

CHICKASHA MUNICIPAL AIRPORT AUTHORITY

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

TIME OF MEETING
6:30 PM

DATE OF MEETING
MAY 6, 2024

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 April 15, 2024, regular meeting.
 - b. Acceptance of the Claims List.
 - c. Acceptance of the March 2024 Financials.
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 \$373,364.17 - Construct T-Hangar projects to Diversified Construction of Oklahoma, Inc.
- b. Discussion, consideration, and possible action to approve Pay Request No. 1 in the amount of \$58,501.00 - Construct 2-Box Hangars project to W. L. McNatt

5. Motion for Adjournment.

CHICKASHA

Meeting Type: CMAA Agenda 5-6-2024

Meeting Date: 5/6/2024

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the April 15, 2024, regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Minutes of April 15, 2024, regular meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: May 6, 2024	(From)		

V. ATTACHMENTS:

1. CMAA 4-15-2024

April 15, 2024

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 15th day of April 2024 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Chairman Grayson called the meeting to order at 7:00 p.m.

ITEM 1.

Call to Order / Roll Call:

CHAIRMAN AND TRUSTEES

PRESENT:

Zachary Grayson, Chairman
Georgianne Hebblethwaite, Vice Chairman
Kelly Boyd
Kea Ginn
John P. Smith
Erica Alexander
Charlie Burruss
Brian Gerdes

ABSENT:

Oscar Nelson

STAFF

PRESENT:

Amanda Mullins, City Attorney
Rachel Bernish, Asst. City Manager
Susan M. McDaniel, City Clerk
G. G. Music, Police Chief
Tony Samaniego, Fire Chief
Spencer Winzenried, Parks, and Recreation Director
Robert Brooks, Comptroller
Jim Crosby, Public Works Director
Lillie Huckaby, Library Director
Elaine Jensen, Finance Director
Shae Mortimer, Marketing and Civic Engagement Manager

ITEM 2.

Consent Docket: ITEM 2a – ITEM 2e.

ITEM 2a.

Acceptance of the Minutes of April 1, 2024, regular meeting.

ITEM 2b.

Acceptance of the Claims List.

ITEM 2c.

Accept and ratify a change in bank signatories to Zachary Grayson, Mayor, Georgianne Hebblethwaite, Vice-Mayor,

Elaine Jensen, Finance Director, and Susan M. McDaniel, City Clerk to all accounts held by the City of Chickasha, Chickasha Municipal Authority, Chickasha Municipal Airport Authority, Chickasha Industrial Authority, or any subsidiary or entity of the governing body of the City of Chickasha has possession of at the following banks:

- **First National Bank**
- **Simmons Bank**
- **Arvest Bank**
- **Community Bank of Oklahoma**
- **Bank of Oklahoma**
- **Liberty National Bank**

*Motion by Trustee Boyd, second by Trustee Gerdes to approve Items 2a – 2c.

Roll call vote:

Ayes:” Boyd, Ginn, Hebblethwaite, Smith, Alexander, Burruss, Gerdes and Grayson.

“Nays:” None

“Abstain:” None

Motion carried. 8-0

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 approve a contract with Michael T. Gallaway for the 2024 Wings & Wheels Airshow & Car Show in an amount not to exceed \$3,500.00 and authorize the Mayor to execute the same.**

*Motion by Trustee Hebblethwaite and second by Trustee Ginn to approve a contract with Michael T. Gallaway for the 2024 Wings & Wheels Airshow & Car Show in an amount not to exceed \$3,500.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hebblethwaite, Smith, Alexander, Burruss, Gerdes, Boyd, Ginn and Grayson.

“Nays:” None.

“Abstain:” None.

Motion passed. 8-0

ITEM 5. **Motion to Adjourn.**

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

Meeting adjourned.

TIME: 7:03 PM

Approved this 6th day of May 2024.

Zachary Grayson, Chairman

(ATTEST)

Susan M. McDaniel, CMC
City Clerk

CHICKASHA

Meeting Type: CMAA Agenda 5-6-2024

Meeting Date: 5/6/2024

Department: Finance

Agenda Item No. 2.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
(From)		

Meeting Date:
May 6, 2024

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMAA Agenda 5-6-2024

Meeting Date: 5/6/2024

Department: Finance

Agenda Item No. 2.c.

AGENDA ITEM: Acceptance of the March 2024 Financials.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

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

Meeting Date:

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMAA Agenda 5-6-2024

Meeting Date: 5/6/2024

Department: City Clerk

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration, and possible action to approve Pay Request No. 2 in the amount of \$373,364.17 - Construct T-Hangar projects to Diversified Construction of Oklahoma, Inc.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Approve Pay Request No. 2 in the amount of \$373,364.17 - Construct T-Hangar projects to Diversified Construction of Oklahoma, Inc.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

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

Meeting Date:

May 6, 2024

V. ATTACHMENTS:

- 20240503145523016

PAYMENT APPLICATION

TO:

City of Chickasha
117 N 4th St.
Chickasha, OK 73018
Attn:

PROJECT

T-Hangar
Construct T-Hangar
2344 Beechcraft Rd.
Chickasha, OK 73018

FROM:

Diversified Construction of Okla., Inc.
6288 Boucher Dr.
Edmond, OK 73034
AIP 3-40-0018-022-2023 | 2309039

ARCHITECT:

Parkhill
14101 Wireless Way, Ste. 350
Oklahoma City, OK 73134

APPLICATION #

2

PERIOD THRU:

04/12/2024

PROJECT #s:

AIP 3-40-0018-022-2023

DATE OF CONTRACT:

10/16/2023

Distribution to:

☐ OWNER

☐ ARCHITECT

☐ CONTRACTOR

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below. Continuation Page is attached.

1. CONTRACT AMOUNT		\$1,084,664.92
2. SUM OF ALL CHANGE ORDERS		\$0.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)		\$1,084,664.92
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)		\$480,931.92
5. RETAINAGE:		
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	\$24,046.60	
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00	
Total Retainage (Line 5a + 5b or Column I on Continuation Page)		\$24,046.60
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)		\$456,885.32
7. LESS PREVIOUS PAYMENT APPLICATIONS		\$83,521.15
8. PAYMENT DUE		\$373,364.17
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$627,779.60	

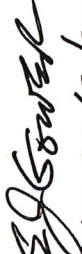
SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	\$0.00
Total approved this month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES	\$0.00	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Diversified Construction of Okla., Inc.

By:  Date: 4.12.2024
Chris Bright, Senior Project Manager
Notary Public, State of Oklahoma
Commission #13009143
My Commission Expires 10/3/2025

State of: Oklahoma
County of: Oklahoma
Subscribed and sworn to before me this 12th day of April 2025

Notary Public: 
My Commission Expires: 10/3/2025

ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT \$373,364.17

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT:

By:  Date: 04/15/2024

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

Page 2 of 2

PROJECT: T-Hangar
Construct T-Hangar

PROJECT #s: AIP 3-40-0018-022-

2023

A	B	C	D	E		F	G	H	I
ITEM #	WORK DESCRIPTION	SCHEDULED AMOUNT	COMPLETED WORK		STORED MATERIALS (NOT IN D OR E)	TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)	BALANCE TO COMPLETION (C-G)	RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
01	C-105-6.1 - Mobilization	\$6,500.00	\$1,625.00	\$1,625.00	\$0.00	\$3,250.00	50.00%	\$3,250.00	\$162.50
02	Special - Low Profile Flag &	\$6,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	50.00%	\$3,000.00	\$150.00
03	13 34 19 - Construct 8-Unit Nested	\$931,688.58	\$86,292.00	\$326,188.58	\$0.00	\$412,480.58	44.27%	\$519,208.00	\$20,624.03
04	Special - Third Party Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
05	Alternate 1 - Construct Additional	\$54,348.04	\$0.00	\$31,098.04	\$0.00	\$31,098.04	57.22%	\$23,250.00	\$1,554.90
06	Alternate 2 - Construct Additional	\$86,128.30	\$0.00	\$31,103.30	\$0.00	\$31,103.30	36.11%	\$55,025.00	\$1,555.17

CONTINUATION PAGE

APPLICATION DATE:	12-Apr-2024
PERIOD TO:	12-Apr-2024
PROJECT NO:	2309039

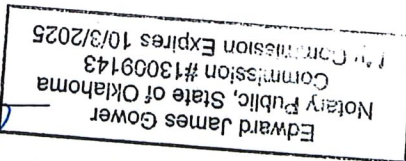
PERIOD TO: 12-Apr-2024
PROJECT NO: 2309039

Page 12 of 16

AFFIDAVIT FOR PAYMENT OF \$1,000.00 OR MORE

STATE OF Oklahoma
)
) SS.
)
COUNTY OF Oklahoma

Undersigned Contractor, lawful age, first duly sworn on oath, says this invoice/claim is true and correct. Affiant further states (work, services, or materials) as shown by this invoice/claim have been completed or supplied in accordance with Plans, Specifications, orders, or requests furnished affiant. Affiant further states (s)he made no payment directly/indirectly to any elected official, officer, or employee of the State of Oklahoma, and county or local subdivision of state, money, or any other thing of value to obtain payment.



Subscribes and sworn to before me this 12th day of April, 20 24.

[Signature]
(Notary Public, Clerk, or Judge)

My Commission Expires 10/3/2025, 20 25.

Note:

Attach a copy of this Affidavit to any invoice submitted by Architect, Contractor, Engineer, or Supplier for material of \$1,000.00 or more.

CHICKASHA

Meeting Type: CMAA Agenda 5-6-2024

Meeting Date: 5/6/2024

Department: City Clerk

Agenda Item No. 4.b.

AGENDA ITEM: Discussion, consideration, and possible action to approve Pay Request No. 1 in the amount of \$58,501.00 - Construct 2-Box Hangars project to W. L. McNatt

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Approve Pay Request No. 1 in the amount of \$58,501.00 - Construct 2-Box Hangars project to W. L. McNatt

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: May 6, 2024	(From)		

V. ATTACHMENTS:

1. 20240503145514418

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 PAGES

TO OWNER: City of Chickasha PROJECT: OAC-CHK-24H-S

117 N 4th St
Chickasha, OK 73018

FROM CONTRACTOR:

W.L. McNatt
2000 E Britton Rd
Oklahoma City, Oklahoma 73131
CONTRACT FOR:

VIA ENGINEER: Parkhill

Construct 2-Box Hangars

APPLICATION NO: 1

PERIOD TO: 3/31/2024

PROJECT NOS:

CONTRACT DATE: 10/16/2023

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 \$ 957,400.00
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 957,400.00
4. TOTAL COMPLETED & STORED TO DATE \$ 61,580.00

5. RETAINAGE: \$ 3,079.00
a. 5 % of Completed Work \$ 0.00
b. 5 % of Stored Material \$ 0.00

Total Retainage \$ 3,079.00
6. TOTAL EARNED LESS RETAINAGE \$ 58,501.00
(Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) 0.00
8. CURRENT PAYMENT DUE \$ 58,501.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 898,899.00
(Line 3 less Line 6)

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

CONTRACTOR:

By: W.L. McNatt Date: 4/15/24

State of: OK County of: ADAMS day of April 15th
Notary Public: J. Buford
My Commission expires: 10/23/26



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 \$ 58,501.00

(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: Jones V. Dewers Date: 04/15/2024

By: Jones V. Dewers Date: 04/15/2024
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 20006-5282

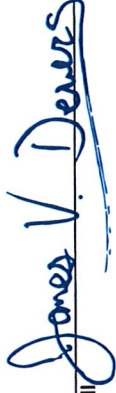
AIA DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA - ©1992

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Construct 2-Box Hangars OAC-CHK-24H-S				PAY REQUEST NO: 1 DATE: 4/11/2024			
Chickasha Municipal Airport				For Period Ending: 3/31/2024			
Item	Description	Contract		Total Work Completed		Quantity Remaining	
		Quantity	Unit Price \$	Amount \$	Quantity		Amount \$
Base Bid							
1	MOBILIZATION	1	LS	\$ 42,800.00	\$ 42,800.00	\$ 10,700.00 0.75	
2	LOW PROFILE FLAG AND FLASHER BARRICADES	1	LS	\$ 11,000.00	\$ 11,000.00	\$ - 1.00	
3	UNCLASSIFIED EXCAVATION AND EMBANKMENT	1	LS	\$ 39,000.00	\$ 39,000.00	\$ 37,830.00 0.03	
4	6" CRUSHED AGGREGATE BASE COURSE	570	SY	\$ 17.00	\$ 9,690.00	\$ - 570.00	
5	6" ODOT CLASS AA P.C.C. SURFACE COURSE	550	SY	\$ 62.00	\$ 34,100.00	\$ - 550.00	
6	CONSTRUCT 75'X75' BOX HANGAR	1	EA	\$ 390,000.00	\$ 390,000.00	\$ - 1.00	
7	SOLID SLAB SODDING & WATERING UNTIL ESTABLISHED	900	SY	\$ 6.00	\$ 5,400.00	\$ - 900.00	
8	THIRD PARTY INSURANCE	1	LS	\$ -	\$ -	\$ - 1.00	
Base Bid Total				\$531,990.00		\$48,530.00	
Alternate No. 1							
9	UNCLASSIFIED EXCAVATION AND EMBANKMENT	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 13,050.00 0.13	
10	6" CRUSHED AGGREGATE BASE COURSE	630	SY	\$ 17.00	\$ 10,710.00	\$ - 630.00	
11	6" ODOT CLASS AA P.C.C. SURFACE COURSE	620	SY	\$ 62.00	\$ 38,440.00	\$ - 620.00	
12	CONSTRUCT 75'X75' BOX HANGAR	1	EA	\$ 360,000.00	\$ 360,000.00	\$ - 1.00	
13	SOLID SLAB SODDING & WATERING UNTIL ESTABLISHED	210	SY	\$ 6.00	\$ 1,260.00	\$ - 210.00	
Alternate No. 1 Total				\$425,410.00		\$13,050.00	
Base Bid + Alternate No. 1 Total				\$957,400.00		\$61,580.00	

TOTAL WORK TO DATE:	\$61,580.00
LESS RETAINAGE @ 5%:	\$3,079.00
LESS PREVIOUS PAYMENTS RECOMMENDED:	\$0.00
PAYMENT RECOMMENDED THIS ESTIMATE:	\$58,501.00

Contractor:
W.L. McNatt
2000 E Britton Rd
Oklahoma City, Oklahoma 73131

Approved By: 
Parkhill

Date: 04/15/2024