LLC from July 1, 2023, to July 14, 2023.

Roll call vote:

“Ayes:” Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 6-0

Meeting was recessed to enter into CMA and CMAA Meetings @ 6:49 p.m.

Meeting was reconvened into regular session at 6:59 p.m.

Roll Call:

Nelson - Present

Ginn - Present

Hebblethwaite - Present

Croslin - Present

Gerdes - Present

Mosley - Present

EXECUTIVE SESSION:

ITEM 7a. Discussion, consideration and possible action to enter into executive session to discussion confidential communications between the City and City’s Attorney concerning a pending investigation, claim or

City Council Meeting 6-20-2023
6:30 p.m.

action which the City with the advice of the City's Attorney, has determined that disclosure will seriously impair the ability of the City to process the claim or conduct the pending investigation, litigation, or proceeding in the public interest in compliance with its duty of confidentiality under the provisions of 24 O.S. Section 307B(4). (Potential action relating to the Chickasha Economics Development Council pertaining to the use of Taxpayers Funds, including funds disbursed pursuant to grants).

*Motion by Council Member Hebblethwaite and second by Council Member Gerdes to enter into Executive Session.

Roll call vote:

"Ayes:" Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

"Nays:" None.

"Abstain:" None.

Motion passed. 6-0

Entered into Executive Session at 7:00 p.m.

Reconvened open session at 8:32 p.m.

ITEM 7b. Consideration to reconvene open session and take potential action on any item discussed in Executive Session.

*Motion by Council Member Nelson and second by Council Member Hebblethwaite to reconvene open session.

Roll call vote:

"Ayes:" Nelson, Ginn, Hebblethwaite, Croslin, Gerdes, and Mosley.

"Nays:" None.

"Abstain:" None.

Motion passed. 6-0

NO ACTION TAKEN

ITEM 8. Adjournment:

Motion by Council Member Hebblethwaite and second by Council Member Gerdes to adjourn the meeting.

Meeting adjourned.

TIME: 8:33 P.M.

City Council Meeting 6-20-2023
6:30 p.m.

Chris Mosley, Mayor

ATTEST:

Susan M. McDaniel, CMC - City Clerk

Approved this 3rd day of July 2023.



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Finance

Agenda Item No. 4.b.

AGENDA ITEM: Acceptance of the Claims List.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Claims List.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. AP COUNCIL REPORT - 7.3.2023_Redacted

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	COLONIAL LIFE & ACCIDENT INSURANCE COM	COLONIAL LIFE & ACCIDENT I	698.54
		MISC ONE-TIME V DR. ALEXANDER	DEPOSIT REFUND	125.00
		SANDRA GERLT	DEPOSIT REFUND	125.00
		DANA IRBY	DEPOSIT REFUND	125.00
		JACOB MADDEN	DEPOSIT REFUNDS	125.00
		JACOB MADDEN	DEPOSIT REFUNDS	125.00
		SHANNON MUNGER	DEPOSIT REFUND	125.00
		TERRY SCAFFETTA	DEPOSIT REFUND	125.00
		METLIFE	METLIFE	892.77
		WASHINGTON NATIONAL INS. CO	WASHINGTON NATIONAL INS. C	102.70
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	BLUE CROSS BLUE SHIELD OF	5,084.41-
		DEARBORN NATIONAL	DEARBORN NATIONAL	266.80
		OPTIONS COUNSELING SERVICE, INC.	OPTIONS COUNSELING SERVICE	337.50-
			TOTAL:	2,586.10-
ADMINISTRATION	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	244.42
			MAY 2023 P-CARD	122.42
			MAY 2023 P-CARD	420.00
		EXPRESS STAR	PUBLISH 23/24 BUDGE SUMMA	216.00
			PUBLISH ORD. 2023-23	32.20
			PUBLISH ORD.2023-22	44.80
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/SPOUSE	50.90
			DENTAL EMP/SPOUSE	50.90
			MED \$1,000 DED EMP/SPOUSE	999.90
			MED \$1,000 DED EMP/SPOUSE	999.90
		OKLAHOMA MUNICIPAL RETIRE	OMRF3	446.15
			OMRF3	446.15
			OMRF	234.91
			OMRF	245.77
		TRANSFER ACCOUNT	OMRF	269.05
			FICA	583.04
			FICA	569.32
			MEDICARE	136.35
		OPTIONS COUNSELING SERVICE, INC.	MEDICARE	133.15
			EMPLOYEE ASSISTANCE PROGRA	3.00
			EMPLOYEE ASSISTANCE PROGRA	3.00
			TOTAL:	6,251.33
FIRE ADMINISTRATION	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	25.90
			MAY 2023 P-CARD	290.25
			MAY 2023 P-CARD	273.63
			MAY 2023 P-CARD	67.00
		VERIZON WIRELESS	ACCT:742069840 MAY16-JUN15	120.03
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			DENTAL EMP/FAMILY	97.34
			DENTAL EMP/FAMILY	97.34
			MED \$1,000 DED EMP ONLY	224.42
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP/FAM	1,375.18
			MED \$1,000 DED EMP/FAM	1,375.18
		OSDH EMERGENCY SYSTEMS	B STEELMAN	85.00
		OKLAHOMA FIREFIGHTERS	FIRE PENSION	981.23
			FIRE PENSION	981.23
		OKLAHOMA MUNICIPAL RETIRE	OMRF	82.87
			OMRF	80.67

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			OMRF	82.94
		TRANSFER ACCOUNT	FICA	70.25
			FICA	67.27
			MEDICARE	118.06
			MEDICARE	109.70
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	4.50
			EMPLOYEE ASSISTANCE PROGRA	4.50
		IAFF LOCAL 2041 (HEALTH INS)	FIRE EE/SPOUSE DENTAL	92.80
			FIRE EE/SPOUSE DENTAL	92.80
			FIRE GROUP LIFE	20.71
			FIRE GROUP LIFE	20.71
			FIR/EESP VISION	48.00
			FIR/EESP VISION	48.00
			TOTAL:	7,169.25
POLICE ADMINISTRATION	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	1,494.16
			MAY 2023 P-CARD	336.00
			MAY 2023 P-CARD	100.00
			MAY 2023 P-CARD	1,045.00
		ULINE	EQUIPMENT	720.28
		GRADY COUNTY LAW ENFORCEMENT CENTER	MONTHLY JAIL BILL	900.00
		MTM RECOGNITION CORPORATION	CHALLENGE COINS	635.00
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLE	1,082.00
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			DENTAL EMP/SPOUSE	25.45
			DENTAL EMP/SPOUSE	25.45
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
			MED #2,500 DED EMP/SPOUSE	405.72
			MED #2,500 DED EMP/SPOUSE	405.72
		CKENERGY ELECTRIC COOPERATIV	MISC ACCTS UTILITIES 5/4-6	71.11
		CITY OF CHICKASHA-(ACH) OKLAHOMA POLIC	POLICE PENSION	507.18
			POLICE PENSION	507.18
		OKLAHOMA MUNICIPAL RETIRE	OMRF	206.22
			OMRF	196.23
			OMRF	198.80
		TRANSFER ACCOUNT	FICA	412.76
			FICA	403.45
			MEDICARE	96.53
			MEDICARE	94.36
		GRADY MEMORIAL HOSPITAL	BLOOD DRAW	29.00
		UNIFIRST HOLDINGS, L.P.	MISC ACCTS - SEE DETAIL SH	29.92
		BOARD OF TESTS	INTOXILZER CLASS	62.00
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	4.50
			EMPLOYEE ASSISTANCE PROGRA	4.50
			TOTAL:	10,436.68
CEMETERY SERVICES	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	1,193.09
			MAY 2023 P-CARD	94.81
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
		OKLAHOMA MUNICIPAL RETIRE	OMRF	149.54
			OMRF	126.88

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			OMRF	117.14
		OKLAHOMA ELECTRIC COOP	CEMETARY AND WATERWELL 5/7	55.34
		TRANSFER ACCOUNT	FICA	110.49
			FICA	95.35
			MEDICARE	25.84
			MEDICARE	22.30
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	1.50
			EMPLOYEE ASSISTANCE PROGRA	1.50
		WYNN, JEFFREY	GRAVE OPENING & CLOSING	595.00
			GRAVE OPENING & CLOSING	<u>2,510.00</u>
			TOTAL:	5,536.94
HUMAN RESOURCES	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	77.15
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$2,500 DED EMP ONLY	167.52
			MED \$2,500 DED EMP ONLY	167.52
		OKLAHOMA MUNICIPAL RETIRE	OMRF	157.33
			OMRF	160.82
			OMRF	166.16
		TRANSFER ACCOUNT	FICA	140.04
			FICA	141.67
			MEDICARE	32.75
			MEDICARE	33.13
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	1.50
			EMPLOYEE ASSISTANCE PROGRA	<u>1.50</u>
			TOTAL:	1,272.41
LIBRARY	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	86.60
			MAY 2023 P-CARD	1,474.08
			MAY 2023 P-CARD	565.58
			MAY 2023 P-CARD	100.00
			MAY 2023 P-CARD	424.57
			MAY 2023 P-CARD	1,285.05
			MAY 2023 P-CARD	801.30
			MAY 2023 P-CARD	423.98
		DEMCO	CHARGING TOWERS	1,109.98
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLE	1,665.00
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	75.96
			DENTAL EMP ONLY	75.96
			MED \$1,000 DED EMP ONLY	825.68
			MED \$1,000 DED EMP ONLY	825.68
			MED \$2,500 DED EMP ONLY	335.04
			MED \$2,500 DED EMP ONLY	335.04
		OKLAHOMA MUNICIPAL RETIRE	OMRF	650.09
			OMRF	679.33
			OMRF	694.77
		TRANSFER ACCOUNT	FICA	603.96
			FICA	594.85
			MEDICARE	141.26
			MEDICARE	139.13
		INGRAM BOOK SERVICE	APRIL BOOK ORDER	2,705.51
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	10.50
			EMPLOYEE ASSISTANCE PROGRA	<u>10.50</u>
			TOTAL:	16,639.40

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
STREET & STORM DRAINAG	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	97.01
			MAY 2023 P-CARD	628.72
			MAY 2023 P-CARD	36.00
			MAY 2023 P-CARD	984.78
			MAY 2023 P-CARD	711.11
		EXPRESS SERVICES INC	CONTRACT LABOR	5,590.99
			CONTRACT LABOR	6,180.91
		MARSHALL AUTO PARTS	PARTS AND SUPPLIES	19.49
			PARTS & SUPPLIES	919.99
			PARTS AND SUPPLIES	245.99
			PARTS AND SUPPLIES	19.30
			PARTS & SUPPLIES	18.08
			PARTS & SUPPLIES	40.69
			PARTS & SUPPLIES	13.89
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	50.64
			DENTAL EMP ONLY	50.64
			DENTAL EMP/FAMILY	48.67
			DENTAL EMP/FAMILY	48.67
			DENTAL EMP/SPOUSE	25.45
			DENTAL EMP/SPOUSE	25.45
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP/FAM	687.59
			MED \$1,000 DED EMP/FAM	687.59
			MED \$1,000 DED EMP/SPOUSE	499.95
			MED \$1,000 DED EMP/SPOUSE	499.95
			MED \$2,500 DED EMP ONLY	335.04
			MED \$2,500 DED EMP ONLY	335.04
		ONIN HOLDINGS INC	CONTRACT LABOR	3,268.23
			CONTRACT LABOR	3,530.72
		OKLAHOMA MUNICIPAL RETIRE	OMRF	840.35
			OMRF	828.21
			OMRF	885.67
		TRAFFIC SIGNALS INC	SERVICE CALLS PARTS	750.00
			SERVICE CALLS PARTS	775.00
		LUTHER SIGN CO	SIGN CLAMP	464.00
		ACTION SAFETY	TYPE 1 BARRICADE	315.00
		O'REILLY AUTO PARTS	PARTS & SUPPLIES	172.36
			PARTS & SUPPLIES	264.98
			PARTS & SUPPLIES	264.48
			PARTS & SUPPLIES	34.24
		TRANSFER ACCOUNT	FICA	721.18
			FICA	737.52
			MEDICARE	168.66
			MEDICARE	172.47
		UNIFIRST HOLDINGS, L.P.	MISC ACCTS - SEE DETAIL SH	380.32
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	12.00
			EMPLOYEE ASSISTANCE PROGRA	12.00
			TOTAL:	33,811.86
FLEET MAINTENANCE	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	639.00
			MAY 2023 P-CARD	125.00
			TOTAL:	764.00
ACCOUNTING SERVICES	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	263.96
			MAY 2023 P-CARD	56.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MAY 2023 P-CARD	24.11
			MAY 2023 P-CARD	250.00
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	25.32
			DENTAL EMP ONLY	25.32
			MED \$1,000 DED EMP ONLY	412.84
			MED \$1,000 DED EMP ONLY	412.84
		OKLAHOMA MUNICIPAL RETIRE	OMRF	637.99
			OMRF	593.02
			OMRF	675.16
		CULLIGAN/WRIGHT WATER	CH RENTAL 6/20-7/19	24.00
		TRANSFER ACCOUNT	FICA	528.78
			FICA	593.30
			MEDICARE	123.67
			MEDICARE	138.77
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	6.00
			EMPLOYEE ASSISTANCE PROGRA	<u>6.00</u>
			TOTAL:	4,797.08
COMM DEVEL/PLANNING SE GENERAL FUND		BANK OF AMERICA	MAY 2023 P-CARD	182.40
			MAY 2023 P-CARD	167.47
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
		OKLAHOMA MUNICIPAL RETIRE	OMRF	293.41
			OMRF	355.95
			OMRF	352.93
		TRANSFER ACCOUNT	FICA	322.35
			FICA	328.92
			MEDICARE	75.39
			MEDICARE	76.92
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	3.00
			EMPLOYEE ASSISTANCE PROGRA	<u>3.00</u>
			TOTAL:	2,599.90
GENERAL GOVERNMENT	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	355.18
		CIVIC PLUS	HOSTING AND SUPPORT	8,372.02
		GRADY COUNTY ELECTION BOA	PRE-ELECTION EXPENSES CLA	<u>3,933.22</u>
			TOTAL:	12,660.42
BUILDING SERVICES	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	59.95
			MAY 2023 P-CARD	0.99
			MAY 2023 P-CARD	38.51
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/CHILD	71.64
			DENTAL EMP/CHILD	71.64
			DENTAL EMP/FAMILY	48.67
			DENTAL EMP/FAMILY	48.67
			MED \$1,000 DED EMP/CHILD	373.62
			MED \$1,000 DED EMP/CHILD	373.62
			MED \$2,500 DED EMP/CHILD	303.21
			MED \$2,500 DED EMP/CHILD	303.21
		OKLAHOMA MUNICIPAL RETIRE	OMRF	360.27
			OMRF	359.51
			OMRF	360.44
		TRANSFER ACCOUNT	FICA	313.05
			FICA	297.84

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE	73.21
			MEDICARE	69.66
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	3.00
			EMPLOYEE ASSISTANCE PROGRA	<u>3.00</u>
			TOTAL:	3,533.71
FIRE OPERATIONS	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	566.30
			MAY 2023 P-CARD	447.50
		OKLAHOMA FIREFIGHTERS	FIRE PENSION	8,569.69
			FIRE PENSION	9,585.94
		TRANSFER ACCOUNT	MEDICARE	887.57
			MEDICARE	938.79
		GRADY MEMORIAL HOSPITAL	KEELING & PEEK	78.00
			KEELING & PEEK	240.00
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	28.50
			EMPLOYEE ASSISTANCE PROGRA	28.50
		IAFF LOCAL 2041 (HEALTH INS)	FIR/EECH OPTION A	1,870.40
			FIR/EECH OPTION A	1,870.40
			FIRE EE/CHILD(REN) DENTAL	83.20
			FIRE EE/CHILD(REN) DENTAL	83.20
			FIRE EE DENTAL	48.00
			FIRE EE DENTAL	48.00
			FIRE FAMILY DENTAL	265.60
			FIRE FAMILY DENTAL	265.60
			FIR/EE OPTION A	270.00
			FIR/EE OPTION A	270.00
			FIR/EE OPTION B	248.40
			FIR/EE OPTION B	248.40
			FIR/FAM OPTION A	7,120.00
			FIR/FAM OPTION A	7,120.00
			FIR/EESP OPTION A	1,574.40
			FIR/EESP OPTION A	1,574.40
			FIR/EE/CH VISION	33.60
			FIR/EE/CH VISION	33.60
			FIR/EE VISION	14.40
			FIR/EE VISION	14.40
			FIR/FAM VISION	158.40
			FIR/FAM VISION	<u>158.40</u>
			TOTAL:	44,743.59
PATROL SERVICES	GENERAL FUND	AT&T	ACCT:8310005595385 JUN10-J	646.98
			ACCT:8310006296174 JUN19-J	592.27
		BANK OF AMERICA	MAY 2023 P-CARD	100.00
			MAY 2023 P-CARD	100.79
			MAY 2023 P-CARD	92.94
			MAY 2023 P-CARD	664.73
			MAY 2023 P-CARD	2,913.17
			MAY 2023 P-CARD	163.71
			MAY 2023 P-CARD	38.91
			MAY 2023 P-CARD	228.00
		VERIZON WIRELESS	ACCT:942070090 MAY13-JUN12	2,390.49
		AT&T MOBILITY	ACCT:287247624740	164.92
		MERIT CHICKASHA CDJR LLC	REPAIRS	2,741.71
			REPAIRS	2,063.16
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/CHILD	214.92
			DENTAL EMP/CHILD	214.92

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			DENTAL EMP ONLY	25.32
			DENTAL EMP ONLY	25.32
			DENTAL EMP/FAMILY	243.35
			DENTAL EMP/FAMILY	243.35
			DENTAL EMP/SPOUSE	25.45
			DENTAL EMP/SPOUSE	25.45
			MED \$1,000 DED EMP/CHILD	1,120.86
			MED \$1,000 DED EMP/CHILD	1,120.86
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP/FAM	2,062.77
			MED \$1,000 DED EMP/FAM	2,062.77
			MED \$1,000 DED EMP/SPOUSE	499.95
			MED \$1,000 DED EMP/SPOUSE	499.95
			MED \$2,500 DED EMP/CHILD	303.21
			MED \$2,500 DED EMP/CHILD	303.21
			MED \$2,500 DED EMP ONLY	167.52
			MED \$2,500 DED EMP ONLY	167.52
			MED \$2,500 DED EMP/FAMILY	563.64
			MED \$2,500 DED EMP/FAMILY	563.64
		CITY OF CHICKASHA-(ACH) OKLAHOMA POLIC	POLICE PENSION	3,146.93
			POLICE PENSION	3,179.42
		TRANSFER ACCOUNT	FICA	2,021.31
			FICA	2,168.50
			MEDICARE	472.73
			MEDICARE	507.15
		EXPRESS TIRE BRAKE & ALIG	TIRES - CHIEF'S UNIT	611.16
			TIRES	2,936.48
			TIRES - CHARGERS	2,881.41
		EVIDENT CRIME SCENE PRODU	SUPPLIES	1,480.66
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	18.00
			EMPLOYEE ASSISTANCE PROGRA	18.00
			TOTAL:	43,210.35
INVESTIGATIONS	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	129.08
			MAY 2023 P-CARD	57.97
			MAY 2023 P-CARD	23.58
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/CHILD	71.64
			DENTAL EMP/CHILD	71.64
			DENTAL EMP/FAMILY	97.34
			DENTAL EMP/FAMILY	97.34
			MED \$1,000 DED EMP/CHILD	373.62
			MED \$1,000 DED EMP/CHILD	373.62
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP/FAM	687.59
			MED \$1,000 DED EMP/FAM	687.59
		CITY OF CHICKASHA-(ACH) OKLAHOMA POLIC	POLICE PENSION	942.94
			POLICE PENSION	942.94
		TRANSFER ACCOUNT	FICA	518.02
			FICA	602.29
			MEDICARE	121.15
			MEDICARE	140.86
		EVIDENT CRIME SCENE PRODU	INVESTIGATION SUPPLIES	1,948.90
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	4.50
			EMPLOYEE ASSISTANCE PROGRA	4.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	8,309.95
ANIMAL CONTROL	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	112.92
			MAY 2023 P-CARD	106.00
			MAY 2023 P-CARD	452.74
			MAY 2023 P-CARD	1,426.75
			MAY 2023 P-CARD	1,465.81
			MAY 2023 P-CARD	1,268.68
			MAY 2023 P-CARD	878.64
			MAY 2023 P-CARD	98.64
			MAY 2023 P-CARD	2,094.00
		MERIT CHICKASHA CDJR LLC	REPAIRS	860.60
			REPAIRS	696.96
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
		OKLAHOMA MUNICIPAL RETIRE	OMRF	218.19
			OMRF	294.99
			OMRF	292.60
		TRANSFER ACCOUNT	FICA	294.20
			FICA	296.90
			MEDICARE	68.81
			MEDICARE	69.44
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	4.50
			EMPLOYEE ASSISTANCE PROGRA	4.50
			TOTAL:	11,444.03
MUNICIPAL COURT	GENERAL FUND	BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/SPOUSE	25.45
			DENTAL EMP/SPOUSE	25.45
			MED \$1,000 DED EMP/SPOUSE	499.95
			MED \$1,000 DED EMP/SPOUSE	499.95
		OKLAHOMA MUNICIPAL RETIRE	OMRF	122.92
			OMRF	119.50
			OMRF	139.53
		TRANSFER ACCOUNT	FICA	104.06
			FICA	112.54
			MEDICARE	24.34
			MEDICARE	26.32
		MILLER, LAURA	REIMBURSEMENT	153.93
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	1.50
			EMPLOYEE ASSISTANCE PROGRA	1.50
			TOTAL:	1,856.94
DISPATCH SERVICES	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	206.83
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLE	408.70
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/CHILD	71.64
			DENTAL EMP/CHILD	71.64
			DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	25.32
			DENTAL EMP/FAMILY	48.67
			DENTAL EMP/FAMILY	48.67
			DENTAL EMP/SPOUSE	25.45
			DENTAL EMP/SPOUSE	25.45
			MED \$1,000 DED EMP/CHILD	373.62
			MED \$1,000 DED EMP/CHILD	373.62

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP/FAM	748.31
			MED \$1,000 DED EMP/FAM	687.59
			MED \$2,500 DED EMP ONLY	167.52
			MED \$2,500 DED EMP ONLY	167.52
		OKLAHOMA MUNICIPAL RETIRE	OMRF	586.34
			OMRF	838.47
			OMRF	881.13
		DEPARTMENT OF PUBLIC SAFETY	MONTHLY BILL	535.00
		TRANSFER ACCOUNT	FICA	839.34
			FICA	851.56
			MEDICARE	196.30
			MEDICARE	199.15
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	7.50
			EMPLOYEE ASSISTANCE PROGRA	9.00
			TOTAL:	8,613.42
CODE COMPLIANCE	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	261.79
			MAY 2023 P-CARD	216.82
			MAY 2023 P-CARD	50.00
			MAY 2023 P-CARD	14.78
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/CHILD	71.64
			DENTAL EMP/CHILD	71.64
			DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$2,500 DED EMP/CHILD	303.21
			MED \$2,500 DED EMP/CHILD	303.21
			MED \$2,500 DED EMP ONLY	167.52
			MED \$2,500 DED EMP ONLY	167.52
		OKLAHOMA MUNICIPAL RETIRE	OMRF	214.74
			OMRF	126.30
			OMRF	257.84
		TRANSFER ACCOUNT	FICA	109.98
			FICA	215.92
			MEDICARE	25.72
			MEDICARE	50.50
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	3.00
			EMPLOYEE ASSISTANCE PROGRA	3.00
			TOTAL:	2,660.45
PARK MAINTENANCE	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	5.13
			MAY 2023 P-CARD	204.62
			MAY 2023 P-CARD	234.36
			MAY 2023 P-CARD	486.44
			MAY 2023 P-CARD	391.67
			MAY 2023 P-CARD	1,375.61
			MAY 2023 P-CARD	140.72
			MAY 2023 P-CARD	137.87
			MAY 2023 P-CARD	50.00-
			MAY 2023 P-CARD	55.22
			MAY 2023 P-CARD	50.57
		EXPRESS SERVICES INC	6/14/23	4,384.04
		AT&T MOBILITY	ACCT:287246200513 JUN13-JU	49.50
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/CHILD	71.64
			DENTAL EMP/CHILD	71.64
			DENTAL EMP ONLY	25.32

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			DENTAL EMP ONLY	25.32
			DENTAL EMP/FAMILY	48.67
			DENTAL EMP/FAMILY	48.67
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP/FAM	718.83
			MED \$1,000 DED EMP/FAM	687.59
			MED \$2,500 DED EMP ONLY	167.52
			MED \$2,500 DED EMP ONLY	167.52
		OKLAHOMA MUNICIPAL RETIRE	OMRF	635.83
			OMRF	845.31
			OMRF	706.88
		TRANSFER ACCOUNT	FICA	736.08
			FICA	587.53
			MEDICARE	172.14
			MEDICARE	137.41
		ALERT 360	ACCT:008174039 JULY23 SERV	49.21
		UNIFIRST HOLDINGS, L.P.	MISC ACCTS - SEE DETAIL SH	198.92
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	6.00
			EMPLOYEE ASSISTANCE PROGRA	<u>6.00</u>
			TOTAL:	13,992.62
SPORTS COMPLEX	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	904.90
			MAY 2023 P-CARD	323.67
			MAY 2023 P-CARD	2,986.09
			MAY 2023 P-CARD	435.00
		EXPRESS SERVICES INC	6/14/23	3,618.99
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$1,000 DED EMP ONLY	412.84
			MED \$1,000 DED EMP ONLY	412.84
		OKLAHOMA MUNICIPAL RETIRE	OMRF	295.63
			OMRF	272.91
			OMRF	341.54
		TRANSFER ACCOUNT	FICA	237.64
			FICA	290.36
			MEDICARE	55.58
			MEDICARE	67.91
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	3.00
			EMPLOYEE ASSISTANCE PROGRA	<u>3.00</u>
			TOTAL:	10,687.22
SHANNON SPRINGS (FOL)	GENERAL FUND	BANK OF AMERICA	MAY 2023 P-CARD	<u>71.36</u>
			TOTAL:	71.36
GRANT(S)	GENERAL FUND	METRO EMERGENCY UPFITTERS	STALKER RADIO	23,020.00
			STALKER RADIO	235.00
			STALKER RADIO	235.00
			STALKER RADIO	235.00
			STALKER RADIO	235.00
		BANK OF AMERICA	MAY 2023 P-CARD	<u>67.52</u>
			TOTAL:	24,027.52
EMERGENCY MEDICAL SERV	EMERGENCY MED SERV	BANK OF AMERICA	MAY 2023 P-CARD	3,311.48
			MAY 2023 P-CARD	1,265.83
		AT&T MOBILITY	ACCT:287002901236 MAY19-JU	91.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		QUICK MED HOLDINGS LLC	MAY 2023	4,843.90
		OTA PIKEPASS	CI34954 PLATEPAY	12.25
		OKLAHOMA FIREFIGHTERS	FIRE PENSION	8,197.99
			FIRE PENSION	7,841.42
		TRANSFER ACCOUNT	MEDICARE	849.07
			MEDICARE	768.01
		BATES TRUCK REPAIR	R2	2,193.17
		EXPRESS TIRE BRAKE & ALIG	R2	1,288.00
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	33.00
			EMPLOYEE ASSISTANCE PROGRA	33.00
		IAFF LOCAL 2041 (HEALTH INS)	FIR/EECH OPTION A	1,402.80
			FIR/EECH OPTION A	1,402.80
			FIRE EE/CHILD(REN) DENTAL	62.40
			FIRE EE/CHILD(REN) DENTAL	62.40
			FIRE EE DENTAL	128.00
			FIRE EE DENTAL	128.00
			FIRE FAMILY DENTAL	99.60
			FIRE FAMILY DENTAL	99.60
			FIRE EE/SPOUSE DENTAL	139.20
			FIRE EE/SPOUSE DENTAL	139.20
			FIR/EE OPTION A	1,890.00
			FIR/EE OPTION A	1,890.00
			FIR/FAM OPTION A	2,848.00
			FIR/FAM OPTION A	2,848.00
			FIRE GROUP LIFE	21.80
			FIRE GROUP LIFE	21.80
			FIRE/EE OPTION D	200.40
			FIRE/EE OPTION D	200.40
			FIR/EESP OPTION A	2,624.00
			FIR/EESP OPTION A	2,624.00
			FIR/EE/CH VISION	44.80
			FIR/EE/CH VISION	44.80
			FIR/EE VISION	57.60
			FIR/EE VISION	57.60
			FIR/FAM VISION	17.60
			FIR/FAM VISION	17.60
			FIR/EESP VISION	72.00
			FIR/EESP VISION	72.00
			TOTAL:	49,945.02
CHICKASHA INDUSTRIAL A	CHICKASHA INDUST A	SODEXO	BAKED POTATO SALAD	2,039.00
			SERVICE FEE	367.02
		BANK OF AMERICA	MAY 2023 P-CARD	233.97
			MAY 2023 P-CARD	951.04
		MISC ONE-TIME V TOWNS END	DRIVING 25/HR	256.25
		TOWNS END	WAITING 15/HR	67.50
		TOWNS END	GAS AND FUEL	100.00
		WING T'S	T-SHIRTS	1,172.00
		ECONOMIC DEVELOPMENT COUN	REIMB OVR BUDGET GRANTS	12,118.00
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
		THE EXPRESS FOOD TRUCK	SUPPER FOR MAYORS CONF.	1,793.60
		OKLAHOMA MUNICIPAL RETIRE	OMRF	184.72
			OMRF	184.72

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			OMRF	184.72
		TRANSFER ACCOUNT	FICA	160.85
			FICA	154.84
			MEDICARE	37.62
			MEDICARE	36.21
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	1.50
			EMPLOYEE ASSISTANCE PROGRA	<u>1.50</u>
			TOTAL:	20,483.22
EMERGENCY 911	E-911 FUND	PUBLIC SERVICE COMPANY OF OKLAHOMA	UTILITIES - ELECTRIC - MIS	5.94
		AT&T	ACT:40552115480313 JUN7-JU	<u>2,122.56</u>
			TOTAL:	2,128.50
UTILITY BILLING	CHICKASHA MUNICIPA	BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/CHILD	71.64
			DENTAL EMP/CHILD	71.64
			DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$1,000 DED EMP/CHILD	373.62
			MED \$1,000 DED EMP/CHILD	373.62
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
		OKLAHOMA MUNICIPAL RETIRE	OMRF	565.97
			OMRF	502.44
			OMRF	545.39
		TRANSFER ACCOUNT	FICA	437.53
			FICA	463.17
			MEDICARE	102.32
			MEDICARE	108.32
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	7.50
			EMPLOYEE ASSISTANCE PROGRA	<u>7.50</u>
			TOTAL:	4,068.82
CMA - CAPITAL PROJECTS	CHICKASHA MUNICIPA	AMERICAN WATERWORKS SUPPLY, INC	CLAMPS	4,920.00
			3/4" POLY - PIPE	1,290.00
		OKLAHOMA CONTRACTORS SUPP	3/4" X 100' SDR9	900.00
			PJ BY ANGLE STRAIGHT	2,802.00
		PIONEER SUPPLY LLC	1'x2" & 1"x3"	723.35
		UTILITY TECHNOLOGY SERVICES	1 1/2" & 2" METERS	<u>1,350.00</u>
			TOTAL:	11,985.35
PUBLIC WORKS ADMIN	CHICKASHA MUNICIPA	BANK OF AMERICA	MAY 2023 P-CARD	63.79
			MAY 2023 P-CARD	19.99
			MAY 2023 P-CARD	16.74
		LOCKE SUPPLY CO.	REPAIR PARTS	281.99
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/FAMILY	97.34
			DENTAL EMP/FAMILY	97.34
			MED \$1,000 DED EMP/FAM	687.59
			MED \$1,000 DED EMP/FAM	687.59
			MED \$2,500 DED EMP/FAMILY	563.64
			MED \$2,500 DED EMP/FAMILY	563.64
		OKLAHOMA MUNICIPAL RETIRE	OMRF	396.28
			OMRF	381.32
			OMRF	385.77
		TRANSFER ACCOUNT	FICA	332.04
			FICA	307.26
			MEDICARE	77.66

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE	71.86
		FASTENAL COMPANY	JANITORIAL SUPPLIES	598.51
			12 FIRST AID KITS	120.98
			JANITORIAL SUPPLIES	255.26
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	3.00
			EMPLOYEE ASSISTANCE PROGRA	<u>3.00</u>
			TOTAL:	6,012.59
SANITATION DEPARTMENT	CHICKASHA MUNICIPA	BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/SPOUSE	25.45
			DENTAL EMP/SPOUSE	25.45
			MED \$1,000 DED EMP/SPOUSE	499.95
			MED \$1,000 DED EMP/SPOUSE	499.95
		OKLAHOMA MUNICIPAL RETIRE	OMRF	101.22
			OMRF	108.77
			OMRF	110.02
		TRANSFER ACCOUNT	FICA	94.72
			FICA	87.20
			MEDICARE	22.15
			MEDICARE	20.39
		UNIFIRST HOLDINGS, L.P.	MISC ACCTS - SEE DETAIL SH	24.04
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	1.50
			EMPLOYEE ASSISTANCE PROGRA	<u>1.50</u>
			TOTAL:	1,622.31
WATER PLANT	CHICKASHA MUNICIPA	TAYLOR AND SON PIPE & STE	REPAIR ROOF	864.96
		CKENERGY ELECTRIC COOPERATIV	MISC ACCTS UTILITIES 5/4-6	6,372.12
		OKLAHOMA ELECTRIC COOP	CEMETARY AND WATERWELL 5/7	122.26
		SUMMIT UTILITIES	MISC - UTILITIES - GAS	41.67
		RURAL WATER DIST.#7	RWD #7 JUNE 2023 USAGE	<u>2,205.88</u>
			TOTAL:	9,606.89
WASTEWATER PLANT	CHICKASHA MUNICIPA	PUBLIC SERVICE COMPANY OF OKLAHOMA	UTILITIES - ELECTRIC - MIS	<u>49.85</u>
			TOTAL:	49.85
LINE MAINTENANCE DEPT	CHICKASHA MUNICIPA	FIRST CHOICE COFFEE SERVICES	COFFEE SUPPLIES	295.77
		BANK OF AMERICA	MAY 2023 P-CARD	685.31
			MAY 2023 P-CARD	479.13
			MAY 2023 P-CARD	453.11
			MAY 2023 P-CARD	636.00
			MAY 2023 P-CARD	270.56
			MAY 2023 P-CARD	92.67-
		VERIZON WIRELESS	ACCT:842043340 MAY13-JUN12	238.78
		MARSHALL AUTO PARTS	PARTS & SUPPLIES	895.00
			PARTS & SUPPLIES	103.83
		LUCKINBILL CONSTRUCTION CO. LLC	SERVICE	570.00
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP ONLY	37.98
			DENTAL EMP ONLY	37.98
			DENTAL EMP/FAMILY	146.01
			DENTAL EMP/FAMILY	146.01
			DENTAL EMP/SPOUSE	50.90
			DENTAL EMP/SPOUSE	50.90
			MED \$1,000 DED EMP ONLY	619.26
			MED \$1,000 DED EMP ONLY	619.26
			MED \$1,000 DED EMP/FAM	687.59
			MED \$1,000 DED EMP/FAM	687.59
			MED \$1,000 DED EMP/SPOUSE	499.95

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MED \$1,000 DED EMP/SPOUSE	499.95
			MED \$2,500 DED EMP ONLY	167.52
			MED \$2,500 DED EMP ONLY	167.52
			MED \$2,500 DED EMP/FAMILY	563.64
			MED \$2,500 DED EMP/FAMILY	563.64
		OKLAHOMA MUNICIPAL RETIRE	OMRF	1,029.82
			OMRF	975.22
			OMRF	984.75
		RALPH AND SONS TIRE CENTE	2 TIRES	400.94
		O'REILLY AUTO PARTS	PARTS AND SUPPLIES	202.79
		TRANSFER ACCOUNT	FICA	849.21
			FICA	785.81
			MEDICARE	198.59
			MEDICARE	183.78
		MCI WORLDCOM	LONG DISTANCE CHARGES	86.52
		UNIFIRST HOLDINGS, L.P.	MISC ACCTS - SEE DETAIL SH	202.52
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	12.00
			EMPLOYEE ASSISTANCE PROGRA	12.00
			TOTAL:	16,004.47
LAKE CHICKASHA	CHICKASHA MUNICIPAL BANK OF AMERICA		MAY 2023 P-CARD	330.03
			MAY 2023 P-CARD	1,345.00
			MAY 2023 P-CARD	21.00
			MAY 2023 P-CARD	1,643.08
		AT&T MOBILITY	ACCT:287002901236 MAY19-JU	40.55
		CKENERGY ELECTRIC COOPERATIV	MISC ACCTS UTILITIES 5/4-6	1,481.15
		CENTRAL OKLAHOMA WINNELSON CO	DUAL SINK WITH FCTS	2,247.46
			URINAL WITH FLUSH VAVLE	2,776.40
		TRANSFER ACCOUNT	FICA	36.19
			FICA	36.28
			MEDICARE	8.46
			MEDICARE	8.49
		WASHITA CONSTRUCTION & RENOVATION	ABATEMENT PROJECT AT LAKE	46,996.00
		BARRINGTON ELECTRIC	ELECTRIC PEDESTALS AT LAK	3,499.00
		WINNELSON	085681-01	2,247.46-
			085684-01	2,776.40-
			BATHROOM SINK	2,247.46
			BATHROOM URINAL	2,776.40
			TOTAL:	60,469.09
BUILDING MAINTENANCE	CHICKASHA MUNICIPAL OPTIMUM		FD INTERNET SERVICES	147.76
	AT&T		ACCT:8310012109211	3,311.28
			ACCT:8310006296169 JUN19-J	274.15
	BANK OF AMERICA		MAY 2023 P-CARD	10.95
			MAY 2023 P-CARD	31.20
	TDS TELECOM		TDS TELECOM 06/19-07/18	51.54
	SPIC & SPAN COMMERCIAL CLEANING, LLC		SPIC & SPAN COMMERCIAL CLE	1,595.00
			SPIC & SPAN COMMERCIAL CLE	830.50
			SPIC & SPAN COMMERCIAL CLE	303.00
	BLUE CROSS BLUE SHIELD OF OKLAHOMA 202		DENTAL EMP ONLY	12.66
			DENTAL EMP ONLY	12.66
			MED \$1,000 DED EMP ONLY	206.42
			MED \$1,000 DED EMP ONLY	206.42
	WALLER ICE LLC		OPEN PO FOR ICE	342.77
	OKLAHOMA MUNICIPAL RETIRE		OMRF	118.02
			OMRF	114.60

[illegible]

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			OMRF	251.56
		CULLIGAN/WRIGHT WATER	G GAL WATER DELIEVERY	38.75
			AP RENTAL 06/20-07/19	9.00
		TRANSFER ACCOUNT	FICA	186.65
			FICA	209.63
			MEDICARE	43.65
			MEDICARE	49.03
		WILLIAM MARVIN JOHNSON LLC	AWOS JUN15-JUL15	300.00
		UNIFIRST HOLDINGS, L.P.	MISC ACCTS - SEE DETAIL SH	71.66
		OPTIONS COUNSELING SERVICE, INC.	EMPLOYEE ASSISTANCE PROGRA	3.00
			EMPLOYEE ASSISTANCE PROGRA	3.00
		DR PEPPER BOTTLING COMPANY	WATER FOR AIRSHOW	803.00
			TOTAL:	13,080.41
DEDICATED SALES TAX	CIP-DEDICATED SALE T & G CONSTRUCTION INC		COLAY ASPHALT	2,176.72
			TOTAL:	2,176.72
COMBINED INSURANCE	COMBINED INSURANCE	GLENN HARRIS AND ASSOCIAT	PUBLIC OFFICIALS BOND	1,339.12
		AMERIFLEX	AMERIFLEX	35.00
			TOTAL:	1,374.12
NON-DEPARTMENTAL	AP/PAYROLL CASH FU	COLONIAL LIFE & ACCIDENT INSURANCE COM	COLONIAL ACCIDENT	2.50
			COLONIAL ACCIDENT	2.50
			COLONIAL GROUP ACCIDENT	501.84
			COLONIAL GROUP ACCIDENT	501.84
			COLONIAL CANCER	103.93
			COLONIAL CANCER	103.93
			COLONIAL CRITICAL ILLNESS	344.89
			COLONIAL CRITICAL ILLNESS	344.89
			COLONIAL DISABILITY	302.66
			COLONIAL DISABILITY	302.66
		METLIFE	METLIFE VISION	397.00
			METLIFE VISION	403.27
		CITY OF CHICKASHA	UNION ASSESSMENT FEE	13.60
			UNION ASSESSMENT FEE	13.60
			GARNISHMENT FEE	45.00
			GARNISHMENT FEE	45.00
		WASHINGTON NATIONAL INS. CO	GROUP #20057	791.31
			GROUP #20057	791.31
		DEPARTMENT OF CHILDREN AND FAMILY SERV		287.00
		BLUE CROSS BLUE SHIELD OF OKLAHOMA 202	DENTAL EMP/CHILD	71.19
			DENTAL EMP/CHILD	71.19
			DENTAL EMP ONLY	98.27
			DENTAL EMP ONLY	101.44
			DENTAL EMP/FAMILY	218.88
			DENTAL EMP/FAMILY	218.88
			DENTAL EMP/SPOOUSE	69.63
			DENTAL EMP/SPOOUSE	69.63
			MED \$1,000 DED EMP/CHILD	653.80
			MED \$1,000 DED EMP/CHILD	653.80
			MED \$1,000 DED EMP ONLY	1,168.80
			MED \$1,000 DED EMP ONLY	1,238.40
			MED \$1,000 DED EMP/FAM	1,798.83
			MED \$1,000 DED EMP/FAM	1,890.79
			MED \$1,000 DED EMP/SPOUSE	923.30
			MED \$1,000 DED EMP/SPOUSE	999.84

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MED \$2,500 DED EMP/CHILD	227.40
			MED \$2,500 DED EMP/CHILD	227.40
			MED \$2,500 DED EMP ONLY	418.80
			MED \$2,500 DED EMP ONLY	418.80
			MED \$2,500 DED EMP/FAMILY	422.73
			MED \$2,500 DED EMP/FAMILY	422.73
			MED #2,500 DED EMP/SPOUSE	101.43
			MED #2,500 DED EMP/SPOUSE	101.43
		DEPARTMENT OF HUMAN SERVICES		266.57
				164.87
				180.00
				151.75
				100.00
				126.37
				175.78
				324.07
				106.75
		OKLAHOMA FIREFIGHTERS	FIRE PENSION BUY BACK	174.01
			FIRE PENSION BUY BACK	174.01
			FIRE PENSION	11,410.05
			FIRE PENSION	11,834.10
		CITY OF CHICKASHA-(ACH) OKLAHOMA POLIC	POLICE PENSION	2,828.95
			POLICE PENSION	2,848.94
		OKLAHOMA MUNICIPAL RETIRE	OMRF3	446.15
			OMRF3	446.15
			OMRF	4,725.90
			OMRF	4,901.76
			OMRF	5,124.13
		FIREFIGHTERS SEC LOCAL 20	FIRE INSURANCE FEE	195.00
			FIRE INSURANCE FEE	195.00
			FIRE UNION DUES	1,400.00
			FIRE UNION DUES	1,400.00
		FIREMENS SPECIAL FUND	FIRE SPECIAL FUND	537.50
			FIRE SPECIAL FUND	537.50
		FRATERNAL ORDER OF POLICE	POLICE UNION	450.00
			POLICE UNION	450.00
		DEARBORN NATIONAL	DEARBORN VOLUNTARY LIFE	504.89
			DEARBORN VOLUNTARY LIFE	507.61
		TRANSFER ACCOUNT	ENTITY 0037102001	5,576.00
			ENTITY 0037102001	5,576.00
			FEDERAL WITHHOLDING	25,147.17
			FEDERAL WITHHOLDING	25,473.59
			STATE INCOME TAX	10,002.00
			STATE INCOME TAX	9,993.00
			FICA	10,863.51
			FICA	11,094.63
			MEDICARE	4,378.92
			MEDICARE	4,395.51
		AFLAC	AFLAC/PRETAX #K5881	9.45
			AFLAC/PRETAX #K5881	9.45
		IAFF LOCAL 2041 (HEALTH INS)	FIRE CANCER	331.90
			FIRE CANCER	331.90
			FIR/EECH OPTION A	838.30
			FIR/EECH OPTION A	838.30
			FIRE EE/CHILD(REN) DENTAL	36.40
			FIRE EE/CHILD(REN) DENTAL	36.40

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			FIRE EE DENTAL	44.00
			FIRE EE DENTAL	44.00
			FIRE FAMILY DENTAL	91.30
			FIRE FAMILY DENTAL	91.30
			FIRE EE/SPOUSE DENTAL	58.00
			FIRE EE/SPOUSE DENTAL	58.00
			FIR/EE OPTION A	540.00
			FIR/EE OPTION A	540.00
			FIR/EE OPTION B	62.10
			FIR/EE OPTION B	62.10
			FIR/FAM OPTION A	2,892.00
			FIR/FAM OPTION A	2,892.00
			FIRE GROUP LIFE	117.99
			FIRE GROUP LIFE	117.99
			FIRE HARTFORD	184.15
			FIRE HARTFORD	184.15
			FIRE/EE OPTION D	50.10
			FIRE/EE OPTION D	50.10
			FIR/EESP OPTION A	1,049.60
			FIR/EESP OPTION A	1,049.60
			FIR/EE/CH VISION	19.60
			FIR/EE/CH VISION	19.60
			FIR/EE VISION	18.00
			FIR/EE VISION	18.00
			FIR/FAM VISION	44.00
			FIR/FAM VISION	44.00
			FIR/EESP VISION	30.00
			FIR/EESP VISION	30.00
		CITY OF CHICKASHA FLEX SPENDING ACCOUN	UNREIMBURSED MEDICAL 23-19	1,542.07
		IAFF - FIREPAC	IAFF FIREPAC	167.60
			IAFF FIREPAC	167.60
			IAFF FIREPAC	167.60
			TOTAL:	197,952.91

===== FUND TOTALS =====		
11	GENERAL FUND	272,504.33
23	EMERGENCY MED SERV FUND	49,945.02
25	CHICKASHA INDUST AUTH	20,483.22
27	E-911 FUND	2,128.50
31	CHICKASHA MUNICIPAL AUTH	130,346.76
39	AIRPORT	13,280.41
53	CIP-DEDICATED SALES TAX	2,176.72
71	COMBINED INSURANCE	1,374.12
99	AP/PAYROLL CASH FUND	197,952.91

	GRAND TOTAL:	690,191.99

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 99-AP VENDOR LIST
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 6/22/2023 THRU 6/30/2023

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: COUNCIL REPORT 7.3.23
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Parks and Rec

Agenda Item No. 6.a.

AGENDA ITEM: Discussion, consideration and possible action to authorize Paddock Enterprises do an evaluation on our municipal pool in Shannon Springs Park in an amount not to exceed \$9,500.00.

I. BACKGROUND/DESCRIPTION:

The City pool was built back in the early 1980's. It is becoming more time-consuming and expensive to open the pool each year. With this agreement, we will be able to get a game plan for future needs and options going forward.

II. RECOMMENDED ACTION:

Authorize Paddock Enterprises to do an evaluation on our municipal pool in Shannon Springs Park for an amount not to exceed \$9,500.00..

III. FISCAL INFORMATION - This project will cost the city \$9,500.

IV. FUND INFORMATION:

Dept. Director: Spencer Winzenried, Parks and Recreation Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. Chickasha, OK eval only Proposal May 2023

May 22, 2023

Spencer Winzenried
Parks and Recreation Director
City of Chickasha
117 N. 4th Street
Chickasha, Oklahoma 73018

Re: Swimming Pool Pipe Testing, Evaluation

Dear Mr. Winzenried,

As a result of my visit and our discussions about your swimming pool, the following proposal is offered to evaluate the existing swimming facility. The bathhouse, control and chemical building will not be inspected. Any items of concern or problems observed will be noted.

1. The main drain piping and inlet system will be independently pressure tested with water. The pool gutter overflow will be gravity tested. Wading pool piping will be pressure tested with water. Type of testing will be changed, as needed.

Leak detection equipment and video equipment will be used, if feasible, to help locate any leaks. Any concrete removal and replacement or piping repairs are an extra to this proposal.

The City of Chickasha shall have the pool and wet well drained prior to Paddock personnel arriving to begin testing and evaluation.

2. The pool structure, concrete decking, wet well, main drain sumps, overflow sumps, cracks, deck equipment, etc., fencing, including the pool will be evaluated.
3. We will do an itemized review, addressing problems, repairs and upkeep needed along with condition.
4. Estimated costs for the renovation of the existing facility along with cost of a new facility will be accomplished.
5. Upon completion of the work we will prepare a written report delineating deficiencies, condition and work needed.

This proposal is offered for the sum of Nine Thousand Five Hundred Dollars (\$9,500.00) and will be due and payable upon completion.



If this meets with your approval, your signatures below will constitute acceptance, and this shall become a Letter-Contract entered into. This proposal is valid for 30 days from the above date. If accepted, please return one signed copy to us.

Inspections will begin while the pool is in operation. Pipe testing will be accomplished after the 2023 swim season to enable repairs or work needed to be accomplished prior to the 2024 swim season.

Sincerely,

Donald Paddock
PADDOCK ENTERPRISES, INC.

APPROVED AND ACCEPTED
CHICKASHA, OKLAHOMA (\$9,500.00):

By: _____
(Owner or Owner's Agent)

Title: _____

Date: _____



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Police Department

Agenda Item No. 6.b.

AGENDA ITEM: Discussion, consideration and possible action to enter into an updated Memorandum of Agreement with the Regional Organized Crime Information Center (ROCIC) and authorize the Chief of Police to execute the same.

I. BACKGROUND/DESCRIPTION:

The Chickasha Police Department has participated in an information sharing agreement with the Regional Organized Crime Information Center (ROCIC) since 2012. ROCIC also provides free training, equipment loans and access to their Criminal Intelligence Unit. ROCIC is requiring an updated MOA bearing the current Chief's signature.

II. RECOMMENDED ACTION:

Staff recommends Council approve the updated MOA and authorize the Chief to execute the same.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: G. Music, Chief of Police	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. 2023 ROCIC MOA



Regional Organized Crime Information Center
545 Marriot Drive Suite 850 Nashville TN 37214
1-800-238-7985
membership@rocic.riss.net
www.riss.net

MEMORANDUM OF AGREEMENT

3348

ROCIC Agency
Number

Goebel G Music

Name of Agency

Chickasha

City and State

Goebel G. Music, Jr.

Agency Administrative Head (Please type or print)

As members of the **Regional Organized Crime Information Center**, all designated personnel from this Agency shall abide by the Constitution & By-Laws that govern this organization, and follow the policies, procedures, and guideline concerning the use of all services rendered by the **Regional Organized Crime Information Center**.

This Agency also agrees to abide by the principles set forth in 28 CFR 23, §23.20. "Each participating agency, as a condition of participation, must accept in writing those principles which govern the submission, maintenance and dissemination of information included as part of the interjurisdictional system." (48454 Federal Register/Vol.58, No. 178, Rules and Regulations 28 CFR Part 23, §23.30 (d)(2)).

The purpose of regulation 28 CFR Part 23 is to assure that all criminal intelligence systems are utilized in conformance with the privacy and constitutional rights of individuals. Therefore, all information submitted to the **Regional Organized Crime Information Center** shall conform to 28 CFR Part 23, §23.20 (attached) and will remain the property of the submitting agency.

Donna Williams

Donna Williams, ROCIC Director

Signature of Administrative Head

7.3.2023

Date

Date

Signature:

Email: goebel.music@chickashapd.org

Title: Chief of Police

Company: Chickasha Police



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Fire Department

Agenda Item No. 6.c.

AGENDA ITEM: Discussion, consideration, and possible approval of the annual contract with the Grady County 522 EMS District and authorize the Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

This is the annual contract with the 522 District. This year we will receive \$576,343.32 for our annual operations allocation. We will also receive assistance for some capitol improvement purchases including technology upgrades and a new squad. We have also requested \$750,000.00 to assist in the purchase of Chief Fire and Safety.

II. RECOMMENDED ACTION:

Staff recommends the approval and renewal of the contract with the Grady County 522 EMS District.

III. FISCAL INFORMATION - Biannual payments of \$288,171.66 totaling \$576,343.32

IV. FUND INFORMATION:

Dept. Director: Tony Samaniego, Fire Chief	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. agreement

GRADY EMERGENCY MEDICAL SERVICES DISTRICT

2221 WEST IOWA AVENUE, SUITE B
CHICKASHA, OKLAHOMA 73018
T: (405) 222-0204

AGREEMENT

An AGREEMENT made this _____ day of _____, 2023, effective July 1, 2023, by and between GRADY EMERGENCY MEDICAL SERVICES DISTRICT, ("DISTRICT"), and CITY OF CHICKASHA ("PROVIDER"), an incorporated municipality.

WITNESSETH:

WHEREAS, DISTRICT has been created pursuant to the Oklahoma Constitution, Article X, Section 9C, for the express purpose of managing and providing emergency medical ambulance services for the Grady EMS District; and

WHEREAS, PROVIDER is a municipality capable of operating an emergency medical ambulance service hereinafter referred to as "SERVICE";

NOW, THEREFORE, in consideration of the mutual covenants, conditions and promises, the parties agree:

1. TERM.

DISTRICT hires PROVIDER and PROVIDER agrees to operate emergency medical ambulance SERVICE from July 1, 2023 through June 30, 2024, pursuant to the terms of this Agreement.

2. SERVICE AREA.

PROVIDER will serve a geographic area of the GRADY EMS DISTRICT within the area shown on the attached plat of Grady County.

3. COMPENSATION.

DISTRICT will pay PROVIDER the lesser of the proportionate share of Grady EMS funds paid to all its PROVIDER'S of ambulance services or the sum of \$ 569,609.62 as determined by the funding summary, enclosed herein, payable as follows: Two (2) payments of \$ 284,804.81 each, the first of which will be on or about February 15, 2024, and the second payable on or about June 15, 2024; provided, the proportion of funds paid to PROVIDER pursuant to this paragraph shall be PROVIDER'S proportionate share of the total funds paid to all the Grady EMS providers of emergency medical ambulance services.

PROVIDER shall deposit all funds received from Grady EMS District into a segregated account and be accounted for separately from funds received by PROVIDER from any other source. DISTRICT funds shall not be commingled with other PROVIDER funds. A ledger account of the funds detailing the receipt and expenditure of the funds provided by Grady EMS District and expended for the provision of Emergency Medical Services by PROVIDER shall satisfy the segregated account requirement.

PROVIDER may use the funds for any purpose which promotes or provides for emergency medical ambulance services by PROVIDER within the assigned service area.

4. RESPONSE TIME.

Response time is an important part of the ambulance service. PROVIDER will use its best efforts to provide an average response time of seven (7) minutes for ambulance calls within a five-mile radius of the Incorporated City Limits of PROVIDER, except in the case of verified routine patient transfers.

PROVIDER shall use its best efforts to provide, for the remainder of the service area, an average response time of thirty (30) minutes or less, except in the case of verified routine patient transfers.

5. TWO AVAILABLE AMBULANCES REQUIRED.

PROVIDER shall ensure that at all times at least two (2) ambulances will be available for responses to all areas of PROVIDER'S prescribed territory. A minimum of one (1) ambulance shall be dedicated for only emergency responses. In the event that both ambulances are not available to respond to an emergency call then PROVIDER must rely on mutual aide to insure coverage for PROVIDER'S prescribed territory. Neither ambulance will be restricted to, or given priority to service, within the PROVIDER'S municipal boundaries. Each of the ambulances shall be staffed with no fewer than two (2) persons. The non-driver shall have the minimum certification of EMT. The driver shall have the minimum certification of Emergency Medical Responder. The minimum staff assigned and on call for each of the ambulances shall be available within the municipal boundaries of the PROVIDER.

Failure of PROVIDER to strictly comply with the provisions of this paragraph shall constitute a breach of this contract and PROVIDER shall forfeit payment from the DISTRICT for each day the PROVIDER is in non-compliance with the provisions of this paragraph, in an amount equal to one-half (1/2) of one percent of the contractual compensation due to PROVIDER for the term of this Contract, as provided in paragraph 3.

However, PROVIDER shall not be deemed to have breached the Contract if either of the ambulances is out of service for repairs, if PROVIDER causes the repairs to be made with all due speed. In no event shall either ambulance be out of service for repairs for more than fifteen (15) total days in any sixty (60) day period. In no event shall both ambulances be out of service for repair at the same time. If an ambulance is out of service or PROVIDER has determined that it is likely that it will be out of service for more than forty-eight (48) consecutive hours, PROVIDER shall immediately notify the Administrative Director of DISTRICT by e-mail, of: a) the reason the ambulance is out of service; b) where it is being repaired; c) how long the repairs are anticipated to take; d) the continued ability of PROVIDER to respond to calls within the DISTRICT, and e) the contingency plan of the PROVIDER if two ambulances are needed at the same time for emergency responses within the prescribed territory.

6. CALLS OUTSIDE SERVICE AREA.

PROVIDER may make such calls outside the service area as are consistent with its emergency medical services mission and the responsibilities of PROVIDER under this Agreement.

7. INFORMATION COLLECTION, RECORDKEEPING AND REPORTS.

PROVIDER will collect, compile and timely furnish reports to the Executive Director of DISTRICT, on the DISTRICT'S PRESCRIBED FORMATS, upon request of the Director. PROVIDER will permit DISTRICT or any agent designated by DISTRICT access to the books and equipment of PROVIDER for the purpose of inspection or audit during routine business hours. PROVIDER shall upon request, send the DISTRICT copies of requested books or records pertaining to emergency medical services. The DISTRICT may, without cause, make or cause to

be made an audit of the PROVIDER'S books and records at DISTRICT'S expense, to ensure compliance with the provisions of this Agreement.

8. MEDICAL DIRECTOR.

The DISTRICT has contracted with Heartland Medical Direction, William Worden, D.O., to provide Medical Director service, and has a MOU with Patrick Cody, D.O. to provide Back-up in the event Dr. Worden is not available, to each of the District's Providers and the District Provider agrees to approve and maintain William Worden as Medical Director, and, Patrick Cody as Back-up, unless District, in writing, consents to Provider's request to contract with a different Medical Director and/or Back-up. OAC 310:641-3-24(b)

9. INSURANCE.

The PROVIDER will during the term of this Agreement be responsible for and will maintain Workers Compensation Insurance and General Liability Insurance and will provide proof of insurance to the DISTRICT.

10. MISCELLANEOUS.

- A. PROVIDER will comply with all applicable rules, regulations, ordinances, and statutes of the District and applicable city, town, state, regulatory agency and federal government or agency.
- B. PROVIDER shall set the rates to be charged for its service, with the advice and consent of DISTRICT. A Schedule of Rates shall be provided by the PROVIDER to the DISTRICT upon execution of this Agreement. The DISTRICT shall either approve or disapprove the rates within sixty (60) days. If the DISTRICT does not approve the rates, the Agreement may be cancelled at the sole discretion of PROVIDER upon written notice to DISTRICT. If the DISTRICT has not notified PROVIDER of its action within sixty (60) days of the receipt of the rate schedule provided, the rates shall be deemed accepted. Payment by DISTRICT shall be contingent upon notice to the DISTRICT of the PROVIDER'S Schedule of Rates.
- C. This Agreement shall be construed pursuant to the laws of the State of Oklahoma.
- D. Provider is an independent contractor. Nothing in the Agreement shall be construed as creating a partnership or agency relationship between parties. DISTRICT shall not be liable for any actions of PROVIDER.
- E. PROVIDER will be responsible for operation of all emergency medical ambulance services within its assigned service area. DISTRICT may investigate the provision of services by the PROVIDER or any complaints made concerning PROVIDER'S operation of the SERVICE. PROVIDER shall cooperate in any investigation commenced by the DISTRICT. However, the employees and contractors of PROVIDER are exclusively the responsibility of PROVIDER, including, but not limited to employment and dismissal of personnel, development of job descriptions, determination of relative job status, development and administration of wage and salary scales, and any other matter pertinent to the management of personnel.
- F. PROVIDER shall not discriminate against any employee or applicant for employment in the SERVICE on the basis of race, color, religion, national origin, ancestry, sex or age.
- G. PROVIDER shall not discriminate against any patient on the basis of race, color, religion, national origin, ancestry, sex, age or ability to pay.

11. REMEDIES.

The right of PROVIDER to receive payment from DISTRICT is contingent upon PROVIDER'S strict compliance with the provisions of the Agreement. In the event DISTRICT determines PROVIDER committed a material breach of this Agreement, DISTRICT shall give notice to PROVIDER and PROVIDER shall have thirty (30) days from receipt of said notice for the breach to be cured. If the breach is not cured within thirty (30) days, PROVIDER shall be deemed to have forfeited its right to receive payment from DISTRICT for services performed hereunder during the time the breach remains uncured.

If DISTRICT has advanced funds to PROVIDER for a term of this Agreement that has not ended at the time of the breach of PROVIDER, PROVIDER shall pay to DISTRICT the sum of the advanced funds proportionate to the remainder of the term of this Agreement.

12. NOTICE BY PROVIDER OF INTENTION NOT TO RENEW.

PROVIDER shall give DISTRICT notice that it does not intend to renew this Agreement for the ensuing contractual period, within one hundred eighty (180) days prior to the termination date of this Agreement.

Notices hereunder to District shall be made at the following address:

EXECUTIVE DIRECTOR

Director: Chloe Berry
Address: Grady Emergency Medical Services District
2221 W. Iowa Avenue, Ste. B
Chickasha, Oklahoma 73018-2739
Telephone: (405) 222-0204
Email: chloeberry.gemsd@gmail.com

CITY OF CHICKASHA

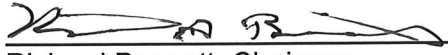
Mayor: _____
City Clerk: _____
Address: _____

Telephone: _____
Facsimile: _____
Email: _____

IN WITNESS HEREOF, the parties do set their hands and seals on the date first above written.

**GRADY EMERGENCY MEDICAL
SERVICES DISTRICT**

CITY OF CHICKASHA



Richard Bennett, Chairman
Board of Trustees

Mayor / City Manager

EMS Director

ATTEST:

ATTEST:



Chloe Berry, Executive Director

City Clerk

Date: June 20, 2023

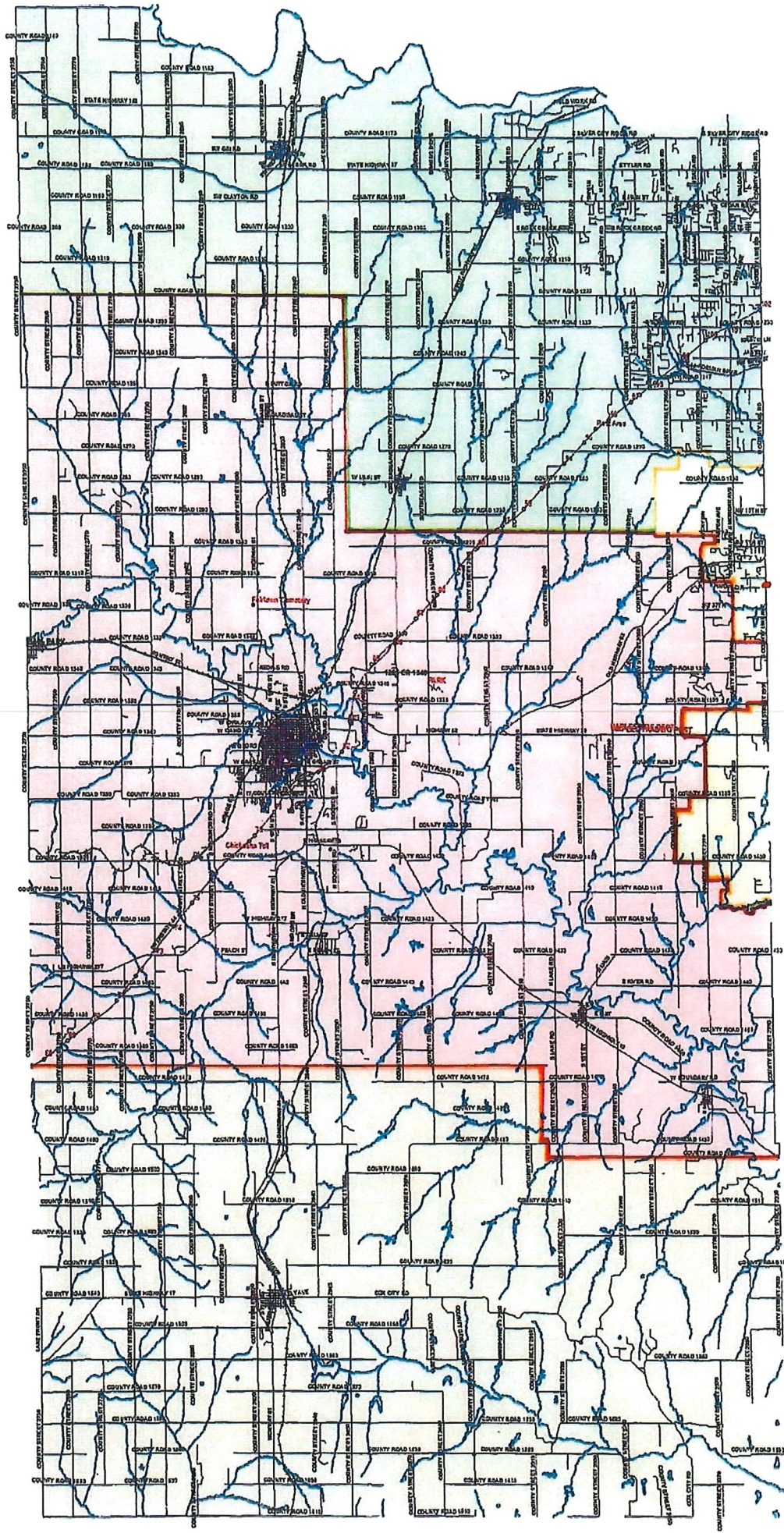
Date: _____, 2023

Approved as to form and legality this _____ day of _____, 2023.

Municipal Counselor

NOTICE TO PROVIDER:

The Grady EMS District Board of Trustees has declared its intention that if the PROVIDER has not executed a PROVIDER AGREEMENT with the DISTRICT within forty-five (45) days from JULY 1, 2023, that PROVIDER will not be paid for the period for which the Contract remains unsigned.



Northern District

*Excluded
Grady-McClain District

Central District

Southern District



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Fire Department

Agenda Item No. 6.d.

AGENDA ITEM: Discussion, consideration and possible approval of the annual Capitol Improvement Agreement with the Grady County 522 EMS District and authorize the Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

This is the annual Capitol Improvement agreement with the 522 District. No changes were made to the contract. This year we requested a new squad, extrication tools, and help with technology upgrades. We have also requested \$750,000.00 as a 1 time payment to assist in the purchase of the Chief Fire and Safety buildings.

II. RECOMMENDED ACTION:

Staff recommends the approval and renewal of the annual Capitol Improvement Agreement with the Grady County 522 EMS District.

III. FISCAL INFORMATION - Purchases made for EMS Capitol Improvements will be fully or partially reimbursed by the 522 District.

IV. FUND INFORMATION:

Dept. Director: NAME, TITLE	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. Capitol Improvement

GRADY EMERGENCY MEDICAL SERVICES DISTRICT

2221 WEST IOWA AVENUE, SUITE B
CHICKASHA, OKLAHOMA 73018
T: (405) 222-0204

CAPITAL OUTLAY AGREEMENT

An AGREEMENT made this _____ day of _____, 2023, effective July 1, 2023, by and between GRADY EMERGENCY MEDICAL SERVICES DISTRICT ("DISTRICT"), and CITY OF CHICKASHA ("PROVIDER"), an incorporated municipality, witness as follows:

RECITALS

- A. PROVIDER and DISTRICT have entered into an agreement whereby PROVIDER shall provide ambulance services within the district.
- B. DISTRICT, in its sole discretion, may, from time to time, upon application of PROVIDER, provide funds to PROVIDER to be used for Capital Outlay items.
- C. DISTRICT has agreed to provide the funds requested pursuant to the terms set forth herein.

IT IS THEREFORE AGREED:

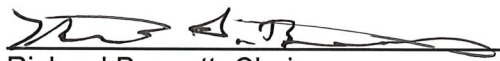
- 1. On approval of the DISTRICT's Board of Trustees, Capital Outlay funds may be provided by the DISTRICT to PROVIDER.
- 2. Funds requested by PROVIDER will not be approved by DISTRICT if PROVIDER has not, for each Capital Outlay item,
 - a. obtained prior purchase approval by the Board of Trustees;
 - b. requested reimbursement;
 - c. requested the release of funds held by the DISTRICT; and,
 - d. provided fully executed pre-purchase and post-purchase documents
(see: Required Documentation) (Attachment: Capital Outlay Request form)
- 3. Pre-purchase and post-purchase documents must be submitted to the DISTRICT's Executive Director. April 1, 2024 shall be the last day PROVIDER may submit pre-purchase documents for FY 2023-2024 reimbursement
- 4. Emergency Medical Equipment: If PROVIDER ceases to provide ambulance and related services within their district pursuant to its various contracts with the DISTRICT, within seven (7) years of the date of this Agreement, PROVIDER shall transfer possession of the emergency medical equipment in current operation, purchased pursuant to this Agreement, to the DISTRICT within ten (10) days of the termination of the contracts referred to in this paragraph.
- 5. Emergency Medical Vehicle: If PROVIDER ceases to provide ambulance and related services within their district pursuant to its various contracts with the DISTRICT, within seven (7) years of the date of this Agreement, PROVIDER shall transfer title and possession of the vehicle and equipment in current operation, purchased pursuant to this Agreement, to the DISTRICT within ten (10) days of the termination of the contracts referred to in this paragraph.
- 6. Annual Inventory of DISTRICT Purchased Equipment: On or before July 30 of each year the PROVIDER shall provide to the DISTRICT an inventory of all equipment and vehicles for which the DISTRICT has provided funds for the purchase pursuant to a Capital Outlay Agreement. The Inventory shall list the current operational status of all equipment and vehicles, specifically including any equipment and vehicles that have been surplussed and date surplussed.

7. PROVIDER is responsible for all maintenance and repairs on Capital Outlay items.
8. PROVIDER must follow state bid protocols, Buyboard Purchasing Cooperative, or follow their municipalities purchasing protocols on all Capital Outlay purchases.

IN WITNESS HEREOF, the parties do set their hands and seals on the date first above written.

**GRADY EMERGENCY MEDICAL
SERVICES DISTRICT**

CITY OF CHICKASHA


Richard Bennett, Chairman
Board of Trustees

Mayor / City Manager

EMS Director

ATTEST:


Chloe Berry, Executive Director
Date: June 20, 2023



ATTEST:

City Clerk

Date: _____, 2023

Approved as to form and legality this _____ day of _____, 2023.

Municipal Counselor

PROVIDER CAPITAL OUTLAY

REQUIRED DOCUMENTATION

PRE-PURCHASE (Purchase and Reimbursement request)

Submit:

- FY 2023/2024 Capital Outlay Request form (attached)

Attach (as applicable):

- Bid Specs
- Vendor Quote/Service Agreement Quote
- City Approval Minutes

POST-PURCHASE (Release Hold of Funds)

Submit:

- FY 2023/2024 Capital Outlay Request form (attached)

Attach (as applicable):

- Final Vendor Invoice
- Purchase Order
- Proof of Payment
- Buyboard/Vendor Contract
- Copy of Title

PROCESS

1. PROVIDER submission of Capital Outlay needs for next fiscal year budget
2. DISTRICT's Board approve PROVIDER Fiscal Year Capital Outlay Budget
3. Execute Agreement between DISTRICT and PROVIDER for Capital Outlay
4. PROVIDER submits to DISTRICT's Executive Director pre-purchase Capital Outlay Request form for purchase and reimbursement, with Attachments
5. PROVIDER submits purchase to Vendor for Capital Outlay
6. PROVIDER receives purchased Capital Outlay from Vendor
7. PROVIDER submits to DISTRICT's Executive Director post-purchase Capital Outlay Request form for release hold of funds, with Attachments

CAPITAL OUTLAY REQUEST

TO: GRADY EMERGENCY MEDICAL SERVICES DISTRICT, BOARD OF TRUSTEES

FROM: CITY OF CHICKASHA CITY OF TUTTLE TOWN OF RUSH SPRINGS

REQUEST: ☐ PURCHASE/REIMBURSEMENT ☐ RELEASE HOLD OF FUNDS

ITEM: _____

VENDOR: _____

DESCRIPTION/JUSTIFICATION: _____

AMOUNT REQUESTED: _____

DEPARTMENT HEAD SIGNATURE: _____

MAYOR/CITY MANAGER SIGNATURE: _____

DATE: _____

ATTACHMENTS:

PRE-PURCHASE:

☐ BID SPECS ☐ VENDOR QUOTE/SERVICE AGREEMENT QUOTE ☐ CITY APPROAL MINUTES

POST-PURCHASE:

☐ FINAL VENDOR INVOICE ☐ PURCHASE ORDER ☐ BUYBOARD AGREEMENT
☐ BOARD MINUTES ☐ PROOF OF PAYMENT ☐ COPY OF TITLE

GRADY EMS DISTRICT USE BELOW

DATE RECEIVED FROM PROVIDER: _____

DATE SUBMITTED TO BOARD FOR CONDSIDERATION: _____

BOARD DECISSION: ☐ APPROVE ☐ REJECT

BOARD MEMBER SIGNATURE: _____

DATE: _____

DATE PAID: _____ AMOUNT: \$ _____ P.O. # _____ CHECK # _____



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Fire Department

Agenda Item No. 6.e.

AGENDA ITEM: Discussion, consideration, and possible approval to renew the Zoll portable ventilator loan agreement with the Grady County 522 EMS District and authorize the Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

This is a renewal of our ventilator loan agreement with the 522 District.

II. RECOMMENDED ACTION:

Staff recommends the renewal of the Zoll ventilator loan agreement with the 522 District.

III. FISCAL INFORMATION - N/A

IV. FUND INFORMATION:

Dept. Director: Tony Samaniego, Fire Chief	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. Vent

GRADY EMERGENCY MEDICAL SERVICES DISTRICT

2221 WEST IOWA AVENUE, SUITE B
CHICKASHA, OKLAHOMA 73018
T: (405) 222-0204

ZOLL AEV PORTABLE VENTILATOR LOAN AGREEMENT

An AGREEMENT made this _____ day of _____, 2023, effective July 1, 2023, by and between GRADY EMERGENCY MEDICAL SERVICES DISTRICT ("DISTRICT"), and CITY OF CHICKASHA ("PROVIDER"), an incorporated municipality, witness as follows:

ZOLL Model AEV Portable Ventilator, 731 Series owned by the DISTRICT and loaned to the PROVIDER will be subject to the following requirements:

1. PROVIDER shall maintain each ventilator in operational condition, as when received by PROVIDER, subject to reasonable wear and tear.
2. Ventilators shall be made available for inspection, by an individual selected by the DISTRICT. DISTRICT may, in its sole discretion, require a PROVIDER to return the ventilator if the DISTRICT determines the ventilator has not been properly maintained by the PROVIDER.

Term of this Loan Agreement is effective July 1, 2023 through June 30, 2024 and executed by the parties on the date set forth.

**GRADY EMERGENCY MEDICAL
SERVICES DISTRICT**

CITY OF CHICKASHA



Richard Bennett, Chairman
Board of Trustees

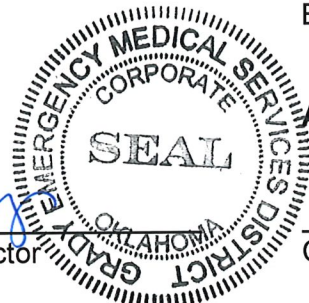
Mayor / City Manager

EMS Director

ATTEST:



Chloe Berry, Executive Director



ATTEST:

City Clerk

Date: June 20, 2023

Date: _____, 2023

Approved as to form and legality this _____ day of _____, 2023.

Municipal Counselor



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Fire Department

Agenda Item No. 6.f.

AGENDA ITEM: Discussion, consideration, and possible action to approve the purchase of Amkus battery operated extrication tools under state contract (46191600) for a price not to exceed \$39,026.00 that will be reimbursed by the Grady County 522 EMS District.

I. BACKGROUND/DESCRIPTION:

This purchase will enhance our capabilities and efficiency when performing extrications. The purchase will be reimbursed by the Grady County 522 EMS District.

II. RECOMMENDED ACTION:

Staff recommends the purchase of Amkus battery operated extrication equipment under state contract.

III. FISCAL INFORMATION - Cost of \$39,026.00 will be reimbursed by the 522 District.

IV. FUND INFORMATION:

Dept. Director: Tony Samaniego, Fire Chief	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. CHICKASHA 6-23-23 TOOL QUOTE



SERVING OKLAHOMA AND KANSAS

SHIP TO: SAME

11

ATTN:
PHONE:
EMAIL:

CREDIT CARD:			DIST	CUST PO NUMBER		SALES REP	SALES REP REF #
NAME/EXP DATE						107	
NUMBER/CODE/ZIP				TERMS	FREIGHT	DATE	FORM TYPE
TRANSACTION ID#				30	ADD	6/23/2023	QUOTE
ITEM	LOC	DESCRIPTION		QTY	SHIPPED	PRICE	AMOUNT
		AMK, IC750LB ION CUTTER	\$ -	1		\$ 11,345.00	\$ 11,345.00
		AMK, IS320LB 32" ION SPREADER	\$ -	1		\$ 12,678.00	\$ 12,678.00
		AMK, KS0029-KIT EXTENDED TIP	\$ -	1		\$ 1,007.00	\$ 1,007.00
		AMK, KCHAIN24-30 CHAIN KIT	\$ -	1		\$ 968.00	\$ 968.00
		AMK, ITR500LB TELESCOPING RAM	\$ -	1		\$ 9,955.00	\$ 9,955.00
		AMK, IBATTFV12 20/60 VOLT 12AH BATTERY	\$ -	6		\$ 425.00	\$ 2,550.00
		AMK, ICHRG-4FAST 4 BANK CHARGER	\$ -	1		\$ 348.00	\$ 348.00
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		STATE OF OKLAHOMA CONTRACT SW241	\$ -			\$ -	\$ -
		CATEGORY 2	\$ -			\$ -	\$ -
		LINE, 17	\$ -			\$ -	\$ -
		ITEM# , 1000031786	\$ -			\$ -	\$ -
		CODE, 46191600	\$ -			\$ -	\$ -
		DESCRIPTION - FIRE FIGHTING EQUIPMENT	\$ -			\$ -	\$ -
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			\$ -			\$ -	\$ -
ADDITIONAL COMMENTS BELOW			DIST TOTAL: \$ 39,026.00		Subtotal	\$ 38,851.00	
					ADD	Tax	\$ -
						Freight	\$ 175.00
						TOTAL	\$ 39,026.00



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Administration

Agenda Item No. 6.g.

AGENDA ITEM: Discussion, consideration, and possible action to approve an oil and gas lease with Todco Properties, Inc. for 300 acres, more or less, in Section 28, Township 8 North, Range 9 West, Caddo County, Oklahoma.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Approve an oil and gas lease with Todco Properties, Inc. for 300 acres, more or less, in Section 28, Township 8 North, Range 9 West, Caddo County, Oklahoma.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

- 20230630134258404

OIL AND GAS LEASE
(Paid-up)

AGREEMENT, made and entered into this _____ day of _____, 2023, by and between The City of Chickasha, Oklahoma, a municipal Corporation of the State of Oklahoma, 117 N. 4th Street, Chickasha, OK 73018, party of the first part, hereinafter called Lessor (whether one or more), and Todco Properties, Inc, with a mailing address of 1818 W Lindsey St # A102, Norman, OK 73069, party of the second part, hereinafter called Lessee.

WITNESSETH, that the said Lessor, for and in consideration of Ten Dollars, cash in hand paid, and other good and valuable consideration, the receipt of which is hereby acknowledged and of the covenants and agreements hereinafter contained on the part of Lessee to be paid, kept and performed, has granted, demised, leased and let and by these presents does grant, demise, lease and let unto the said Lessee, for the sole and only purpose of exploring by geophysical and other methods, mining and operating for oil (including but not limited to distillate and condensate), gas (including casinghead gas and helium and all other constituents), and for laying pipelines, and building tanks, power stations and structures thereon, to produce, save and take care of said products, all that certain tract of land, together with any reversionary rights therein, situated in the County of Caddo, State of Oklahoma, described as follows, to-wit:

An undivided 300 acres, more or less, in S/2 NE/4; N/2 NW/4; N/2 NE/4; NE/4 SE/4; NE/4 SE/4 SE/4; E/2 E/2 NW/4 SE/4 Section 28, Township 8 North, Range 9 West, Caddo County, Oklahoma.

1. It is agreed that this lease shall remain in force for a term of three (3) years from date (herein called primary term) and so long thereafter as oil or gas, or either of them, is produced from said land by the Lessee.

2. In consideration of the premises the said Lessee covenants and agrees:

A. To deliver to the credit of Lessor free of cost, in the pipeline to which it may connect its wells, a three-sixteenths (3/16) part of all oil and gas (including but not limited to condensate and distillate) produced and saved from the leased premises.

B. During any period (whether before or after expiration of the primary term hereof) when gas is not being so sold or used and the well or wells are shut in and there is no current production of oil or operations on said leased premises sufficient to keep this lease in force, Lessee shall pay or tender a royalty of One Dollar (\$1.00) per year per net royalty acre retained hereunder, such payment or tender to be made, on or before the later of ninety (90) days following the date of shut in or the anniversary date of this lease during the period such well is shut in, to the Lessor. When such payment or tender is made it will be considered that gas is being produced within the meaning of the entire lease.

3. If, at the expiration of the primary term, there is no production in paying quantities on the leased land or on lands pooled therewith but Lessee is conducting operations for drilling,

completing or reworking a well, this lease nevertheless shall continue as long as such operations are prosecuted or additional operations are commenced and prosecuted (whether on the same or successive wells) with no cessation of more than ninety (90) days, and if production is discovered, this lease shall continue as long thereafter as oil or gas are produced. In addition, if at any time or times after the primary term, there is a total cessation of all production, for any cause (other than an event of force majeure), this lease shall not terminate if Lessee commences or resumes any drilling or reworking operations or production within ninety (90) days after such cessation. Drilling operations or mining operations shall be deemed to be commenced when the first material is placed on the leased premises or when the first work other than surveying or staking the location is done thereon which is necessary for such operations.

4. Lessee is hereby granted the right at any time and from time to time to unitize the leased premises or any portion or portions thereof, as to all strata or any stratum or strata, with any other lands as to all strata or any stratum or strata, for the production primarily of oil or primarily of gas with or without distillate. However, no unit for the production primarily of oil shall embrace more than 160 acres, or for the production primarily of gas with or without distillate more than 640 acres; provided that if any governmental regulation shall permit or prescribe a spacing pattern for the development of the field or allocate a producing allowable based on acreage per well, then any such unit may embrace as much additional acreage as may be so permitted or prescribed or as may be used in such allocation of allowable. Lessee shall file written unit designations in the county in which the leased premises are located unless the pooling or unitization results from governmental order or rule, in which case no such written designation shall be required. Operations upon and production from the unit shall be treated as if such operations were upon or such production were from the leased premises whether or not the well or wells are located thereon. The entire acreage within a unit shall be treated for all purposes as if it were covered by and included in this lease except that the royalty on production from the unit shall be as below provided, and except that in calculating the amount of any shut in gas royalties, only the part of the acreage originally leased and then actually embraced by this lease shall be counted. In respect to production from the unit, Lessee shall pay Lessor, in lieu of other royalties thereon, only such proportion of the royalties stipulated herein as the amount of his acreage placed in the unit, or his royalty interest therein on an acreage basis bears to the total acreage in the unit.
5. If said Lessor owns a less interest in the above described land than the entire and undivided fee simple estate therein, then the royalties herein provided shall be paid to the Lessor only in the proportion which his interest bears to the whole and undivided fee.
6. Lessee shall have the right to use, free of cost, gas, oil, and produced on said land for its operations thereon, except water from the leased premises.
7. Lessee shall have the right at any time to remove all machinery and fixtures placed on said premises, including the right to draw and remove casing.
8. If the estate of either party hereto is assigned, and the privilege of assigning in whole or in part is expressly allowed, the covenants hereof shall extend to their heirs, executors, administrators, successors or assigns. However, no change or division in ownership of the land or royalties shall enlarge the obligations or diminish the rights of Lessee. No change in the ownership of the land or royalties shall be binding on the Lessee until after the Lessee

has been furnished with a written transfer or assignment or a true copy thereof. In case Lessee assigns this lease, in whole or in part, lessee shall be relieved of all obligations with respect to the assigned portion or portions arising subsequent to the date of assignment.

9. All express or implied covenants of this lease shall be subject to all Federal and State Laws, Executive Orders, Rules and Regulations, and this lease shall not be terminated, in whole or in part, nor Lessee held liable in damages, for failure to comply therewith, if compliance is prevented by, or such failure is the result of any such Law, Order, Rule or Regulation, or operation of force majeure.
10. This lease shall be effective as to Lessor on execution hereof and shall be binding on those signing, notwithstanding some of the Lessors above named may not join in the execution hereof. The word "Lessor" as used in this lease means the party or parties who execute this lease as Lessor, although not named above.
11. Lessor does not guarantee or warrant title to the above described properties. In the event of failure of title, Lessor shall not be required to refund any bonuses, royalties, shut-in payments or other considerations paid to lessors.
12. Lessee may at any time and from time to time surrender this lease as to any part or parts of the leased premises by delivering or mailing a release thereof to lessor, or by placing a release of record in the proper County.
13. Lessee shall pay for all damages to land and crops caused by its operations. No well shall be drilled nearer than 200 feet to any house or barn now on said premises, without the written consent of the Lessor.
14. The Lessee's failure to comply with any covenant or obligation of this lease shall not result in the forfeiture of the lease unless and until lessor has provided lessee notice of such default and gives Lessee sixty (60) days in which to cure such default.
15. Before commencing any operations on lands where Lessor is the owner of the surface Lessee shall obtain from Lessor, by written agreement, permission to use that certain portion of said lands set out in the written agreement for drill site and to conduct mining and drilling operations or the production, storage, or removal of minerals therefrom.
16. This Lease is subject to and fully includes each and every provision as provided on Exhibit "A" attached hereto and made a part hereof.

IN TESTIMONY WHEREOF, we sign this _____ day of _____, 2023.

ATTEST:

The City of Chickasha, Oklahoma,
a municipal Corporation of the State of Oklahoma

CITY CLERK

By: _____
MAYOR

ACKNOWLEDGMENT

STATE OF OKLAHOMA)
COUNTY OF GRADY) SS:

Before me, in and for said county and State, on this _____ day of _____, 2023, personally appeared Chris Mosley, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as the Mayor of the City of Chickasha, and acknowledged before me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of such municipal corporation, for the uses and purposes therein set forth.

My Commission Expires: _____
Notary Public

Commission No.: _____

EXHIBIT "A"

Attached to and made a part of that certain Oil and Gas Lease dated the _____ day of _____, 2023, between the City of Chickasha, a municipal corporation, of the State of Oklahoma, as Lessor and Todco Properties, Inc, with a mailing address of 1818 W Lindsey St # A102, Norman, OK 73069 as Lessee. Said addendum and additional provisions relate to the following tract of property:

An undivided 300 acres, more or less, in S/2 NE/4; N/2 NW/4; N/2 NE/4; NE/4 SE/4; NE/4 SE/4 SE/4; E/2 E/2 NW/4 SE/4 Section 28, Township 8 North, Range 9 West, Caddo County, Oklahoma.

1) Notwithstanding anything herein above to the contrary, it is expressly provided that the provisions of the following paragraphs shall prevail in the event of the conflict with any provisions in the preceding printed form Oil and Gas Lease.

2) Notwithstanding anything to the contrary contained herein, upon expiration of the primary term of this lease, this lease shall automatically terminate and expire as to all leasehold rights below 100 feet below the stratigraphic equivalent of the deepest common source of supply penetrated in any well, spud after the date of this lease, on lands covered by this lease or on lands with which lands covered by this lease are spaced by order of the Oklahoma Corporation Commission or voluntarily unitized therewith. Provided, however, if within the primary term of this lease, lessee should commence operations to drill, deepen, or rework a well under the terms of this lease, the lessee shall have the right to drill such well to completion and/or continue deepening and/or complete reworking operations with reasonable diligence and dispatch, and if oil and gas be found in paying quantities, this lease shall terminate only to the depth provided in this clause.

3) Notwithstanding anything to the contrary contained herein, it is expressly agreed that the completion of a well capable of production in paying quantities on a drilling and spacing unit(s), established by any governmental authority or agency shall extend beyond the primary terms only that portion of the leased premises contained within said drilling and spacing unit(s), and that, subject to the provisions of this paragraph, the portion of the leased premises outside the said drilling and spacing unit(s) shall be released at the expiration of the primary term. Provided, however, that if within the primary term of this Lease, Lessee shall commence operations to drill or rework a well under the terms of this Lease, the Lessee shall have the right to drill such a well to completion and/or complete reworking operations with reasonable diligence and dispatch, and if oil or gas be found in paying quantities, this Lease shall terminate only to those lands lying outside of said drilling and spacing units(s). If a "unit" has not been established by any state regulatory agency of the State of Oklahoma, or under the pooling clause of this lease, "unit" shall be deemed for all purposes to comprise the governmental quarter/quarter/quarter section (10 Acres) upon which the borehole of any well drilled pursuant to this lease is actually located.

4) There shall be no salt water disposal on the above-described real property.

5) Lessee shall indemnify and hold Lessor harmless from any and all liability, liens, demands, judgments, suits, and claims of any kind or character arising out of, in connection with, or relating

to Lessee's operations under the terms of this Lease, including, but not limited to, claims for injury to or death of any persons, or damage, loss or destruction of any property, real or personal, under any theory of tort, contract, or strict liability.

6) Notwithstanding anything to the contrary contained herein, after the expiration of the primary term of this lease, shut-in royalty payments shall be restricted to maintain this lease in force for a maximum of two (2) years for each shut-in period.

7) The use of the above described property by Lessee is limited only to producing wells physically located on said premises. Tank batteries and other applicable equipment shall not be located hereon, except for wells actually located on the leased premises. Pipelines and roads across the leased premises are limited to those wells located on the leased premises and only after payment of damages as determined by the parties.

8) Notwithstanding anything herein to the contrary, Lessee shall pay royalty on the fair market value received at the point of sale, with an arms length transaction, without any post production expenses or costs being prorated back to Lessor. Such post production expenses/costs are to include, but are not limited to, the cost of producing, gathering, storing, separating, treating, dehydrating, compressing, processing, manufacturing, transporting, and marketing the oil and/or gas produced hereunder whether the point of sale is at or off the leased premises. Such royalty is to include all oil, gas; including all its constituents and any other by-products produced and saved from the leased premises.

9) It is specifically understood by Lessee that any operations of the Leased Premises by the Lessee shall be in accordance with the laws and statutes of the State of Oklahoma and the Ordinances of the City of Chickasha, the rules and regulations of any other state or Federal regulatory agency. It is further understood that if the Leased Premises are a part of the municipal airport of the City of Chickasha, then the rules and regulations of the Federal Aviation Administration and the Ordinances of the City of Chickasha shall govern the location of the drill site, and any drilling operations thereon.

10) Lessee agrees that substantiation and validation of this lease is at the sole discretion and obligation of the Lessee and if lease is rendered invalid for any reason, save typographical error, including names or descriptions, Lessor shall not be required to refund any rents, royalties, bonuses, shut-in payments or other considerations paid.

11) Surface damages shall be negotiated separate from this lease, or, if the parties cannot agree on an amount, Lessee shall take such action as necessary pursuant to the Surface Damage Act.

SIGNED FOR IDENTIFICATION:

LESSOR: The City of Chickasha, Oklahoma
a municipal Corporation of the State of Oklahoma

By: _____
MAYOR

ATTEST:

CITY CLERK



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Finance

Agenda Item No. 6.h.

AGENDA ITEM: Discussion, consideration, and possible action to engage HSPG & Associates, LLC to perform the City of Chickasha 's audit services for FY21-22 and authorize Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

HSPG & Associates has provided a Letter of Engagement for FY22 audit.

II. RECOMMENDED ACTION:

Approve Letter of Engagement with HSPG & Associates, LLC to perform the City of Chickasha's audit services for FY21-22 and authorize Mayor to execute the same.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. Chickasha Audit Enagement Letter-2022



June 16, 2023

To the Honorable Mayor, Members of the City Council, and Management of
The City of Chickasha, Oklahoma

We are pleased to confirm our understanding of the services we are to provide for the City of Chickasha, Oklahoma (the “City”) for the year ended June 30, 2022.

Audit Scope and Objectives

We will audit the modified cash basis financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of the City as of and for the year ended June 30, 2022.

We have also been engaged to report on supplementary information that accompanies the City’s financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America (GAAS), and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor’s report on the financial statements.

- 1) Schedule of expenditures of federal awards (modified cash basis)
- 2) Combining and individual fund statements (modified cash basis)

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Management’s discussion and analysis
- 2) Budgetary comparison information (modified cash basis)

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor’s report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with the modified cash basis of accounting, which is a other comprehensive basis of accounting other than generally accepted accounting principles (GAAP), and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

HSPG & ASSOCIATES, PC

- If necessary, internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and if necessary, the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. If necessary, we will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Revenue recognition
- Management override of controls

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, if necessary, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and, if necessary, the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

If required, the Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the modified cash basis of accounting; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with the modified cash basis of accounting. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the modified cash basis of accounting; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the modified cash basis of accounting; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

If necessary, at the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of HSPG & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of HSPG & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by an outside regulator. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Patrick Hollingsworth is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Andy Cromer will be your primary contact.

We estimate that our fee for the financial statement audit will be between \$28,000 and \$33,000. This fee does not include any compliance testing required by the Uniform Guidance. If major programs are required to be tested under the Uniform Guidance, we estimate that our fee will be an additional \$5,000 to \$8,500 for each major program. Our fee does not include travel and meal costs, which will be billed separately up to \$500. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue written reports upon completion of our audit. Our reports will be addressed to the Honorable Mayor, Members of City Council, and management of the City. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Sincerely,

HSPG & Associates, P.C.

HSPG & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Chickasha, Oklahoma.

Management signature: _____

Title: _____

Governance signature: _____

Title: _____



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Administration

Agenda Item No. 6.i.

AGENDA ITEM: Discussion, consideration, and possible action to approve an oil and gas lease with Camino Natural Resources for 39.1 acres, more or less, in Section 4, Township 6 North, Range 7 West, Grady County, Oklahoma.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Approve an oil and gas lease with Camino Natural Resources for 39.1 acres, more or less, in Section 4, Township 6 North, Range 7 West, Grady County, Oklahoma.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. Camino City Section 4 Grady

OIL AND GAS LEASE
(Paid-up)

AGREEMENT, made and entered into this ____ day of _____, 2023, by and between The City of Chickasha, Oklahoma, a municipal Corporation of the State of Oklahoma, 117 N. 4th Street, Chickasha, OK 73018, party of the first part, hereinafter called Lessor (whether one or more), and Camino Natural Resources, LLC, with a mailing address of 1401 17th St #1000 Denver, CO 80202, party of the second part, hereinafter called Lessee.

WITNESSETH, that the said Lessor, for and in consideration of Ten Dollars, cash in hand paid, and other good and valuable consideration, the receipt of which is hereby acknowledged and of the covenants and agreements hereinafter contained on the part of Lessee to be paid, kept and performed, has granted, demised, leased and let and by these presents does grant, demise, lease and let unto the said Lessee, for the sole and only purpose of exploring by geophysical and other methods, mining and operating for oil (including but not limited to distillate and condensate), gas (including casinghead gas and helium and all other constituents), and for laying pipelines, and building tanks, power stations and structures thereon, to produce, save and take care of said products, all that certain tract of land, together with any reversionary rights therein, situated in the County of Grady, State of Oklahoma, described as follows, to-wit:

An undivided 39.1 acres, more or less, SE/4 NW/4 & NE/4 NW/4 (Lot 3) Section 4, Township 6 North, Range 7 West Grady County, Oklahoma

1. It is agreed that this lease shall remain in force for a term of three (3) years from date (herein called primary term) and so long thereafter as oil or gas, or either of them, is produced from said land by the Lessee.
2. In consideration of the premises the said Lessee covenants and agrees:
 - A. To deliver to the credit of Lessor free of cost, in the pipeline to which it may connect its wells, a three-sixteenths (3/16) part of all oil and gas (including but not limited to condensate and distillate) produced and saved from the leased premises.
 - B. During any period (whether before or after expiration of the primary term hereof) when gas is not being so sold or used and the well or wells are shut in and there is no current production of oil or operations on said leased premises sufficient to keep this lease in force, Lessee shall pay or tender a royalty of One Dollar (\$1.00) per year per net royalty acre retained hereunder, such payment or tender to be made, on or before the later of ninety (90) days following the date of shut in or the anniversary date of this lease during the period such well is shut in, to the Lessor. When such payment or tender is made it will be considered that gas is being produced within the meaning of the entire lease.
3. If, at the expiration of the primary term, there is no production in paying quantities on the leased land or on lands pooled therewith but Lessee is conducting operations for drilling,

completing or reworking a well, this lease nevertheless shall continue as long as such operations are prosecuted or additional operations are commenced and prosecuted (whether on the same or successive wells) with no cessation of more than ninety (90) days, and if production is discovered, this lease shall continue as long thereafter as oil or gas are produced. In addition, if at any time or times after the primary term, there is a total cessation of all production, for any cause (other than an event of force majeure), this lease shall not terminate if Lessee commences or resumes any drilling or reworking operations or production within ninety (90) days after such cessation. Drilling operations or mining operations shall be deemed to be commenced when the first material is placed on the leased premises or when the first work other than surveying or staking the location is done thereon which is necessary for such operations.

4. Lessee is hereby granted the right at any time and from time to time to unitize the leased premises or any portion or portions thereof, as to all strata or any stratum or strata, with any other lands as to all strata or any stratum or strata, for the production primarily of oil or primarily of gas with or without distillate. However, no unit for the production primarily of oil shall embrace more than 160 acres, or for the production primarily of gas with or without distillate more than 640 acres; provided that if any governmental regulation shall permit or prescribe a spacing pattern for the development of the field or allocate a producing allowable based on acreage per well, then any such unit may embrace as much additional acreage as may be so permitted or prescribed or as may be used in such allocation of allowable. Lessee shall file written unit designations in the county in which the leased premises are located unless the pooling or unitization results from governmental order or rule, in which case no such written designation shall be required. Operations upon and production from the unit shall be treated as if such operations were upon or such production were from the leased premises whether or not the well or wells are located thereon. The entire acreage within a unit shall be treated for all purposes as if it were covered by and included in this lease except that the royalty on production from the unit shall be as below provided, and except that in calculating the amount of any shut in gas royalties, only the part of the acreage originally leased and then actually embraced by this lease shall be counted. In respect to production from the unit, Lessee shall pay Lessor, in lieu of other royalties thereon, only such proportion of the royalties stipulated herein as the amount of his acreage placed in the unit, or his royalty interest therein on an acreage basis bears to the total acreage in the unit.
5. If said Lessor owns a less interest in the above described land than the entire and undivided fee simple estate therein, then the royalties herein provided shall be paid to the Lessor only in the proportion which his interest bears to the whole and undivided fee.
6. Lessee shall have the right to use, free of cost, gas, oil, and produced on said land for its operations thereon, except water from the leased premises.
7. Lessee shall have the right at any time to remove all machinery and fixtures placed on said premises, including the right to draw and remove casing.
8. If the estate of either party hereto is assigned, and the privilege of assigning in whole or in part is expressly allowed, the covenants hereof shall extend to their heirs, executors, administrators, successors or assigns. However, no change or division in ownership of the land or royalties shall enlarge the obligations or diminish the rights of Lessee. No change in the ownership of the land or royalties shall be binding on the Lessee until after the Lessee

has been furnished with a written transfer or assignment or a true copy thereof. In case Lessee assigns this lease, in whole or in part, lessee shall be relieved of all obligations with respect to the assigned portion or portions arising subsequent to the date of assignment.

9. All express or implied covenants of this lease shall be subject to all Federal and State Laws, Executive Orders, Rules and Regulations, and this lease shall not be terminated, in whole or in part, nor Lessee held liable in damages, for failure to comply therewith, if compliance is prevented by, or such failure is the result of any such Law, Order, Rule or Regulation, or operation of force majeure.
10. This lease shall be effective as to Lessor on execution hereof and shall be binding on those signing, notwithstanding some of the Lessors above named may not join in the execution hereof. The word "Lessor" as used in this lease means the party or parties who execute this lease as Lessor, although not named above.
11. Lessor does not guarantee or warrant title to the above described properties. In the event of failure of title, Lessor shall not be required to refund any bonuses, royalties, shut-in payments or other considerations paid to lessors.
12. Lessee may at any time and from time to time surrender this lease as to any part or parts of the leased premises by delivering or mailing a release thereof to lessor, or by placing a release of record in the proper County.
13. Lessee shall pay for all damages to land and crops caused by its operations. No well shall be drilled nearer than 200 feet to any house or barn now on said premises, without the written consent of the Lessor.
14. The Lessee's failure to comply with any covenant or obligation of this lease shall not result in the forfeiture of the lease unless and until lessor has provided lessee notice of such default and gives Lessee sixty (60) days in which to cure such default.
15. Before commencing any operations on lands where Lessor is the owner of the surface Lessee shall obtain from Lessor, by written agreement, permission to use that certain portion of said lands set out in the written agreement for drill site and to conduct mining and drilling operations or the production, storage, or removal of minerals therefrom.
16. This Lease is subject to and fully includes each and every provision as provided on Exhibit "A" attached hereto and made a part hereof.

IN TESTIMONY WHEREOF, we sign this _____ day of _____, 2023.

ATTEST:

The City of Chickasha, Oklahoma,
a municipal Corporation of the State of Oklahoma

CITY CLERK

By: _____
MAYOR

ACKNOWLEDGMENT

STATE OF OKLAHOMA)
COUNTY OF GRADY) SS:

Before me, in and for said county and State, on this ____ day of _____, 2023, personally appeared Chris Mosley, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as the Mayor of the City of Chickasha, and acknowledged before me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of such municipal corporation, for the uses and purposes therein set forth.

My Commission Expires:_____

Notary Public

Commission No.:_____

EXHIBIT "A"

Attached to and made a part of that certain Oil and Gas Lease dated the _____ day of _____, 2023, between the City of Chickasha, a municipal corporation, of the State of Oklahoma, as Lessor and Camino Natural Resources, LLC, with a mailing address of 1401 17th St #1000 Denver, CO 80202 as Lessee. Said addendum and additional provisions relate to the following tract of property:

An undivided 39.1 acres, more or less, SE/4 NW/4 & NE/4 NW/4 (Lot 3) Section 4, Township 6 North, Range 7 West Grady County, Oklahoma

1) Notwithstanding anything herein above to the contrary, it is expressly provided that the provisions of the following paragraphs shall prevail in the event of a conflict with any provisions in the preceding printed form Oil and Gas Lease.

2) Notwithstanding anything to the contrary contained herein, upon expiration of the primary term of this lease, this lease shall automatically terminate and expire as to all leasehold rights below 100 feet below the stratigraphic equivalent of the deepest common source of supply penetrated in any well, spud after the date of this lease, on lands covered by this lease or on lands with which lands covered by this lease are spaced by order of the Oklahoma Corporation Commission or voluntarily unitized therewith. Provided, however, if within the primary term of this lease, lessee should commence operations to drill, deepen, or rework a well under the terms of this lease, the lessee shall have the right to drill such well to completion and/or continue deepening and/or complete reworking operations with reasonable diligence and dispatch, and if oil and gas be found in paying quantities, this lease shall terminate only to the depth provided in this clause.

3) Notwithstanding anything to the contrary contained herein, it is expressly agreed that the completion of a well capable of production in paying quantities on a drilling and spacing unit(s), established by any governmental authority or agency shall extend beyond the primary terms only that portion of the leased premises contained within said drilling and spacing unit(s), and that, subject to the provisions of this paragraph, the portion of the leased premises outside the said drilling and spacing unit(s) shall be released at the expiration of the primary term. Provided, however, that if within the primary term of this Lease, Lessee shall commence operations to drill or rework a well under the terms of this Lease, the Lessee shall have the right to drill such a well to completion and/or complete reworking operations with reasonable diligence and dispatch, and if oil or gas be found in paying quantities, this Lease shall terminate only to those lands lying outside of said drilling and spacing units(s). If a "unit" has not been established by any state regulatory agency of the State of Oklahoma, or under the pooling clause of this lease, "unit" shall be deemed for all purposes to comprise the governmental quarter/quarter/quarter section (10 Acres) upon which the borehole of any well drilled pursuant to this lease is actually located.

4) There shall be no salt water disposal on the above-described real property.

5) Lessee shall indemnify and hold Lessor harmless from any and all liability, liens, demands,

judgments, suits, and claims of any kind or character arising out of, in connection with, or relating to Lessee's operations under the terms of this Lease, including, but not limited to, claims for injury to or death of any persons, or damage, loss or destruction of any property, real or personal, under any theory of tort, contract, or strict liability.

6) Notwithstanding anything to the contrary contained herein, after the expiration of the primary term of this lease, shut-in royalty payments shall be restricted to maintain this lease in force for a maximum of two (2) years for each shut-in period.

7) The use of the above described property by Lessee is limited only to producing wells physically located on said premises. Tank batteries and other applicable equipment shall not be located hereon, except for wells actually located on the leased premises. Pipelines and roads across the leased premises are limited to those wells located on the leased premises and only after payment of damages as determined by the parties.

8) Notwithstanding anything herein to the contrary, Lessee shall pay royalty on the fair market value received at the point of sale, with an arms length transaction, without any post production expenses or costs being prorated back to Lessor. Such post production expenses/costs are to include, but are not limited to, the cost of producing, gathering, storing, separating, treating, dehydrating, compressing, processing, manufacturing, transporting, and marketing the oil and/or gas produced hereunder whether the point of sale is at or off the leased premises. Such royalty is to include all oil, gas; including all its constituents and any other by-products produced and saved from the leased premises.

9) It is specifically understood by Lessee that any operations of the Leased Premises by the Lessee shall be in accordance with the laws and statutes of the State of Oklahoma and the Ordinances of the City of Chickasha, the rules and regulations of any other state or Federal regulatory agency. It is further understood that if the Leased Premises are a part of the municipal airport of the City of Chickasha, then the rules and regulations of the Federal Aviation Administration and the Ordinances of the City of Chickasha shall govern the location of the drill site, and any drilling operations thereon.

10) Lessee agrees that substantiation and validation of this lease is at the sole discretion and obligation of the Lessee and if lease is rendered invalid for any reason, save typographical error, including names or descriptions, Lessor shall not be required to refund any rents, royalties, bonuses, shut-in payments or other considerations paid.

11) Surface damages shall be negotiated separate from this lease, or, if the parties cannot agree on an amount, Lessee shall take such action as necessary pursuant to the Surface Damage Act.

SIGNED FOR IDENTIFICATION:

LESSOR: The City of Chickasha, Oklahoma
a municipal Corporation of the State of Oklahoma

By: _____
MAYOR

ATTEST:

CITY CLERK



City of
CHICKASHA

Meeting Type: Council Agenda 7-3-2023

Meeting Date: 7/3/2023

Department: Parks and Rec

Agenda Item No. 6.j.

AGENDA ITEM: Discussion, consideration, and possible action to authorize Staff to solicit bids for the operation of the sports complex concession stand.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Authorize Staff to solicit bids for the operation of the sports complex concession stand.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Spencer Winzenried, Parks & Rec Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: July 3, 2023	(From)		

V. ATTACHMENTS:

1. Concessions COC-2305

Request for Proposal – COC-2305
2023 Chickasha Sports Complex
Concessionaire

Advertise Dates: **July 13, 2023**
 July 20, 2023

The City of Chickasha, Oklahoma is accepting sealed proposals for Chickasha Sports Complex Concessionaire.

The City of Chickasha (City) is seeking the services of a person or entity with expertise in concession stand food and beverage related services. The City requires a qualified service provider to furnish all necessary labor, supervision, materials, equipment, and supplies to satisfactorily run a concession stand.

Proposals shall be made in accordance with this Request for Proposal.

There will be a **mandatory** Pre-Submittal Conference on August 1, 2023, at 11:00 a.m. at the Chickasha Sports Complex, 900 East Grand Ave., Chickasha, Oklahoma, 73018.

Sealed proposals shall be addressed to Attention: Susan M. McDaniel, City Clerk, City of Chickasha, 117 North 4th Street, Chickasha, Oklahoma 73018, and shall be sealed and labeled “COC-2305, DO NOT OPEN” and “2023 Chickasha Sports Complex Concessionaire.” Proposals shall be submitted no later than 1:30 p.m. local time on August 10, 2023. It is the sole responsibility of the Proposer to ensure that this proposal is actually in the City Hall of the City of Chickasha prior to the expiration of the time and date stated above. Proposals will be opened the same date at 1:30 p.m. in the City Conference Room, Second Floor – City Hall, 117 N. 4th Street, Chickasha, Oklahoma 73018.

The Issuing Office for the Request for Proposals is: City of Chickasha. Technical questions shall be emailed to Spencer Winzenried, Parks and Recreation Director, at spencer.winzenried@chickasha.org or by calling (405) 320-3320. Request For Proposal Documents also may be examined at: City of Chickasha Website <http://www.chickasha.org/Bids.aspx>.

Upon consideration of the proposals, the City of Chickasha reserves the right to accept or reject any and all proposals, to waive technicalities and to make any investigation deemed necessary concerning the Proposer’s ability to provide the services as covered by the requirements listed herein, and to accept what in their judgment is the most advantageous proposal.

Keith Johnson
Keith Johnson, City Manager

C E R T I F I C A T I O N

I certify that the above “Request for Proposal” was posted on the bulletin board of City Hall, City of Chickasha, Oklahoma, on the _____ day of _____, 2023.
Susan M. McDaniel, CMC - City Clerk

INVITATION TO SUBMIT A PROPOSAL

MAIL SEALED PROPOSALS TO:	PERSONAL OR COMMON CARRIER DELIVERY	
CHICKASHA CITY CLERK	CHICKASHA CITY CLERK	
117 NORTH 4TH STREET	117 NORTH 4TH STREET	
CHICKASHA, OKLAHOMA 73018	CHICKASHA, OKLAHOMA 73018	

DATE RFP TYPED: 06-30-2023		RFP NO: COC-2305		TITLE: Chickasha Sports Complex Concessionaire	
NO PROPOSALS WILL BE ACCEPTED AFTER: August 10, 2023 @ 1:30 p.m.				CONTRACT PERIOD	
PROPOSERS NAME:				REASON FOR NO PROPOSAL:	
MAILING ADDRESS:					
CITY:		STATE:		ZIP:	
AREA CODE:		TELEPHONE NO.		FAX NO.	
E-MAIL ADDRESS				DELIVERY:	
				FEDERAL EMPLOYER IDENTIFICATION NO. OR SOCIAL SECURITY NO.	

NON-COLLUSION AFFIDAVIT

(This Proposal is invalid if BOTH Affidavits are not signed and notarized)

STATE OF _____, COUNTY OF _____,

_____ of lawful age, being first duly sworn on oath, says that 1. (s)he is the duly authorized agent of the above Proposer submitting the Proposal which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among Proposers and between Proposers and city officials or employees, as well as facts pertaining to the giving or offering of things of value to city personnel in return for special consideration in the letting of any contract pursuant to the Proposal to which this statement is attached. 2. (s)he is fully aware of the facts and circumstances surrounding the making of the Proposal to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such Proposal; and 3. Neither the Proposer nor anyone subject to the Proposer's direction or control has been a party:

- a. to any collusion among Proposers in restraint of freedom of competition by agreement to Proposal at a fixed price or to refrain from responding,
- b. to any collusion with any city official or employee as to quantity, quality or price in the prospective contract, nor
- c. in any discussions between Proposers and any city official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Proposer

Subscribed and sworn to before me this _____ day of _____, 20____

Notary

My Commission Expires:

THIS AFFIDAVIT MUST BE SIGNED AND NOTARIZED!

BUSINESS RELATION AFFIDAVIT

(This Proposal is invalid if BOTH Affidavits are not signed and notarized)

STATE OF _____, COUNTY OF _____,

_____ of lawful age, being first duly sworn on oath, says that (s)he is the agent authorized by the Proposer to submit the attached Proposal. Affiant further states that the nature of any relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the responding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

(If none of the business relationships herein above mentioned exist; Affiant should so state).

Proposer

Subscribed and sworn to before me this _____ day of _____, 20____

Notary

My Commission Expires:

THIS AFFIDAVIT MUST BE SIGNED AND NOTARIZED!

SEALED PROPOSALS: All sheets in this RFP and on and this form must be executed and submitted in a sealed envelope. (DO NOT INCLUDE MORE THAN ONE PROPOSAL PER ENVELOPE). The face of the envelope shall contain, in addition to the mailing address, the words "SEALED PROPOSAL" the date of the Proposal opening and the contract number. Proposals submitted in Federal Express or other specialized delivery envelopes shall be enclosed in a separate envelope marked as indicated above. Proposals not submitted in properly marked envelopes or on the attached Proposal form shall be rejected. In the case of "No Proposal" the Proposer shall return the "Request for Proposals" with the "Reason for No Proposal" properly filled in, to remain on the City of Chickasha's active Proposer/contractor list.

EXECUTION OF PROPOSAL: Proposal must contain an original signature of an authorized representative in the space provided. Proposals must be typed or printed in ink. Use of erasable ink is not permitted. ALL CORRECTIONS MADE BY PROPOSER TO HIS PROPOSAL MUST BE INITIALED.

PROPOSAL OPENING: It is Proposer's responsibility to assure that his Proposal is delivered at the proper time and place of the Proposal opening. Proposals which for any reason are not so delivered, will not be considered. Offers by telegram or telephone are not acceptable. **NOTE:** Proposal files may be examined during normal working hours by appointment. Proposal tabulations WILL NOT be provided by telephone.

MISTAKES: Proposers are expected to examine the specifications, delivery schedule, Proposal prices and all instructions pertaining to supplies and services. Failure to do so will be at Proposer's risk. In case of mistake in extension, the unit price will govern.

WAIVER: City of Chickasha reserves the right to waive any general provision, special provision or minor specification deviation when considered to be in the best interest of the City of Chickasha.

Any Proposal received by the awarding public agency or an officer or employee thereof, more than ninety-six (96) hours excluding Saturdays, Sundays and holidays before the time set for the opening of Proposals, or any Proposal so received after the time set for opening of Proposals, shall not be considered by the awarding public agency and shall be returned unopened to the entity or firm submitting same.

1. INTRODUCTION

- a. **BACKGROUND:** Chickasha Sports Complex has two (2) operating concession stands that field fifteen (15) baseball/softball fields and twelve (12) soccer/football fields which occupies 78 acres. Chickasha Sports Complex is located at 900 East Grand, Chickasha, Oklahoma, 73018. The facility benefits the entire region in meeting the growing demands of youth and amateur sports, open space for family gatherings, major sporting events, tournaments, special events, youth and adult outdoor activities. The successful Contractor will operate a concession food and beverage operation at the Facility.
- b. **MEIHOD OF SELECTION:** The intent of the City is to select one Contractor whose proposal is determined to be the most advantageous to the City based on the evaluation factors set forth in Section VI of this Request for Proposal. The successful Contractor will have demonstrated exceptional qualifications. Price, while a factor, may not be the most important factor in determining the successful Contractor.
- c. **REQUEST FOR PROPOSALS:** The City will conduct an evaluation of all submitted proposals by a designated selection team. The evaluation process will identify those contractors who, in the City's sole discretion, best meet the City's needs. Section VI details the Criteria used for evaluations of proposals. The City reserves the right to reject any or all proposals.
- d. **ORAL INTERVIEWS/PROPOSAL PRESENTATIONS:** Based upon its review of the proposals, the City may select, in its sole discretion, a short list of contractors who best meet the City's objectives. Contractors on the short list may be invited to participate in the Interview Presentation phase of the process.
- e. **NEGOTIATIONS:** After the evaluation process, the City will offer the highest ranked firm a thirty (30) day exclusive negotiation period. In the event that there is an impasse in the negotiations, or the City negotiator determines that a contract cannot be reached, the City reserves the right to go to the next highest ranked Contractor, then may continue though those firms on the final list until a contract is successfully negotiated. The City reserves the right to reject any or all proposals at any time, or to cense negotiations over a contract at any time.

2. GENERAL TERMS

- a. The responsibility for evaluation of Proposals and selection of a Concessionaire with which Owner may negotiate a contract for professional services rests solely with the Owner. The Owner shall be solely responsible for determination of which Proposer is the best firm.
- b. The Owner intends to execute one contract for Concessionaire Services.
- c. At Owner's discretion, the contract may be extended to include additional services.
- d. All contracts for services shall comply with the applicable procedures, rules, regulations, and requirements of the funding sources implemented on this project.
- e. All services shall be provided in compliance with Oklahoma Statutes.
- f. The City reserves the right to reject any or all proposals or any part thereof, or to accept any proposal, or any part thereof, or to withhold the award and to waive or decline to waive irregularities in any proposal when it determines that it is in its best interest to do so.
- g. The City also reserves the right to hold all proposals for a period of 60 days after the opening date.
- h. Any person, contractor, corporation, or association submitting a proposal shall be deemed to have read and understood all the terms, conditions, and requirements in the specifications/ scope of work.

- i. All responses and accompanying documentation will become the property of the City at the time the proposals are opened.
- j. The City will not reimburse any firm, entity, or person for the cost of responding to a Request for Proposal.
- k. For purposes of this RFP “Successful Proposer”, “Concessionaire” and “Contractor” shall mean the same person or entity selected by the City of Chickasha and who enters into a contract with the City of Chickasha to provide Concessionaire services at the Chickasha Sports Complex.

3. INSTRUCTIONS TO PROPOSERS

- a. Six (6) hard copies of Statements of Qualifications shall be directed to:
City of Chickasha
RFP COC-2305
Attn: Susan McDaniel, City Clerk
117 N. 4th Street
Chickasha, Oklahoma 73018
One digital copy in pdf format shall be directed to: susan.mcdaniel@chickasha.org.
- b. Proposals shall be submitted in the format shown in Section 7. Proposals in any other format will be considered non-responsive and may be rejected. Conditional proposals will not be considered. An individual authorized to extend a formal proposal must sign all proposals. Proposals that are not signed may be rejected.
- c. Entities/Firms submitting proposals which meet the selection criteria, and which are deemed to be the most advantageous to the City may be requested to give an oral presentation to a selection committee. The Parks and Recreation Department will perform scheduling of these oral presentations.
- d. All inquiries, requests for significant or material clarification, interpretation, or notification to the City of Chickasha relating to this Request for Proposal must be directed in writing to:
Spencer Winzenried
Parks and Recreation Director
117 North 4th Street
Chickasha, Oklahoma, 73018
Email: spencer.winzenried@chickasha.org
Tel: (405) 320-3520
- e. Inquiries must be submitted no later than August 1, 2023, at 1:30 P.M. local time. Failure to submit inquiries by this deadline may result in the inquiry not being answered. Note that the City will answer informal questions orally.
Questions about any part of this Request for Proposal, which could result in a material issue or a formal amendment to this Request for Proposal, shall be submitted in writing.

4. SITE VISIT

There will be a **mandatory** Pre-Submittal Conference on August 1, 2023, at 11:00 p.m. at the Chickasha Sports Complex, 900 East Grand Ave., Chickasha, Oklahoma, 73018. Firms **MUST** send a representative to the site visit session.

Additional site visits may be scheduled with the Parks and Recreation Director.

The successful Proposer (Contractor) will be required to tour and to inspect the Facility with City Staff prior to final contract negotiation and execution. The "Facility" consists of both the Large Concession Stand and the Small Concession Stand.

5. SCOPE OF WORK

a. Contractor's Responsibilities:

- i. Contractor shall provide a Concession Manager who shall be responsible for the performance of the contract and remain the Contractor's contact person for the duration of the contract. The Concession Manager shall establish a routine for communications with the City's Designee to provide a prompt and timely response to any concerns or problems that may arise. Time and frequency of direct meetings may vary as determined by the Parks and Recreation Director or his/her designee. The Concession Manager shall contact the Parks and Recreation Director to review overall performance, receive special instructions regarding special events, or discuss other pertinent items regarding the contract and the Contractor's performance.
- ii. Contractor shall furnish all supplies and materials necessary for the proper performance of the services and operation of the Facility. The Contractor shall not use any material or supplies which Parks and Recreation Director determines would be unsuitable for the purpose intended, or offensive or harmful to any part of the facility, its contents, equipment, employees, or patrons.
- iii. Beverages shall be either fountain drinks or served in plastic bottles. No glass bottles shall be allowed.
- iv. Contractor shall be responsible for cleaning and sanitizing food service area and emptying trash receptacles inside Facility and cleaning the area directly outside of the Facility of any trash. Refuse, recyclables, and trash from its operation shall be placed in a designated area from which the City will then have it removed.
- v. No signs or advertising of any kind (with the exception of a menu board) shall be installed without prior written approval of the City of Chickasha. In addition, any sign or advertising must be approved by the City's Parks and Recreation Department, and be in compliance with applicable laws, codes, and ordinances.
- vi. Contractor shall report vandalism and/or damage to the City's property to the City Designee immediately upon discovery.
- vii. Contractor shall provide all necessary labor, supervision, materials, equipment and supplies to satisfactorily perform concession stand food and beverage services at the Chickasha Sports Complex for the City of Chickasha. 'The City takes pride in providing exceptionally customer service to our citizens and expects Contractor to demonstrate this same pride in the services performed. The Contractor shall furnish all labor, materials, equipment, supplies, tools, services and skill requited to maintain a clean and safe environment throughout the 'Term of the Agreement. The scope of work will vary based on the activity or event; however, the following general requirements will serve as the scope of services for the purpose of this Contract. It is the responsibility of the Contractor to provide food and beverage service; and obtain permits and licenses, where applicable, from the appropriate City, State or County Departments.

- viii. Contractor shall have the ability and experience to operate a food and beverage concession at the park, including conducting operations at both the permanent and temporary concession stands (including mobile operations).
- ix. The sale of alcoholic beverages and tobacco is strictly prohibited.
- x. Contractor shall have proprietary operational rights of the site. No other Contractor shall be allowed in the Park or surrounding areas, with the exception of special City events or events approved by the City.
- xi. Contractor shall provide all necessary labor, supervision, materials, equipment and supplies to satisfactorily clean the men's and women's restrooms at the Chickasha Sports Complex.
- xii. The Contractor shall maintain a flexible schedule that accommodates daily Park hours and special events. Park hours and current schedule of special events shall be discussed at the Pre-Submittal Conference.
- xiii. From time to time, Contractor may be requested to participate in special events, which may include additional food and beverage services to be provided by the Contractor. 'The City will determine the number of annual special events. 'This does not guarantee exclusivity to Contractor for food and beverage items at a special event or tournament.
- xiv. The Contractor will be required, at its sole expense, to be responsible for all alterations necessary to accommodate equipment after having first obtained written authorization from the City of Chickasha.
- xv. In the event that the Contractor misses two consecutive days as outlined in this Scope of Work with no coverage, Contractor shall be in breach of the Agreement and the contract may be terminated at the City's sole convenience.
- xvi. Subcontracting of the space is not permitted.
- xvii. The Contractor shall conduct his/ her operation of the concession services in a manner that does not damage City's property. In the event damage occurs to City's property or any adjacent property by reason of any service operations performed under this Contract, the Contractor shall replace or repair the same at no cost to the City. If damage caused by the Contractor has to be repaired or replaced by the City, the cost of such work shall be charged to the Contractor.
- xviii. Contract shall propose to City the prices of the products it desires to sell hereunder, and City shall review and approve prices. It is City's goal to have concession prices comparable with the market prices of other comparable concession stands.
- xix. Personnel Recruitment:
 - 1. The Contractor shall provide adequate personnel, trained in proper methods and techniques to properly and satisfactorily maintain and operate the Facility. The Contractor must demonstrate the ability to provide trustworthy, reliable employees and shall make a good faith effort to retain the same employees on the same schedule in the same location for as long as possible. If a change of staff is to occur, the City's Designee shall be notified prior to the change when possible or as quickly as possible thereafter. In addition, Contractor's staff shall have the ability to:
 - a. Read, write, speak and understand the English language.
 - b. Have the necessary public relations skills to deal with employees and customers in a professional, courteous, businesslike manner.
 - c. Understand written and oral rules and regulations and apply them in a tactful and non-confrontational manner.

- d. Be legally authorized to work in the State of Oklahoma.
- e. Contractor and its employees assigned to the Facility must not have been convicted of a felony or a crime involving moral turpitude in the last ten years. Contractor and its employees must agree to submit to any background checks as deemed necessary by the City and the cost being paid for by the Contractor. The Contractor must not employ any sex offenders due to the facility being a park.
- f. Contractors shall comply fully with all laws, ordinances, rules and regulations of the United States, State of Oklahoma, County of Grady and the City of Chickasha, including specific City regulations related to building permits and fees, zoning, use permit stipulations and regulations regarding alcoholic beverages, nuisance abatement, immoral conduct, smoking/ non-smoking, privilege and use excise taxes.
- g. At least one operator stationed on-site shall possess a current Grady County Food Manager's card. Additional employees stationed on-site shall possess a current Grady County Food Handler's card.
- h. The selected Contractor's employees shall be neat and clean in appearance and shall wear a uniform or other identification that clearly identifies them as an employee of the Contractor.
- i. No minimum manpower requirements shall be placed on the Contractor in relation to the number of employees required. The Contractor is encouraged to schedule services for the Facility whereby supervision of its personnel and security of the Facility will be maintained at all times.

However, consistent "no-shows" by a Contractor, as documented by the City for minimum services as established in the Scope of Work, shall result in a determination by the City of Chickasha default of the Agreement. The City retains the right to enter into an Agreement with other party(s) as necessary for the substitution of the Services in the event of default.

- j. Remove or replace any employee who is drinking alcoholic beverages and/or the use of narcotic substances. Contractor shall not tolerate such behavior, and infractions shall cause immediate removal by Contractor. City reserves the right to have any employee of the Contractor removed or replaced.
 - k. Quality service and strict adherence to the Contract will be expected from the Contractor.
- b. Prohibited Noises:
- The Facility is located in a public park. The following distractions and annoyances are unacceptable, and any occurrences shall result in termination of the contract:
- i. Creation of unreasonably loud, disturbing and unnecessary noises.
 - ii. Noises of such character, intensity or duration as to be detrimental to life and health of any individual or in disturbance of their public peace and welfare.
 - iii. The sounding or blowing of any horn or signaling devices.
 - iv. The playing of any radio, amplified music system, phonograph, or any other musical instrument in such manner or with such volume as to annoy or disturb the quiet, comfort, or repose of persons in close proximity of the Facility.

- v. Yelling, shouting, hooting, whistling, or singing so as to annoy or disturb the quiet, comfort, or repose of persons in close proximity of the Facility.
- vi. Noise to attract attention, such as a drum, loudspeaker, or other instrument or device for advertising or other purposes.
- c. City Responsibilities:

City Responsibilities include, but may not be limited to, the following:

 - i. Prohibit other Contractors from providing food and beverage concession services in the Park, except when the City sponsors a special City event or similar event tournament.
 - ii. The City will be responsible for providing direction to the Contractor.
 - iii. Identify a Contract Administrator at the time of Contractor selection. The Contract Administrator will submit in writing to the Contractor the names of City personnel that will have authority to make changes or additions to the contracted items.
 - iv. Determine and schedule the time and frequency of direct meetings between the Parks and Recreation Director or designee and the Contractor's Concession Manager.
 - v. Schedule inspections with the Contractor's Concession Manager.
 - vi. The City shall provide the water, internet, and electric required for the Facility operation and the City shall borne the cost of the utilities. Any additional utilities shall be the sole responsibility of the Contractor.
 - vii. The City will provide Contractor the schedule of the events when scheduled. 'The current scheduled events can be found in Attachment C.
- d. Security:
 - i. Keys to various areas of the Park shall be made available to the Contractor. All costs accrued by the City in reinstating Facility security occasioned by loss of Facility keys due to the Contractor's and/or its employees' negligence will be billed to the Contactor.
 - ii. The Contractor shall ensure that only their properly identified employees listed with the Contract Administrator ate permitted on the premises during the performance of daily duties. The Contractor will be held strictly accountable for damages or benches of security caused by its employees.
- e. Percentage of Revenue:

The Contractor shall determine a percentage of the total revenue gained by the Contractor to pay the City in accordance with the provisions of the Agreement (the "Proposed Fee"). Contractor shall pay the City the Proposed Fee either in (A) End of Week payments or (B) End of Month payments. Payments must be made in accordance with the Proposed Fee Schedule authorized by the City Manager or designee, incorporated into the Agreement.

6. EVALUATION CRITERIA

In accordance with the City's Procurement Code, awards shall be made to the responsible Contractor whose proposal is determined in writing to be the most advantageous to the City, based upon the evaluation criteria listed below in order of importance.

- a. Qualifications and experience of contractor and personnel (35 points)
- b. Understanding of the Services (30 points)
- c. References (15 points)
- d. Cost (20 points)
- e. Total points possible = 100

MINIMUM QUALIFICATIONS

To be considered for evaluation, Contractors shall meet the following minimum qualifications:

- a. Proposal submitted on or before the RFP closing date.
- b. Proposal is in the format requested in Section 7.
- c. Contractor is licensed to do business in the State of Oklahoma. Provide licensure information with your proposal.
- d. Contractor has been in business in Oklahoma for a minimum of three (3) years concurrently.
- e. Contractor has provided similar services to an organization of the same size or larger than the City of Chickasha within the last twelve (12) months.
- f. Upon award of this contract, the Contractor must obtain a City of Chickasha Business License, if not already in possession of same.
- g. Must be able to start concessions upon execution of this contract.

7. FORM OF PROPOSAL / SPECIAL INSTRUCTIONS

To facilitate direct comparisons, proposals shall be submitted in the following format, listed in order, and index tabbed to match. Your proposal shall include, at a minimum, the information requested below. If Proposer fails to provide any of the requested information, with the exception of the mandatory proposal certification, the City may, at its sole option, require the Proposer to provide the missing information or evaluate the proposal without the missing information.

- a. General
 - i. Information shall be submitted in portrait format on 8-1/2" by 11" paper. Text may be on both sides of the paper, but each side of page with print will be considered 1 page. Limit the submittal to 16 pages excluding resumes and Department of Environmental Health Reports.
 - ii. Include the information necessary to express scope of work understanding, general information, organizational chart, photos, tables, graphs, and diagrams.
 - iii. Divider tabs are not counted as pages unless they contain information regarding the proposal.
 - iv. Emphasis should be on completeness and clarity of content.
 - v. Each response should reference the criteria section being addressed.
 - vi. Pages shall be numbered consecutively.
 - vii. Note: Failure to respond to all requested information may be considered non-responsive and may disqualify a proposal from further consideration.
 - viii. Binders are the preferred method of containing contents or proposal.
 - ix. Text shall be a minimum of eleven-point font.
- b. Quantity
 - i. Proposals should be submitted as a document set, containing one (1) clearly marked original and five (5) additional copies, for a total of six.
 - ii. The Price Proposal shall be submitted in a separate sealed envelope with one (1) clearly marked original and five (5) additional copies.
- c. Confidentiality

The Oklahoma Public Records Act limits the City's ability to withhold qualification and proposal information. If a proposal contains any trade secrets that a Proposer does not want disclosed to the public or used by the City for any purpose other than evaluation of the Proposer's eligibility, each sheet of such information must be marked with the designation "Confidential." The City

agrees that if a "Public Records Act" request is made for disclosure of information so labeled, it will notify the Proposer in advance of the disclosing such information.

d. Proposal Contents

The Proposal shall contain, at a minimum, the following information in the following order:

i. Section 1: Letter of Transmittal (1 page maximum)

1. A minimum of one (1) letter of transmittal with original ink signature by a person authorized to represent this proposal.
2. Briefly describe the Proposer's organizational structure.
3. Provide the name(s) of the person(s) authorized to make representations for or on behalf of your company, their title(s), address(es), telephone/ fax number(s), and email address(es).
4. Identify the location of the Proposer's principal office and the local work office, if different.
5. Identify any claims against Proposer arising from a contract, which resulted in litigation or arbitration within the last five years. Briefly describe the circumstances and the outcome.
6. A corporate officer or other individual with the authority to bind the contractor must sign the letter.

ii. Section 2: Qualifications and Experience of Contractor and Personnel (5 pages maximum)

1. Contractor shall provide general information relating to its organization, including years in business.
2. Contractor shall provide a description of other services of a similar nature that its organization has been involved in within the last five (5) years.
3. Contractor shall provide detailed description of similar services performed as pertaining to the Scope of Work.
4. Identify each key personnel member that will tender services to the City including title and relevant experience.
5. Attach a resume and evidence of food handler's card for each key personnel member to be involved with this concession stand. Resumes should be attached together as a single appendix at the end of the Proposal and will not count towards the Proposal page limit.
6. Provide copies of all safety and health evaluations conducted by the Department of Environmental Health Services for the last three years.
7. Department of Environmental Health Services Reports shall be a single appendix at the end of the Proposal and will not count toward the proposal page limit.
8. Provide a statement as to whether the Contractor has ever had a food Proposer license revoked or suspended, and the date and jurisdiction of the suspension or revocation.

iii. Section 3: Understanding of the Project (10 pages maximum)

1. Contractor shall provide a summary of the project and its understanding of the needs of the City of Chickasha.
2. Provide a description of the type of food and beverage operation proposed. Include a sample of the proposed menu and schedule of operations as it relates to the Scope of Work.
3. Proposer shall provide the location (address, type of business) where food is prepared if other than the concession stand itself.

- iv. Section 4: References
 - 1. Provide the business names, addresses, contact persons and telephone numbers of at least three verifiable business references for which the Proposer is providing or has provided services similar to those described in this solicitation.
 - 2. The City reserves the right to contact each reference listed and inquire as to their responses to the questionnaire found in Appendix B.
- v. Section 5: Proposed Revenue Percentage
 - 1. Submit the proposed Revenue Percentage in a separate, sealed envelope enclosed with each proposal. Proposed Revenue Percentage shall be submitted with an original ink signature by a person authorized to bind the Proposer on the form included as Attachment A.
 - 2. Submit the sample of proposed pricing for the item described in Attachment C.
- vi. Section 6: Menu Sample
 - 1. Include a proposed Menu Sample. The Menu Sample will not count toward the proposal page limit.
 - 2. Include proposed prices for the various products proposed to be offered.
- vii. Proposal Certification (found on next page)

PROPOSAL CERTIFICATION

In compliance with Request for Proposal No. COC-2305, for the Chickasha Sports Complex Concessionaire Services and after carefully reviewing all the terms, conditions and requirements contained therein, the undersigned agrees to furnish such goods/services in accordance with the specifications/scope of work.

ADDENDA: Receipt of the following Addenda are acknowledged, and the provisions of said Addenda are included in this Proposal.

Addendum No. _____

Dated _____

Addendum No. _____

Dated _____

Addendum No. _____

Dated _____

Proposer Name: _____

Address: _____

City: _____

State: _____

Zip Code: _____

(signature)

(print name)

(phone)

(print title)

(date)

ATTACHMENT A

PROPOSED REVENUE PERCENTAGE

By completing and signing one of the two payment schedule options offered below, the Contractor agrees to the following.

OPTION 1: WEEKLY SCHEDULE:

Gross Weekly Income × _____%

Payment Due at the End of each Week.

Authorized Signature

Date: _____

OPTION 2: MONTHLY SCHEDULE:

Gross Weekly Income × _____%

Payment Due the 1st Day of each month.

Authorized Signature

Date: _____

ATTACHMENT B
REFERENCE QUESTIONNAIRE

1. Reference Information:

Firm: _____

Address: _____

Phone Number: _____

Contact Name: _____

Date of Contact: _____

2. Work Performed by Contractor

3. Contract Information:

Contract Number: _____

Contract Type: _____

Contract Title: _____

Contract Rates: _____

Contract Location: _____

Award Date (mm/dd/yyyy): _____

Contract Completion Date: _____

4. Describe the client's role in the contract: _____

5. QUALITY

- a) Quality of food provided
- b) Ability to meet quality standards specified for performance
- c) Timeliness/ effectiveness of contract problem resolution without extensive Client guidance
- d) Adequacy/ effectiveness of quality control program and adherence to contract quality assurance requirements (without adverse effect on performance)

6. CUSTOMER SATISFACTION

- a) To what extent were the end users satisfied with the Contractor's performance?
- b) Proposer was reasonable and cooperative in dealing with staff (including the ability to successfully resolve disagreements/disputes, responsiveness to administrative reports, businesslike and communication)
- c) Was the Contractor cooperative, businesslike, and concerned with the interests of the customer?
- d) Overall customer satisfaction

7. MANAGEMENT/PERSONNEL/LABOR

- a) Effectiveness of on-site management of sub-Contractors, suppliers, materials, and/or labor force?
- b) Ability to hire, apply, and retain a qualified workforce through this effort

- c) Knowledge expertise demonstrated by Contractor's personnel
- d) Utilization of Small Business
- e) Effectiveness of overall management (Including ability to effectively lead, manage and control the program)

8. COST MANAGEMENT

- a) If this Is/was a Government contract, has/was this contract been partially or completely terminated for default or convenience or are there any pending terminations? Indicate if show cause or cure.
- b) Have there been any indications that the Contractor has had any financial problems? If yes, please explain below.
- c) Ability to successfully respond to emergency and/or urgent situations (Including notifying owner's representative or Contracting Officer in a timely manner regarding urgent contractual issues)

9. OTHER

- a) Compliance with contractual terms/ provisions (explain if specific Issues)
- b) Would you hire or work with this firm again? (If no, please explain)
- c) In summary, provide an overall rating for the work performed by this Contractor.

RATINGS AND DEFINITIONS TO BE USED TO BEST REFLECT EVALUATION OF THE CONTRACTOR

(E) Exceptional

Performance meets contractual requirements and exceeds many of the Client's requirements. The contractual performance of the element or sub-element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor were highly effective.

(VG) Very Good

Performance meets contractual requirements and exceeds some to the Client's requirements. The contractual performance of the element or sub-element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor were effective.

(S) Satisfactory

Performance meets minimum contractual requirements. The contractual performance contains some minor problems for which corrective actions taken by the Contractor appeared to be or were satisfactory.

M) Marginal

Performance does not meet some contractual requirements. The contractual performance being assessed reflects a serious problem for which the Contractor has not/did not identify corrective actions. The Contractor's proposed actions appear only marginally effective or were not fully implemented.

(U) Unsatisfactory

Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance contains serious problem(s) for which the Contractor's corrective actions appear or were ineffective.

NOTES

An Exceptional rating is appropriate when the Contractor successfully performed multiple significant events that were of benefit to the Client. A singular benefit, however, could be of such magnitude that it alone constitutes an Exceptional rating. Also, there should have been NO significant weaknesses Identified.

A Very Good rating is appropriate when the Contractor successfully performed a significant event that was a benefit to the Client. There should have been no significant weaknesses Identified.

A Satisfactory rating is appropriate when there were only minor problems, or major problems that the Contractor recovered from without Impact to the contract.

There should have been NO significant weaknesses Identified. A fundamental principle of assigning ratings is that the Contractors will not be assessed a rating lower than Satisfactory solely for not performing beyond the requirements of the contract.

A Marginal rating is appropriate when a significant event occurred that the Contractor had trouble overcoming which impacted the Client.

An Unsatisfactory rating is appropriate when multiple significant events occurred that the Contractor had trouble overcoming and which Impacted the Client. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory rating.

Ratings will be neither positive nor negative.