

AMENDED NOTICE OF SPECIAL MEETING
OF THE
CHICKASHA INDUSTRIAL AUTHORITY

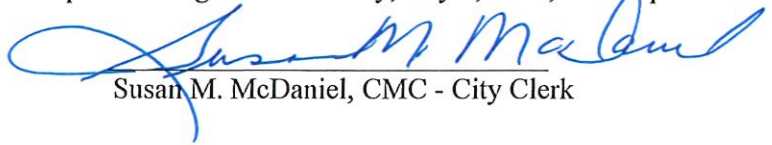
In compliance with Title 25, Oklahoma Statutes, Section 301-314, the Oklahoma Open Meeting Act, including the posting of notice and agenda, be advised that the **SPECIAL MEETING OF THE CHICKASHA INDUSTRIAL AUTHORITY WILL BE HELD ON TUESDAY, JULY 8, 2025, AT 7:30 A. M. (Immediately following the EDC Meeting).** Said meeting will be held at the CHICKASHA CHAMBER OF COMMERCE, located at 221 W. Chickasha Ave., 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.

CHICKASHA INDUSTRIAL AUTHORITY
AGENDA

- Item No. 1 - Call Meeting to Order/Roll Call.
- Item No. 2 - Consent Items:
 - a. Acceptance of the minutes of June 10, 2025, Special Meeting.
 - b. Acceptance of the financials for June 2025.
- Item No. 3 - Discussion, consideration, and possible action on entering into a Contract for Services with the Chickasha Industrial Authority and Economic Development Council of Chickasha, Inc and authorize the Chairman to execute the same.
- Item No. 4 - Board Members Communication.
- Item No. 5 - Adjournment.

Posted on the bulletin board of the Chickasha Municipal Building on Wednesday, July 2, 2025, at 1:30 p.m.


Susan M. McDaniel, CMC - City Clerk

Members: Zachary Grayson – Chairman, Micah McCarty, Tim Elliott, Kimmy Loggins,
Georgianne Hebblethwaite, Scott Smith, Kea Ginn

ITEM NO. 2 a

Minutes of June 10, 2025, Special Meeting and the
July 8, 2025
AGENDA

SPECIAL
CHICKASHA INDUSTRIAL AUTHORITY
Minutes

A Special meeting of the Chickasha Industrial Authority was held on Tuesday, June 10, 2025, at 8:36 a.m. as specified in advance by a prepared agenda. Said meeting was held at the CHICKASHA CHAMBER OF COMMERCE, located at 221 W. Chickasha Ave., Chickasha, Oklahoma. Said Notice and Minutes from said meeting are kept on file in the office of the City Clerk, 117 North 4th Street, Chickasha, Oklahoma.

Item No. 1. **Call Meeting to Order/Roll Call.**

PRESENT: Zachary Grayson, Chairman
 Georgianne Hebblethwaite, Member
 Kea Ginn, Member
 Micah McCarty, Member
 Scott Smith, Member
 Kimmy Loggins, Member

ABSENT: Tim Elliott, Member

CITY STAFF

Jim Crosby, City Manager
Susan M. McDaniel, City Clerk
Elaine Jensen, Finance Director
Shae Mortimer, Marketing and Civic Engagement Manager

Item No. 2. **Consent Item:**

Item No. 2a. **Acceptance of the minutes of May 13, 2025, Special Meeting; and the minutes of the June 2, 2025, Special Meeting.**

Item No. 2b. **Acceptance of the Financials for May 2025.**

Item No. 2c. **Acknowledge receipt of the Economic Development Council of Chickasha, Inc. Check Detail for May 2025.**

***Motion by Hebblethwaite, second by Ginn to approve the Consent Items 2a – 2c.**

Roll call vote:

"Ayes" Hebblethwaite, McCarty, Ginn, Loggins, Smith, and Grayson.
"Nays" None
Motion carried. 6 – 0

Item No. 3. Discussion, consideration, and possible action to approve Resolution No. 2025-12R declaring certain property surplus to the needs of the Chickasha Industrial Authority; making findings to clarify the public record; ratifying a prior conveyance to the Chickasha Municipal Airport Authority; and reaffirming the authority's commitment to transparency and good faith stewardship of public assets; Said Property described as: A tract of land being a part of the E/2 of Section 7 and SE/4 of Section 6, Township 7 North, Range 7 West of the Indian Meridian, Grady County, Oklahoma, being more particularly described as follows:
COMMENCING at the Southeast Corner of the SE/4 of said Section 7;
THENCE South 89°53'56" West, along the South line of said SE/4, a distance of 690.10 feet;
THENCE North 00°02'27" West, a distance of 1321.08 feet to the Southwest Corner of Lot 1, Block 1 of CHICKASHA AIRPORT INDUSTRIAL PARK, an addition to the City of Chickasha, Grady County, Oklahoma, said point being the POINT OF BEGINNING;
THENCE continuing North 00°02'27" West, along the East line of said Lot 1, a distance of 5281.93 feet to the Northeast corner of said Lot 1;
THENCE North 89°54'59" East, parallel with the North line of said Lot 1, a distance of 391.05 feet;
THENCE South 00°01'19" East, a distance of 5170.85 feet;
THENCE South 41°25'53" West, a distance of 149.36 feet;
THENCE South 89°55'04" West, parallel with the South line of said Lot 1, a distance of 291.10 feet to the POINT OF BEGINNING. (Surface Rights Only)
Containing 47.18 acres, more or less. ("the Real Property")

*Motion by Hebblethwaite, second by Loggins to approve Resolution 2025-12R as presented.

Roll call vote:

"Ayes" Hebblethwaite, Loggins, Smith, McCarty, Ginn, and Grayson.
"Nays" None
Motion carried. 6 – 0

Item No. 4 Board Members Communications.

Item No. 5. Adjournment:

*Motion by Hebblethwaite, second by Smith to adjourn the meeting.

Time: 8:45 a.m.

(ATTEST)

Susan M. McDaniel, CMC - City Clerk

Zachary Grayson, Chairman

Passed and approved on the 8th day of July 2025.

ITEM NO. 2 b

Financials for June 2025
July 8, 2025
AGENDA

C I T Y O F C H I C K A S H A
FINANCIAL STATEMENT (UNAUDITED)
AS OF: JUNE 30TH, 2025

25 -CHICKASHA INDUST AUTH
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
GRANTS AND PROGRAMS	30,000.00	0.00	0.00	28,583.07	0.00	1,416.93	95.28
MISC REVENUES	0.00	0.00	0.00	640.00	0.00	(640.00)	0.00
TRANSFER OTHER FUNDS-EQU	612,000.00	40,160.52	0.00	564,195.58	0.00	47,804.42	92.19
INTEREST	2,500.00	236.93	0.00	3,986.71	0.00	(1,486.71)	159.47
PRIOR YEAR FUND BALANCE C	<u>408,394.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>408,394.00</u>	<u>0.00</u>
*** TOTAL REVENUES ***	<u>1,052,894.00</u>	<u>40,397.45</u>	<u>0.00</u>	<u>597,405.36</u>	<u>0.00</u>	<u>455,488.64</u>	<u>56.74</u>
<u>EXPENDITURE SUMMARY</u>							
25-CHICKASHA INDUSTRIAL	<u>1,052,894.00</u>	<u>181,907.94</u>	<u>0.00</u>	<u>858,327.98</u>	<u>0.00</u>	<u>194,566.02</u>	<u>81.52</u>
*** TOTAL EXPENDITURES ***	<u>1,052,894.00</u>	<u>181,907.94</u>	<u>0.00</u>	<u>858,327.98</u>	<u>0.00</u>	<u>194,566.02</u>	<u>81.52</u>
** REVENUE OVER(UNDER) EXPENDITURES **	<u>0.00</u>	<u>(141,510.49)</u>	<u>0.00</u>	<u>(260,922.62)</u>	<u>0.00</u>	<u>260,922.62</u>	<u>0.00</u>

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: JUNE 30TH, 2025

25 -CHICKASHA INDUST AUTH

% OF YEAR COMPLETED: 100.00

REVENUE	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
FEES							
STATE TAX							
OTHER TAX							
GRANTS AND PROGRAMS							
4300-014 DEQ CLEAN COMMUNITY GRANT	30,000.00	0.00	0.00	28,583.07	0.00	1,416.93	95.28
TOTAL GRANTS AND PROGRAMS	30,000.00	0.00	0.00	28,583.07	0.00	1,416.93	95.28
DONATIONS							
CONTRACTS/AGREEMENTS							
MISC REVENUES							
4400-000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	640.00	0.00 (	640.00)	0.00
TOTAL MISC REVENUES	0.00	0.00	0.00	640.00	0.00 (	640.00)	0.00
TRANSFER OTHER FUNDS-EQU							
4500-011 TRANSFER FROM GENERAL F11	612,000.00	40,160.52	0.00	564,195.58	0.00	47,804.42	92.19
TOTAL TRANSFER OTHER FUNDS-EQU	612,000.00	40,160.52	0.00	564,195.58	0.00	47,804.42	92.19
INTEREST							
4600-001 INTEREST INCOME - CD	2,500.00	236.93	0.00	3,986.71	0.00 (	1,486.71)	159.47
TOTAL INTEREST	2,500.00	236.93	0.00	3,986.71	0.00 (	1,486.71)	159.47
PRIOR YEAR FUND BALANCE C							
4700-001 AVAILABLE FUND BALANCE -	408,394.00	0.00	0.00	0.00	0.00	408,394.00	0.00
TOTAL PRIOR YEAR FUND BALANCE C	408,394.00	0.00	0.00	0.00	0.00	408,394.00	0.00
*** TOTAL REVENUE ***	1,052,894.00	40,397.45	0.00	597,405.36	0.00	455,488.64	56.74

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: JUNE 30TH, 2025

25 -CHICKASHA INDUST AUTH
25-CHICKASHA INDUSTRIAL

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL COST</u>							
<u>5101-DIRECT PERSONNEL COSTS</u>							
525-5101-001 SALARIES	71,834.00	4,976.63	0.00	68,559.36	0.00	3,274.64	95.44
525-5101-003 OVERTIME	4,000.00	1,588.72	0.00	3,120.53	0.00	879.47	78.01
525-5101-006 COMPENSATED ABSENCES	1,282.00	641.00	0.00	1,282.00	0.00	0.00	100.00
525-5101-007 HOLIDAY PAY	<u>3,039.00</u>	<u>552.00</u>	<u>0.00</u>	<u>3,312.00</u>	<u>0.00</u>	<u>(273.00)</u>	<u>108.98</u>
TOTAL 5101-DIRECT PERSONNEL COSTS	80,155.00	7,758.35	0.00	76,273.89	0.00	3,881.11	95.16
<u>5102-RETIREMENT/PENSION COSTS</u>							
525-5102-003 MUNICIPAL PENSION	6,855.00	656.24	0.00	6,717.69	0.00	137.31	98.00
525-5102-004 FICA	<u>5,899.00</u>	<u>526.52</u>	<u>0.00</u>	<u>5,546.40</u>	<u>0.00</u>	<u>352.60</u>	<u>94.02</u>
TOTAL 5102-RETIREMENT/PENSION COSTS	12,754.00	1,182.76	0.00	12,264.09	0.00	489.91	96.16
<u>5103-INDIRECT PERSONNEL COSTS</u>							
<u>5104-HEALTH CARE</u>							
525-5104-002 HEALTH INSURANCE	5,877.00	420.98	0.00	4,748.82	0.00	1,128.18	80.80
525-5104-003 WORKERS COMPENSATION	<u>108.00</u>	<u>0.00</u>	<u>0.00</u>	<u>108.48</u>	<u>0.00</u>	<u>(0.48)</u>	<u>100.44</u>
TOTAL 5104-HEALTH CARE	5,985.00	420.98	0.00	4,857.30	0.00	1,127.70	81.16
TOTAL PERSONNEL COST	98,894.00	9,362.09	0.00	93,395.28	0.00	5,498.72	94.44
<u>MAINTENANCE AND OPERATION</u>							
<u>5201-SUPPLIES</u>							
525-5201-001 OFFICE SUPPLIES/MAINTEN	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,376.04</u>	<u>0.00</u>	<u>(3,376.04)</u>	<u>0.00</u>
TOTAL 5201-SUPPLIES	0.00	0.00	0.00	3,376.04	0.00	(3,376.04)	0.00
<u>5205-MAINTENANCE-PROPERTY & BL</u>							
<u>5206-UTILITIES</u>							
525-5206-001 MARKETING	50,000.00	13,390.23	0.00	31,976.28	0.00	18,023.72	63.95
525-5206-003 ELECTRICITY (SIGN)	2,500.00	174.37	0.00	2,113.27	0.00	386.73	84.53
525-5206-004 PROFESSIONAL DEVELOPMEN	<u>2,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20.00</u>	<u>0.00</u>	<u>2,480.00</u>	<u>0.80</u>
TOTAL 5206-UTILITIES	55,000.00	13,564.60	0.00	34,109.55	0.00	20,890.45	62.02
<u>5208-MISCELLANEOUS</u>							
525-5208-004 BANK CHARGES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>45.00</u>	<u>0.00</u>	<u>(45.00)</u>	<u>0.00</u>
TOTAL 5208-MISCELLANEOUS	0.00	0.00	0.00	45.00	0.00	(45.00)	0.00

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: JUNE 30TH, 2025

25 -CHICKASHA INDUST AUTH
25-CHICKASHA INDUSTRIAL

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>5210-ADVERTISING</u>							
525-5210-004 SPECIAL PROMOTIONS/OUTD	5,000.00	0.00	0.00	2,574.00	0.00	2,426.00	51.48
TOTAL 5210-ADVERTISING	5,000.00	0.00	0.00	2,574.00	0.00	2,426.00	51.48
TOTAL MAINTENANCE AND OPERATION	60,000.00	13,564.60	0.00	40,104.59	0.00	19,895.41	66.84
<u>OTHER SERVICE CHARGES</u>							
<u>5301-OPERATIONAL CONTRACT</u>							
525-5301-007 PROFESSIONAL SERVICES	45,000.00	0.00	0.00	30,000.00	0.00	15,000.00	66.67
TOTAL 5301-OPERATIONAL CONTRACT	45,000.00	0.00	0.00	30,000.00	0.00	15,000.00	66.67
<u>5302-SERVICE CONTRACTS/AG</u>							
<u>5305-GRANTS & PROGRAMS</u>							
525-5305-034 EDC(SBG)-BACK FORTY RV	4,485.00	0.00	0.00	4,485.00	0.00	0.00	100.00
525-5305-035 EDC(SBG)-FIRE HOUSE ENE	3,733.00	0.00	0.00	3,732.50	0.00	0.50	99.99
525-5305-036 EDC(SBG)-SKIN FIX STUDI	1,500.00	0.00	0.00	1,500.00	0.00	0.00	100.00
TOTAL 5305-GRANTS & PROGRAMS	9,718.00	0.00	0.00	9,717.50	0.00	0.50	99.99
<u>5350-SERVICE AGENCIES AND</u>							
525-5350-002 ECONOMIC DEVELOPMENT CO	405,000.00	33,750.00	0.00	405,000.00	0.00	0.00	100.00
525-5350-003 TOURISM	100,000.00	0.00	0.00	79,513.00	0.00	20,487.00	79.51
525-5350-003.1 TOURISM- SPORTS COMPLEX	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00
525-5350-007 CHICKASHA FESTIVAL OF L	35,000.00	0.00	0.00	30,000.00	0.00	5,000.00	85.71
TOTAL 5350-SERVICE AGENCIES AND	590,000.00	33,750.00	0.00	514,513.00	0.00	75,487.00	87.21
TOTAL OTHER SERVICE CHARGES	644,718.00	33,750.00	0.00	554,230.50	0.00	90,487.50	85.96
<u>TRANSFERS TO OTHER FUNDS</u>							
<u>5500-TRANSFER TO OTHER FUNDS</u>							
<u>UNDESIGNATED EXPENSES</u>							
<u>5600-UNDESIGNATED EXPENSES</u>							

C I T Y O F C H I C K A S H A
FINANCIAL STATEMENT (UNAUDITED)
AS OF: JUNE 30TH, 2025

25 -CHICKASHA INDUST AUTH
25-CHICKASHA INDUSTRIAL

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL EQUIPMENT</u>							
<u>6450-PROJECTS</u>							
525-6450-030 COMMUNITY CLEANUP	55,000.00	13,723.88	0.00	40,512.22	0.00	14,487.78	73.66
TOTAL 6450-PROJECTS	55,000.00	13,723.88	0.00	40,512.22	0.00	14,487.78	73.66
TOTAL CAPITAL EQUIPMENT	55,000.00	13,723.88	0.00	40,512.22	0.00	14,487.78	73.66
<u>CAPITAL EQUIPMENT</u>							
<u>6500-PROGRAMS</u>							
525-6500-001 FESTIVAL OF LIGHT	100,000.00	49,490.04	0.00	49,490.04	0.00	50,509.96	49.49
525-6500-002 FAIRGROUND EVENTS	24,000.00	0.00	0.00	6,000.00	0.00	18,000.00	25.00
525-6500-003 EMERGING OPPORTUNITIES	45,282.00	62,017.33	0.00	74,595.35	0.00	29,313.35	164.74
525-6500-008 ROCK ISLAND ARTS FESTIV	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
525-6500-009 OK FOOD TRUCK CHAMPIONS	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
525-6500-010 WINGS AND WHEELS EVENT	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
TOTAL 6500-PROGRAMS	194,282.00	111,507.37	0.00	130,085.39	0.00	64,196.61	66.96
TOTAL CAPITAL EQUIPMENT	194,282.00	111,507.37	0.00	130,085.39	0.00	64,196.61	66.96
TOTAL 25-CHICKASHA INDUSTRIAL	1,052,894.00	181,907.94	0.00	858,327.98	0.00	194,566.02	81.52
*** TOTAL EXPENDITURES ***	1,052,894.00	181,907.94	0.00	858,327.98	0.00	194,566.02	81.52

7-07-2025 4:11 PM
 FUND : 25 -CHICKASHA INDUST AUTH
 DEPT : N/A
 POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/PO/JE # NOTE =====AMOUNT===== BALANCE=====

DETAIL LISTING

PAGE: 1

PERIOD TO USE: Jun-2025 THRU Jun-2025

ACCOUNTS: 4000-000.0 THRU 525-9999-999.9

SUPPRESS ZEROS

4500-011		TRANSFER FROM GENERAL F11							
		B E G I N N I N G B A L A N C E						524,035.06CR	
6/30/25	7/02	B53219		10860 HOTEL/MOTEL 90%		JE# 039924		40,160.52CR	564,195.58CR
			=====	JUNE ACTIVITY	DB:	0.00	CR: 40,160.52CR	40,160.52CR	

4600-001		INTEREST INCOME - CD							
		B E G I N N I N G B A L A N C E						3,749.78CR	
6/30/25	7/07	B53225	Interest000000	10866 INTEREST		JE# 039946		236.93CR	3,986.71CR
			=====	JUNE ACTIVITY	DB:	0.00	CR: 236.93CR	236.93CR	

525-5101-001		SALARIES							
		B E G I N N I N G B A L A N C E						63,582.73	
DEPT: 25 CHICKASHA INDUSTRIAL AUT									
6/12/25	6/10	P10515	PYEXP	01041 1PPJUNE2025				2,501.94	66,084.67
6/26/25	6/24	P10520	PYEXP	01043 2PPJUNE2025				2,474.69	68,559.36
			=====	JUNE ACTIVITY	DB:	4,976.63	CR: 0.00	4,976.63	

525-5101-003		OVERTIME							
		B E G I N N I N G B A L A N C E						1,531.81	
6/12/25	6/10	P10515	PYEXP	01041 1PPJUNE2025				773.66	2,305.47
6/26/25	6/24	P10520	PYEXP	01043 2PPJUNE2025				815.06	3,120.53
			=====	JUNE ACTIVITY	DB:	1,588.72	CR: 0.00	1,588.72	

525-5101-006		COMPENSATED ABSENCES							
		B E G I N N I N G B A L A N C E						641.00	
6/30/25	6/30	B53214		10856 COMPENSATED ABSENCES-6 MO		JE# 039920		641.00	1,282.00
			=====	JUNE ACTIVITY	DB:	641.00	CR: 0.00	641.00	

525-5101-007		HOLIDAY PAY							
		B E G I N N I N G B A L A N C E						2,760.00	
6/12/25	6/10	P10515	PYEXP	01041 1PPJUNE2025				276.00	3,036.00

7-07-2025 4:11 PM
 FUND : 25 -CHICKASHA INDUST AUTH
 DEPT : 25 CHICKASHA INDUSTRIAL AUTH SUPPRESS ZEROS
 POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/PO/JE # NOTE =====AMOUNT===== BALANCE=====

DETAIL LISTING

PAGE: 2

PERIOD TO USE: Jun-2025 THRU Jun-2025

ACCOUNTS: 4000-000.0 THRU 525-9999-999.9

6/26/25 6/24 P10520 PYEXP 01043 2PPJUNE2025 276.00 3,312.00
 ===== JUNE ACTIVITY DB: 552.00 CR: 0.00 552.00

525-5102-003 MUNICIPAL PENSION

BEGINNING BALANCE

6,061.45

6/12/25 6/25 A37413 CHK: 138963 18423 OMRF 367 321.06 6,382.51
 OKLAHOMA MUNICIPAL RETIRE INV# OMR1PPJUNE2025 /PO#
 6/26/25 6/25 A37414 CHK: 138963 18423 OMRF 367 335.18 6,717.69
 OKLAHOMA MUNICIPAL RETIRE INV# OMR2PPJUNE2025 /PO#
 ===== JUNE ACTIVITY DB: 656.24 CR: 0.00 656.24

525-5102-004 FICA

BEGINNING BALANCE

5,019.88

6/12/25 6/10 A36906 CHK: 138939 18388 FICA 6898 212.92 5,232.80
 TRANSFER ACCOUNT INV# T3 1PPJUNE2025 /PO#
 6/12/25 6/10 A36906 CHK: 138939 18388 MEDICARE 6898 49.80 5,282.60
 TRANSFER ACCOUNT INV# T4 1PPJUNE2025 /PO#
 6/26/25 6/24 A37390 CHK: 138949 18425 FICA 6898 213.80 5,496.40
 TRANSFER ACCOUNT INV# T3 2PPJUNE2025 /PO#
 6/26/25 6/24 A37390 CHK: 138949 18425 MEDICARE 6898 50.00 5,546.40
 TRANSFER ACCOUNT INV# T4 2PPJUNE2025 /PO#
 ===== JUNE ACTIVITY DB: 526.52 CR: 0.00 526.52

525-5104-002 HEALTH INSURANCE

BEGINNING BALANCE

4,327.84

6/12/25 6/25 A37423 CHK: 138964 18423 EMPLOYEE ASSISTANCE PROG 8823 1.50 4,329.34
 OPTIONS COUNSELING SERVIC INV# EAP1PPJUNE2025 /PO#
 6/12/25 6/25 A37482 CHK: 138951 18424 MED \$2,500 DED EMP ONLY 2410 198.17 4,527.51
 BLUE CROSS BLUE SHIELD OF INV# M2E1PPJUNE2025 /PO#
 6/12/25 6/25 A37490 CHK: 138955 18424 DENTAL EMP ONLY 2669 10.82 4,538.33
 EQUITABLE FINANCIAL LIFE INV# DNE1PPJUNE2025 /PO#
 6/26/25 6/25 A37424 CHK: 138964 18423 EMPLOYEE ASSISTANCE PROG 8823 1.50 4,539.83
 OPTIONS COUNSELING SERVIC INV# EAP2PPJUNE2025 /PO#
 6/26/25 6/25 A37483 CHK: 138951 18424 MED \$2,500 DED EMP ONLY 2410 198.17 4,738.00
 BLUE CROSS BLUE SHIELD OF INV# M2E2PPJUNE2025 /PO#
 6/26/25 6/25 A37491 CHK: 138955 18424 DENTAL EMP ONLY 2669 10.82 4,748.82
 EQUITABLE FINANCIAL LIFE INV# DNE2PPJUNE2025 /PO#
 ===== JUNE ACTIVITY DB: 420.98 CR: 0.00 420.98

FUND : 25 -CHICKASHA INDUST AUTH

PERIOD TO USE: Jun-2025 THRU Jun-2025

DEPT : 25

CHICKASHA INDUSTRIAL AUTH

SUPPRESS ZEROS

ACCOUNTS: 4000-000.0 THRU 525-9999-999.9

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/PO/JE #	NOTE	=====	AMOUNT=====	=====	BALANCE=====
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525-5206-001 MARKETING

B E G I N N I N G B A L A N C E

18,586.05

6/03/25	5/28	A36493	CHK: 032040	18336 MARKETING NEEDS	10075		545.85	19,131.90
6/03/25	5/28	A36545	CHK: 032057	4-IMPRINT, INC	INV# 29390896	/PO# 25-20730		
				18336	2769		3,295.00	22,426.90
6/03/25	5/28	A36557	CHK: 032063	CTI	INV# BORD164581	/PO# 25-20595		
				18336 HATS	2843		1,012.50	23,439.40
6/03/25	5/28	A36558	CHK: 032043	DRAGOON GRAPHICS LLC	INV# 000116	/PO# 25-20677		
				18336 LICENSE	2845		445.00	23,884.40
6/03/25	5/28	A36559	CHK: 032048	ASCAP - AMERICAN SOCIETY	INV# 2025 REPORT FORM	/PO# 25-20751		
				18336 LICENSE	2848		446.00	24,330.40
6/17/25	6/13	A37078	CHK: 032310	BROADCAST MUSIC, INC.	INV# LICENSE	/PO# 25-20728		
				18402 ADVERTISING	2858		2,000.00	26,330.40
6/18/25	6/18	A37362	DFT: 000053	OKLAHOMA CITY KFOR/KAUT/I	INV# 06112025	/PO# 25-20793		
				18413 MAY 2025 PCARD STATEMENT	0931		2,869.89	29,200.29
6/27/25	6/27	A37519	DFT: 000054	BANK OF AMERICA	INV# MAY25 PCARD	/PO#		
				18431 JUN 2025 PARTIAL PCARD	0931		2,775.99	31,976.28
				BANK OF AMERICA	INV# JUNEPARTIAL2025	/PO#		
			=====	JUNE ACTIVITY	DB: 13,390.23	CR: 0.00	13,390.23	

525-5206-003

ELECTRICITY (SIGN)

B E G I N N I N G B A L A N C E

1,938.90

6/04/25	6/04	A36851	CHK: 032171	18370 MISC ACCOUNTS SEE DETAIL 237			145.07	2,083.97
				PUBLIC SERVICE COMPANY OF	INV# MISC06032025	/PO#		
6/23/25	6/23	A37372	CHK: 032382	18416 MISC ACCOUNTS SEE DETAIL 237			29.30	2,113.27
				PUBLIC SERVICE COMPANY OF	INV# MISC06232025	/PO#		
			=====	JUNE ACTIVITY	DB: 174.37	CR: 0.00	174.37	

525-5350-002

ECONOMIC DEVELOPMENT COUNCIL

B E G I N N I N G B A L A N C E

371,250.00

6/04/25	6/04	A36843	CHK: 032163	18370 EDC MONTHLY CONTRACT JUN 185			33,750.00	405,000.00
				ECONOMIC DEVELOPMENT COUN	INV# EDC CON JUN 25	/PO#		
		=====	JUNE ACTIVITY	DB: 33,750.00	CR: 0.00		33,750.00	

525-6450-030

COMMUNITY CLEANUP

B E G I N N I N G B A L A N C E

26,788.34

6/03/25	5/28	A36517	CHK: 032094	18336 BANNER	184		45.00	26,833.34
				RICHARD'S PRINTING	INV# 64129	/PO# 25-20796		

7-07-2025 4:11 PM
 FUND : 25 -CHICKASHA INDUST AUTH
 DEPT : 25 CHICKASHA INDUSTRIAL AUTH SUPPRESS ZEROS
 POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/PO/JE # NOTE =====AMOUNT===== =====BALANCE=====

DETAIL LISTING

PAGE: 4

PERIOD TO USE: Jun-2025 THRU Jun-2025

ACCOUNTS: 4000-000.0 THRU 525-9999-999.9

6/04/25 6/12 B53064 CHK: 032182 10814 CORRECT CITY WASTE SERVICE MAY JE# 039830 13,678.88 40,512.22
 ===== JUNE ACTIVITY DB: 13,723.88 CR: 0.00 13,723.88

525-6500-001 FESTIVAL OF LIGHT
 BEGINNING BALANCE

0.00

6/30/25 7/07 B53246 10868 FESTIVAL OF LIGHT COST JE# 039956 49,490.04 49,490.04
 ===== JUNE ACTIVITY DB: 49,490.04 CR: 0.00 49,490.04

525-6500-003 EMERGING OPPORTUNITIES
 BEGINNING BALANCE

12,578.02

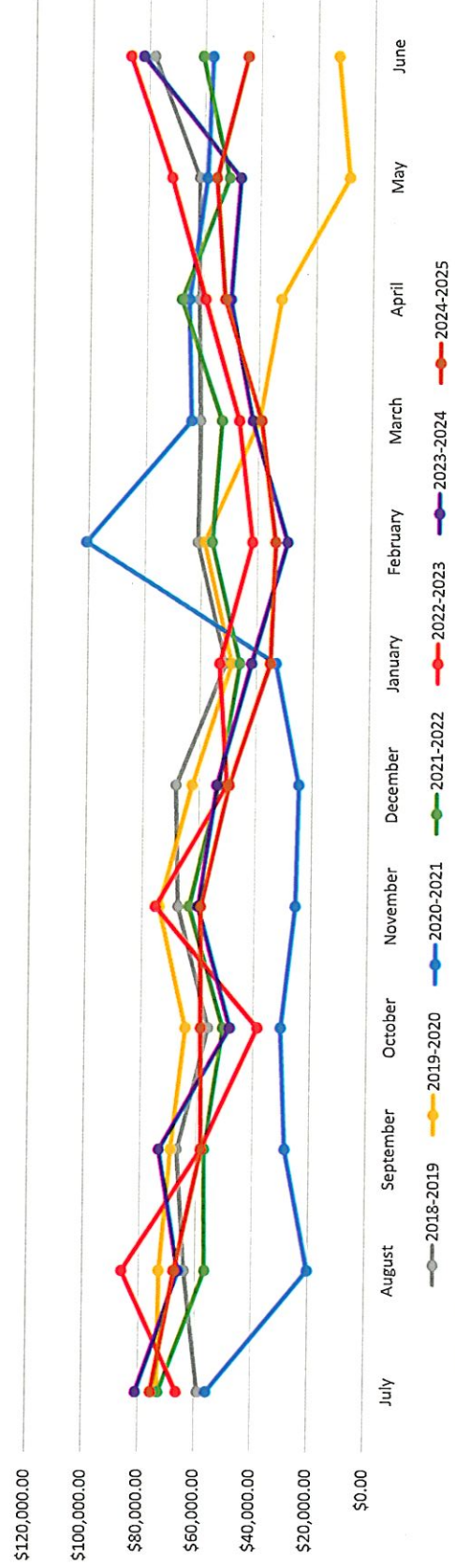
6/03/25 5/28 A36563 CHK: 032070 18336 EVENT RENTALS 2861 3,851.53 16,429.55
 FACTOR 110 INV# 230439083 /PO# 25-20819
 6/04/25 6/13 A37079 CHK: 032282 18402 EVENT RENTALS 2861 11,554.59 27,984.14
 FACTOR 110 INV# 230439083A /PO# 25-20819
 6/17/25 6/13 A37069 CHK: 032271 18402 EVENT 2769 7,644.00 35,628.14
 CTI INV# 18255143 /PO# 25-20756
 6/17/25 6/13 A37080 CHK: 032282 18402 REPLACEMENT 2861 36,680.08 72,308.22
 FACTOR 110 INV# 230439083B. /PO# 25-20899
 6/17/25 6/13 A37083 CHK: 032265 18402 RENTALS 2866 750.00 73,058.22
 CLEAR CREEK GOLF CAR & VE INV# 08-234536 /PO# 25-20849
 6/17/25 6/13 A37084 CHK: 032265 18402 REPAIR/REPLACE DAMAGES 2866 1,487.13 74,545.35
 CLEAR CREEK GOLF CAR & VE INV# 08-3969 /PO# 25-20900
 6/17/25 6/13 A37088 CHK: 032245 18402 RENTAL 2874 50.00 74,595.35
 A OKAY EVENT RENTALS INV# 06052025 /PO# 25-20896
 ===== JUNE ACTIVITY DB: 62,017.33 CR: 0.00 62,017.33

000 ERRORS IN THIS REPORT!

** REPORT TOTALS ** --- DEBITS --- --- CREDITS ---
 BEGINNING BALANCES: 676,420.04 557,007.91CR
 REPORTED ACTIVITY: 181,907.94 40,397.45CR
 ENDING BALANCES: 858,327.98 597,405.36CR
 TOTAL FUND ENDING BALANCE: 260,922.62

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
July	\$58,886.27	\$73,219.33	\$55,600.95	\$72,826.96	\$66,114.05	\$80,728.49	\$75,385.80
August	\$63,940.46	\$72,657.84	\$20,068.61	\$56,497.19	\$85,856.55	\$65,903.87	\$67,346.49
September	\$66,872.97	\$68,937.55	\$28,501.95	\$57,023.20	\$58,136.41	\$73,230.95	\$57,980.16
October	\$56,098.55	\$63,950.14	\$30,258.55	\$50,700.80	\$38,362.67	\$48,143.32	\$58,468.98
November	\$67,247.32	\$73,727.34	\$25,434.20	\$63,178.71	\$75,116.83	\$59,880.19	\$58,906.33
December	\$68,246.89	\$62,350.99	\$24,629.90	\$52,910.49	\$49,906.64	\$53,562.53	\$49,116.82
January	\$50,972.01	\$48,604.29	\$33,110.79	\$45,839.35	\$52,913.87	\$41,750.55	\$35,094.84
February	\$61,279.48	\$58,657.13	\$100,744.34	\$56,109.63	\$41,630.30	\$29,377.57	\$33,560.20
March	\$60,653.09	\$39,697.24	\$63,931.29	\$52,970.19	\$46,684.17	\$42,032.18	\$38,896.48
April	\$61,505.77	\$32,277.46	\$65,027.63	\$67,680.17	\$59,154.20	\$50,219.30	\$52,082.47
May	\$61,753.82	\$8,299.74	\$58,965.32	\$51,104.18	\$71,453.53	\$47,021.97	\$55,422.61
June	\$78,026.70	\$12,543.84	\$57,286.51	\$60,737.85	\$86,394.61	\$81,935.34	\$44,622.80
Totals	\$755,483.33	\$614,922.89	\$563,560.04	\$687,578.72	\$731,723.83	\$673,786.26	\$626,883.98

Hotel / Motel Tax Payment



CIA Action Form
Meeting Date:

July 8, 2025

Item No. 3

Agenda Item: Discussion, consideration, and possible action on entering into a Contract for Services with the Chickasha Industrial Authority and Economic Development Council of Chickasha, Inc. and authorize the Chairman to execute the same.

Background/Description:

Staff Recommendation:

CONTRACT FOR SERVICES

THIS CONTRACT is made and entered into this _____ day of _____ 2025, by and between the Chickasha Industrial Authority, a public trust authority of the State of Oklahoma whose sole beneficiary is the City of Chickasha, a municipal corporation of the State of Oklahoma (hereinafter referred to as “CIA”) and the Economic Development Council of Chickasha, Inc., a not-for-profit corporation (hereinafter referred to as “EDC”).

WITNESSETH:

WHEREAS, the CIA has determined that the EDC through its various committees and activities has as its primary function encouraging, promoting, and fostering economic and industrial development; and

WHEREAS, the CIA has determined that the EDC through such economic and industrial development activities assists in providing jobs which brings in income within the corporate city limits of the City of Chickasha; and

WHEREAS, the CIA, as a public trust authority whose sole beneficiary is the City of Chickasha, has determined that it is in the best interest of the citizens of the City of Chickasha to contract with EDC as set forth herein in order to encourage, promote, and foster economic and industrial development within the City of Chickasha; and

WHEREAS, the CIA has determined that it is in the best interest of its sole beneficiary, the City of Chickasha, to enter into this contract with EDC whereby the CIA and the City of Chickasha will be the beneficiaries of the activities and services provided by EDC in encouraging, promoting, and fostering economic and industrial development within the City of Chickasha.

WHEREAS, The EDC will not exercise policy functions regarding economic development, which will remain with the City Council and the governing bodies of agencies served by the EDC, but the EDC will be a service provider that performs consolidated economic development functions pursuant to contracts with the policy-making bodies; and

WHEREAS, it is within the legal discretion of the CIA to choose contractors to render professional services to the CIA, and therefore, the CIA desires to exercise its legal power to contract and to enter into this Agreement with the EDC to provide economic development professional services to the CIA for the benefit of the City.

NOW, THEREFORE, in consideration of the mutual covenants and considerations herein contained, it is agreed by and between the parties hereto to enter into this contract for services as follows, to-wit:

Section 1

Condition Precedent to Enforceability of Contract

1.1 The parties hereto agree that the sole source of the funds necessary to fund this contract for services are to come solely from a hotel excise tax. Said hotel excise tax is contained within Ordinance No. 97-17 of the City of Chickasha which was adopted by the Mayor and Council of the City of Chickasha on the 18th day of August, 1997.

1.2 It is understood and agreed by the parties to this contract for services that should the hotel tax ordinance be repealed or determined to be invalid then this contract shall be null and void and both parties shall be released from all obligations contained herein.

1.3 Public Purpose. The parties acknowledge and agree that the consideration provided under this Agreement is intended to support the delivery of professional services that foster business, retention, recruitment, and expansion; promote workforce and commercial development; and enhance overall economic vitality of the City of Chickasha. These efforts are undertaken for the benefit of the citizens of Chickasha and in furtherance of the public purposes of the Chickasha Industrial Authority and its sole beneficiary, the City of Chickasha.

Section 2

Term of Contract

2.1 This contract shall be effective the 1st day of July, 2025, and shall continue for a period of twelve (12) months until the 30th day of June, 2026, unless sooner terminated by either party as provided for herein. It is understood by the parties that there shall be no requirement or option to renew or extend this contract beyond this term and this contract shall terminate and come to an end on the 30th day of June, 2026.

2.2 If, for any reason, the hotel tax is determined to be invalid or if the hotel tax is not collected by the City of Chickasha for any reason or should the tax be repealed then this contract shall be deemed between the parties to be null and void and this contract shall terminate on said date.

2.3 Should either party to this contract be in breach of any of the terms and provisions of this contract, the non-breaching party may give written notice to the party in breach of this contract setting forth the nature of the breach. Upon receipt of the written notice, the breaching party shall have thirty (30) days to cure the breach or default. If the breach is not cured within thirty (30) days, the non-breaching party may, at its option, terminate this Agreement upon written notice.

Section 3

Consideration to be Paid

3.1 The consideration to be paid to EDC by CIA for the services to be performed under this contract shall not exceed \$417,500.00.

3.2 During the term of this agreement the CIA shall pay to the EDC the sums due under this contract on a monthly basis in an amount not to exceed \$34,791.00.

Section 4

Services to be Performed

4.1 The EDC agrees to provide services to the CIA for the benefit of the City of Chickasha related to the planning, encouraging, fostering, promoting and development of programs to attract economic and industrial development to the City of Chickasha and to increase the quantity and quality of the jobs and the job market within the City of Chickasha. The services to be provided by the EDC shall include, but not be limited to the following:

- a. provide qualified and competent staff for the recruitment of and assistance to new businesses and industries, as well as for the expansion of existing businesses and industries, including providing management and administrative services necessary to present a viable program;
- b. enhance the economic development programs as directed by the EDC Board.
- c. operate the programs of EDC for the good of the general public and for the promotion of business, industry and trade within the City;
- d. work in promoting the City's image in the job market so that the City will be looked favorably upon by businesses and industries as a location viable for economic and industrial development;
- e. promote cultural, commercial, industrial and economic events in the City of Chickasha for the benefit of the City of Chickasha and its residents in the pursuit of developing and promoting of economic and industrial development;
- f. incur expenses necessary to promote, foster and encourage economic and industrial development within the City;
- g. supply and analyze information, research and ideas to develop economic and industrial development and to increase the number of jobs and employment;

- h. develop and maintain informational materials for any firms, companies, associations, businesses or individuals wanting to gain information concerning the City of Chickasha as a potential economic or industrial site;
- i. initiate original and follow-up contacts with firms, companies, associations or individuals who may be interested in locating businesses within the City of Chickasha or to work with existing firms, companies, associations, businesses or individuals to increase their job base;
- j. co-ordinate recruitment of industries with the City Manager to ensure that there will be no adverse impact to the environment of the City of Chickasha or the City's water and wastewater treatment facilities or distribution lines, sanitation facilities, drainage system, traffic patterns, public safety or cost of operations;
- k. keep the City informed of special needs, requests that may have an impact on future economic conditions affecting commercial, economic and industrial growth and/or decline;
- l. when requested by CIA and/or the City, develop statistical analysis tracking job growth, patterns and trends;
- m. maintain records and information pertaining to the City of Chickasha based on demographic statistics or other factors which may bear upon economic or industrial development;
- n. review and act upon recommendations of the CIA and/or the City of Chickasha concerning economic and industrial development and report, as/when appropriate, on all actions taken concerning any such recommendations;
- o. make available the EDC President at least quarterly or more frequently as requested by the Mayor to present ongoing economic development activity to the Chickasha City Council. The EDC agrees to provide monthly in-person updates to the CIA regarding its activities, programs and progress toward goals.
- p. assist in identifying, writing and obtaining grants for economic, commercial and industrial development purposes or projects within the City of Chickasha; These grants and programs are to include, but not be limited to the New Business Startup, and Business Expansion. The EDC will administer programs and review applications for consideration and approval to be referred to the CIA or Chickasha City Council. CIA will review referred New Business Startup and Business Expansion Grant applications for approval and funding per grant requirements in guideline documents currently approved and in effect.
- q. EDC shall indemnify, and hold harmless the City and CIA, and all City Councilmembers, trustees, employees, servants, and agents from any and all claims, suits, demands and causes of action resulting from the acts of any agent, officer, servant or employee of EDC or any other person pursuant to this Contract;
- r. EDC shall maintain liability insurance throughout the term of the Contract in an amount that, at minimum, conforms to the requirements of the Oklahoma Governmental Tort Claims Act, and shall list the City of Chickasha and the Chickasha Industrial Authority as additional

insured on the policies. EDC agrees to maintain a minimum insurance coverage limits as set forth in Oklahoma Statutes Title 51 Section 154. EDC shall furnish the Chickasha Industrial Authority with satisfactory proof of the insurance required. The certificate of insurance provided shall contain a statement requiring the insurance carrier to provide the Chickasha Industrial Authority ten (10) days written notice prior to cancellation of coverage. Statements such as "will endeavor" and "but failure to notify owner shall impose no obligation or liability of any kind upon the company" shall not be allowed.

THE CIA AND EDC JOINTLY AGREE:

1. Within 30 days of the date of this agreement, the EDC, with input from the CIA, will prepare a strategic plan to include mutually agreed upon goals, objectives and performance measures.
2. The consideration received under this Contract may be used by the EDC for any lawful purpose related to economic development within the City's jurisdiction, provided that such use is consistent with the City and the CIA's powers, duties, and limitations under applicable law.
3. The EDC agrees to keep its books and records available and open to the CIA for review subject to lawful non-disclosure agreements or privacy protections with potential or active economic development opportunities.
4. No officer, employee, contractor, or subcontractor of the EDC shall accept any gratuity or kickback for the performance of work under this Contract. The services of any officer, employee, contractor, or subcontractor of the EDC which is found to have accepted any such gratuity or kickback shall be immediately terminated by the EDC.
5. The EDC agrees that in performing its obligations under this Contract that it shall comply with all of the ordinances of the City of Chickasha, the laws of the State of Oklahoma, and the laws of the United States of America.
6. All persons working for EDC under this contract shall be employees of the EDC, subject to its exclusive management and control, and shall in no way be considered employees of the City or CIA; and that any liability which might arise shall be the sole liability of the EDC.
7. During the term of this contract if any vacancies shall occur in the Board of Trustees of the CIA, other than Trustees who are the Mayor or City Council Members, the EDC may recommend up to three (3) of its members to be appointed to the Board of Trustees of the CIA for consideration to be appointed by the Mayor and approved by the Chickasha City Council.
8. No funds provided under this Contract shall be expended for activities outside the scope of services described in Section 4 without express prior written approval of the CIA.

Additionally, the EDC shall not purchase or provide alcohol. Including alcohol at events, provided by consideration under this contract.

9. This contract is not assignable.

Section 5

Accounting

5.1 Within thirty (30) days of the effective date of this Agreement, the EDC shall prepare and provide to the CIA a budget. The EDC shall provide to the CIA any budget amendments approved by the EDC throughout the fiscal year.

5.2 The EDC shall maintain an adequate accounting system, and shall provide the CIA and the City of Chickasha with documented accountings of the distribution of the funds provided as consideration for the activities and services governed by this contract. EDC will, at no expense to the City or CIA, provide an annual audit and accounting of the expenditures of funds covered by this contract.

5.3 Within 30 days of the approval of the effective date of this agreement the EDC shall maintain a Purchasing Management Policy which provides for competition amongst FDIC insured banks for the holding and investment of idle funds of the EDC. The terms of each banking relationship shall be disclosed in monthly financial reports including the amounts and rate of return on cash held by each institution.

5.4 The EDC will submit monthly statements to the CIA detailing services rendered during the previous month. The EDC will also submit to the CIA, a check register that includes payee name or entity, amount and purpose of expense with the exception of payroll checks. All payroll checks will be made available for inspection by authorized City of Chickasha personnel.

5.5 The consideration provided for in this contract for services is understood by the parties to be intended for the purpose of accomplishing objectives which inure to the benefit of the CIA, the City of Chickasha and its citizens as a whole and are done in consideration of the public health, safety and general welfare of the citizens of the City of Chickasha.

5.6 The EDC agrees that any budget amendment or expense that exceeds their budget amount must be approved by the CIA prior to any expense being made.

This contract is the entire contract between the parties. This contract cannot be amended without the written consent of both parties hereto and no prior oral negotiations between the parties shall be part of this contract.

IN WITNESS WHEREOF, the parties hereto have executed this contract the day and year first above written.

CHICKASHA INDUSTRIAL AUTHORITY

By: _____
Chairman

ATTEST:

(SEAL)

ECONOMIC DEVELOPMENT COUNCIL OF
CHICKASHA, INC.

By: _____
Chairman

ATTEST:

(SEAL)