

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
APRIL 6, 2026

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. Approve the Minutes of the March 2, 2026, Regular meeting; and the Minutes of the March 23, 2026, Special meeting.
 - b. Acceptance of the Claims List.
 - c. Acknowledge receipt of the Financials for February 2026.
 - d. Accept and ratify the Financial Audit for the Fiscal Year Ending June 30, 2024.

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

4. Discussion and Consideration:

- a. Discussion, consideration and possible action to approve an agreement with Allen Mitchell, Voice of the Flying circus, for announcing services for the 2026 Wings & Wheels event in an amount not to exceed \$4,500 and authorize the Mayor to execute the same.
- b. Discussion, consideration and possible action to approve an agreement with Jeff Cain for performance at the 2026 Wings & Wheels in an amount not to exceed \$1,500 and authorize the Mayor to execute the same.

5. Motion for Adjournment.

CHICKASHA

Meeting Type: CMAA Agenda 4-6-2026

Meeting Date: 4/6/2026

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Approve the Minutes of the March 2, 2026, Regular meeting; and the Minutes of the March 23, 2026, Special meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Approve the Minutes of the March 2, 2026, Regular meeting; and the Minutes of the March 23, 2026, Special meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
Susan M. McDaniel, CMC	(To)		
City Clerk	FUND	ACCOUNT	AMOUNT
Meeting Date:	(From)		
April 6, 2026			

V. ATTACHMENTS:

1. CMAA 3-2-2026
2. CMAA 3-23-2026

March 2, 2026

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 2nd day of March 2026 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 7:07 p.m.

ITEM 1. **Call to Order / Roll Call:**

CHAIRMAN AND TRUSTEES

PRESENT: Zachary Grayson, Chairman
Georgianne Hebblethwaite, Vice Chairman
Lisa Hatchett
Kim Irving
Kea Ginn
John P. Smith
Erica Alexander
Charlie Burruss
Clark Southard

ABSENT: None.

STAFF

PRESENT: Jim Crosby, City Manager
Amanda Mullins, City Attorney
Susan M. McDaniel, City Clerk
Traye Alexander, Asst. Police Chief
Tony Samaniego, Fire Chief
Rich Edwards, Finance Director
Jessica Green, Community Development Director
Lillie Huckaby, Library Director
Omar Fierro, Public Works Director
Shae Mortimer, Marketing and Civic Engagement Manager

ITEM 2. **Consent Docket: ITEM 2a – ITEM 2b.**

ITEM 2a. **Acceptance of the Minutes of February 16, 2026, regular meeting.**

ITEM 2b. **Accept of the Claims List.**

*Motion by Trustee Alexander, second by Trustee Hebblethwaite to approve Items 2a – 2b.

Roll call vote:

Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander, Burruss, Southard, and Grayson.
“Nays:” None
“Abstain:” None
Motion passed. 9-0

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

No Action Taken.

ITEM 4. Discussion and Consideration:

ITEM 4a. Discussion, consideration, and possible action to approve a contract with Mile High Air Boss in an amount not to exceed \$4,500.00 and authorize the Mayor to execute the same.

*Motion by Council Alexander, second by Council Member Hatchett to approve a contract with Mile High Air Boss in an amount not to exceed \$4,500.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.
“Nays:” None.
“Abstain:” None
Motion passed. 9-0

ITEM 4b. Discussion, consideration, and possible action to approve a contract with SRC Airshows in an amount not to exceed \$7,800.00 and authorize the Mayor to execute the same.

*Motion by Council Alexander, second by Council Member Hebblethwaite to approve a contract with SRC Airshows in an amount not to exceed \$7,800.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.
“Nays:” None.
“Abstain:” None
Motion passed. 9-0

ITEM 4c. Discussion, consideration, and possible action to approve a contract with Galen Killam Airshows in an amount not to exceed \$4,500.00 and authorize the Mayor to execute the same.

*Motion by Council Hebblethwaite, second by Council Member Hatchett to approve a contract with Galen Killam Airshows in an amount not to exceed \$4,500.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.
“Nays:” None.
“Abstain:” None
Motion passed. 9-0

ITEM 4d. Discussion, consideration, and possible action to approve a contract with Curt Richmond Airshows in an amount not to exceed \$4,100.00 and authorize the Mayor to execute the same.

*Motion by Council Alexander, second by Council Member Hebblethwaite to approve a contract with Curt Richmond Airshows in an amount not to exceed \$4,100.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.
“Nays:” None.
“Abstain:” None
Motion passed. 9-0

ITEM 4e. Discussion, consideration, and possible action to approve a contract with Twisted Texan Airshows in an amount not to exceed \$3,976.00 and authorize the Mayor to execute the same.

*Motion by Council Alexander, second by Council Member Hatchett to approve a contract with Twisted Texan Airshows in an amount not to exceed \$3,976.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.
“Nays:” None.
“Abstain:” None
Motion passed. 9-0

ITEM 4f. Discussion, consideration, and possible action to approve a contract with Crosswind Ventures, LLC DBA Hangar Life in an amount not to exceed \$1,750.00 and authorize the Mayor to execute the same.

*Motion by Council Alexander, second by Council Member Hebblethwaite to approve a contract with Crosswind Ventures, LLC DBA Hangar Life in an amount not to exceed \$1,750.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.

“Nays:” None.

“Abstain:” None

Motion passed. 9-0

ITEM 4g. Discussion, consideration, and possible action to approve a contract with the Commemorative Air Force in an amount not to exceed \$2,000.00 and authorize the Mayor to execute the same.

*Motion by Council Alexander, second by Council Member Hatchett to approve a contract with Commemorative Air Force in an amount not to exceed \$2,000.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.

“Nays:” None.

“Abstain:” None

Motion passed. 9-0

ITEM 4h. Discussion, consideration, and possible action to approve a contract with the Michael T. Gallaway in an amount not to exceed \$3,500.00 and authorize the Mayor to execute the same.

*Motion by Council Alexander, second by Council Member Hebblethwaite to approve a contract with Michael T. Gallaway in an amount not to exceed \$3,500.00 and authorize the Mayor to execute the same.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.

“Nays:” None.

“Abstain:” None

Motion passed. 9-0

ITEM 4i. Discussion, consideration, and possible action to approve a contract with the Erik Edgren Airshows in an amount not to exceed \$8,447.00 and authorize the Mayor to execute the same.

*Motion by Council Alexander, second by Council Member Hatchett to approve a contract with Erik Edgren Airshows in an amount not to exceed \$8,447.00.00 and authorize the Mayor to execute the same.

Roll call vote:

TIME 7:07 P.M.

“Ayes:”	Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander Burruss, Southard, and Grayson.
“Nays:”	None.
“Abstain:”	None
Motion passed.	9-0

ITEM 5. Motion to Adjourn.

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

Meeting adjourned.

TIME: 7:15 PM

Approved this 6th day of April 2026.

Zachary Grayson, Chairman

(ATTEST)

Susan M. McDaniel, CMC
City Clerk

March 23, 2026

The **SPECIAL** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 23rd day of March 2026 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 6:51 p.m.

ITEM 1. **Call to Order / Roll Call:**

CHAIRMAN AND TRUSTEES

PRESENT: Zachary Grayson, Chairman
Georgianne Hebblethwaite, Vice Chairman
Lisa Hatchett
Kim Irving
John P. Smith
Charlie Burruss

ABSENT: Kea Ginn
Erica Alexander
Clark Southard

STAFF

PRESENT: Jim Crosby, City Manager
Susan M. McDaniel, City Clerk
Rich Edwards, Finance Director
Jessica Green, Community Development Director
Omar Fierro, Public Works Director
Andy Conyets, Parks & Rec Director
Shae Mortimer, Marketing and Civic Engagement Manager

ITEM 2. **Consent Docket: ITEM 2a**

ITEM 2a. **Accept of the Claims List.**

*Motion by Trustee Alexander, second by Trustee Smith to approve Items 2a.

Roll call vote:

Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Smith, Alexander, Burruss,
Southard, and Grayson.

“Nays:” None

Chickasha Municipal Airport Authority Meeting 3-23-2026

TIME 6: P.M.

“Abstain:” None
Motion approved. 9-0

ITEM 3. Motion to Adjourn.

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

Meeting adjourned.

TIME: 6:51 PM

Approved this 6th day of April 2026.

Zachary Grayson, Chairman

(ATTEST)

Susan M. McDaniel, CMC
City Clerk

CHICKASHA

Meeting Type: CMAA Agenda 4-6-2026

Meeting Date: 4/6/2026

Department: Finance

Agenda Item No. 2.b.

AGENDA ITEM: Acceptance of the Claims List.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Acceptance of the Claims List.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Rich Edwards, Finance Director

Meeting Date:

April 6, 2026

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

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMAA Agenda 4-6-2026

Meeting Date: 4/6/2026

Department: Finance

Agenda Item No. 2.c.

AGENDA ITEM: Acknowledge receipt of the Financials for February 2026.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Acknowledge receipt of the Financials for February 2026.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Rich Edwards, Finance Director

Meeting Date:

April 6, 2026

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

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMAA Agenda 4-6-2026

Meeting Date: 4/6/2026

Department: Finance

Agenda Item No. 2.d.

AGENDA ITEM: Accept and ratify the Financial Audit for the Fiscal Year Ending June 30, 2024.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept and ratify the Financial Audit for the Fiscal Year Ending June 30, 2024.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Rich Edwards, Finance Director

Meeting Date:

April 6, 2026

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

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMAA Agenda 4-6-2026

Meeting Date: 4/6/2026

Department: Administration

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration and possible action to approve an agreement with Allen Mitchell, Voice of the Flying circus, for announcing services for the 2026 Wings & Wheels event in an amount not to exceed \$4,500 and authorize the Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

Allen Mitchell will be providing airshow announcing services and coordinates with performers ahead of the show.
 In addition to \$4,500 fee, City to provide one hotel room, bottled water, and non-pulic use restroom facility (portapotty).

II. RECOMMENDED ACTION:

Approve an agreement with Allen Mitchell, Voice of the Flying circus, for announcing services for the 2026 Wings & Wheels event in an amount not to exceed \$4,500 and authorize the Mayor to execute the same.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
Shae Mortimer, Marketing Director	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 6, 2026	(39-539-5210-004.1)		4500

V. ATTACHMENTS:

1. Chickasha Wings & Wheels Contract Addendum_Allen Mitchell
2. Contract_Chickasha_2026_Allen Mitchell

Chickasha Wings & Wheels Airshow & Car Show Contract Addendum

In consideration for the cooperation of the City of Chickasha and the Chickasha Municipal Airport Authority (hereinafter collectively "City") in allowing _____ to participate in the Chickasha Wings & Wheels Airshow & Car Show on _____;

_____ shall indemnify, save, and hold harmless the City from and against all loss, damages, liability, expenses (including attorney's fees), and costs arising from any activity, condition or event;

_____ agrees to indemnify, save and hold harmless the City from and against any and all claims, demands, causes of action, losses, judgments, costs, expenses, including attorney fees, damages injuries or losses which may be brought by an agent, servant or employee of performer or any third party for any reason against the City or any of the City's agents, servants or employees, including but not limited to damages to real property, personal property, or for personal injury arising out of or as a result of performer's participation in the Chickasha Wings & Wheels Airshow & Car Show;

_____ hereby releases, quits and discharges the City from each, every, any and all right, claim, debt, demand, action, cause of action, suit, and proceeding of every kind at law or at equity, whether known or unknown, and releases and discharges the City from each, every, any and all injuries, damages, and losses whatsoever nature or character which may hereinafter be sustained as a result of attendance and/or participation at the Chickasha Wings & Wheels Airshow & Car Show.

EXCEPTION: Death, injury, loss or damages to persons or property resulting solely from the willful misconduct and/or negligence of the City or any of the City's agents, servants or employees; and, in addition, any liability from another contract concerning the attendance and/or participation at the Chickasha Wings & Wheels Airshow & Car Show, shall not be affected by this Defense, Indemnification, Hold Harmless Agreement.

Additional requirements:

- The City, if providing hotel accommodations, is not responsible for damage or incidental charges and _____ must provide a card on file to the hotel for any such charges.
- The City will be listed as named insured on _____'s policy covering participation in Chickasha Wings & Wheels Airshow & Car Show.

If terms conflict between a contract and this addendum, the addendum supersedes the contract. Any contract and this addendum are governed by the laws of the State of Oklahoma and any litigation should occur in the District Court of Grady County, Oklahoma.

The undersigned acknowledges that s/he has the authority and is authorized by _____ to bind _____ in this Agreement by his/her signature below.

Signed: _____

Dated this _____ day of _____, 20_____



Allen Mitchell
Voice of the Flying Circus, LLC
allen@voiceoftheflyingcircus.com
(405)408-5900

AIRSHOW CONTRACT AGREEMENT

ALLEN MITCHELL, VOICE OF THE FLYING CIRCUS, LLC agrees to provide the following:

1. Announcing services for the 1-day air show.
2. Emceeing (if required) for any VIP/Sponsor/performer event during the show period.
3. Press biography can be provided to coordinator of airshow. The biography can be forwarded to any and all news, radio stations or newspapers. Interviews are available weeks in advance via phone and prior arrangements. In-person interviews can be scheduled, with advance notice, one day prior to the airshow. Other event appearances can be conducted with prior arrangement.

AIRSHOW COORDINATOR agrees to provide the following:

1. Lodging: ONE non-smoking room from the time of arrival at the event location until a safe departure can be made. Lodging must be available 1 day before any related airshow event or appearance and continue until the day after the last related airshow event or appearance or until performer can safely depart show location (whichever is later).
2. Automobile: N/A
3. Environment: During all performance-related activities, show coordinator must provide bottled water and access to a non-public use restroom facility to be located at the performance location (Airboss/Announcer stand).

4. Compensation:

Performance Fee:	<u>\$4500</u>
Total due:	<u>\$4500</u>
20% non-refundable deposit required to confirm contract: (Mail to: Allen Mitchell, 7327 Rodgers Dr, Panama City, FL 32404)	<u>\$ 900</u>
Remainder of payment to be paid in full at time of performance:	<u>\$3600</u>

*The full performance fee is billed and becomes non-refundable 2 days prior to airshow performance date regardless of weather or cancellation of events.

**Electronic credit card payments subject to 3.4% service charge.



Allen Mitchell
Voice of the Flying Circus, LLC
allen@voiceoftheflyingcircus.com
(405)408-5900

AIRSHOW INFORMATION:

- Name of Airshow: Chickasha Wings & Wheels
- Producer/POC: Shae Mortimer
- Airport & Location: Chickasha Municipal Airport, Chickasha, OK
- Airshow Performance Dates: 6 June 2026

Printed Name _____ Signature _____ Date _____

Airshow Representative

By signing, you are agreeing to the terms and conditions of this contract.

Printed Name Allen Mitchell Signature *Allen Mitchell* Date 1 Mar 2026

Allen Mitchell, Voice of the Flying Circus, LLC Representative

By signing, Allen Mitchell, Voice of the Flying Circus, LLC is agreeing to the terms and conditions of this contract.

Please sign this agreement and return to Allen Mitchell, Voice of the Flying Circus email to allen@voiceoftheflyingcircus.com. Make checks payable to Allen Mitchell.

CHICKASHA

Meeting Type: CMAA Agenda 4-6-2026

Meeting Date: 4/6/2026

Department: Administration

Agenda Item No. 4.b.

AGENDA ITEM: Discussion, consideration and possible action to approve an agreement with Jeff Cain for performance at the 2026 Wings & Wheels in an amount not to exceed \$1,500 and authorize the Mayor to execute the same.

I. BACKGROUND/DESCRIPTION:

Jeff Cain will perform an aerial demonstration in a Bucker Jungmann aircraft. City to provide fee of \$1500, 10 gallons of smoke oil, 6 quarts of Phillips 20W50 X/C Aviation Oil, and 55 gallons of 100LL AVGAS.

II. RECOMMENDED ACTION:

Approve an agreement with Jeff Cain for performance at the 2026 Wings & Wheels in an amount not to exceed \$1,500 and authorize the Mayor to execute the same.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

	Fund	Account	Amount
Dept. Director: Shae Mortimer, Marketing Director	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 6, 2026	((39-539-5210-004.1))		1500

V. ATTACHMENTS:

1. CHK Contract Addendum
2. Jeff Cain Contract

Chickasha Wings & Wheels Airshow & Car Show Contract Addendum

In consideration for the cooperation of the City of Chickasha and the Chickasha Municipal Airport Authority (hereinafter collectively "City") in allowing Jeff Cain to participate in the Chickasha Wings & Wheels Airshow & Car Show on June 5-6, 2026;

Jeff Cain shall indemnify, save, and hold harmless the City from and against all loss, damages, liability, expenses (including attorney's fees), and costs arising from any activity, condition or event;

Jeff Cain agrees to indemnify, save and hold harmless the City from and against any and all claims, demands, causes of action, losses, judgments, costs, expenses, including attorney fees, damages injuries or losses which may be brought by an agent, servant or employee of performer or any third party for any reason against the City or any of the City's agents, servants or employees, including but not limited to damages to real property, personal property, or for personal injury arising out of or as a result of performer's participation in the Chickasha Wings & Wheels Airshow & Car Show;

Jeff Cain hereby releases, quits and discharges the City from each, every, any and all right, claim, debt, demand, action, cause of action, suit, and proceeding of every kind at law or at equity, whether known or unknown, and releases and discharges the City from each, every, any and all injuries, damages, and losses whatsoever nature or character which may hereinafter be sustained as a result of attendance and/or participation at the Chickasha Wings & Wheels Airshow & Car Show.

EXCEPTION: Death, injury, loss or damages to persons or property resulting solely from the willful misconduct and/or negligence of the City or any of the City's agents, servants or employees; and, in addition, any liability from another contract concerning the attendance and/or participation at the Chickasha Wings & Wheels Airshow & Car Show, shall not be affected by this Defense, Indemnification, Hold Harmless Agreement.

Additional requirements:

- The City, if providing hotel accommodations, is not responsible for damage or incidental charges and Jeff Cain must provide a card on file to the hotel for any such charges.
- The City will be listed as named insured on Jeff Cain's policy covering participation in Chickasha Wings & Wheels Airshow & Car Show.

If terms conflict between a contract and this addendum, the addendum supersedes the contract. Any contract and this addendum are governed by the laws of the State of Oklahoma and any litigation should occur in the District Court of Grady County, Oklahoma.

The undersigned acknowledges that s/he has the authority and is authorized by _____ to bind _____ in this Agreement by his/her signature below.

Signed: Jeff Cain

Dated this 25 day of Feb, 2026

Airshow Performance
Jeff Cain
10133 County Rd 1001
Godley, TX 76044

23 February 2026

RE: Performer Agreement For

City of Chickisha

Date: Friday and Saturday June 5/6 2026

Thanks very much for the invite to your airshow! I plan to arrive Friday June 5th and depart after the airshow on Saturday June 6th. I will need a hotel room for Friday the 6th please.

In consideration for an aerial demonstration in a Bücker Jungmann aircraft, the City of Chickisha agrees to pay a sum of \$1500 payable at the event.

Other considerations:

10 gallons of smoke oil
6 quarts of Phillips 20W50 X/C Aviation Oil
55 gallons of 100LL Avgas

Please make check to:

Jeff Cain

W-9 will be provided

Respectfully,

Jeff Cain