

CHICKASHA MUNICIPAL AIRPORT AUTHORITY

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

TIME OF MEETING
6:30 PM

DATE OF MEETING
NOVEMBER 6, 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.

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

1. **Call to Order / Roll Call.**
2. **Consent Docket:**
 - a. Acceptance of the Minutes of the October 16, 2023 regular meeting.
 - b. Acceptance of the Purchase Order List.
 - c. Accept and ratify the meeting dates and employee holidays for the calendar year 2024 for the Chickasha City Council, Chickasha Municipal Authority, Chickasha Municipal Airport Authority, and various Boards, Commissions, and Committees.
3. **Discussion/Approval of Items Removed from Consent Docket:**

4. Consideration and Discussion Items:

- a. Discussion, consideration, and possible action to approve Pay Request No. 2 in the amount of \$252,620.76 - Rehabilitate Runway 18/36 and Taxiways to Tri-City Seal Co., Inc.

5. Motion for Adjournment.



City of
CHICKASHA

Meeting Type: CMAA Agenda 11-6-2023

Meeting Date: 11/6/2023

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the October 16, 2023 regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Minutes of the October 16, 2023 regular meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: November 6, 2023	(From)		

V. ATTACHMENTS:

1. CMAA 10-16-2023

October 16, 2023

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 16th day of October 2023 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Vice Chairman Grayson called the meeting to order at 7:13 p.m.

ITEM 1.

Call to Order / Roll Call:

CHAIRMAN AND TRUSTEES

PRESENT:

Zachary Grayson, Vice Chairman
Kelly Boyd
Kea Ginn
Georgianne Hebblethwaite
R. P. Ashanti-Alexander
Rick Croslin
Brian Gerdes

ABSENT:

Chris Mosley, Chairman
Oscar Nelson

STAFF

PRESENT:

Keith Johnson, City Manager
Amanda Mullins, City Attorney
Rachel Bernish, Asst. City Manager
Susan M. McDaniel, City Clerk
G. G. Music, Police Chief
Robert Brooks, Controller
Lillie Huckaby, Library Director
Darren Martin, Chief Building Inspector
Tony Samaniego, Fire Chief
Spencer Winzenried, Parks & Rec Director
Jim Crosby, Public Works Director
Elaine Jense, Finance Director
Tracey Austin, HR Director
Shae Mortimer, Marketing and Civic Engagement Manager

ITEM 2.

Consent Docket: ITEM 2a – ITEM 2c.

ITEM 2a.

Acceptance of the Minutes of October 2, 2023, regular meeting.

ITEM 2b.

Acceptance of the Claims List.

ITEM 2c.

Acceptance of the Financials for September 2023.

TIME 7:13 P.M.

*Motion by Trustee Hebblethwaite, second by Trustee Ashanti-Alexander to approve Items 2a – 2c.

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 7-0

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

No action taken on Item 3.

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

ITEM4a. **Discussion, consideration, and possible action to award the contract for Bid No. CAA-2303 – Construct 2 Box Hangars to W. L. McNatt & Co. in the amount of \$957,400.00.**

*Motion by Council Member Hebblethwaite and second by Council Member Croslin to award the contract for Bid No. CAA-2303 – Construct 2 Box Hangars to W. L. McNatt & Co. in the amount of \$957,400.00.

Roll call vote:

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

“Nays:” None.

“Abstain:” None.

Motion passed. 7-0

ITEM 5. **Motion to Adjourn.**

*Motion by Trustee Hebblethwaite, second by Trustee Ashanti-Alexander to adjourn.

Meeting adjourned.

TIME: 7:16 PM

Approved this 6th day of November 2023.

Chris Mosley, Chairman

(ATTEST)

Susan M. McDaniel, CMC
City Clerk



City of
CHICKASHA

Meeting Type: CMAA Agenda 11-6-2023

Meeting Date: 11/6/2023

Department: Finance

Agenda Item No. 2.b.

AGENDA ITEM: Acceptance of the Purchase Order 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: November 6, 2023	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: CMAA Agenda 11-6-2023

Meeting Date: 11/6/2023

Department: City Clerk

Agenda Item No. 2.c.

AGENDA ITEM: Accept and ratify the meeting dates and employee holidays for the calendar year 2024 for the Chickasha City Council, Chickasha Municipal Authority, Chickasha Municipal Airport Authority, and various Boards, Commissions, and Committees.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept and ratify the meeting dates and employee holidays for the calendar year 2024 for the Chickasha City Council, Chickasha Municipal Authority, Chickasha Municipal Airport Authority, and various Boards, Commissions, and Committees.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

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

Meeting Date:
November 6, 2023

V. ATTACHMENTS:

1. Public Notice Meeting Dates 2024

PUBLIC NOTICE

As required by the Oklahoma Open Meeting Act, Title 25, Oklahoma Statutes, Section 311, Subsection 1, the City of Chickasha, Chickasha Municipal Authority and the Chickasha Municipal Airport Authority hereby gives public notice as to the following meeting dates and times:

**CHICKASHA CITY COUNCIL AND
CHICKASHA MUNICIPAL AUTHORITY**

**CHICKASHA MUNICIPAL AIRPORT
AUTHORITY
6:30 P.M. (1st and 3rd Mondays of each month)**

**January 2 (Tuesday), and 16, 2024
(Tuesday)**

February 5, and 19, 2024

March 4, 2024 (One Meeting)

April 1, and

***OATH OF OFFICE MAYOR AND NEW COUNCIL
MEMBERS 6:30 P.M. April 15, 2024***

May 6, and 20, 2024

June 3, and 17, 2024

July 1, and 15, 2024

August 5, and 19, 2024

**September 3, (Tuesday) and 16,
2024**

October 7, and 21, 2024

November 4, and 18, 2024

December 2, 2024 (One Meeting)

**All Meetings held at City Hall in the
Council Chambers, 2nd Floor, City Hall,
117 N. 4th Street, Chickasha, OK 73018**

Susan M. McDaniel, City Clerk

Posted: November 7, 2023

Published: November 9, 2023 & November 16, 2023

PUBLIC NOTICE

As required by the Oklahoma Open Meeting Act, Title 25, Oklahoma Statutes, Section 311, Subsection 1, the City of Chickasha, Chickasha Municipal Authority and the Chickasha Municipal Airport Authority hereby gives public notice as to the following meeting dates and times:

AIRPORT BOARD

As called

CHICKASHA BEAUTIFICATION COMMITTEE

As called

LIBRARY BOARD

6:00 P.M. (3rd Tuesday of each quarter)
Meetings held in the Conference Room
Chickasha Public Library
527 W. Iowa, Chickasha, OK

January 16, 2024
April 16, 2024
July 16, 2024
October 15, 2024

PLANNING COMMISSION

4:00 P. M. (2nd Tuesday of each month)
Meetings held in the Council Chambers
2nd Floor, City Hall,
117 N. 4th Street, Chickasha, OK

January 9, 2024
February 13, 2024
March 12, 2024
April 9, 2024
May 14, 2024
June 11, 2024
July 9, 2024
August 13, 2024
September 10, 2024
October 8, 2024
November 12, 2024
December 10, 2024

BOARD OF ADJUSTMENT

As called

BUILDING CODE BOARD OF APPEALS

As called

CEMETERY BOARD

As called

CHICKASHA EMERGENCY MANAGEMENT AGENCY ADVISORY BOARD

(Formerly Chickasha Civil Defense)

As called

CHICKASHA INDUSTRIAL AUTHORITY

As called

FLOODPLAIN BOARD OF APPEALS

As called

HISTORIC PRESERVATION COMMISSION

4:00 P.M. (4th Tuesday Quarterly)

Meetings held in the Conference Room

2nd Floor, City Hall

117 N. 4th Street, Chickasha, OK

February 27, 2024

May 28, 2024

August 27, 2024

November 26, 2024

PUBLIC NOTICE

The City of Chickasha will schedule Work Sessions as needed. Work Sessions are not official meetings of the City Council; they are scheduled to allow the Mayor and City Council more insight on a particular matter(s). Work Sessions are not official meetings, agendas are not prepared, minutes are not recorded and as such, no official action can be taken.

Questions concerning items on the Work Session or any other item on this topic should be directed to the City Manager's office at 222-6045.

Susan M. McDaniel, CMC - City Clerk

Posted: November 7, 2023

EMPLOYEE HOLIDAY SCHEDULE

January 1, 2024 (Monday)

January 15, 2024 (Monday)

May 27, 2024 (Monday)

June 19, 2024 (Wednesday)

July 4, 2024 (Thursday)

September 2, 2024 (Monday)

October 14, 2024 (Monday)

November 11, 2024 (Monday)

November 28 & 29, 2024 (Thursday/Friday)

December 24, 2024 (Tuesday)

December 25, 2024 (Wednesday)



City of
CHICKASHA

Meeting Type: CMAA Agenda 11-6-2023

Meeting Date: 11/6/2023

Department: Administration

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration, and possible action to approve Pay Request No. 2 in the amount of \$252,620.76 - Rehabilitate Runway 18/36 and Taxiways to Tri-City Seal Co., Inc.

I. BACKGROUND/DESCRIPTION:

Tri-City Seal Co., Inc. has submitted Pay Request No. 2 in the amount of \$252,620.76 for payment.

Parkhill has reviewed and recommended payment.

II. RECOMMENDED ACTION:

Approve Pay Request No. 2 in the amount of \$252,620.76 - Rehabilitate Runway 18/36 and Taxiways to Tri-City Seal Co., Inc.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: November 6, 2023	(From)		

V. ATTACHMENTS:

- 20231103163320082

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 PAGES

TO OWNER: City of Chickasha PROJECT: OAC CHK-23-S

117 N 4th St
Chickasha, OK 73018

FROM CONTRACTOR:

Tri-City Seal Co., Inc.
P.O. Box 775
Tuttle, OK 73089

CONTRACT FOR:

VIA ENGINEER: Parkhill

Rehabilitate Runway 18/36 and Taxiways

APPLICATION NO: 2

PERIOD TO: 10/16/2023

PROJECT NOS:

CONTRACT DATE: 6/20/2023

Distribution to:

☒ OWNER
☒ ENGINEER
☒ CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM \$ 465,899.29
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 465,899.29
4. TOTAL COMPLETED & STORED TO DATE \$ 465,393.76

5. RETAINAGE:
a. 5 % of Completed Work \$ 0.00
b. 5 % of Stored Material \$ 0.00

Total Retainage \$ 0.00
6. TOTAL EARNED LESS RETAINAGE \$ 465,393.76
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 212,773.00
8. CURRENT PAYMENT DUE \$ 252,620.76
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 505.53

CHANGE ORDER SUMMARY	
TOTALS	DEDUCTIONS
Total changes approved in previous months by Owner	
Total approved this Month	
TOTALS	\$0.00
NET CHANGES by Change Order	\$0.00

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA - ©1992

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: 

Date: 10/17/23

State of: Oklahoma County of: Grady

Subscribed and sworn to before me this 21st day of October, 2023

Notary Public: Christel Birk

My Commission expires: May 15, 2025

CHRISTEL BIRK
Notary Public - State of Oklahoma
Commission Number 13002546
My Commission Expires Mar 15, 2025

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 252,620.76

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:

By: 

Date: 10/28/2023

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5222

Rehabilitate Runway 18/36 and Taxiways
OAC CHK-23-S

PAY REQUEST NO: 2
DATE: 9/18/2023

Chickasha Municipal Airport			For Period Ending:			10/16/2023	
Item	Description	Contract		Total Work Completed		Quantity Remaining	
		Quantity	Unit Price \$	Quantity	Amount \$		
Base Bid							
1	MOBILIZATION	1	LS	\$ 10,000.00	\$ 10,000.00	0.00	
2	LOW PROFILE FLAG AND FLASHER BARRICADES	1	LS	\$ 3,000.00	\$ 3,000.00	0.00	
3	REMOVE AND REPLACE 6" P.C. CONCRETE SURFACE	85	CY	\$ 1,345.66	\$ 114,381.10	0.00	
4	SAW, CLEAN AND SEAL JOINTS	39,000	LF	\$ 2.02	\$ 78,780.00	65.00	
5	SAW, CLEAN AND SEAL JOINTS GREATER THAN 1 INCH	1,450	LF	\$ 6.08	\$ 8,816.00	151.00	
6	ROUT, CLEAN AND SEAL CRACKS (CONCRETE)	55	LF	\$ 1.80	\$ 99.00	0.00	
7	REFLECTIVE MARKING (WITH GLASS BEADS)	3,200	SF	\$ 2.67	\$ 8,544.00	272.00	
8	NON-REFLECTIVE MARKING	6,300	SF	\$ 2.29	\$ 14,427.00	480.00	
9	THIRD PARTY INSURANCE	1	LS	\$ -	\$ -	0.00	
10	RUNWAY CLOSED CROSSES	1	LS	\$ 2,500.00	\$ 2,500.00	0.00	
11	REMOVE AND REPLACE 6" P.C. CONCRETE SURFACE	37	CY	\$ 1,045.77	\$ 38,693.49	-9.00	
12	SAW, CLEAN AND SEAL JOINTS	2,800	LF	\$ 5.15	\$ 14,420.00	125.00	
13	ROUT, CLEAN AND SEAL CRACKS (CONCRETE)	185	LF	\$ 1.80	\$ 333.00	30.00	
14	REMOVE AND REPLACE 6" P.C. CONCRETE SURFACE	19	CY	\$ 1,126.82	\$ 21,409.58	0.00	
15	SAW, CLEAN AND SEAL JOINTS	300	LF	\$ 8.11	\$ 2,433.00	30.00	
16	REMOVE AND REPLACE 6" P.C. CONCRETE SURFACE	16	CY	\$ 1,126.82	\$ 18,029.12	0.00	
17	MARKING REMOVAL	46,000	SF	\$ 0.71	\$ 32,660.00	2,159.00	
18	REFLECTIVE MARKING (WITH GLASS BEADS)	35,900	SF	\$ 2.13	\$ 76,467.00	1,694.00	
19	NON-REFLECTIVE MARKING	10,100	SF	\$ 2.07	\$ 20,907.00	464.00	
TOTAL				\$465,899.29		\$465,393.76	

TOTAL WORK TO DATE:

\$465,393.76

LESS RETAINAGE @ 5%:

\$212,773.00

LESS PREVIOUS PAYMENTS RECOMMENDED:

\$252,620.76

PAYMENT RECOMMENDED THIS ESTIMATE:

OAC Share \$239,989.72
Sponsor Share \$12,631.04

Contractor:
Tri-City Seal Co., Inc
P.O. Box 775
Tuttle, OK 73089

Approved By:

C. W. Boyer
Parkhill

10/28/2023

Date