

CHICKASHA MUNICIPAL AUTHORITY

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

TIME OF MEETING
6:30 PM

DATE OF MEETING
APRIL 21, 2025

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 7, 2025, regular meeting.
 - b. Acceptance of the Claims List.
 - c. Acceptance of the Financials for March 2025.
 - d. Accept and ratify Resolution 2025-07R amending the FY 24-25 Budget.
- 3. Discussion/Approval of Items Removed from Consent Docket:**
- 4. Motion for Adjournment.**

CHICKASHA

Meeting Type: CMA Agenda 4-21-2025

Meeting Date: 4/21/2025

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the April 7, 2025, regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

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

Meeting Date:
April 21, 2025

V. ATTACHMENTS:

1. CMA 4-7-2025

April 7, 2025

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 7th day of April 2025 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 6:54 p.m.

ITEM 1.

Call to Order / Roll Call:

CHAIRMAN AND TRUSTEES

PRESENT:

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

ABSENT:

None.

STAFF

PRESENT:

Jim Crosby, City Manager
Amanda Mullins, City Attorney
Susan M. McDaniel, City Clerk
Tony Samaniego, Fire Chief
Chief Music, Police Dept.
Darren Martin, Chief Building Inspector & Airport Manager
Omar Fierro, Public Works Director
Lillie Huckaby, Library Director
Spencer Winzenried, Parks & Rec Director
Edward Perez, Emergency Management 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 the March 3, 2025, regular meeting; and the Minutes of the March 17, 2025 Special Meeting.

ITEM 2b.

Acceptance of the Claims List.

ITEM 2c. Acknowledge receipt of update on RFP CMA-2501 – Sanitary Sewer Main Replacement – Colorado Avenue at 4th Street, Chickasha, OK.

*Motion by Trustee Alexander, second by Trustee Nelson to approve Items 2a – 2c.

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 9-0

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

No Action Taken

ITEM 4. Discussion and Consideration Items:

ITEM 4a. Discussion, consideration, and possible action to approve First National Bank and Trust Company, Chickasha to serve as Escrow Agent for an annual fee of \$1,500 to hold and manage the Trustee deed relating to the Irrevocable Agreement to Transfer Real Property for the water treatment plant project.

*Motion by Trustee Burruss, second by Trustee Gerdes to approve First National Bank and Trust Company, Chickasha to serve as Escrow Agent for an annual fee of \$1,500 to hold and manage the Trustee deed relating to the Irrevocable Agreement to Transfer Real Property for the water treatment plant project subject to correction of address of Escrow Agent.

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 5. Motion to Adjourn.

*Motion by Trustee Smith, second by Trustee Alexander to adjourn.

Meeting adjourned.

TIME: 6:56 PM

Chickasha Municipal Authority Meeting 4-7-2025

TIME 6:56 P.M.

Approved this 21st day of April 2025.

Zachary Grayson, Chairman

Susan M. McDaniel, CMC – City Clerk

(ATTEST)

CHICKASHA

Meeting Type: CMA Agenda 4-21-2025

Meeting Date: 4/21/2025

Department: Finance

Agenda Item No. 2.b.

AGENDA ITEM: Acceptance of the Claims List.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Elaine Jensen, Finance Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 21, 2025	(From)		

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMA Agenda 4-21-2025

Meeting Date: 4/21/2025

Department: Finance

Agenda Item No. 2.c.

AGENDA ITEM: Acceptance of the Financials for March 2025.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

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

Meeting Date:
April 21, 2025

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMA Agenda 4-21-2025

Meeting Date: 4/21/2025

Department: Finance

Agenda Item No. 2.d.

AGENDA ITEM: Accept and ratify Resolution 2025-07R amending the FY 24-25 Budget.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:
NAME, TITLE

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

Meeting Date:
April 21, 2025

V. ATTACHMENTS:

1. Res. 2025-07R Budget Amendment
2. 20250416110225686

RESOLUTION NO. 2025-07R

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF CHICKASHA,
GRADY COUNTY, STATE OF OKLAHOMA, AMENDING THE CITY OF
CHICKASHA ADOPTED BUDGET FOR FISCAL YEAR 2024-25**

WHEREAS, pursuant to the Oklahoma Municipal Budget Act, 11 O.S. Section 17-201 through 17-216, all steps in the process of developing the City's Budget for FY 2024-25 were followed, culminating the adoption of the Budget by the Mayor and Council on June 17, 2024; and

WHEREAS, Sections 17-215 and 17-216 of the Oklahoma Municipal Budget Act specifically authorizes amendments to the adopted budget; and

WHEREAS, the Mayor and Council have determined a need to amend the adopted budget; and

NOW THEREFORE, be it resolved by the Mayor and Council of the City of Chickasha, Grady County, Oklahoma, that:

Section 1. The adopted FY 2024-25 Budget for the GENERAL Fund #11 is hereby amended and attached hereto as "Exhibit A";
FY 2024-25 Budget for the GENERAL Fund #11 is hereby amended and attached hereto as "Exhibit B";
FY 2024-25 Budget for the GENERAL Fund #11 is hereby amended and attached hereto as "Exhibit C";
FY 2024-25 Budget for the CHICKASHA MUNICIPAL AUTHORITY Fund #31 is hereby amended and attached hereto as "Exhibit D";
FY 2024-25 Budget for the ARPA TARGETED GRANTS Fund #44 is hereby amended and attached hereto as "Exhibit E";
FY 2024-25 Budget for the ARPA TARGETED GRANTS Fund #44 is hereby amended and attached hereto as "Exhibit F"; and
FY 2024-25 Budget for the COMBINED INSURANCE Fund #71 is hereby amended and attached hereto as "Exhibit G".

This Resolution shall be in full force and effect from and after the passage and approval by the Mayor and Council of the City of Chickasha, Grady County, Oklahoma.

Adopted this 21st day of April 2025.

Zachary Grayson, Mayor

ATTEST:

Susan M. McDaniel, CMC - City Clerk

(SEAL)

Exhibit A

CITY OF CHICKASHA

BUDGET AMENDMENT FORM

<u> X </u>	INCREASE	<u> </u>	DECREASE	<u> </u>	TRANSFER
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Fund: GENERAL

Fund No.: 11

Amendment No.: 10

Fiscal Year: 2024-2025

Account #	Account Name	Estimated Revenue(s)		Appropriation(s)	
		Increase	Decrease	Increase	Decrease
4300-073	2025 SAFE OK GRANT	40,000.00			
570-5101-696.1	OVERTIME (2025 SAFE OK GRANT)			20,000.00	
570-5208-674.1	COMMUNITY OUTREACH (2025 SAFE OK GRANT)			6,470.00	
570-5302-020.1	GEOSAFE MOBILE SVC (2025 SAFE OK GRANT)			13,530.00	
TOTALS		40,000.00	-	40,000.00	-

EXPLANATION:

Office of Attorney General 2025 Safe Oklahoma Grant Program

Approved by City Manager:

Date _____ Signature _____

Approved by City Council:

Date _____ Signature _____

CITY OF CHICKASHA

BUDGET AMENDMENT FORM

 X INCREASE DECREASE TRANSFER

Fund: GENERAL
Fund No.: 11
Amendment No.: 11
Fiscal Year: 2024-2025

Account #	Account Name	Estimated Revenue(s)		Appropriation(s)	
		Increase	Decrease	Increase	Decrease
4300-022	ODL-GRANTS	411.00			
508-5305-022	ODL-GRANTS			411.00	
TOTALS		411.00	-	411.00	-

EXPLANATION:

Department of Libraries Grant for OLA Conference Registration

Approved by City Manager:

Date

Signature

Approved by City Council:

Date

Signature

Exhibit C

CITY OF CHICKASHA

BUDGET AMENDMENT FORM

☒ INCREASE	☐ DECREASE	☐ TRANSFER
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Fund: GENERAL
Fund No.: 11
Amendment No.: 12
Fiscal Year: 2024-2025

Account #	Account Name	Estimated Revenue(s)		Appropriation(s)	
		Increase	Decrease	Increase	Decrease
4500-071	TRANSFER-COMBINED INSURANCE	41,194.00			
501-6000-301	SECURITY CAMERA SYSTEM			8,150.00	
502-6000-301	SECURITY CAMERA SYSTEM			4,894.00	
503-6000-301	SECURITY CAMERA SYSTEM			15,248.00	
521-6000-301	SECURITY CAMERA SYSTEM			4,552.00	
543-6000-301	SECURITY CAMERA SYSTEM			3,806.00	
552-6000-301	SECURITY CAMERA SYSTEM			4,544.00	
TOTALS		41,194.00	-	41,194.00	-

EXPLANATION:

To return previous transfer of insurance for purchase of additional equipment, including Firewall Upgrades, necessary to make Security Camera System operational

Approved by City Manager:

Date _____ Signature _____

Approved by City Council:

Date _____ Signature _____

Exhibit D

CITY OF CHICKASHA

BUDGET AMENDMENT FORM

☒ INCREASE ☐ DECREASE ☐ TRANSFER

Fund: CHICKASHA MUNICIPAL AUTHORITY (CMA)

Fund No.: 31

Amendment No.: 3

Fiscal Year: 2024-2025

Account #	Account Name	Estimated Revenue(s)		Appropriation(s)	
		Increase	Decrease	Increase	Decrease
4500-071	TRANSFER-COMBINED INS	11,322.00			
532-6000-301	SECURITY CAMERA SYSTEM			4,487.00	
534-6000-301	SECURITY CAMERA SYSTEM			3,818.00	
535-6000-301	SECURITY CAMERA SYSTEM			3,017.00	
TOTALS		11,322.00	-	11,322.00	-

EXPLANATION:

To return previous transfer of insurance for purchase of additional equipment, including Firewall Upgrades, necessary to make Security Camera System operational

Approved by City Manager:

Date

Signature

Approved by City Council:

Date

Signature

Exhibit E

CITY OF CHICKASHA

BUDGET AMENDMENT FORM

☐ INCREASE	☐ DECREASE	☒ TRANSFER
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Fund: ARPA TARGETED GRANT(S)
Fund No.: 44
Amendment No.: 2
Fiscal Year: 2024-2025

Account #	Account Name	Estimated Revenue(s)		Appropriation(s)	
		Increase	Decrease	Increase	Decrease
501-6300-040	VEHICLE REPLACEMENT				54,615.00
501-6450-005	COUNCIL CHAMBERS AV IMPROVEMENTS			54,615.00	
TOTALS		-	-	54,615.00	54,615.00

EXPLANATION:

To re-allocate Balance of ARPA proceeds to accommodate Council Chambers A/V Improvements

Approved by City Manager:

Date _____ Signature _____

Approved by City Council:

Date _____ Signature _____

Exhibit F

CITY OF CHICKASHA

BUDGET AMENDMENT FORM

☒ INCREASE	☐ DECREASE	☐ TRANSFER
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Fund: ARPA TARGETED GRANT(S)
Fund No.: 44
Amendment No.: 4
Fiscal Year: 2024-2025

Account #	Account Name	Estimated Revenue(s)		Appropriation(s)	
		Increase	Decrease	Increase	Decrease
4500-071	TRANSFER-COMBINED INSURANCE	6,263.00		6,263.00	
501-6450-003	PROJECT-COMPREHENSIVE PLAN				
4500-071	TRANSFER-COMBINED INSURANCE	4,965.00		4,965.00	
501-6450-005	COUNCIL CHAMBERS A/V IMPROVEMENTS				
TOTALS		11,228.00	-	11,228.00	-

EXPLANATION:

To return previous transfer of insurance to complete Comprehensive Plan Project.
To return previous transfer of insurance to perform Change Order for additional equipment for Council Chambers A/V Improvements Project.

Approved by City Manager:

Date

Signature

Approved by City Council:

Date

Signature

"Exhib. + G"

CITY OF CHICKASHA

BUDGET AMENDMENT FORM

<u> X </u>	INCREASE	<u> </u>	DECREASE	<u> </u>	TRANSFER
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Fund: COMBINED INSURANCE

Fund No.: 71

Amendment No.: 4

Fiscal Year: 2024-2025

Account #	Account Name	Estimated Revenue(s)		Appropriation(s)	
		Increase	Decrease	Increase	Decrease
4700-001	AVAILABLE FUND BALANCE	63,744.00			
571-5500-011	TRANSFER-GENERAL FUND			41,194.00	
571-5500-031	TRANSFER-CMA			11,322.00	
571-5500-044	TRANSFER-ARPA			11,228.00	
TOTALS		63,744.00	-	63,744.00	-

EXPLANATION:

To return previous transfer of insurance for purchase of additional equipment, including Firewall Upgrades, necessary to make Security Camera System operational.

To return previous transfer of insurance to complete Comprehensive Plan Project.

To return previous transfer of insurance to perform Change Order for additional equipment for Council Chambers A/V Improvements Project.

Approved by City Manager:

Date _____ Signature _____

Approved by City Council:

Date _____ Signature _____