

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
AUGUST 3, 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 July 20, 2026, regular meeting.
 - b. Acceptance of the Claims List.
 - c. Acceptance of the Financials for June 2026.
 - d. Approval of Matrix Imaging Solutions, a Sole Source Provider For Utility Bill Printing And Processing Services.
- 3. Discussion/Approval of Items Removed from Consent Docket:**
- 4. Motion for Adjournment.**

CHICKASHA

Meeting Type: CMA Agenda 8-3-2026

Meeting Date: 8/3/2026

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the July 20, 2026, regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, CMC - City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: August 3, 2026	(From)		

V. ATTACHMENTS:

1. CMA 7-20-2026

July 20, 2026

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 20th day of July 2026 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Vice-Chairman Hebblethwaite called the meeting to order at 7:04 p.m.

ITEM 1.

Call to Order / Roll Call:

CHAIRMAN AND TRUSTEES

PRESENT:

Georgianne Hebblethwaite, Vice Chairman
Lisa Hatchett
Kim Irving
Kea Ginn
Kelly Boyd
Erica Alexander
Clark Southard

ABSENT:

Zachary Grayson, Chairman
Rockey Talley

STAFF

PRESENT:

Jim Crosby, City Manager
Amanda Mullins, City Attorney
Susan M. McDaniel, City Clerk
T. Alexander, Interim Police Chief
Jessica Green, Community Development Director
Rich Edwards, Finance Director
Lillie Huckaby, Library Director
Omar Fierro, Public Works Director
Edward Perez, EM Director
Shae Mortimer, Market and Civic Engagement Director

ITEM 2.

Consent Docket: ITEM 2a – ITEM 2c.

ITEM 2a.

Acceptance of the Minutes of June 15, 2026, Regular Meeting.

ITEM 2b.

Acceptance of the Claims List.

ITEM 2c.

Acceptance of Resolution 2026-20R amending the FY 26-27 Budget.

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

Roll call vote:

Ayes:” Hatchett, Irving, Ginn, Hebblethwaite, Boyd, Alexander, and Southard.

“Nays:” None.

“Abstain:” None.

Motion passed. 7-0

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

No Action Taken.

ITEM 4 **Motion to Adjourn.**

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

Meeting adjourned.

TIME: 7:04 p.m.

Approved this 3rd day of August 2026.

Zachary Grayson, Chairman

Susan M. McDaniel, CMC – City Clerk

(ATTEST)

CHICKASHA

Meeting Type: CMA Agenda 8-3-2026

Meeting Date: 8/3/2026

Department: Police Department

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: August 3, 2026	(From)		

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMA Agenda 8-3-2026

Meeting Date: 8/3/2026

Department: Finance

Agenda Item No. 2.c.

AGENDA ITEM: Acceptance of the Financials for June 2026.

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: August 3, 2026	(From)		

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMA Agenda 8-3-2026

Meeting Date: 8/3/2026

Department: Finance

Agenda Item No. 2.d.

AGENDA ITEM: Approval of Matrix Imaging Solutions, a Sole Source Provider For Utility Bill Printing And Processing Services.

I. BACKGROUND/DESCRIPTION:

The City utilizes a third-party vendor to print and process paper utility bills generated by the City's utility billing system. The City is responsible for creating and processing the utility bills, while the vendor provides the printing and processing of the paper bills that are mailed to utility customers.

The current vendor has notified the City of a 5.5% price increase, effective August 1, 2026, for future utility bill printing and processing services. Due to the existing configuration and customization of the City's utility bills, staff recommends continuing to use the current vendor as a sole source provider.

Transitioning to a new bill-printing vendor would require additional implementation and configuration costs. A new vendor would need to configure the City's existing bill format and recreate customized features, including the current bill layout, icons, colors, and other formatting elements. These additional costs would be incurred in connection with establishing the City's existing billing requirements with a new provider.

Approval of sole source status will allow the City to continue utilizing the current vendor and maintain the existing utility bill format and configuration. The 5.5% price increase, effective August 1, 2026, is considered preferable to the additional costs and potential disruption associated with transitioning to and configuring a new bill-printing provider.

II. RECOMMENDED ACTION:

Staff recommends that the City Council approve the City's current utility bill printing and processing vendor as a sole source provider for future utility bill printing and processing services.

III. FISCAL INFORMATION - The total cost of utility bill printing and processing services during

Fiscal Year 2026 was \$61,237.00. The proposed 5.5% price increase will increase the cost of these services beginning August 1, 2026.

IV. FUND INFORMATION:

**Dept. Director: Rich Edwards,
Finance Director**

	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: 8/3/2026	(From) 31-515-5302-001		\$61,237

V. ATTACHMENTS:

1. MATRIX



1122 W Bethel Rd – Coppell, TX 75019

July 13, 2026

CITY OF CHICKASHA
ATTN: ACCOUNTS PAYABLE
117 NORTH 4TH STREET
CHICKASHA, OK 73018

Re: Price Increase

Thank you for your continued partnership with Matrix Imaging Solutions. We appreciate the opportunity to support your business and want to keep you informed of an upcoming change.

Paper, envelope, and production costs continue to rise well above general inflation. We've worked to absorb those increases where possible, and this adjustment helps us continue to maintain the quality and reliability you expect from Matrix.

Effective August 1, Matrix is implementing a 5.5% pricing adjustment for all paper and raw materials pricing. This will affect your base Bill Package rate, Additional impressions, and Group C, D & E pricing.

We appreciate your understanding and look forward to continuing our work together.

Thank you for your continued partnership. If you have further questions or concerns, please do not hesitate to contact us. Thank you for putting your trust in Matrix to fulfill your document presentment needs.

Sincerely,

A handwritten signature in blue ink, appearing to read 'C. Nelson', with a horizontal line extending to the right.

Curtis Nelson, Sr. VP, Operations
Matrix Imaging Solutions
972-462-5410