

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 MONDAY, NOVEMBER 10, 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 October 14, Special Meeting.
 - b. Acceptance of the financials for October 2025.
- Item No. 3 - Discussion, consideration, and possible action to approve a donation request from the Economic Development Council, of Chickasha, Inc. for the California Business Recruiting Trip in the amount of \$5,000.00
- Item No. 4 - Board Members Communication.
- Item No. 5 - Adjournment.

Posted on the bulletin board of the Chickasha Municipal Building on Wednesday, November 5, 2025, at 3:30 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 the October 14, 2025 Special Meeting
November 10, 2025
AGENDA

SPECIAL
CHICKASHA INDUSTRIAL AUTHORITY
Minutes

A Special meeting of the Chickasha Industrial Authority was held on Tuesday, October 14, 2025, at 8:20 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
 Tim Elliott, Member
 Georgianne Hebblethwaite, Member
 Kea Ginn, Member
 Scott Smith, Member
 Kimmy Loggins, Member
 Micah McCarty, Member

ABSENT: None.

CITY STAFF

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

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

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

Item No. 2a. **Acceptance of the minutes of September 9, 2025, Special Meeting.**

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

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

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

Item No. 2e. **Acknowledge receipt of the Economic Development Council of Chickasha, Inc. FY 25/26 Budget.**

Item No. 2f. Acknowledge receipt of the Economic Development Council of Chickasha, Inc. Cash Management Policy.

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

Roll call vote:

"Ayes" Elliott, Hebblethwaite, Ginn, Loggins, Smith, McCarty, and Grayson.

"Nays" None

Motion carried. 7 – 0

Item No. 3. Board Members Communications.

Item No. 4. Adjournment:

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

Time: 8:23 a.m.

(ATTEST)

Susan M. McDaniel, CMC - City Clerk

Zachary Grayson, Chairman

Passed and approved on the 10th day of November 2025.

ITEM NO. 2 b

Financials for October 2025
November 10, 2025
AGENDA

25 -CHICKASHA INDUST AUTH
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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REVENUE SUMMARY

MISC REVENUES	0.00	0.00	2,500.00	0.00 (	2,500.00)	0.00
TRANSFER OTHER FUNDS-EQU	612,000.00	37,090.58	214,778.63	0.00	397,221.37	35.09
INTEREST	0.00	97.05	622.95	0.00 (	622.95)	0.00
PRIOR YEAR FUND BALANCE C	368,097.00	0.00	0.00	0.00	368,097.00	0.00

*** TOTAL REVENUES ***	980,097.00	37,187.63	217,901.58	0.00	762,195.42	22.23
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EXPENDITURE SUMMARY

25-CHICKASHA INDUSTRIAL	980,097.00	39,131.56	223,106.25	25,161.00	731,829.75	25.33
*** TOTAL EXPENDITURES ***	980,097.00	39,131.56	223,106.25	25,161.00	731,829.75	25.33

** REVENUE OVER (UNDER) EXPENDITURES **	0.00 (	1,943.93)	0.00 (	5,204.67)	30,365.67	0.00
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25 -CHICKASHA INDUST AUTH

% OF YEAR COMPLETED: 33.33

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							
DONATIONS							
CONTRACTS/AGREEMENTS							
MISC REVENUES							
4400-000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0.00
TOTAL MISC REVENUES	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0.00
TRANSFER OTHER FUNDS-EQU							
4500-011 TRANSFER FROM GENERAL F11	612,000.00	37,090.58	0.00	214,778.63	0.00	397,221.37	35.09
TOTAL TRANSFER OTHER FUNDS-EQU	612,000.00	37,090.58	0.00	214,778.63	0.00	397,221.37	35.09
INTEREST							
4600-001 INTEREST INCOME - CD	0.00	97.05	0.00	622.95	0.00	622.95	0.00
TOTAL INTEREST	0.00	97.05	0.00	622.95	0.00	622.95	0.00
PRIOR YEAR FUND BALANCE C							
4700-001 AVAILABLE FUND BALANCE	368,097.00	0.00	0.00	0.00	0.00	368,097.00	0.00
TOTAL PRIOR YEAR FUND BALANCE C	368,097.00	0.00	0.00	0.00	0.00	368,097.00	0.00
*** TOTAL REVENUE ***	980,097.00	37,187.63	0.00	217,901.58	0.00	762,195.42	22.23

25 -CHICKASHA INDUST AUTH
25-CHICKASHA INDUSTRIAL

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PERSONNEL COST							
5101-DIRECT PERSONNEL COSTS							
525-5101-001 SALARIES	80,000.00	0.00	0.00	0.00	0.00	80,000.00	0.00
TOTAL 5101-DIRECT PERSONNEL COSTS	80,000.00	0.00	0.00	0.00	0.00	80,000.00	0.00
5102-RETIREMENT/PENSION COSTS							
525-5102-003 MUNICIPAL PENSION	8,464.00	0.00	0.00	0.00	0.00	8,464.00	0.00
525-5102-004 FICA	6,227.00	0.00	0.00	0.00	0.00	6,227.00	0.00
TOTAL 5102-RETIREMENT/PENSION COSTS	14,691.00	0.00	0.00	0.00	0.00	14,691.00	0.00
5103-INDIRECT PERSONNEL COSTS							
525-5103-003 AUTO ALLOWANCE	5,200.00	0.00	0.00	0.00	0.00	5,200.00	0.00
TOTAL 5103-INDIRECT PERSONNEL COSTS	5,200.00	0.00	0.00	0.00	0.00	5,200.00	0.00
5104-HEALTH CARE							
525-5104-002 HEALTH INSURANCE	5,485.00	0.00	0.00	0.00	0.00	5,485.00	0.00
525-5104-003 WORKERS COMPENSATION	108.00	0.00	0.00	0.00	81.00	27.00	75.00
TOTAL 5104-HEALTH CARE	5,593.00	0.00	0.00	0.00	81.00	5,512.00	1.45
TOTAL PERSONNEL COST	105,484.00	0.00	0.00	0.00	81.00	105,403.00	0.08
MAINTENANCE AND OPERATION							
5201-SUPPLIES							
525-5201-001 OFFICE SUPPLIES/MAINTEN	1,500.00	108.77	0.00	370.58	0.00	1,129.42	24.71
TOTAL 5201-SUPPLIES	1,500.00	108.77	0.00	370.58	0.00	1,129.42	24.71
5205-MAINTENANCE-PROPERTY & BL							
5206-UTILITIES							
525-5206-001 MARKETING	40,000.00	2,858.42	0.00	3,206.19	4,925.00	31,868.81	20.33
525-5206-003 ELECTRICITY (SIGN)	2,500.00	203.37	0.00	737.48	0.00	1,762.52	29.50
525-5206-004 PROFESSIONAL DEVELOPMEN	2,500.00	270.00	0.00	270.00	0.00	2,230.00	10.80
TOTAL 5206-UTILITIES	45,000.00	3,331.79	0.00	4,213.67	4,925.00	35,861.33	20.31
5208-MISCELLANEOUS							
525-5208-012 MISC ACCOUNTING ADJUSTM	0.00	0.00	0.00	44,469.00	0.00	44,469.00	0.00
TOTAL 5208-MISCELLANEOUS	0.00	0.00	0.00	44,469.00	0.00	44,469.00	0.00

25 -CHICKASHA INDUST AUTH
25-CHICKASHA INDUSTRIAL

% OF YEAR COMPLETED: 33.33

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	900.00	0.00	900.00	0.00	4,100.00	18.00
TOTAL 5210-ADVERTISING	5,000.00	900.00	0.00	900.00	0.00	4,100.00	18.00
<u>TOTAL MAINTENANCE AND OPERATION</u>							
	51,500.00	4,340.56	0.00	49,953.25	4,925.00 (	3,378.25)	106.56
<u>OTHER SERVICE CHARGES</u>							
<u>5301-OPERATIONAL CONTRACT</u>							
525-5301-007 PROFESSIONAL SERVICES	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
TOTAL 5301-OPERATIONAL CONTRACT	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
<u>5302-SERVICE CONTRACTS/AG</u>							
525-5302-000 OTHER SERVICE AGREEMENT	350.00	0.00	0.00	139.00	0.00	211.00	39.71
TOTAL 5302-SERVICE CONTRACTS/AG	350.00	0.00	0.00	139.00	0.00	211.00	39.71
<u>5305-GRANTS & PROGRAMS</u>							
<u>5350-SERVICE AGENCIES AND</u>							
525-5350-002 ECONOMIC DEVELOPMENT CO	405,000.00	34,791.00	0.00	139,164.00	0.00	265,836.00	34.36
525-5350-003 TOURISM	100,000.00	0.00	0.00	0.00	0.00	100,000.00	0.00
525-5350-003.1 TOURISM- SPORTS COMPLEX	30,000.00	0.00	0.00	0.00	0.00	30,000.00	0.00
525-5350-007 CHICKASHA FESTIVAL OF L	35,000.00	0.00	0.00	0.00	0.00	35,000.00	0.00
TOTAL 5350-SERVICE AGENCIES AND	570,000.00	34,791.00	0.00	139,164.00	0.00	430,836.00	24.41
<u>TOTAL OTHER SERVICE CHARGES</u>							
	585,350.00	34,791.00	0.00	139,303.00	0.00	446,047.00	23.80
<u>TRANSFERS TO OTHER FUNDS</u>							
<u>5500-TRANSFER TO OTHER FUNDS</u>							
525-5500-039 TRANSFER OUT-AIRPORT (C	12,500.00	0.00	0.00	0.00	0.00	12,500.00	0.00
TOTAL 5500-TRANSFER TO OTHER FUNDS	12,500.00	0.00	0.00	0.00	0.00	12,500.00	0.00
<u>TOTAL TRANSFERS TO OTHER FUNDS</u>							
	12,500.00	0.00	0.00	0.00	0.00	12,500.00	0.00
<u>UNDESIGNATED EXPENSES</u>							
<u>5600-UNDESIGNATED EXPENSES</u>							
525-5600-001 CONTINGENCY RESERVES	18,763.00	0.00	0.00	0.00	0.00	18,763.00	0.00
TOTAL 5600-UNDESIGNATED EXPENSES	18,763.00	0.00	0.00	0.00	0.00	18,763.00	0.00

25 -CHICKASHA INDUST AUTH
25-CHICKASHA INDUSTRIAL

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TOTAL UNDESIGNATED EXPENSES	18,763.00	0.00	0.00	0.00	0.00	18,763.00	0.00
<u>CAPITAL EQUIPMENT</u>							
6450-PROJECTS							
525-6450-030 COMMUNITY CLEANUP	55,000.00	0.00	0.00	0.00	12,655.00	42,345.00	23.01
TOTAL 6450-PROJECTS	55,000.00	0.00	0.00	0.00	12,655.00	42,345.00	23.01
TOTAL CAPITAL EQUIPMENT	55,000.00	0.00	0.00	0.00	12,655.00	42,345.00	23.01
<u>CAPITAL EQUIPMENT</u>							
6500-PROGRAMS							
525-6500-001 FESTIVAL OF LIGHT	100,000.00	0.00	0.00	0.00	0.00	100,000.00	0.00
525-6500-002 FAIRGROUND EVENTS	24,000.00	0.00	0.00	22,500.00	7,500.00	6,000.00	125.00
525-6500-003 EMERGING OPPORTUNITIES	0.00	0.00	0.00	1,350.00	0.00	1,350.00	0.00
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	10,000.00	0.00	0.00	100.00
525-6500-010 WINGS AND WHEELS EVENT	12,500.00	0.00	0.00	0.00	0.00	12,500.00	0.00
TOTAL 6500-PROGRAMS	151,500.00	0.00	0.00	33,850.00	7,500.00	110,150.00	27.29
TOTAL CAPITAL EQUIPMENT	151,500.00	0.00	0.00	33,850.00	7,500.00	110,150.00	27.29
TOTAL 25-CHICKASHA INDUSTRIAL	980,097.00	39,131.56	0.00	223,106.25	25,161.00	731,829.75	25.33
*** TOTAL EXPENDITURES ***	980,097.00	39,131.56	0.00	223,106.25	25,161.00	731,829.75	25.33

11-04-2025 10:53 AM	D E T A I L L I S T I N G		PAGE: 1	
FUND : 25 -CHICKASHA INDUST AUTH	PERIOD TO USE: Oct-2025 THRU Oct-2025			
DEPT : N/A	SUPPRESS ZEROS		ACCOUNTS: 4000-000.0 THRU 525-9999-999.9	
POST DATE TRAN #	REFERENCE	PACKET=====DESCRIPTION=====	VEND	INV/PO/JE # NOTE =====AMOUNT=====

4500-011	TRANSFER FROM GENERAL F11			
B E G I N N I N G B A L A N C E				
10/30/25 10/30 B54204 E.F.T. 000000	11097 HOTEL/MOTEL 90%	JE# 040424	37,090.58CR	214,778.63CR
=====	OCTOBER ACTIVITY DB:	0.00	CR: 37,090.58CR	

4600-001	INTEREST INCOME - CD			
B E G I N N I N G B A L A N C E				
10/31/25 11/04 B54238 Interest000000	11109 INTEREST	JE# 040459	97.05CR	525.90CR
=====	OCTOBER ACTIVITY DB:	0.00	CR: 97.05CR	622.95CR

525-5201-001	OFFICE SUPPLIES/MAINTENANCE			
B E G I N N I N G B A L A N C E				
10/15/25 10/15 A40143 DFT: 000061	18921 SEP 2025 PCARD STATEMENT 0931		108.77	370.58
=====	BANK OF AMERICA	INV# SEP25 PCARD	/PO#	
	OCTOBER ACTIVITY DB:	108.77	CR: 0.00	108.77

525-5206-001	MARKETING			
B E G I N N I N G B A L A N C E				
10/07/25 10/01 A39832 CHK: 033041	18848 BREAKFAST	10317	470.00	817.77
	INTERURBAN	INV# 09172025	/PO# 26-21495	
10/07/25 10/01 A39835 CHK: 033021	18848 AD	1155	480.00	1,297.77
	CHICKASHA CHAMBER OF COMM	INV# 1.2 PAGE AD	/PO# 26-21516	
10/07/25 10/01 A39900 CHK: 033062	18848 LUNCH	2868	240.00	1,537.77
	RED DIRT CATERING	INV# 028	/PO# 26-21496	
10/15/25 10/15 A40143 DFT: 000061	18921 SEP 2025 PCARD STATEMENT 0931		578.26	2,116.03
	BANK OF AMERICA	INV# SEP25 PCARD	/PO#	
10/21/25 10/15 A40150 CHK: 033119	18924 GIVEAWAYS	0817	1,090.16	3,206.19
=====	4IMPRINT	INV# 30172693	/PO# 26-21476	
	OCTOBER ACTIVITY DB:	2,858.42	CR: 0.00	2,858.42

525-5206-003	ELECTRICITY (SIGN)			
B E G I N N I N G B A L A N C E				
10/08/25 10/07 A40070 CHK: 033097	18872 MISC ACCOUNTS - SEE DETA 237		171.36	705.47
	PUBLIC SERVICE COMPANY OF	INV# MISC10062025	/PO#	
10/22/25 10/20 A40364 CHK: 033177	18935 MISC ACCOUNTS - SEE DETA 237		32.01	737.48
=====	PUBLIC SERVICE COMPANY OF	INV# MISC10152025	/PO#	
	OCTOBER ACTIVITY DB:	203.37	CR: 0.00	203.37

525-5206-004	PROFESSIONAL DEVELOPMENT	BEGINNING	BALANCE			0.00
10/15/25 10/15 A40143 DFT: 000061	18921 SEP 2025 PCARD STATEMENT 0931				270.00	270.00
	BANK OF AMERICA	INV# SEP25 PCARD		/PO#		
	OCTOBER ACTIVITY	DB: 270.00	CR:	0.00	270.00	
525-5210-004	SPECIAL PROMOTIONS/OUTDOOR ADV	BEGINNING	BALANCE			0.00
10/15/25 10/15 A40143 DFT: 000061	18921 SEP 2025 PCARD STATEMENT 0931				900.00	900.00
	BANK OF AMERICA	INV# SEP25 PCARD		/PO#		
	OCTOBER ACTIVITY	DB: 900.00	CR:	0.00	900.00	
525-5350-002	ECONOMIC DEVELOPMENT COUNCIL	BEGINNING	BALANCE			104,373.00
10/08/25 10/07 A40062 CHK: 033089	18872 EDC MONTHLY CONTRACT OCT 185				34,791.00	139,164.00
	ECONOMIC DEVELOPMENT COUN	INV# EDC CON OCT25		/PO#		
	OCTOBER ACTIVITY	DB: 34,791.00	CR:	0.00	34,791.00	

000 ERRORS IN THIS REPORT!

** REPORT TOTALS **	--- DEBITS ---	--- CREDITS ---
BEGINNING BALANCES:	183,974.69	180,713.95CR
REPORTED ACTIVITY:	39,131.56	37,187.63CR
ENDING BALANCES:	223,106.25	217,901.58CR
TOTAL FUND ENDING BALANCE:	5,204.67	

SELECTION CRITERIA

FISCAL YEAR: Jul-2025 / Jun-2026
FUND: Include: 25
PERIOD TO USE: Oct-2025 THRU Oct-2025
TRANSACTIONS: BOTH

ACCOUNT SELECTION

ACCOUNT RANGE: 4000-000.0 THRU 525-9999-999.9
DEPARTMENT RANGE: - THRU -
ACTIVE FUNDS ONLY: NO
ACTIVE ACCOUNT ONLY: NO
INCLUDE RESTRICTED ACCOUNTS: NO
DIGIT SELECTION:

PRINT OPTIONS DETAIL

OMIT ACCOUNTS WITH NO ACTIVITY: YES
PRINT ENCUMBRANCES: NO
PRINT VENDOR NAME: YES
PRINT PROJECTS: NO
PRINT JOURNAL ENTRY NOTES: NO
PRINT MONTHLY TOTALS: YES
PRINT GRAND TOTALS: NO
PRINT: INVOICE/PO #
PAGE BREAK BY: NONE

*** END OF REPORT ***

ITEM NO. 3

November 10, 2025
AGENDA



221 W. Chickasha Avenue Chickasha, OK 73018
Office: 405.224.0787 Email: office@chickashaedc.com

10/16/25

Bill to:

Chickasha Industrial Authority
c/o City of Chickasha
117 N 4th Street
Chickasha, OK 73018

Donation for Chickasha EDC California Business Recruiting Trip	\$5,000.00
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Total Due	\$5,000.00
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