

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
JUNE 1, 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. Acceptance of the Minutes of the May 18, 2026, regular meeting.
 - b. Acceptance of the Claims List.

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

- 4. Consideration and Discussion Items:**
 - a. Discussion, consideration, and possible action to approve a Change Order to the storm drain box installation project located at 219 Willow

Creek Road in the amount of \$22,500.00 for Bill's Custom Concrete & Drainage, Inc.

- b. Discussion, consideration, and possible action to authorize the payment to UTS, a sole source provider, in the amount of \$29,700.00 for the annual Advanced Metering Infrastructure (AMI) hosting, infrastructure, maintenance, and support services.
- c. Discussion, consideration, and possible action to enter into a Proposal for Supplemental Engineering Services — Construction Administration Services for the Chickasha Water Treatment Plant project near 4th Street and N2840 Road, Chickasha, Oklahoma, for an amount not to exceed \$30,000.00 and authorize the Chairman to execute the same.

5. Motion for Adjournment.

CHICKASHA

Meeting Type: CMA Agenda 6-1-2026

Meeting Date: 6/1/2026

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the May 18, 2026, regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
Susan M. McDaniel, CMC - City Clerk	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: June 1, 2026	(From)		

V. ATTACHMENTS:

1. CMA 5-18-2026

May 18, 2026

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 18th day of May 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 7:00 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
Erica Alexander
Rockey Talley
Clark Southard

ABSENT: Kelly Boyd

STAFF

PRESENT: Jim Crosby, City Manager
Amanda Mullins, City Attorney
Susan M. McDaniel, City Clerk
Traye Alexander, Asst. Police Chief
Tony Samaniego, Fire Chief
Jessica Green, Community Development Director
Omar Fierro, Public Works Director
Andy Conyers, Parks & Rec Director
Omar Fierro, Public Works Director
Shae Mortimer, Market and Civic Engagement Director

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

ITEM 2a. **Acceptance of the Minutes of the May 4, 2026, Regular Meeting.**
ITEM 2b. **Acceptance of the Claims List.**
ITEM 2c. **Acceptance of the Financials for April 2026.**
ITEM 2d. **Accept and ratify medical benefits, dental, vision, and term life coverage with existing providers, Blue Cross Blue Shield of Oklahoma and Equitable.**

ITEM 2e. **Authorization to declare as surplus 21 vertical four-drawer filing cabinets, two two-drawer vertical filing cabinets, one lateral filing cabinet, one Shaw-Walker Combination Safe, and one SentrySafe electronic safe, finding that such items are no longer needed for City operations, have exceeded their useful life, and have minimal resale value, and to authorize disposal through recycling at Washita Pipe and Steel at the rate of \$100.00 per ton in accordance with Cit policy, with the City expected to receive approximately \$120.00 from the recycling proceeds.**

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

Roll call vote:

Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Alexander, Talley, Southard, and Grayson.
“Nays:” None.
“Abstain:” None.
Motion passed. 8-0

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 authorize the Chairman to execute a Task Order with WSB Engineering under the existing Master Service Agreement for Congo Creek Basin #1 – Drainage Design in the amount of \$117,545.00.**

*Motion by Council Member Alexander, second by Council Member Hatchett to authorize the Chairman to execute a Task Order with WSB Engineering under the existing Master Service Agreement for Congo Creek Basin #1 – Drainage Design in the amount of \$117,545.00.

Roll call vote:

“Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Alexander, Talley, Southard, and Grayson.
“Nays:” None.
“Abstain:” None.
Motion passed. 8-0

ITEM 4b. **Discussion, consideration, and possible action to approve the purchase of Laboratory Equipment for use at the Water and Wastewater Treatment facilities for an approximate amount of \$72,000.00.**

*Motion by Council Member Hebblethwaite, second by Council Member Alexander to approve the purchase of Laboratory Equipment for use at the Water and Wastewater Treatment facilities for an approximate amount of \$72,000.00.

Roll call vote:

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

“Nays:” None.

“Abstain:” None

Motion passed. 8-0

ITEM 4c. Discussion, consideration, and possible action to award Bid CMA-2602 – Water Line Utility Materials – to Ferguson Enterprises LLC and Tulsa Winwater Co.

*Motion by Council Member Alexander, second by Council Member Hatchett to award Bid CMA-2602 – Water Line Utility Materials – to Ferguson Enterprises LLC and Tulsa Winwater Co .

Roll call vote:

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

“Nays:” None.

“Abstain:” None

Motion passed. 8-0

ITEM 5 Motion to Adjourn.

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

Meeting adjourned.

TIME: 7:06 p.m.

Approved this 1st day of June 2026.

Zachary Grayson, Chairman

Susan M. McDaniel, CMC – City Clerk

(ATTEST)

CHICKASHA

Meeting Type: CMA Agenda 6-1-2026

Meeting Date: 6/1/2026

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: Rich Edwards, Finance Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: June 1, 2026	(From)		

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMA Agenda 6-1-2026

Meeting Date: 6/1/2026

Department: Public Works

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration, and possible action to approve a Change Order to the storm drain box installation project located at 219 Willow Creek Road in the amount of \$22,500.00 for Bill's Custom Concrete & Drainage, Inc.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Approve a Change Order to the storm drain box installation project located at 219 Willow Creek Road in the amount of \$22,500.00 for Bill's Custom Concrete & Drainage, Inc.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
Omar Fierro, Public Works Director	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: June 1, 2026	(From)		

V. ATTACHMENTS:

- 20260527121522197

Change Order Request – Council and Mayor Approval

To: Mayor and City Council

From: Omar Fierro, Director of Public Works

Date:

Subject: Change Order Request – Additional Storm Drain Box Installation for Approved Drainage and Cul-de-Sac Project

The City previously approved a drainage and cul-de-sac improvement project at 219 Willow Creek Rd. in an amount not to exceed \$111,750.00. During the course of evaluation of a separate project in the area, it was determined that the installation of a storm drain box would be much more effective for stormwater drainage within this project area.

The addition of this storm drain box will provide improved stormwater collection and conveyance capabilities and will better accommodate a future storm drainage improvement project planned for the area. Installing the structure during the current phase of construction is the most efficient and cost-effective approach, as it will minimize the need for future excavation, roadway disturbance, and reconstruction associated with the completed cul-de-sac storm drain and surrounding improvements.

The proposed change order is in the amount of \$22,500.00, bringing the total project amount from \$111,750.00 to \$134,250.00. This change order will improve the long-term functionality of the drainage system, enhance stormwater management in the area, and help reduce future maintenance and construction costs. The proposed work is directly related to and supports the overall purpose and effectiveness of the previously approved drainage and cul-de-sac project.

Recommendation:

Staff recommends approval of the proposed change order in the amount of \$22,500.00 for the installation of the additional storm drain box as part of the previously approved drainage and cul-de-sac improvement project, bringing the total project amount to \$134,250.00.

Bill's Custom Concrete & Drainage, Inc.

PO Box 592 | Edmond, OK 73083
 405-755-3975 | bevbcc1915@gmail.com | billscustomconcrete.com

RECIPIENT:

City of Chickasha
 219 Willow Creek Road
 Chickasha, Oklahoma 73018

Estimate #997	
Sent on	May 08, 2026
Total	\$22,500.00

Product/Service	Description	Total
Concrete Retaining Wall Installation of Drainage Box	Wall Length Approximately 30' Wall Height Approximately 3' Floor Width Approximately 5' Wall Width approximately 8" For Drainage under street In place of existing 36" tinhorn * Contact Okie 811 to have underground lines marked Check all elevations with laser level and set grade stakes Excavate ditch for wall footing Check elevations and install 1/2 rebar reinforcement Pour concrete footing 3500psi concrete mix Allow footing concrete to cure 24 hours Install wall forms and secure with proper bracing Install 1/2 rebar grid Place 4000 psi concrete mix with air entrainment Vibrate wall forms and concrete properly to help eliminate voids Allow concrete to cure approximately one week Remove wall forms and all bracing Rub face of wall and fill any voids with concrete skim coat material Set forms for top Place 4000 psi mix design Includes 1/2 rebar Clean work area thoroughly Concrete Retaining Wall Includes Twenty (15) Year Limited Warranty	\$22,500.00

Total	\$22,500.00
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Includes General Liability insurance to help protect contractor & customer from property damage. Also includes Worker's Compensation.

SPECIAL NOTICES TO CUSTOMER

*Coloring and Sealing Concrete: Because there are no exacts in concrete coloring, there may be variations in color. Color is usually selected from a color chart or sample. The customer must decide on the color in a timely manner so we can proceed with our work. High moisture content and excessive rain can cause variation in color. This is not a structural defect. It is part of the product and only adds character to the overall appearance. The actual concrete structure may even vary somewhat from the color chart or sample. There is an additional charge for adding more color to the structure beyond the color selected from the color chart. Textures and stamp designs are done in an uncontrolled environment and may have variations or differences from pictures or samples. Also, the sealer helps the life of the color, and the customer is advised to keep the concrete structure sealed to help preserve the color. Bill's Custom Concrete, Inc. does not warranty the color on any concrete structure. Also, there is no warranty against efflorescence on any concrete, overlay, sealing, or reseal project. Bill's Custom Concrete, Inc. is not responsible for anyone slipping on sealed or unsealed concrete.

*Because we cannot always see underground utilities, pipes, lines, or sprinkler heads, Bill's Custom Concrete, Inc. is not responsible for damage to sprinkler lines, wires, or heads, electric lines, gas lines, air-conditioning lines, water lines, or any

Bill's Custom Concrete & Drainage, Inc.

PO Box 592 | Edmond, OK 73083
405-755-3975 | bevbcc1915@gmail.com | billscustomconcrete.com

underground lines or pipes. There will be an additional charge for any underground line or sprinkler repair.

*You are hereby notified that any person performing labor on your property or furnishing materials for the construction, repair, or improvement of your property will be entitled to a lien against your property if he/she is not paid in full, even though you may have paid the full contract price to your contractor. This could result in your paying for labor and materials twice. The lien can be enforced by the sale of your property. To avoid this result, you may demand from your contractor lien waivers for all persons performing labor or furnishing materials for the work of your property. You may withhold payment to the contractor in the amount of any unpaid claims for labor or materials. You also have the right to demand from your contractor a complete list of all laborers and material suppliers under your contract, and the right to determine from them if they have been paid for labor performed and materials.

*Drainage system may not solve all water problems on property. Because of Oklahoma's potential flooding and because it is difficult to predict subsurface water intrusion, Bill's Custom Concrete, Inc. does not warranty against water intrusion into home, dwelling, or structure.

May 08, 2026



Date

Client Signature

CHICKASHA

Meeting Type: CMA Agenda 6-1-2026

Meeting Date: 6/1/2026

Department: Finance

Agenda Item No. 4.b.

AGENDA ITEM: Discussion, consideration, and possible action to authorize the payment to UTS, a sole source provider, in the amount of \$29,700.00 for the annual Advanced Metering Infrastructure (AMI) hosting, infrastructure, maintenance, and support services.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Authorize the payment to UTS, a sole source provider, in the amount of \$29,700.00 for the annual Advanced Metering Infrastructure (AMI) hosting, infrastructure, maintenance, and support services.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Rich Edwards, Finance Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: June 1, 2026	(From)		

V. ATTACHMENTS:

1. 4560_20260522_32060124_15100876602
2. UTS Sole Source 5-26-26



UTILITY TECHNOLOGY SERVICES
 10300 WEST RENO AVE
 OKLAHOMA CITY OK 73127-2981
 866 580 1818 Fax 616-475-9128

INVOICE

TO VIEW ONLINE GO TO:	etna.billtrust.com
USE THIS ENROLLMENT TOKEN:	KRH DDL RPG
USE THIS ACCOUNT NUMBER:	4560

INVOICE DATE	INVOICE NUMBER
05/21/26	S104300524.011
REMIT TO:	
Utility Technology Services, Inc 4901 Clay Ave SW Grand Rapids, MI 49548	
PAGE	1 of 1

BILL TO:

SHIP TO:

CITY OF CHICKASHA (UTS)
 117 NORTH 4TH STREET
 CHICKASHA OK 73018-2601

CITY OF CHICKASHA (UTS)
 117 NORTH 4TH STREET
 CHICKASHA OK 73018-2601

CUSTOMER NUMBER	PURCHASE ORDER NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
4560	22-15210		Blake VanDorpe		
WRITER	SHIP VIA	TERMS	SHIP DATE		
Al Weber	DIRECT	NET 25TH	05/21/26		
ORDER QTY	SHIP QTY	UOM	DESCRIPTION	UNIT PRICE	EXT PRICE
1	1	ea	^SENSUS ANNUAL RNI HOSTING FEE - DATES: 06-01-26 THRU 05-30-27	14850.000E	14850.00
1	1	ea	^SENSUS ANNUAL ANALYTICS ENHANCED HOSTING FEE - DATES: 06-01-26 THRU 05-30-27	14850.000E	14850.00

Remit Address for All Utility Technology Services, Inc Invoices are to be mailed to:
 Utility Technology Services, Inc
 4901 Clay Ave SW
 Grand rapids, MI 49548

Invoice is due by 06/25/26.

This Invoice is controlled by Seller's standard terms and conditions of sale found at utssupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

SUBTOTAL	29,700.00
S&H CHARGES	0.00
TAX	0.00
PAYMENTS	0.00
AMOUNT DUE	29,700.00

CHICKASHA

Date: May 26, 2026

To: Jim Crosby, City Manager

From: Richard Edwards, Finance Director

Subject: Sole Source Justification – Utility Technology Services, Inc. (UTS) AMI Infrastructure Hosting and Support Services

Purpose

The City of Chickasha respectfully requests authorization to procure annual Advanced Metering Infrastructure (AMI) hosting, infrastructure, maintenance, and support services from Utility Technology Services, Inc. (UTS) as a sole source provider.

The requested services are necessary to maintain the continued operation, communication, monitoring, and support of the City's existing AMI system and associated utility meter infrastructure. The invoice amount associated with these services is \$29,700.00 under Invoice No. 5104305003-A011.

Sole Source Justification

The City of Chickasha currently operates an Advanced Metering Infrastructure (AMI) system utilizing Xylem Water Solutions infrastructure, communication technology, hosted services, and software components. Utility Technology Services, Inc. (UTS) is the exclusive authorized distributor and service provider for Xylem Water Solutions AMI products and services within the State of Oklahoma.

Key factors supporting the sole source designation include:

1. Proprietary System Infrastructure and Exclusive Distribution

The City's AMI system utilizes proprietary Xylem Water Solutions infrastructure, communication protocols, hosted services, and software components that are unique to the Xylem platform. As the exclusive authorized Oklahoma distributor, UTS is the only vendor authorized and technically capable of providing the required hosting, maintenance, infrastructure support, firmware compatibility, and operational services necessary for the continued functionality of the City's existing AMI network. No third-party vendor can provide equivalent support services, proprietary system access, or authorized maintenance for the City's existing Xylem AMI infrastructure without substantial incompatibility, operational disruption, or replacement of existing infrastructure.

2. Existing Citywide AMI Investment

The City has made a substantial long-term investment in its existing AMI infrastructure. Based on current estimates, replacement of the City's existing meter infrastructure alone would cost approximately \$6.7 million in equipment costs, excluding additional transition-related expenses such as:

City of Chickasha

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CHICKASHA

- Labor and installation costs
- System migration and deployment expenses
- Software conversion and integration costs
- Communication infrastructure replacement
- Staff training and operational transition costs
- Customer service disruptions and field coordination
- Potential utility billing interruptions and data migration risks

Replacement of the current AMI platform would therefore create significant financial impact and operational disruption to the City.

3. Operational Continuity and Utility Service Reliability

The AMI system is a mission-critical utility infrastructure component supporting meter communication, usage data collection, monitoring, and utility operations. Continuity of service is necessary to ensure reliable utility billing, operational monitoring, and customer service functions.

Transitioning to an alternative provider would create substantial risk of service interruptions, data inconsistencies, communication failures, and operational downtime that could negatively impact utility operations and customer billing processes.

4. Vendor-Specific Hosting and Support Services

The required services include vendor-specific hosting, infrastructure management, software maintenance, system monitoring, updates, technical support, and communication network services that are uniquely tied to the City's existing Xylem Water Solutions AMI deployment and the authorized support structure provided through UTS.

These services cannot be competitively procured from another vendor because no other provider is authorized to provide the required Oklahoma-based distribution, support, maintenance, hosting, and infrastructure services associated with the City's existing Xylem AMI system.

5. Cost Effectiveness and Best Interest of the City

Continued utilization of the existing UTS-supported Xylem infrastructure represents the most fiscally responsible option for the City. Procuring these services from another provider would require replacement of substantial portions of the City's utility meter infrastructure and related systems at a significantly greater cost than maintaining the current system.

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Determination

Based upon the proprietary nature of the City's existing Xylem Water Solutions AMI infrastructure, the exclusive authorized distribution and support relationship held by Utility Technology Services, Inc. within Oklahoma, the substantial investment already made by the City, and the significant operational and financial impacts associated with replacement, Utility Technology Services, Inc. qualifies as a sole source provider for these services.

Competitive bidding is not practical or applicable because no other vendor can provide the required hosting, maintenance, infrastructure support, and software services compatible with the City's existing Xylem AMI system without substantial duplication of cost, operational disruption, or replacement of existing infrastructure.

Requested Action

Authorization is requested to proceed with procurement of the annual AMI infrastructure hosting and support services from Utility Technology Services, Inc. as a sole source provider in the amount of \$29,700.00.

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CHICKASHA

Meeting Type: CMA Agenda 6-1-2026

Meeting Date: 6/1/2026

Department: Administration

Agenda Item No. 4.c.

AGENDA ITEM: Discussion, consideration, and possible action to enter into a Proposal for Supplemental Engineering Services — Construction Administration Services for the Chickasha Water Treatment Plant project near 4th Street and N2840 Road, Chickasha, Oklahoma, for an amount not to exceed \$30,000.00 and authorize the Chairman to execute the same.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Enter into to a Proposal for Supplemental Engineering Services — Construction Administration Services for the Chickasha Water Treatment Plant project near 4th Street and N2840 Road, Chickasha, Oklahoma, for an amount not to exceed \$30,000.00 and authorize the Chairman to execute the same.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:

Jim Crosby, City Manager

Meeting Date:

June 1, 2026

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

V. ATTACHMENTS:

1. Arrowhead Proposal CA Services Chickasha



Arrowhead Engineering Company

5171 84th Ave. SE
Noble, OK 73068

405.310.8467

www.arrowheadengineering.us

May 22, 2026

Scott Vaughn, PE
Chisholm Trail Consulting, LLC
PO Box 684
Marlow, OK 73055

Transmit via Email to: rscottv11@gmail.com

**RE: *Proposal for Supplemental Engineering Services – Construction Administration Services
Chickasha WTP – Near 4th & N2840 Rd
Chickasha, Oklahoma***

Arrowhead Engineering Co, LLC is pleased to submit the following scope and fee for supplemental engineering services during the construction administration phase of the above-mentioned project. These services were not included in any previous professional services agreements.

Scope of Services

We anticipate the following scope of services for this supplement:

- a. Reviewing, evaluating, answering geotechnical related questions from RFI's pertaining to Arrowhead's geotechnical reports or addendums.
- b. Providing consulting engineering services where necessary. This may include evaluating proposals provided by the Contractor.
- c. Attending meetings (in-person or remote).

- o Proposed Chickasha WTP – Construction Admin Services
- o Near 4th & N 2840 Rd
- o Chickasha, Oklahoma
- o May 22, 2026

Fee

Our hourly rates to complete the Supplemental Geotechnical Engineering Services are as follows:

Professional Engineer (P.E)	\$255.00 per hour
Project Mgr/Tech.	\$150.00 per hour
Technician	\$125.00 per hour
Travel (Mileage)	\$0.725 per mile (or current IRS rate)

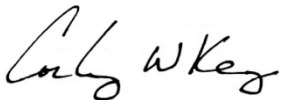
For estimate purposes, we expect an invoice amount not to exceed \$30,000.00, without attaining additional approval, but our actual invoice will reflect the actual hours worked.

General

Should you have any questions regarding this cost estimate please contact me at (405) 310-8467. If you are in agreement with this proposal for services, please provide a Notice to Proceed by emailing it to corby@arrowheadengineering.us

Sincerely,

Arrowhead Engineering Co, LLC



Corby W. Key, PE
President

NOTICE TO PROCEED

By: _____

Name & Signature of Officer

For: _____

Name and Address of Firm if different than addressed

Date: _____