

NOTICE OF REGULAR MEETING
OF THE
CHICKASHA CITY COUNCIL

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 Chickasha City Council, Chickasha Municipal Authority, and Chickasha Municipal Airport Authority of the City of Chickasha, Oklahoma, will conduct a **REGULAR MEETING ON MONDAY, APRIL 5, 2021, AT 6:30 PM.** Said meeting will be held in the Council Chambers, City Hall, 117 North 4th Street, 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.

Agenda items are attached.

I, Susan M. McDaniel, City Clerk, posted this Agenda on the official City of Chickasha bulletin board in the Municipal Building, 117 North 4th Street Chickasha, OK, 73018, which is accessible to the public twenty-four hours each day at 4:30 p.m. on Thursday, April 1, 2021.



Susan McDaniel

Sworn to and subscribed before me on this the day 1st day of April, 2021.

My Commission Expires: _____

Notary Public, State of Oklahoma

CHICKASHA CITY COUNCIL

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 5, 2021

1. **Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance.**
2. **Citizen Comments.**
3. **Council Communications.**
 - a. Presentation of Retirement Watch to Rodney Peters, Chickasha Fire Department.
 - b. Presentation from the Oklahoma Law Enforcement Accreditation Program recognizing the Chickasha Police Department as a Verified Agency.
 - c. Presentation by Oklahoma LED for conversion to all LED lighting at City of Chickasha facilities.
4. **Consent Docket:**
 - a. Acceptance of the Minutes of the March 1, 2021 Regular Meeting, the Minutes of the March 4, 2021 Special Meeting and the Minutes of the March 9, 2021 Special Meeting.
 - b. Acceptance of the Claims List.
 - c. Acceptance of the Financials for February 2021
 - d. Acceptance of Resolution 2021-05R amending the FY20-21 Budget.

5. Discussion/Approval of Items Removed from Consent Docket:

6. Discussion and Consideration

- a. Discussion, consideration and possible action to approve funding, enter into a contract with SeeClickFix for a City of Chickasha branded mobile app and authorize staff to execute the necessary documents.
- b. Consideration, discussion and possible action to approve Ordinance 2021-09 - Use on Review Permit for a Cell phone tower at 1224 S. 3rd Street.
- c. Consideration, discussion and possible action to approve Ordinance 2021-08 - Use on Review Permit for a Cell phone tower at 527 E Choctaw for Johnsons Rentals.
- d. Consideration, discussion and possible action to approve the Release of Lien on 318 S 8th Street.
- e. Discussion, consideration and possible action to accept the quote from Shor-Line to remove and install new kennel runs and mobile/stationary cages in the Chickasha Animal Shelter in an amount not to exceed \$89,000.
- f. Discussion, Consideration, and possible action to approve the YMCA the use of the pool for the 2021 Summer pool season.
- g. Discussion, consideration, and possible action to renew the concession services contract for the Chickasha Sports Complex with JW Concessions for the 2021-2022 Fiscal Year.
- h. Discussion, consideration and possible action to approve Ordinance 2021-07, an Ordinance of the Mayor and Council of the City of Chickasha, Grady County, State of Oklahoma, amending the Code of Ordinances of the City of Chickasha, Oklahoma by repealing Section 36-94 - Covid-19 Face Mask requirement of Article IV of Chapter 36 of the Code of Ordinances of the City of Chickasha, Oklahoma, providing for severability and declaring an emergency.
- i. Discussion, consideration and possible action to pass the Emergency Clause of Ordinance 2021-07.
- j. Discussion, consideration and possible action to enter into an agreement for recruitment services with Strategic Government Resources for the search of a City Manager.
- k. Discussion, consideration and possible action to approve the request for a Special Event Permit for Applicant Barbara Pelly for the Relay for Life.

7. Executive Session:

8. Motion to Adjourn.



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: City Clerk

Agenda Item No. 3.a.

AGENDA ITEM: Presentation of Retirement Watch to Rodney Peters, Chickasha Fire Department.

I. BACKGROUND/DESCRIPTION:

Rodney Peters has been employed with the City of Chickasha for 25 years with the Chickasha Fire Department.

Rodney came to work for the City in October of 1995 as a Rookie Firefighter. In August of 2001 he was promoted to Driver.

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: City Clerk

Agenda Item No. 3.b.

AGENDA ITEM: Presentation from the Oklahoma Law Enforcement Accreditation Program recognizing the Chickasha Police Department as a Verified Agency.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: City Clerk

Agenda Item No. 3.c.

AGENDA ITEM: Presentation by Oklahoma LED for conversion to all LED lighting at City of Chickasha facilities.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: City Clerk

Agenda Item No. 4.a.

AGENDA ITEM: Acceptance of the Minutes of the March 1, 2021 Regular Meeting, the Minutes of the March 4, 2021 Special Meeting and the Minutes of the March 9, 2021 Special Meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Minutes of the March 1, 2021 Regular Meeting, the Minutes of the March 4, 2021 Special Meeting and the Minutes of the March 9, 2021 Special Meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. City 3-1-2021

2. City 3-4-2021 - Special Meeting
3. City 3-9-2021 - Special Meeting

March 1, 2021

The **REGULAR** meeting of the **CHICKASHA CITY COUNCIL** was held in the council chambers in city hall on the 1st day of March 2021 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Mosley called the meeting to order at 6:30 p.m.

ITEM 1. **Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance**

MAYOR AND COUNCIL

PRESENT: Chris Mosley, Mayor
 Kimberly Loggins, Vice-Mayor
 Jim Hopkins
 Oscar Nelson
 Zachary Grayson
 R. P. Ashanti-Alexander
 ClarkVanDyck
 Brian Gerdes
 David Sikes

ABSENT: None.

STAFF

PRESENT: Leasa Furr, Asst. City Manager
 Amanda Mullins, City Attorney
 Susan McDaniel, City Clerk
 K. D. Rowell, Police Chief
 Tony Samaniego, Fire Chief
 Rachel Bernish, Community Development Director
 Shae Mortimer, Marketing & Civic Engagement Manager

Council Member Ashanti-Alexander gave the invocation and Council Member Grayson lead the Pledge of Allegiance.

ITEM 2. **Citizen Comments:**

City Council Meeting 3-1-2021
6:30 p.m.

(City Council Rules and Regulations limit visitor comments to a maximum of three minutes.)

ITEM 3. **Council Communications.**

Mayor Mosley thank city employees for their dedication during the snow storm.

ITEM 4. **Consent Docket: ITEM 4a through ITEM 4b.**

ITEM 4a. **Acceptance of the minutes of the February 15, 2021 regular meeting.**

ITEM 4b. **Acceptance of Claims Lists.**

*Motion by Council Member Sikes, second by Council Member Grayson to approve the Consent Docket: ITEM 4a thru Item 4b.

Roll call vote:

Ayes:” Hopkins, Nelson, Sikes, Grayson, Ashanti-Alexander, VanDyck,
Gerdes, Loggins and Mosley.

“Nays:” None

“Abstain:” None.

Motion carried. 9-0

ITEM 5. **Discussion/Approval of Items Removed from Consent Docket:**

No Action Taken.

ITEM 6. **Consideration and Discussion Items:**

ITEM6a. **Discussion, consideration and possible action to approve the sign permit application for Sleepy Hollow phase 3 entrance sign for Applicant Home Creations Ins.**

*Motion by Council Member Sikes and second by Council Member Nelson to approve sign permit application for Sleepy Hollow phase 3 entrance sign for Applicant Home Creations Inc.

Roll call vote:

“Ayes:” Hopkins, Nelson, Sikes, Loggins, Grayson, Ashanti-Alexander,
Gerdes, VanDyck and Mosley.

“Nays:” None.

“Abstain:” None.

Motion carried. 9-0

ITEM 6b. Discussion, consideration and possible action to authorize Staff to solicit bids for Badgett Dog Park.

*Motion by Council Member Hopkins and second by Council Member Sikes to authorize Staff to solicit bids for Badgett Dog Park.

Roll call vote:

“Ayes:” Hopkins, Nelson, Sikes, Grayson, Ashanti-Alexander, VanDyck, Loggins, Gerdes and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 9-0

ITEM 6c. Discussion, consideration and possible action to authorize staff to solicit RFP for health insurance broker and consultation services.

*Motion by Council Member Loggins and second by Council Member Ashanti-Alexander to authorize Staff to solicit RFP for health insurance broker and consultation services.

Roll call vote:

“Ayes:” VanDyck, Loggins, Hopkins, Nelson, Sikes, Grayson, Ashanti-Alexander, Gerdes and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 9-0

ITEM 6d. Discussion, consideration, and possible action on entering into a Memorandum of Understanding with the Chickasaw Nation Allowing for the clerical corrections of existing inventoried roadways in the City of Chickasha.

*Motion by Council Member Loggins and second by Council Member Ashanti-Alexander to authorize entering into a Memorandum of Understanding with the Chickasaw Nation allowing for the clerical correction of existing inventoried roadways in the City of Chickasha.

Roll call vote:

“Ayes:” Gerdes, Sikes, Loggins, Hopkins, Nelson, VanDyck, Grayson, Ashanti-Alexander and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 9-0

Motion to Recess Council Meeting and enter into CMA and CMAA meetings made by Council Member Sikes and second by Council Member Loggins.

Roll call vote:

“Ayes:” Grayson, Ashanti-Alexander, VanDyck, Loggins, Hopkins,
Nelson, Sikes, Gerdes and Mosley.
“Nays:” None.
“Abstain:” None.
Motion passed. 9-0

Meeting Recessed at 6:46 p.m.

Meeting reconvened @ 6:57 p.m,

ITEM 7a. Discussion, consideration and possible to enter into executive session to discuss the hiring of any individual salaried public officer of employee under the provisions of 25 O.S. Section 307B(1) (Discussion of the resumes and qualifications of the individuals who have applied for the City Manager position).

*Motion by Council Member Sikes and second by Council Member Loggins to enter into Executive Session.

Roll call vote:

“Ayes:” Grayson, Ashanti-Alexander, VanDyck, Loggins, Hopkins,
Nelson, Sikes, Gerdes and Mosley.
“Nays:” None.
“Abstain:” None.
Motion passed. 9-0

Entered into Executive Session at 6:59 p.m.

ITEM 7b. Discussion, consideration and possible action to reconvene open session and to take appropriate action on any matter discussed in executive session under the provisions of 25 O.S. Section 307B(1), including possible action to schedule interviews of City Manager applicants.

Open Meeting reconvened at 7:44 p.m.

Roll Call:

Hopkins – Present

Nelson - Present

Sikes – Present

City Council Meeting 3-1-2021
6:30 p.m.

Loggins – Present
Grayson – Present
Ashanti-Alexander - Present
VanDyck – Present
Gerdes – Present
Mosley – Present

Mayor Mosley asked that interviews be scheduled with selected candidates.

ITEM 8 Adjournment:

Motion by Council Member Ashanti-Alexander second by Council Member Loggins to adjourn the meeting.

Meeting adjourned.

TIME: 7:45 P.M.

ATTEST:

Chris Mosley, Mayor

Susan M. McDaniel, City Clerk

Approved this 5th day of April 2021.

March 4, 2021

The **SPECIAL** meeting of the **CHICKASHA CITY COUNCIL** was held in the council chambers in city hall on the 4th day of March 2021 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Mosley called the meeting to order at 6:00 p.m.

ITEM 1. **Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance**

MAYOR AND COUNCIL

PRESENT: Chris Mosley, Mayor
 Kimberly Loggins, Vice-Mayor
 Jim Hopkins
 Oscar Nelson
 ClarkVanDyck arrived @ 6:17 p.m.
 Brian Gerdes
 David Sikes
 Zachary Grayson

ABSENT: R. P. Ashanti-Alexander

STAFF

PRESENT: Susan McDaniel, City Clerk
 Shae Mortimer, Marketing & Civic Engagement Manager

Council Member Loggins gave the invocation and Council Member Sikes lead the Pledge of Allegiance.

ITEM 2. **Executive Session:**

ITEM 2a. **Discussion, consideration and possible action to enter into executive session to discuss the hiring of any individual salaried public officer or employee under the provisions of 25 O.S. §307B(1) (Interview of Kenneth Corn and interview of Lee Litterell for the City Manager position).**

City Council Meeting 3-4-2021

6:00 p.m.

*Motion by Council Member Hopkins and second by Council Member Loggins to enter into executive session.

Roll call vote:

“Ayes:” Hopkins, Nelson, Sikes, Loggins, Gerdes, Grayson and Mosley.

“Nays:” None.

“Abstain:” None.

Motion carried. 7-0

Entered into Executive session at 6:03 p.m.

Reconvene open session at 8:25 p.m.

Roll call:

Hopkins - Present

Nelson - Present

Sikes - Present

Loggins - Present

Grayson - Present

VanDyck - Present

Gerdes - Present

ITEM 2b. Discussion, consideration, and possible action to reconvene open session and to take appropriate action on any matter discussed in executive session under the provisions of 25 O.S. §307B(1).

*Motion by Council Member Hopkins and second by Council Member Grayson to reconvene open session with no action taken.

Roll call vote:

“Ayes:” Hopkins, Nelson, Sikes, VanDyck, Loggins, Gerdes, Grayson and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 8-0

ITEM 3 Adjournment:

Motion by Council Member Sikes and second by Council Member Nelson to adjourn the meeting.

Meeting adjourned.

City Council Meeting 3-4-2021
6:00 p.m.

TIME: 8:26 P.M.

ATTEST:

Chris Mosley, Mayor

Susan M. McDaniel, City Clerk

Approved this 5th day of April 2021.

March 9, 2021

The **SPECIAL** meeting of the **CHICKASHA CITY COUNCIL** was held in the council chambers in city hall on the 9th day of March 2021 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Mosley called the meeting to order at 6:00 p.m.

ITEM 1. **Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance**

MAYOR AND COUNCIL

PRESENT: Chris Mosley, Mayor
 Kimberly Loggins, Vice-Mayor
 Jim Hopkins
 Oscar Nelson
 ClarkVanDyck
 Brian Gerdes
 David Sikes
 Zachary Grayson
 R. P. Ashanti-Alexander

ABSENT: **None.**

STAFF

PRESENT: Susan McDaniel, City Clerk
 Shae Mortimer, Marketing & Civic Engagement Manager

ITEM 2. **Executive Session:**

ITEM 2a. **Discussion, consideration and possible action to enter into executive session to discuss the hiring of any individual salaried public officer or employee under the provisions of 25 O.S. §307B(1) (Interview of Kenneth Corn for the City Manager position).**

*Motion by Council Member Hopkins and second by Council Member Loggins to enter into executive session.

City Council Meeting 3-9-2021
6:00 p.m.

Roll call vote:

“Ayes:” Hopkins, Nelson, Sikes, Loggins, Gerdes, VanDyck, Grayson,
Ashanti-Alexander and Mosley.

“Nays:” None.

“Abstain:” None.

Motion carried. 9-0

Entered into Executive session at 6:03 p.m.

Reconvene open session at 8:01 p.m.

Roll call:

Hopkins -	Present
Nelson -	Present
Sikes -	Present
Loggins -	Present
Grayson -	Present
Ashanti-Alexander -	Left at 7:32 p.m.
VanDyck -	Present
Gerdes -	Present

ITEM 2b. Discussion, consideration, and possible action to reconvene open session and to take appropriate action on any matter discussed in executive session under the provisions of 25 O.S. §307B(1).

*Motion by Council Member Hopkins and second by Council Member Grayson to authorize Mayor/Interim City Manager to enter into negotiations with Kenneth Corn to discuss employment as Chickasha City Manager.

Roll call vote:

“Ayes:” Hopkins, Nelson, Sikes, VanDyck, Loggins, Gerdes, Grayson and Mosley.

“Nays:” None.

“Abstain:” None.

Motion passed. 8-0

ITEM 3 Adjournment:

Motion by Council Member Grayson and second by Council Member Nelson to adjourn the meeting.

Meeting adjourned.

City Council Meeting 3-9-2021
6:00 p.m.

TIME: 8:02 P.M.

ATTEST:

Chris Mosley, Mayor

Susan M. McDaniel, City Clerk

Approved this 5th day of April 2021.



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Finance

Agenda Item No. 4.b.

AGENDA ITEM: Acceptance of the Claims List.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept Claims List.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Leasa Furr, Asst. City Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. Claims List - April 5, 2021

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	MISC ONE-TIME V 'BUDGET INN',	'BUDGET INN',:"	1,550.74
		REGENCY INN	REGENCY INN : HOTEL INCENT	1,177.50
		SUPER 8	SUPER 8 : HOTEL REBATE	2,492.13
		FAIRFIELD INN AND SUIT	FAIRFIELD INN AND SUITES :	6,476.72
		CASTLE INN AND SUITES	CASTLE INN AND SUITES : HO	1,241.28
		QUALITY INN	QUALITY INN : HOTEL REBATE	9,091.85
		RANCH HOUSE MOTEL	RANCH HOUSE MOTEL : HOTEL	137.80
		CITY OF CHICKASHA	CITY OF CHICKASHA	36,689.24
		CITY OF CHICKASHA	CITY OF CHICKASHA	3,417.51
		CITY OF CHICKASHA	CITY OF CHICKASHA	11,250.00
		CITY OF CHICKASHA	CITY OF CHICKASHA	8,071.84
TOTAL :				81,596.61
ADMINISTRATION	GENERAL FUND	EXPRESS STAR	PUBLISH ORD 2021-06	51.95
			PUBLISH RFP COC-2103	99.34
			PUBLISH RFP COC-2102.	123.12
			PUBLISH RFP CMA-2102	124.86
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	480.25
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	50.94
			DELTA DENTAL/FAMILY	50.94
			DELTA DENTAL/SINGLE	15.10
			DELTA DENTAL/SINGLE	15.10
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EE & FAMILY	636.92
			BU6U/EE & FAMILY	636.92
			METLIFE VISION	7.40
		OKLAHOMA MUNICIPAL RETIRE	OMRF	209.05
			OMRF	185.57
		TRANSFER ACCOUNT	FICA	463.87
			FICA	448.48
			MEDICARE	108.48
			MEDICARE	104.88
		OPTIONS COUNSELING SERVICE, INC.	OPTIONS COUNSELING SERVICE	345.00
		STAPLES BUSINESS CREDIT	COPY PAPER, ENVELOPES ETC	157.18
TOTAL :				4,697.87
FIRE ADMINISTRATION	GENERAL FUND	FUELMAN	FUELMAN	234.73
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	322.25
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	849.57
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	101.88
			DELTA DENTAL/FAMILY	101.88
			BUSU/EE & FAMILY	1,273.84
			BU6U/EE & FAMILY	1,273.84
		OTA PIKEPASS	OTA PIKEPASS	8.00
		OKLAHOMA FIREFIGHTERS	FIRE PENSION	433.01
			FIRE PENSION	433.01
		OKLAHOMA MUNICIPAL RETIRE	OMRF	93.31
			OMRF	93.31
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	1,136.39
		AT&T	AT&T	166.15
		TRANSFER ACCOUNT	FICA	47.78
			FICA	47.78
			MEDICARE	53.31
			MEDICARE	53.31
TOTAL :				6,723.35

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE ADMINISTRATION	GENERAL FUND	FUELMAN	FUELMAN	83.20
		GRADY COUNTY LAW ENFORCEMENT CENTER	JAIL FEES	90.00
			FEB 2021 BILL	551.00
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	756.73
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLE	1,082.00
			SPIC & SPAN COMMERCIAL CLE	1,082.00
		SITEBOX STORAGE	STORAGE CONTAINER	340.00
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	1,237.33
		CKENERGY ELECTRIC COOPERATIV	CKENERGY ELECTRIC COOPERAT	71.70
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	15.10
			DELTA DENTAL/SINGLE	15.10
			DELTA DENTAL/EE & SPOUSE	62.88
			DELTA DENTAL/EE & SPOUSE	62.88
			BU6V/EMPLOYEE ONLY	166.30
			BU6V/EMPLOYEE ONLY	166.30
			BU6V/EE & SPOUSE	402.44
			BU6V/EE & SPOUSE	402.44
			BU6U/EMPLOYEE ONLY	382.52
			BU6U/EMPLOYEE ONLY	382.52
		OTA PIKEPASS	OTA PIKEPASS	3.10
		OKLAHOMA POLICE PENSION &	POLICE PENSION	400.00
			POLICE PENSION	400.00
		OKLAHOMA MUNICIPAL RETIRE	OMRF	498.42
			OMRF	498.42
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	457.02
		UNITED ENGINES INC	MAINTENANCE CONTRACT	710.00
		TRANSFER ACCOUNT	FICA	499.78
			FICA	499.78
			MEDICARE	116.88
			MEDICARE	116.88
		UNIFIRST HOLDINGS, L.P.	UNIFIRST HOLDINGS, L.P.	87.40
		BOARD OF TESTS	INTOXILYZER 8000	62.00
			TOTAL:	11,702.12
CEMETERY SERVICES	GENERAL FUND	OKLAHOMA ELECTRIC COOP	OKLAHOMA ELECTRIC COOP	51.24
		WYNN, JEFFREY	WYNN, JEFFREY	2,106.25
			WYNN, JEFFREY	8,186.33
			WYNN, JEFFREY	8,186.33
			WYNN, JEFFREY	2,237.50
			WYNN, JEFFREY	1,015.00
			TOTAL:	21,782.65
HUMAN RESOURCES	GENERAL FUND	STANDLEY SYSTEMS	STANDLEY SYSTEMS	19.47
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	50.94
			DELTA DENTAL/FAMILY	50.94
			BUGU/EE & FAMILY	636.92
			BUGU/EE & FAMILY	636.92
		OKLAHOMA MUNICIPAL RETIRE	OMRF	106.87
			OMRF	109.61
		TRANSFER ACCOUNT	FICA	58.58
			FICA	60.37
			MEDICARE	13.70
			MEDICARE	14.12
			TOTAL:	1,758.44
LIBRARY	GENERAL FUND	PROQUEST LLC	ANCESTRY/ HERITAGE QUEST	2461.12

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	235.50
			WIFI EQUIP/LICENSE/INSTAL	4,050.00
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLE	1,665.00
			SPIC & SPAN COMMERCIAL CLE	1,665.00
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	367.15
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	30.20
			DELTA DENTAL/SINGLE	30.20
			DELTA DENTAL/EE & SPOUSE	62.88
			DELTA DENTAL/EE & SPOUSE	62.88
			BU6V/EE & CHILD(REN)	300.99
			BU6V/EE & CHILD(REN)	300.99
			BU6V/EMPLOYEE ONLY	166.30
			BU6V/EMPLOYEE ONLY	166.30
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EE & SPOUSE	925.72
			BU6U/EE & SPOUSE	925.72
		OKLAHOMA MUNICIPAL RETIRE	OMRF	657.68
			OMRF	657.59
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	719.18
		A ALERT ALARM CO	A ALERT ALARM CO	35.00
		TRANSFER ACCOUNT	FICA	445.40
			FICA	445.34
			MEDICARE	104.18
			MEDICARE	104.16
		INGRAM BOOK SERVICE	2ND DECEMBER BOOK ORDER	998.38
			JANUARY BOOK ORDER	1,955.85
		CRANTON, BETH	REIMBURSE ERRAND MILEAGE	19.82
			TOTAL :	20,941.05
STREET & STORM DRAINAG GENERAL FUND		FUELMAN	FUELMAN	99.69
		TODD'S MUFFLER AND AUTO REPAIR	TIRES	604.40
		MARSHALL AUTO PARTS	15 W - 40 OIL	303.20
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	8,465.33
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	50.94
			DELTA DENTAL/FAMILY	50.94
			DELTA DENTAL/SINGLE	45.30
			DELTA DENTAL/SINGLE	45.30
			DELTA DENTAL/EE & SPOUSE	31.44
			DELTA DENTAL/EE & SPOUSE	31.44
			BU6V/EMPLOYEE ONLY	166.30
			BU6V/EMPLOYEE ONLY	166.30
			BU6V/EE & FAMILY	553.76
			BU6V/EE & FAMILY	553.76
			BU6V/EE & SPOUSE	402.44
			BU6V/EE & SPOUSE	402.44
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EMPLOYEE ONLY	191.26
		OTA PIKEPASS	OTA PIKEPASS	0.60
		BRANDTS ACE HARDWARE	TRIMMER FS-111R	784.78
		OKLAHOMA MUNICIPAL RETIRE	OMRF	817.67
			OMRF	755.48
		TRANSFER ACCOUNT	FICA	510.62
			FICA	469.39
			MEDICARE	119.42
			MEDICARE	109.77

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		UNIFIRST HOLDINGS, L.P.	UNIFIRST HOLDINGS, L.P.	203.34
		LOGAN COUNTY ASPHALT	COLD LAY ASPHALT	3,068.25
			TOTAL:	19,194.82
FLEET MAINTENANCE	GENERAL FUND	CITY OF CHICKASHA	DELTA DENTAL/SINGLE	15.10
			DELTA DENTAL/SINGLE	15.10
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EMPLOYEE ONLY	191.26
		OKLAHOMA MUNICIPAL RETIRE	OMRF	147.68
			OMRF	146.01
		TRANSFER ACCOUNT	FICA	90.42
			FICA	89.33
			MEDICARE	21.15
			MEDICARE	20.89
			TOTAL:	928.20
ACCOUNTING SERVICES	GENERAL FUND	TYLER BUSINESS FORMS	2020 TAX FORMS	127.27
		ROTARY CLUB OF CHICKASHA	Rotary Membership	134.00
		GRADY COUNTY CLERK	FILE CEMETERY DEEDS	126.00
			7 CEMETERY DEEDS	128.00
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	300.01
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	30.20
			DELTA DENTAL/SINGLE	30.20
			DELTA DENTAL/EE & SPOUSE	31.44
			DELTA DENTAL/EE & SPOUSE	31.44
			BU6V/EMPLOYEE ONLY	166.30
			BU6V/EMPLOYEE ONLY	166.30
			BU6U/EE & SPOUSE	462.86
			BU6U/EE & SPOUSE	462.86
		OKLAHOMA MUNICIPAL RETIRE	OMRF	599.15
			OMRF	566.87
		CULLIGAN/WRIGHT WATER	CULLIGAN/WRIGHT WATER	9.00
		TRANSFER ACCOUNT	FICA	389.26
			FICA	368.11
			MEDICARE	91.04
			MEDICARE	86.09
		CRAWFORD AND ASSOCIATES PC	Professional Services	247.50
			TOTAL:	4,553.90
COMM DEVEL/PLANNING SE	GENERAL FUND	EXPRESS STAR	PUBLIC NOITCE	39.00
			PUBLIC NOITCE	11.95
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	158.17
			STANDLEY SYSTEMS	221.23
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	30.20
			DELTA DENTAL/SINGLE	30.20
			BU6V/EMPLOYEE ONLY	166.30
			BU6V/EMPLOYEE ONLY	166.30
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EMPLOYEE ONLY	191.26
		OKLAHOMA MUNICIPAL RETIRE	OMRF	297.80
			OMRF	281.91
		TRANSFER ACCOUNT	FICA	201.47
			FICA	191.05
			MEDICARE	47.12
			MEDICARE	44.68
			TOTAL:	2,269.90

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
GENERAL GOVERNMENT	GENERAL FUND	IRON MOUNTAIN INC.	IRON MOUNTAIN INC.	85.90
		CHAFFIN, MICHAEL R.	CHAFFIN, MICHAEL R.	1,800.00
		MUNICIPAL CODE CORPORATION	SUPPLEMENT #5	1,855.47
		GRADY COUNTY ELECTION BOA	2021 PRE-ELECTION EXP CLA	2,248.20
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	9,352.00
		QUADIENT LEASING USA, INC	QUADIENT LEASING USA, INC	324.93
		NOVATIME TECHNOLOGY, INC	NOVATIME TECHNOLOGY, INC	1,453.60
		MARGARET MCMORROW-LOVE	Professional Services	2,461.38
			TOTAL :	19,581.48
BUILDING SERVICES	GENERAL FUND	FUELMAN	FUELMAN	53.34
		CITY OF CHICKASHA	BU6V/EE & CHILD (REN)	300.99
			BU6V/EE & CHILD (REN)	300.99
		OKLAHOMA MUNICIPAL RETIRE	OMRF	225.59
			OMRF	225.59
		SMITH ROBERTS BALDISCHWIL	ENGINEERING SERVICES	2,791.25
		TRANSFER ACCOUNT	FICA	199.65
			FICA	179.81
			MEDICARE	46.69
			MEDICARE	42.05
		OKLAHOMA UNIFORM BUILDING CODE COMMISS	STATE FEES	204.00
			TOTAL :	4,569.95
FIRE OPERATIONS	GENERAL FUND	FUELMAN	FUELMAN	1,219.78
		OSU FIRE SERVICE TRAINING	PUMP OPERATIONS	500.00
		OKLAHOMA FIREFIGHTERS	FIRE PENSION	9,450.28
			FIRE PENSION	9,163.81
		TRANSFER ACCOUNT	MEDICARE	1,029.09
			MEDICARE	1,007.94
		IAFF LOCAL 2041 (HEALTH INS)	FIR/EECH OPTION A	1,734.40
			FIR/EECH OPTION A	1,734.40
			FIRE EE/CHILD(REN) DENTAL	83.20
			FIRE EE/CHILD(REN) DENTAL	83.20
			FIRE EE DENTAL	80.00
			FIRE EE DENTAL	80.00
			FIRE FAMILY DENTAL	332.00
			FIRE FAMILY DENTAL	332.00
			FIRE EE/SPOUSE DENTAL	139.20
			FIRE EE/SPOUSE DENTAL	139.20
			FIR/EE OPTION A	995.20
			FIR/EE OPTION A	995.20
			FIR/EE OPTION B	228.80
			FIR/EE OPTION B	228.80
			FIR/FAM OPTION A	7,282.00
			FIR/FAN OPTION A	7,282.00
			FIR/EESP OPTION A	2,436.00
			FIR/EESP OPTION A	2,436.00
			FIR/EE/CH VISION	44.80
			FIR/EE/CH VISION	44.80
			FIR/EE VISION	21.60
			FIR/EE VISION	21.60
			FIR/FAM VISION	193.60
			FIR/FAM VISION	193.60
			FIR/EESP VISION	72.00
			FIR/EESP VISION	72.00
			TOTAL :	49,656.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
PATROL SERVICES	GENERAL FUND	AT&T	AT&T	73.03		
		AT&T	AT&T	610.06		
			AT&T	1,599.48		
		FUELMAN	FUELMAN	2,282.52		
		VERIZON WIRELESS	VERIZON WIRELESS	646.75		
		CHARLES ALLEN FORD	FAN MOTOR	523.65		
		STANDLEY SYSTEMS	5 COMPUTERS & MONITORS	4,984.00		
		AT&T MOBILITY	AT&T MOBILITY	164.92		
			AT&T MOBILITY	1,041.04		
		COVER 6 COUNSELING, LLC	COUNSELING SESSION	80.00		
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	509.40		
			DELTA DENTAL/FAMILY	509.40		
			DELTA DENTAL/SINGLE	30.20		
			DELTA DENTAL/SINGLE	30.20		
			DELTA DENTAL/EE & SPOUSE	94.32		
			DELTA DENTAL/EE & SPOUSE	94.32		
			BU6V/EE & CHILD(REN)	300.99		
			BU6V/EE & CHILD(REN)	300.99		
			BU6V/EE & FAMILY	553.76		
			BU6V/EE & FAMILY	553.76		
			BU6U/EE & CHILD(REN)	346.19		
			BU6U/EE & CHILD(REN)	346.19		
			BU6U/EMPLOYEE ONLY	382.52		
			BU6U/EMPLOYEE ONLY	382.52		
			BU6U/EE & FAMILY	5,732.28		
			BU6U/EE & FAMILY	5,732.28		
			BU6U/EE & SPOUSE	1,388.58		
			BU6U/EE & SPOUSE	1,388.58		
			OTA PIKEPASS	OTA PIKEPASS	73.55	
			OKLAHOMA POLICE PENSION &	POLICE PENSION	5,088.76	
				POLICE PENSION	5,117.81	
			BEAR COM	PHONE CONSOLE REPAIR	400.00	
			TRANSFER ACCOUNT	FICA	2,439.86	
				FICA	2,555.68	
				MEDICARE	570.63	
				MEDICARE	597.69	
			ASSESSMENT, INC	COUNSELING SESSION	160.00	
		TOTAL :				47,685.91
		INVESTIGATIONS	GENERAL FUND	CITY OF CHICKASHA	DELTA DENTAL/FAMILY	101.88
					DELTA DENTAL/FAMILY	101.88
					BU6U/EE & CHILD(REN)	346.19
					BU6U/EE & CHILD(REN)	346.19
					BU6U/EE & FAMILY	636.92
	BU6U/EE & FAMILY			636.92		
OKLAHOMA POLICE PENSION &	POLICE PENSION			844.30		
	POLICE PENSION			844.30		
TRANSFER ACCOUNT	FICA			437.32		
	FICA			407.01		
	MEDICARE			102.28		
	MEDICARE			95.19		
TOTAL :				4,900.38		
ANIMAL CONTROL	GENERAL FUND	VERDEN VET	VERDEN VET-FEB.21	900.00		
			VERDEN VET FEES	900.00		
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	182.00		

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DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	15.10
			DELTA DENTAL/SINGLE	15.10
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EMPLOYEE ONLY	191.26
		OKLAHOMA MUNICIPAL RETIRE	OMRF	247.67
			OMRF	233.73
		TRANSFER ACCOUNT	FICA	158.04
			FICA	148.90
			MEDICARE	36.96
			MEDICARE	34.82
		GONZALEZ PEST CONTROL	GONZALEZ PEST	50.00
			PEST CONTROL	50.00
			TOTAL:	3,354.87
MUNICIPAL COURT	GENERAL FUND	CITY OF CHICKASHA	DELTA DENTAL/EE & SPOUSE	31.44
			DELTA DENTAL/EE & SPOUSE	31.44
			BU6U/EE & SPOUSE	462.86
			BU6U/EE & SPOUSE	462.86
		OKLAHOMA MUNICIPAL RETIRE	OMRF	119.39
			OMRF	119.39
		TRANSFER ACCOUNT	FICA	69.96
			FICA	69.96
			MEDICARE	16.36
			MEDICARE	16.36
			TOTAL:	1,400.02
DISPATCH SERVICES	GENERAL FUND	SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLE	408.70
			SPIC & SPAN COMMERCIAL CLE	408.70
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	832.27
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	101.88
			DELTA DENTAL/FAMILY	101.88
			DELTA DENTAL/SINGLE	15.10
			DELTA DENTAL/SINGLE	15.10
			DELTA DENTAL/EE & SPOUSE	31.44
			DELTA DENTAL/EE & SPOUSE	31.44
			BU6U/EE & FAMILY	1,273.84
			BU6U/EE & FAMILY	1,273.84
		OKLAHOMA MUNICIPAL RETIRE	OMRF	507.83
			OMRF	512.13
		DEPARTMENT OF PUBLIC SAFETY	OLETS FEES	350.00
		TRANSFER ACCOUNT	FICA	309.53
			FICA	312.35
			MEDICARE	72.38
			MEDICARE	73.05
			TOTAL:	6,631.46
NEIGHBORHOOD SERVICES	GENERAL FUND	FUELMAN	FUELMAN	183.08
		GRADY COUNTY CLERK	FILING FEES	18.00
			FILING FEES	18.00
			FILING FEES FOR CLERK	18.00
		OKLAHOMA MUNICIPAL RETIRE	OMRF	99.52
			OMRF	99.52
		TRANSFER ACCOUNT	FICA	65.22
			FICA	65.22
			MEDICARE	15.25
			MEDICARE	15.25

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL :	597.06
PARK MAINTENANCE	GENERAL FUND	CHISHOLM TRAIL CONSULTING, LLC	Task Order 20-007	2,831.63
		HERC RENTALS	LIFT RENTAL	3,500.00
			LIFT RENTAL	4,742.90
		VERIZON WIRELESS	VERIZON WIRELESS	350.80
		EXPRESS SERVICES INC	CONTRACT LABOR	446.08
			CONTRACT LABOR	1,310.36
			CONTRACT LABOR	611.34
			CONTRACT LABOR	1,294.40
			CONTRACT LABOR	557.60
			CONTRACT LABOR	1,157.02
			CONTRACT LABOR	557.60
			CONTRACT LABOR	1,324.30
			CONTRACT LABOR	641.24
			CONTRACT LABOR	1,191.87
			CONTRACT LABOR	460.02
			CONTRACT LABOR	334.56
		MARSHALL AUTO PARTS	15 W - 40 OIL	111.79
			BRAKE PADS	84.06
			BLOWER MOTOR	117.54
		AT&T MOBILITY	AT&T MOBILITY	49.50
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	1,617.06
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	101.88
			DELTA DENTAL/FAMILY	101.88
			DELTA DENTAL/SINGLE	30.20
			DELTA DENTAL/SINGLE	30.20
			BU6V/EE & FAMILY	553.76
			BU6V/EE & FAMILY	553.76
			BU6U/EMPLOYEE ONLY	382.52
			BU6U/EMPLOYEE ONLY	382.52
			BU6U/EE & FAMILY	636.92
			BU6U/EE & FAMILY	636.92
		OKLAHOMA MUNICIPAL RETIRE	OMRF	596.57
			OMRF	607.32
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	31.85
			CENTERPOINT ENERGY	352.74
		TRANSFER ACCOUNT	FICA	373.12
			FICA	380.17
			MEDICARE	87.27
			MEDICARE	88.92
		UNIFIRST HOLDINGS, L.P.	UNIFIRST HOLDINGS, L.P.	80.54
			TOTAL :	29,300.73
SPORTS COMPLEX	GENERAL FUND	MISC ONE-TIME V JERAMIE BAKKE	REFUND	75.00
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	3,285.38
		CITY OF CHICKASHA	BU6V/EMPLOYEE ONLY	166.30
			BU6V/EMPLOYEE ONLY	166.30
		OKLAHOMA MUNICIPAL RETIRE	OMRF	154.65
			OMRF	193.39
		OKLAHOMA TAX COMMISSION	OKLAHOMA TAX COMMISSION	796.65
		TRANSFER ACCOUNT	FICA	98.12
			FICA	123.51
			MEDICARE	22.95
			MEDICARE	28.89
			TOTAL :	5,111.14

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
GRANT(S)	GENERAL FUND	GALLS	NITRILE GLOVES	<u>420.00</u>
			TOTAL :	420.00
TIF DISTRICT	TAX INCREMENT DIST	CHISOLM TRAIL DEVELOPMENT, LLC	CHISOLM TRAIL DEVELOPMENT,	<u>89,316.92</u>
			TOTAL :	89,316.92
NON-DEPARTMENTAL	EMERGENCY MED SERV CITY OF CHICKASHA		CITY OF CHICKASHA	8,833.33
		CITY OF CHICKASHA	CITY OF CHICKASHA	450.00
		CITY OF CHICKASHA	CITY OF CHICKASHA	<u>656.00</u>
			TOTAL :	9,939.33
EMERGENCY MEDICAL SERV	EMERGENCY MED SERV	FUELMAN	FUELMAN	1,831.13
		OSU FIRE SERVICE TRAINING	BLS CARDS	240.00
		AT&T MOBILITY	AT&T MOBILITY	89.50
			AT&T MOBILITY	763.22
			AT&T MOBILITY	171.95
		MID-AMERICA TECHNOLOGY CENTER	PARAMEDIC SCHOOL	10,800.00
		OTA PIKEPASS	OTA PIKEPASS	92.70
		OKLAHOMA FIREFIGHTERS	FIRE PENSION	3,076.44
			FIRE PENSION	3,200.71
		TRANSFER ACCOUNT	MEDICARE	327.88
			MEDICARE	353.74
		IAFF LOCAL 2041 (HEALTH INS)	FIRE EE DENTAL	16.00
			FIRE EE DENTAL	16.00
			FIRE FAMILY DENTAL	99.60
			FIRE FAMILY DENTAL	99.60
			FIRE EE/SPOUSE DENTAL	116.00
			FIRE EE/SPOUSE DENTAL	116.00
			FIR/EE OPTION A	248.80
			FIR/EE OPTION A	248.80
			FIR/FAM OPTION A	1,324.00
			FIR/FAM OPTION A	1,324.00
			FIR/FAM OPTION	597.20
			FIR/FAM OPTION B	597.20
			FIR/EESP OPTION A	2,436.00
			FIR/EESP OPTION A	2,436.00
			FIR/EE VISION	14.40
			FIR/EE VISION	14.40
			FIR/FAM VISION	35.20
			FIR/FAM VISION	35.20
			FIR/EESP VISION	48.00
			FIR/EESP VISION	<u>48.00</u>
			TOTAL :	30,817.67
CHICKASHA INDUSTRIAL A	CHICKASHA INDUST A	ECONOMIC DEVELOPMENT COUN	ECONOMIC DEVELOPMENT COUN	30,866.66
		DAVID SCHULTZ AIRSHOWS LLC	DAVID SCHULTZ AIRSHOWS	1,500.00
		PUBLIC SERVICE COMPANY OF OKLAHOMA	LLC PUBLIC SERVICE	147.08
		CITY OF CHICKASHA	COMPANY OF DELTA	15.10
			DENTAL/SINGLE DELTA	15.10
			DENTAL/SINGLE	191.26
			BU6U/EMPLOYEE ONLY	191.26
		OKLAHOMA MUNICIPAL RETIRE	BU6U/EMPLOYEE ONLY OMRF	230.90
			OMRF	230.90
		TRANSFER ACCOUNT	FICA	148.17
			FICA	148.17
			MEDICARE	34.65

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE	<u>34.65</u>
			TOTAL:	33,753.90
ED-DEDICATED SALES TAX	ED-DEDICATED SALES	CHISHOLM TRAIL CONSULTING, LLC	Mixed Use Development	<u>1,236.25</u>
			TOTAL:	1,236.25
EMERGENCY 911	E-911 FUND	SUDDENLINK	SUDDENLINK	299.15
		AT&T	AT&T	200.00
		SUDDENLINK B2B DEPT 1264	SUDDENLINK B2B DEPT 1264	806.96
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	37.38
		AT&T	AT&T	83.04
			AT&T	<u>1,423.86</u>
			TOTAL:	2,850.39
NON-DEPARTMENTAL	CHICKASHA MUNICIPA	CITY OF CHICKASHA	CITY OF CHICKASHA	5,074.84
		CITY OF CHICKASHA	CITY OF CHICKASHA	13,750.00
		CITY OF CHICKASHA	CITY OF CHICKASHA	<u>388.33</u>
			TOTAL:	19,213.17
UTILITY BILLING	CHICKASHA MUNICIPA	DATAPROSE	DATAPROSE	3,790.58
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	50.94
			DELTA DENTAL/FAMILY	50.94
			BU6U/EMPLOYEE ONLY	191.26
			BU6U/EMPLOYEE ONLY	191.26
		OKLAHOMA MUNICIPAL RETIRE	OMRF	203.85
			OMRF	218.39
		TRANSFER ACCOUNT	FICA	164.21
			FICA	173.74
			MEDICARE	38.40
			MEDICARE	<u>40.64</u>
			TOTAL:	5,114.21
CMA - CAPITAL PROJECTS	CHICKASHA MUNICIPA	SMITH ROBERTS BALDISCHWIL	PROJECT CLAIM NO. 14	760.00
			CLAIM NO 13	<u>11,790.00</u>
			TOTAL:	12,550.00
CMA GENERAL	CHICKASHA MUNICIPA	CITY OF CHICKASHA	CITY OF CHICKASHA	163,333.33
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	159.03
		AT&T	AT&T	<u>1.824.00</u>
			TOTAL:	165,316.36
PUBLIC WORKS ADMIN	CHICKASHA MUNICIPA	FUELMAN	FUELMAN	71.23
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	15.10
			DELTA DENTAL/SINGLE	15.10
			BU6V/EMPLOYEE ONLY	166.30
			BU6V/EMPLOYEE ONLY	166.30
		OTA PIKEPASS	OTA PIKEPASS	43.53
		OKLAHOMA MUNICIPAL RETIRE	OMRF	272.88
			OMRF	272.88
		TRANSFER ACCOUNT	FICA	174.70
			FICA	174.70
			MEDICARE	40.86
			MEDICARE	40.86
		CANADIAN VALLEY TECHNOLOGY CENTER	CANADIAN VALLEY TECHNOLOGY	<u>80.00</u>
			TOTAL:	1,534.44

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
SANITATION DEPARTMENT	CHICKASHA MUNICIPAL	TODD'S MUFFLER AND AUTO REPAIR	REPLACE CLUTCH	768.82		
		MARSHALL AUTO PARTS	15 W -- 40 OIL	108.41		
		GREENBELT TURF MANAGEMENT	STORM DEBRIS REMOVAL	100,000.00		
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	50.94		
			DELTA DENTAL/FAMILY	50.94		
			BU6V/EE & FAMILY	553.76		
			BU6V/EE & FAMILY	553.76		
		OKLAHOMA MUNICIPAL RETIRE	OMRF	115.03		
			OMRF	139.30		
		C L BOYD	BULLDOZER RENTAL	6,710.00		
		TRANSFER ACCOUNT	FICA	65.70		
			FICA	81.61		
			MEDICARE	15.37		
			MEDICARE	19.09		
		UNIFIRST HOLDINGS, L.P.	UNIFIRST HOLDINGS, L.P.	24.12		
					TOTAL:	109,256.85
		WATER PLANT	CHICKASHA MUNICIPAL	FT COBB RES MAS CONS DIST	FT COBB RES MAS CONS DIST	25,565.35
				PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	9,067.34
				CKENERGY ELECTRIC COOPERATIV	CKENERGY ELECTRIC COOPERAT	4,932.26
				OKLAHOMA ELECTRIC COOP	OKLAHOMA ELECTRIC COOP	99.99
CENTERPOINT ENERGY	CENTERPOINT ENERGY			158.54		
	CENTERPOINT ENERGY			399.80		
RURAL WATER DIST.#7	RURAL WATER DIST.#7			2 203.15		
				TOTAL:	42,426.43	
WASTEWATER PLANT	CHICKASHA MUNICIPAL	HUGHESNET	HUGHESNET	114.55		
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF	9,548.44		
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	28.11		
			TOTAL:	9,691.10		
LINE MAINTENANCE DEPT	CHICKASHA MUNICIPAL	VERIZON WIRELESS	VERIZON WIRELESS	851.42		
		MARSHALL AUTO PARTS	15 W -- 40 OIL	151.60		
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	101.88		
			DELTA DENTAL/FAMILY	101.88		
			DELTA DENTAL/SINGLE	30.20		
			DELTA DENTAL/SINGLE	30.20		
		DELTA DENTAL/EE & SPOUSE	DELTA DENTAL/EE & SPOUSE	31.44		
			DELTA DENTAL/EE & SPOUSE	31.44		
		BU6V/EMPLOYEE ONLY	BU6V/EMPLOYEE ONLY	166.30		
		BU6V/EMPLOYEE ONLY	BU6V/EMPLOYEE ONLY	166.30		
		BU6V/EE & FAMILY	BU6V/EE & FAMILY	1,107.52		
		BU6V/EE & FAMILY	BU6V/EE & FAMILY	1,107.52		
		BU6V/EE & SPOUSE	BU6V/EE & SPOUSE	402.44		
		BU6V/EE & SPOUSE	BU6V/EE & SPOUSE	402.44		
		BU6U/EMPLOYEE ONLY	BU6U/EMPLOYEE ONLY	191.26		
		BU6U/EMPLOYEE ONLY	BU6U/EMPLOYEE ONLY	191.26		
		OKLAHOMA MUNICIPAL RETIRE	OMRF	1,093.50		
			OMRF	775.78		
		TRANSFER ACCOUNT	FICA	673.55		
			FICA	465.34		
			MEDICARE	157.53		
			MEDICARE	108.82		
		UNIFIRST HOLDINGS, L.P.	UNIFIRST HOLDINGS, L.P.	134.54		
		UTILITY TECHNOLOGY SERVICES	3/4 " METERS	3,500.00		
					MU'S	

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DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
			TOTAL :	15,384.16		
LAKE CHICKASHA	CHICKASHA MUNICIPAL	AT&T MOBILITY	AT&T MOBILITY	39.35		
		CKENERGY ELECTRIC COOPERATIVE	CKENERGY ELECTRIC COOPERATIVE	1,247.60		
			TOTAL :	1,286.95		
BUILDING MAINTENANCE	CHICKASHA MUNICIPAL	HUGHESNET	HUGHESNET	130.35		
		AT&T	AT&T	35.50		
		AT&T	AT&T	14.11		
		FUELMAN	FUELMAN	73.55		
		TDS TELECOM	TDS TELECOM	52.41		
		VERIZON WIRELESS	VERIZON WIRELESS	80.02		
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLEANING, LLC	2,728.50		
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLEANING, LLC	2,728.50		
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF OKLAHOMA	4,086.39		
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	15.10		
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	15.10		
		CITY OF CHICKASHA	BU6U/EMPLOYEE ONLY	191.26		
		CITY OF CHICKASHA	BU6U/EMPLOYEE ONLY	191.26		
		DEHART AIR CONDITIONING AND ELECTRONIC	DEHART AIR CONDITIONING AND ELECTRONIC	4,474.58		
		OKLAHOMA MUNICIPAL RETIRE	OMRF	116.27		
		OKLAHOMA MUNICIPAL RETIRE	OMRF	114.66		
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	33.98		
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	2,205.85		
		AT&T	AT&T	17,889.88		
		TRANSFER ACCOUNT	FICA	71.82		
		TRANSFER ACCOUNT	FICA	70.76		
		TRANSFER ACCOUNT	MEDICARE	16.80		
		TRANSFER ACCOUNT	MEDICARE	16.55		
		ALERT 360	ALERT 360	38.85		
		UNIFIRST HOLDINGS, L.P.	UNIFIRST HOLDINGS, L.P.	13.60		
		AT&T	AT&T	22,871.19		
		STORAGE 'R' US	STORAGE 'R' US	165.00		
					TOTAL :	58,441.84
		NON-DEPARTMENTAL	AIRPORT	CITY OF CHICKASHA	CITY OF CHICKASHA	433.33
				CITY OF CHICKASHA	CITY OF CHICKASHA	2,083.33
				CITY OF CHICKASHA	CITY OF CHICKASHA	66.67
					TOTAL :	2,583.33
AIRPORT	AIRPORT	FUELMAN	FUELMAN	35.40		
		TAYLOR AND SON PIPE & STEEL	Awning for Hangar A3	980.50		
		STANDLEY SYSTEMS	STANDLEY SYSTEMS	18.06		
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLEANING, LLC	207.55		
		SPIC & SPAN COMMERCIAL CLEANING, LLC	SPIC & SPAN COMMERCIAL CLEANING, LLC	207.55		
		OKLAHOMA AERONAUTICS COMMISSION	PAPI Light Inspection	390.55		
		PUBLIC SERVICE COMPANY OF OKLAHOMA	PUBLIC SERVICE COMPANY OF OKLAHOMA	929.24		
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	15.10		
		CITY OF CHICKASHA	DELTA DENTAL/SINGLE	15.10		
		CITY OF CHICKASHA	DELTA DENTAL/EE & SPOUSE	31.44		
		CITY OF CHICKASHA	DELTA DENTAL/EE & SPOUSE	31.44		
		CITY OF CHICKASHA	BU6V/EE & SPOUSE	402.44		
		CITY OF CHICKASHA	BU6V/EE & SPOUSE	402.44		
		CITY OF CHICKASHA	BU6U/EMPLOYEE ONLY	191.26		
		CITY OF CHICKASHA	BU6U/EMPLOYEE ONLY	191.26		
		OKLAHOMA MUNICIPAL RETIRE	OMRF	116.27		
		OKLAHOMA MUNICIPAL RETIRE	OMRF	114.66		
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	33.98		
CENTERPOINT ENERGY	CENTERPOINT ENERGY	2,205.85				
AT&T	AT&T	17,889.88				

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DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			OMRF	204.93
		CENTERPOINT ENERGY	CENTERPOINT ENERGY	601.24
		CULLIGAN/WRIGHT WATER	CULLIGAN/WRIGHT WATER	9.00
		TRANSFER ACCOUNT	FICA	119.12
			FICA	122.38
			MEDICARE	27.86
			MEDICARE	28.62
		WILLIAM MARVIN JOHNSON LLC	WILLIAM MARVIN JOHNSON LLC	300.00
		UNIFIRST HOLDINGS, L.P.	UNIFIRST HOLDINGS, L.P.	92.46
			TOTAL :	5,754.90
CAPITAL PROJECTS	CAPITAL PROJECTS F	FIRST NATIONAL BANK & TRU	FIRST NATIONAL BANK & TRU	5 029.00
			TOTAL :	5,029.00
DEDICATED SALES TAX	CIP-DEDICATED SALE	BANK OF OKLAHOMA	BANK OF OKLAHOMA	96 333.19
			TOTAL :	96,333.19
POLICE BOND	POLICE BOND FUND	CITY OF CHICKASHA	CITY OF CHICKASHA	518.74
		CITY OF CHICKASHA	CITY OF CHICKASHA	10,511.17
		CLEET	CLEET FEES	612.06
			CLEET FEES	843.78
		OSBI	FORENSIC FEES	586.15
			AFIS FEES	612.06
			AFIS FEES	835.88
			FORENSIC FEES	800.57
		CITY OF CHICKASHA	CITY OF CHICKASHA	8.00
			TOTAL :	15,328.41
COMBINED INSURANCE	COMBINED INSURANCE	CITY OF CHICKASHA UMR BILLING	CITY OF CHICKASHA UMR BILL	250.00
		METLIFE	METLIFE	854.98
		UHS	UHS	62,618.59
		DELTA DENTAL PLAN OF OKLAHOMA	DELTA DENTAL PLAN OF OKLAH	5,365.84
		DEARBORN NATIONAL	DEARBORN NATIONAL	986.27
		OMAG WORKERS' COMPENSATION	WORKERS' COMP PREMIUM	136,568.75
		CRADDOCK FENCE COMPANY	REPAIR AIRPORT FENCE	1,095.00
			TOTAL :	207,739.43
COMPENSATED ABSENCES	COMPENSATED ABSENC	TRANSFER ACCOUNT	FICA	107.37
			FICA	23.38
			MEDICARE	25.11
			MEDICARE	5.47
			TOTAL :	161.33
NON-DEPARTMENTAL	AP/PAYROLL CASH FU	COLONIAL LIFE & ACCIDENT INSURANCE COM	COLONIAL ACCIDENT	5.00
			COLONIAL ACCIDENT	5.00
			COLONIAL GROUP ACCIDENT	469.19
			COLONIAL GROUP ACCIDENT	469.19
			COLONIAL CANCER	252.36
			COLONIAL CANCER	252.36
			COLONIAL CRITICAL ILLNESS	130.56
			COLONIAL CRITICAL ILLNESS	130.56
			COLONIAL DISABILITY	224.98
			COLONIAL DISABILITY	224.98
		CITY OF CHICKASHA	UNION ASSESSMENT FEE	10.20
			UNION ASSESSMENT FEE	10.20
			GARNISHMENT FEE	35.29

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			GARNISHMENT FEE	25.00
		WASHINGTON NATIONAL INS. CO	GROUP #20057	252.45
			GROUP #20057	252.45
		TRIBAL CHILD SUPPORT	.1111111.11.	25.00 25.00
		CITY OF CHICKASHA	DELTA DENTAL/FAMILY	187.50
			DELTA DENTAL/FAMILY	187.50
			DELTA DENTAL/SINGLE	57.50
			DELTA DENTAL/SINGLE	57.50
			DELTA DENTAL/EE & SPOUSE	48.75
			DELTA DENTAL/EE & SPOUSE	48.75
			DEARBORN VOLUNTARY LIFE	528.80
			DEARBORN VOLUNTARY LIFE	536.44
			BU6V/EE & CHILD(REN)	225.75
			BU6V/EE & CHILD(REN)	225.75
			BU6V/EMPLOYEE ONLY	332.56
			BU6V/EMPLOYEE ONLY	332.56
			BU6V/EE & FAMILY	830.64
			BU6V/EE & FAMILY	830.64
			BU6V/EE & SPOUSE	402.44
			BU6V/EE & SPOUSE	402.44
			BU6U/EE & CHILD(REN)	173.10
			BUSU/EE & CHILD(REN)	173.10
			BU6U/EMPLOYEE ONLY	765.12
			BU6U/EMPLOYEE ONLY	765.12
			BU6U/EE & FAMILY	2,706.91
			BU6U/EE & FAMILY	2,706.91
			BU6U/EE & SPOUSE	810.04
			BU6U/EE & SPOUSE	810.04
			METLIFE VISION	483.90
			METLIFE VISION	483.90
		DEPARTMENT OF HUMAN SERVICES		180.00 180.00
			1=ME	169.23
			EM=MME	169.23
			EM=MMI	151.75
			M==.1	151.75
				187.56
				187.56
				100.00
			1111111111111=11111111.	100.00
		OKLAHOMA FIREFIGHTERS	FIRE PENSION	8,331.27
			FIRE PENSION	8,227.01
		OKLAHOMA POLICE PENSION &	POLICE PENSION	3,897.27
			POLICE PENSION	3,915.13
		OKLAHOMA MUNICIPAL RETIRE	OMRF	3,218.26
			OMRF	3,062.44
		FIREFIGHTERS SEC LOCAL 20	FIRE INSURANCE FEE	170.00
			FIRE INSURANCE FEE	170.00
			FIRE UNION DUES	1,155.00
			FIRE UNION DUES	1,155.00
		FIREMENS SPECIAL FUND	FIRE SPECIAL FUND	195.50
			FIRE SPECIAL FUND	195.50
		FRATERNAL ORDER OF POLICE	POLICE UNION	600.00
			POLICE UNION	600.00
		TRANSFER ACCOUNT	ENTITY 0037102001	4685.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			ENTITY 0037102001	4,685.00
			FEDERAL WITHHOLDING	21,231.85
			FEDERAL WITHHOLDING	21,007.06
			STATE INCOME TAX	7,907.00
			STATE INCOME TAX	7,771.00
			FICA	8,382.64
			FICA	8,122.32
			MEDICARE	3,359.60
			MEDICARE	3,303.38
		AFLAC	AFLAC/PRETAX #K5881	71.62
			AFLAC/PRETAX #K5881	71.62
		JOHN HARDEMAN, TRUSTEE	1111111.111.1111111111111.11111273.23	273.23
		IAFF LOCAL 2041 (HEALTH INS)	FIRE CANCER	68.46
			FIRE CANCER	68.46
			FIR/EECH OPTION A	433.60
			FIR/EECH OPTION A	433.60
			FIRE EE/CHILD(REN) DENTAL	20.80
			FIRE EE/CHILD(REN) DENTAL	20.80
			FIRE EE DENTAL	24.00
			FIRE EE DENTAL	24.00
			FIRE FAMILY DENTAL	107.90
			FIRE FAMILY DENTAL	107.90
			FIRE EE/SPOUSE DENTAL	63.80
			FIRE EE/SPOUSE DENTAL	63.80
			FIR/EE OPTION A	311.00
			FIR/EE OPTION A	311.00
			FIR/EE OPTION B	57.20
			FIR/EE OPTION B	57.20
			FIR/FAM OPTION A	2,151.50
			FIR/FAM OPTION A	2,151.50
			FIR/FAM OPTION B	149.30
			FIR/FAM OPTION B	149.30
			FIRE GROUP LIFE	58.31
			FIRE GROUP LIFE	58.31
			FIRE HARTFORD	44.73
			FIRE HARTFORD	44.73
			FIR/EESP OPTION A	1,218.00
			FIR/EESP OPTION A	1,218.00
			FIR/EE/CH VISION	11.20
			FIR/EE/CH VISION	11.20
			FIR/EE VISION	9.00
			FIR/EE VISION	9.00
			FIR/FAM VISION	57.20
			FIR/FAM VISION	57.20
			FIR/EESP VISION	30.00
			FIR/EESP VISION	30.00
		CITY OF CHICKASHA FLEX SPENDING ACCOUT	UNREIMBURSED MEDICAL 23-19	1,047.49
			UNREIMBURSED MEDICAL 23-19	1,047.49
		IAFF - FIREPAC	IAFF FIREPAC	229.24
			IAFF FIREPAC	229.24
			TOTAL :	157,702.61

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COUNCIL REPORT 04/05/2021

PAGE: 16

<u>DEPARTMENT</u>	<u>FUND</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
----- FUND TOTALS -----				
11	GENERAL FUND			349,358.41
22	TAX INCREMENT	DISTRIC		89,316.92
23	EMERGENCY MED	SERV FUND		40,757.00
25	CHICKASHA INDUST	AUTH		33,753.90
26	ED-DEDICATED	SALES TAX		1,236.25
27	E-911 FUND			2,850.39
31	CHICKASHA MUNICIPAL	AUTH		440,215.51
39	AIRPORT			8,338.23
52	CAPITAL PROJECTS	FUND		5,029.00
53	CIP-DEDICATED	SALES TAX		96,333.19
64	POLICE BOND FUND			15,328.41
71	COMBINED INSURANCE			207,739.43
72	COMPENSATED	ABSENCES FUND		161.33
99	AP/PAYROLL CASH	FUND		157,702.61
GRAND TOTAL:				1,448,120.58

TOTAL PAGES: 16

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 99-AP **VENDOR LIST**
VENDOR: All
CLASSIFICATION: All
BANK CODE: ITEM All
DATE: ITEM 0/00/0000 THRU **99/99/9999**
AMOUNT: GL POST 99,999,999.0008 THRU **99,999,999.00**
DATE: CHECK **0/00/0000 THRU 99/99/9999**
DATE: **3/03/2021 THRU 4/06/2021**

PAYROLL SELECTION

PAYROLL EXPENSES: NO
CHECK DATE: 0/00/0000 THRU **99/99/9999**

PRINT OPTIONS

PRINT DATE: **None**
SEQUENCE: **By Department**
DESCRIPTION: **Distribution**
GL ACCTS: **NO**
REPORT **TITLE:** COUNCIL REPORT 04/05/2021
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: NO
INCLUDE OPEN ITEM:NO

	A	B	C	D	E	F
1	FEBRUARY MONTHLY CLAIMS					
2						
3	GENERAL FUND					
4		1ST		2ND	3RD	TOTAL
5	ADMINISTRATION		\$7,731.50	\$7,572.12		\$15,303.62
6	FIRE ADMINISTRATION		\$3,935.60	\$4,079.36		\$8,014.96
7	POLICE ADMINISTRATION		\$8,345.72	\$8,345.72		\$16,691.44
8	EMERGENCY MANAGEMENT		\$0.00	\$0.00		\$0.00
9	HUMAN RESOURCES		\$1,144.23	\$1,155.10		\$2,299.33
10	LIBRARY		\$7,722.21	\$7,721.29		\$15,443.50
11	STREETS		\$9,080.94	\$7,994.74		\$17,075.68
12	CENTRAL GARAGE		\$1,437.32	\$1,415.20		\$2,852.52
13	FINANCE		\$5,890.74	\$6,495.18		\$12,385.92
14	COM DEV/PLANNING		\$4,400.00	\$4,400.00		\$8,800.00
15	BUILDING SERVICES		\$3,184.62	\$2,544.62		\$5,729.24
16	FIRE OPERATIONS		\$74,400.73	\$76,333.67		\$150,734.40
17	PATROL SERVICES		\$43,066.45	\$48,241.91		\$91,308.36
18	INVESTIGATION SERVICES		\$6,846.88	\$6,948.50		\$13,795.38
19	ANIMAL SHELTER		\$2,358.55	\$2,554.87		\$4,913.42
20	MUNICIPAL COURT CLERK		\$1,262.00	\$1,262.00		\$2,524.00
21	DISPATCH SERVICES		\$5,458.59	\$5,581.24		\$11,039.83
22	NEIGHBORHOOD SERVICES		\$0.00	\$0.00		\$0.00
23	PARK MAINTENANCE		\$6,125.53	\$6,492.92		\$12,618.45
24	SPORTS COMPLEX		\$1,157.00	\$1,040.00		\$2,197.00
25	TOTAL					
26	FIRE PENSION		\$16,114.49	\$16,034.33		\$32,148.82
27	POLICE PENSION		\$10,276.01	\$10,339.02		\$20,615.03
28						
29	GENERAL GOVERNMENT					
30	DIRECT DEPOSIT		18.05	18.05		\$36.10
31	FICA		\$13,458.14	\$14,022.74		\$27,480.88
32	MEDICARE		\$5,267.36	\$5,459.54		\$10,726.90
33	OMRF		\$7,465.15	\$7,453.83		\$14,918.98
34	OMRF2		\$0.00	\$0.00		\$0.00
35						
36	LEGAL COURT		\$0.00	\$1,800.00		\$1,800.00
37						
38						
39	TOTAL					\$501,453.76

	A	B	C	D	E	F
1	MONTHLY CLAIMS					
2	EMS FUND					
3			1ST	2ND		TOTAL
4	PERSONNEL SERVICES		\$24,985.11	\$26,987.35		\$51,972.46
5	FIRE PENSION		\$5,304.29	\$5,272.99		\$10,577.28
6	MEDICARE		\$686.32	\$744.38		\$1,430.70
7						
8					TOTAL	\$63,980.44
9						
10	CIA FUND					
11			1ST	2ND		TOTAL
12	MARKETING AND CIVIC ENGAGEMENT		\$2,440.80	\$2,440.80		\$4,881.60
13	OMRF		\$328.53	\$328.53		\$657.06
14	FICA		\$296.34	\$296.34		\$592.68
15	MEDICARE		\$69.30	\$69.30		\$138.60
16						
17					TOTAL	\$6,269.94
18	CMA FUND					
19			1ST	2ND		TOTAL
20	UTILITIES		\$2,147.88	\$2,178.32		\$4,326.20
21	PUBLIC WORKS		\$2,884.61	\$2,884.61		\$5,769.22
22	SANITATION		\$1,216.00	\$1,223.60		\$2,439.60
23	WATER MAINTENANCE		\$8,120.78	\$10,862.18		\$18,982.96
24	LAKE		\$0.00	\$0.00		\$0.00
25	BUILDING I MAINTENANCE		\$1,196.85	\$1,189.28		\$2,386.13
26	FICA		\$1,799.38	\$2,143.08		\$3,942.46
27	MEDICARE		\$420.84	\$501.20		\$922.04
28	OMRF		\$2,021.42	\$2,443.18		\$4,464.60
29					TOTAL	\$43,233.21
30	AIRPORT FUND					
31			1ST	2ND		TOTAL
32	AIRPORT		\$2,192.60	\$2,034.80		\$4,227.40
33	FICA		\$248.02	\$228.46		\$476.48
34	MEDICARE		\$58.02	\$53.44		\$111.46
35	OMRF		\$295.13	\$273.89		\$569.02
36						
37					TOTAL	\$5,384.36
38	HEALTH INSURANCE					
39			1ST	2ND		TOTAL
40	BILLINGS		\$250.00	\$61,362.83		\$61,612.83
41	CLAIMS		\$19.11	\$7,752.70		\$7,771.81
42						
43					TOTAL	\$69,384.64

	A	B	C	D	E	F
1	MONTHLY CLAIMS					
2						
3	COMPENSATED ABSENCES					
4						
5	GROSS		FICA		MEDICARE	TOTAL
6	1ST PAYROLL					
7			\$0.00	\$0.00	\$0.00	\$0.00
8						
9						
10						
11	2ND PAYROLL					
12			\$0.00	\$0.00	\$0.00	\$0.00
13						
14						
15	3RD PAYROLL					
16						
17						
18	TOTAL					\$0.00
19						
20						
21	TOTAL GENERAL FUND			\$501,453.76		
22	TOTAL EMS FUND			\$63,980.44		
23	TOTAL CIA			\$6,269.94		
24	TOTAL CMA			\$43,233.21		
25	TOTAL AIRPORT			\$5,384.36		
26	TOTAL HEALTH INS.			\$69,384.64		
27	TOTAL COMP ABSENCES			\$0.00		
28						
29		TOTAL		\$689,706.35		
30						
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City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Finance

Agenda Item No. 4.c.

AGENDA ITEM: Acceptance of the Financials for February 2021

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept Financials for February 2021.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Leasa Furr, Asst. City Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. Financials - February, 2021

11 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
PERMITS	157,600.00	28,806.65	0.00	178,773.22	0.00	(21,173.22)	113.43
LICENSES	67,400.00	2,908.58	0.00	35,867.23	0.00	31,532.77	53.22
CEMETERY	75,000.00	5,238.72	0.00	74,783.52	0.00	216.48	99.71
FEES	90,300.00	6,526.56	0.00	71,125.37	0.00	19,174.63	78.77
RENT	2,360.00	0.00	0.00	2,066.50	0.00	293.50	87.56
STATE TAX	12,750,000.00	1,217,665.23	0.00	8,464,275.09	0.00	4,285,724.91	66.39
OTHER TAX	750,000.00	116,728.53	0.00	455,670.52	0.00	294,329.48	60.76
FRANCHISE TAX	560,000.00	33,371.29	0.00	320,005.12	0.00	239,994.88	57.14
GRANTS AND PROGRAMS	1,370,411.00	736.00	0.00	1,340,369.70	0.00	30,041.30	97.81
SWIMMING POOL/SPORTS COM	42,533.00	198.00	0.00	18,331.78	0.00	24,201.22	43.10
MISC REVENUES	120,000.00	796.81	0.00	11,659.26	0.00	108,340.74	9.72
TRANSFER OTHER FUNDS-EQU	2,171,932.00	187,922.74	0.00	1,420,515.36	0.00	751,416.64	65.40
INTEREST	10,900.00	319.62	0.00	4,691.47	0.00	6,208.53	43.04
PRIOR YEAR FUND BALANCE C	1,828,109.00	0.00	0.00	0.00	0.00	1,828,109.00	0.00
TOTAL REVENUES	19,996,545.00	1,601,218.73	0.00	12,398,134.14	0.00	7,598,410.86	62.00
<u>EXPENDITURE SUMMARY</u>							
01-ADMINISTRATION	350,151.00	21,116.17	0.00	234,939.77	51.95	115,159.28	67.11
04-EMERGENCY MANAGEMENT	64,328.00	115.08	0.00	920.68	0.00	63,407.32	1.43
02-FIRE DEPARTMENT-PS	305,470.00	18,904.91	0.00	163,030.40	4,619.99	137,819.61	54.88
21-FIRE OPERATIONS	3,165,645.00	225,970.18	0.00	1,983,611.30	4,475.65	1,177,557.85	62.80
03-POLICE DEPARTMENT-PS	488,425.00	30,211.64	0.00	253,014.00	2,106.68	233,304.12	52.23
41-PATROL SERVICES	2,691,877.00	152,409.65	0.00	1,556,321.74	25,972.99	1,109,582.27	58.78
42-INVESTIGATIONS	378,758.00	20,855.99	0.00	196,581.02	66.77	182,110.21	51.92
43-ANIMAL CONTROL	254,297.00	9,549.30	0.00	85,850.70	2,165.26	166,281.04	34.61
44-MUNICIPAL COURT	64,611.00	4,204.36	0.00	37,917.82	0.00	26,693.18	58.69
45-DISPATCH	312,573.00	17,700.38	0.00	169,161.38	700.00	142,711.62	54.34
46-NEIGHBORHOOD SERVICES	153,645.00	3,611.07	0.00	40,488.03	238.19	112,918.78	26.51
51-PARK MAINTENANCE	727,454.00	77,640.76	0.00	418,263.10	22,367.29	286,823.61	60.57
52-SPORTS COMPLEX	279,503.00	5,606.47	3,802.40	117,098.53	1,578.86	164,628.01	41.10
06-CEMETERY MAINTENANC-C	130,300.00	12,536.46	0.00	61,957.50	0.00	48,342.50	62.90
08-LIBRARY - C&R	451,678.00	28,975.92	0.00	269,452.92	19,927.12	162,297.96	64.07
09-STREET & STORM	592,367.00	44,478.77	0.00	390,582.71	34,602.37	167,181.92	71.78
10-FLEET	60,437.00	4,108.06	0.00	41,659.60	109.20	18,668.20	69.11
14-FINANCE-GG	436,357.00	24,072.70	0.00	178,711.98	634.77	257,010.25	41.10
07-HUMAN RESOURCES	79,083.00	4,773.29	0.00	40,184.98	0.00	38,898.02	50.81
16-COMM DEVEL/PLAN SERV	169,265.00	10,022.01	0.00	76,617.10	0.00	92,647.90	45.26
18-BUILDING SERVICES	136,383.00	8,362.46	0.00	81,339.58	16,212.09	38,831.33	71.53
17-GENERAL GOVERNMENT-GG	8,619,543.00	675,103.52	0.00	4,508,534.07	9,406.20	4,101,602.73	52.42
70-GRANT(S)	84,395.00	5,955.27	0.00	37,715.08	455.00	46,224.92	45.23
TOTAL EXPENDITURES ***	19,996,545.00	1,406,284.42	3,802.40	10,963,953.99	145,690.78	8,890,702.63	55.54
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** REVENUE OVER (UNDER) EXPENDITURES "	0.00	194,934.31	3,802.40	1,434,180.15	(145,690.78)	(1,292,291.77)	0.00
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CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

20 -DONATIONS FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
DONATIONS	70,524.00	45.00	0.00	49,118.00	0.00	21,406.00	69.65
INTEREST	100.00	17.63	0.00	150.60	0.00	(50.60)	150.60
TOTAL REVENUES	70,624.00	62.63	0.00	49,268.60	0.00	21,355.40	69.76
<u>EXPENDITURE SUMMARY</u>							
20-DONATIONS-GG	70,624.00	0.00	0.00	24,623.45	2,500.00	43,500.55	38.41
TOTAL EXPENDITURES ***	70,624.00	0.00	0.00	24,623.45	2,500.00	43,500.55	38.41
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	62.63	0.00	24,645.15 (	2,500.00) (	22,145.15)	0.00
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22 -TAX INCREMENT DISTRIC
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
OTHER TAX	140,000.00	38,900.40	0.00	157,568.90	0.00	(17,568.90)	112.55
TRANSFER OTHER FUNDS-EQU	225,000.00	0.00	0.00	0.00	0.00	225,000.00	0.00
INTEREST	0.00	62.09	0.00	522.78	0.00	(522.78)	0.00
TOTAL REVENUES	365,000.00	38,962.49	0.00	158,091.68	0.00	206,908.32 =	43.31
EXPENDITURE SUMMARY							
22-TAX INCREMENT DISTRIC	365,000.00	0.00	0.00	0.00	0.00	365,000.00	0.00
TOTAL EXPENDITURES ***	365,000.00 - . = .	0.00	0.00	0.00	0.00	365,000.00	0.00
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	38,962.49	0.00	158,091.68	0.00	(158,091.68)	0.00
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CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

23 -EMERGENCY MED SERV FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
EMS FEES	1,377,000.00	91,653.64	0.00	660,957.53	0.00	716,042.47	48.00
GRANTS AND PROGRAMS	262,150.00	0.00	0.00	421,455.06	0.00 (	159,305.06)	160.77
MISC REVENUES	500.00	0.00	0.00	10.00	0.00	490.00	2.00
INTEREST	50.00	49.45	0.00	428.53	0.00 (	378.53)	857.06
TOTAL REVENUES	1,639,700.00	91,703.09	0.00	1,082,851.12	0.00	556,848.68	66.04
<u>EXPENDITURE SUMMARY</u>							
02-FIRE DEPARTMENT-PS	1,639,700.00	96,589.92	0.00	1,040,542.86	281,047.04	318,110.10	60.60
TOTAL EXPENDITURES	1,639,700.00	96,589.92	0.00	1,040,542.86	281,047.04	318,110.10	60.60
** REVENUE OVER(UNDER) EXPENDITURES **	0.00 (	4,886.83)	0.00	42,308.26 (	281,047.04)	238,738.78	0.00
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CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

25 -CHICKASHA INDUST AUTH
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
DONATIONS	27,000.00	1,500.00	0.00	14,358.00	0.00	12,642.00	53.18
CONTRACTS/AGREEMENTS	195,000.00	0.00	0.00	81,250.00	0.00	113,750.00	41.67
TRANSFER OTHER FUNDS-EQU	562,500.00	90,669.91	0.00	286,514.38	0.00	275,985.62	50.94
INTEREST	0.00	54.27	0.00	534.79	0.00 (	534.79)	0.00
PRIOR YEAR FUND BALANCE C	361,900.00	0.00	0.00	0.00	0.00	361,900.00	0.00
TOTAL REVENUES	1,146,400.00	92,224.18	0.00	382,657.17 ====	0.00	763,742.83	33.38
EXPENDITURE SUMMARY							
25-CHICKASHA INDUSTRIAL	1,146,400.00	37,323.71	0.00	412,745.65	0.00	733,654.35	36.00
TOTAL EXPENDITURES **	1,146,400.00	37,323.71	0.00	412,745.65	0.00	733,654.35 - - - - -	36.00
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	54,900.47	0.00 (	30,088.48)	0.00	30,088.48	0.00
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CITY OF CHICKASHA
 FINANCIAL STATEMENT (UNAUDITED)
 AS OF: FEBRUARY 28TH, 2021

26 -ED-DEDICATED SALES TAX
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
MISC REVENUES	0.00	0.00	0.00	6,282.78	0.00	(6,282.78)	0.00
INTEREST	23,000.00	145.28	0.00	13,244.35	0.00	9,755.65	57.58
PRIOR YEAR FUND BALANCE C	2,385,245.00	0.00	0.00	0.00	0.00	2,385,245.00	0.00
TOTAL REVENUES	2,408,245.00	145.28	0.00	19,527.13	0.00	2,388,717.87	0.81
<u>EXPENDITURE SUMMARY</u>							
26-ED DED. SALES TAX	2,408,245.00	9,386.05	0.00	287,043.30	390,000.00	1,731,201.70	28.11
*** TOTAL EXPENDITURES *	2,408,245.00	9,386.05	0.00	287,043.30	390,000.00	1,731,201.70	28.11
** REVENUE OVER (UNDER) EXPENDITURES **	0.00 (9,240.77)		0.00 (267,516.17)	(390,000.00)		657,516.17	0.00

27 -E -911 FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
E-911	155,000.00	12,474.76	0.00	104,240.26	0.00	50,759.74	67.25
GRANTS AND PROGRAMS	219,453.00	0.00	0.00	0.00	0.00	219,453.00	0.00
INTEREST	600.00	21.52	0.00	197.93	0.00	402.07	32.99
PRIOR YEAR FUND BALANCE C	9,000.00	0.00	0.00	0,00	0.00	9,000.00	0.00
TOTAL REVENUES	384,053.00	12,496.28	0.00	104,438.19	0.00	279,614.81	27.19
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EXPENDITURE SUMMARY							
27-EMERGENCY 911-PS	384,053.00	5,453.48	0.00	36,712.11	254,661.38	92,679.51	75.87
TOTAL EXPENDITURES ***	384,053.00	5,453.48	0.00	36,712.11	254,661.38	92,679.51	75.87
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** REVENUE OVER (UNDER) EXPENDITURES **	0.00	7,042.80	0.00	67,726.08 (	254,661.38)	186,935.30	0.00
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28 -FIRE/EMS TRAINING FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
TRANSFER OTHER FUNDS-EQU	100.00	8.00	0.00	40.00	0.00	60.00	40.00
INTEREST	0.00	0.07	0.00	0.85	0.00	0.85)	0.00
TOTAL REVENUES	100.00	8.07	0.00	40.85	0.00	59.15	40.85
..CM=1111.6.....							
EXPENDITURE SUMMARY							
02-FIRE DEPARTMENT-PS	100.00	0.00	0.00	0.00	0.00	100.00	0.00
*** TOTAL EXPENDITURES ***	100.00	0.00	0.00	0.00	0.00	100.00	0.00
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	8.07	0.00	40.85	0.00	40.85)	0.00

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

29 -POLICE TRAINING FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
TRANSFER OTHER FUNDS-EQU	10,500.00	1,174.32	0.00	5,677.47	0.00	4,822.53	54.07
INTEREST	40.00	6.22	0.00	58.23	0.00 (	18.23)	145.58
TOTAL REVENUES	10,540.00	1,180.54 ==,--	0.00	5,735.70	0.00	4,804.30	54.42
EXPENDITURE SUMMARY							
03-POLICE DEPARTMENT-PS	10,540.00	0.00	0.00	14.36	0.00	10,525.64	0.14
TOTAL EXPENDITURES ***	10,540.00	0.00	0.00	14.36	0.00	10,525.64	0.14
** REVENUE OVER (UNDER) EXPENDITURES	** 0.00	1,180.54	0.00	5,721.34	0.00 (	5,721.34)	0.00

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

31 -CHICKASHA MUNICIPAL AUTH
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
LICENSES	6,500.00	66.00	0.00	8,770.50	0.00	2,270.50	134.93
FEES	20,000.00	1,952.00	0.00	15,583.04	0.00	4,416.96	77.92
RENT	156,000.00	2,020.00	0.00	131,320.32	0.00	24,679.68	84.18
OIL & GAS	3,000.00	0.00	0.00	3,300.00	0.00	300.00	110.00
UTILITY SERVICE	6,714,650.00	524,493.53	0.00	4,575,926.40	0.00	2,138,723.60	68.15
MISC REVENUES	15,000.00	127.45	0.00	255,583.45	0.00	240,583.45	703.89
TRANSFER OTHER FUNDS-EQU	3,166,667.00	389,433.73	0.00	2,808,199.80	0.00	358,467.20	88.68
INTEREST	75,000.00	1,230.47	0.00	111,229.97	0.00	36,229.97	148.31
PRIOR YEAR FUND BALANCE C	8,256,244.00	0.00	0.00	0.00	0.00	8,256,244.00	0.00
TOTAL REVENUES **	18,413,061.00	919,323.18	0.00	7,909,913.48	0.00	10,503,147.52	42.96
<u>EXPENDITURE SUMMARY</u>							
30-CMA CAPITAL	9,300,000.00	39,757.10	0.00	114,198.55	38,936.75	9,146,864.70	1.65
31-CMA GENERAL-ST	2,364,445.00	191,778.51	0.00	1,602,103.32	0.00	762,341.68	67.76
15-UTILITY BILLING	273,397.00	7,977.12	0.00	94,307.51	810.22	178,279.27	34.79
32-PUBLIC WORKS ADMIN-BT	377,178.00	10,724.07	0.00	117,559.91	3,045.64	256,572.45	31.98
33-SANITATION-BT	2,078,660.00	178,640.93	0.00	1,223,805.19	49,087.91	805,766.90	61.24
34-WATER PLANT-BT	1,816,650.00	153,486.66	0.00	656,448.46	150.00	1,160,051.54	36.14
35-WASTEWATER PLANT-BT	1,037,000.00	66,846.38	0.00	830,726.03	55,257.00	151,016.97	85.44
36-LINE MAINTENANCE-ST	565,408.00	45,624.99	0.00	323,639.77	26,684.23	215,084.00	61.96
37-LAKE CHICKASHA-C&R	27,950.00	1,428.86	0.00	17,800.09	0.00	10,149.91	63.69
38-BUILDING MAINTAENANCE	572,373.00	52,391.64	0.00	419,980.95	4,139.40	148,252.65	74.10
TOTAL EXPENDITURES ***	18,413,061.00	748,656.26	0.00	5,400,569.78	178,111.15	12,834,380.07	30.30
** REVENUE OVER(UNDER) EXPENDITURES **	0.00	170,666.92	0.00	2,509,343.70	{ 178,111.15}	(2,331,232.55)	0.00
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CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

39 -AIRPORT
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
RENT	88,400.00	6,291.00	0.00	59,065.00	0.00	29,335.00	66.82
GRANTS AND PROGRAMS	650,783.00	0.00	0.00	569,718.36	0.00	81,064.64	87.54
OIL & GAS	575,000.00	33,387.48	0.00	239,358.34	0.00	335,641.66	41.63
INTEREST	15,000.00	89.66	0.00	17,247.99	0.00 (	2,247.99)	114.99
PRIOR YEAR FUND BALANCE C	817,778.00	0.00	0.00	0.00	0.00	817,778.00	0.00
TOTAL REVENUES	2,146,961.00	39,768.14	0.00	885,389.69	0.00	1,261,571.31	41.24
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EXPENDITURE SUMMARY							
39-AIRPORT-BT	2,146,961.00	13,268.37	0.00	1,061,979.88	3,471.16	1,081,509.96	49.63
TOTAL EXPENDITURES	2,146,961.00	13,268.37	0.00	1,061,979.88	3,471.16	1,081,509.96	49.63
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** REVENUE OVER (UNDER) EXPENDITURES **	0.00	26,499.77	0.00	(176,590.19) (	3,471.16)	180,061.35	0.00
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CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

52 -CAPITAL PROJECTS FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
GRANTS AND PROGRAMS	150,000.00	0.00	0.00	0.00	0.00	150,000.00	0.00
OIL & GAS	25,000.00	178.20	0.00	13,382.07	0.00	11,617.93	53.53
INTEREST	15,000.00	86.17	0.00	4,221.46	0.00	10,778.54	28.14
PRIOR YEAR FUND BALANCE C	1,086,342.00	0.00	0.00	0.00	0.00	1,086,342.00	0.00
*** TOTAL REVENUES	1,276,342.00	264.37	0.00	17,603.53	0.00	1,258,738.47	1.38
EXPENDITURE SUMMARY							
CAPITAL PROJECTS	1,276,342.00	5,029.00	0.00	70,547.86	59,206.25	1,146,587.89	10.17
TOTAL EXPENDITURES ***	1,276,342.00	5,029.00	0.00	70,547.86	59,206.25	1,146,597.89	10.17
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	(4,764.63)	0.00	(52,944.33)	(59,206.25)	112,150.58	0.00
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53 -CIP-DEDICATED SALES TAX
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
TRANSFER OTHER FUNDS-EQU	2,525,000.00	242,108.56	0.00	1,678,466.48	0.00	846,533.52	66.47
INTEREST	7,500.00	330.95	0.00	8,865.86	0.00	(1,365.86)	118.21
PRIOR YEAR FUND BALANCE C	1,224,633.00	0.00	0.00	0.00	0.00	1,224,633.00	0.00
*** TOTAL REVENUES	3,757,133.00	242,439.51	0.00	1,687,332.34	0.00	2,069,800.66	44.91
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EXPENDITURE SUMMARY							
53-DEDICATED SALE TAX-GG	3,757,133.00	96,500.00	0.00	775,701.13	0.00	2,981,431.87	20.65
TOTAL EXPENDITURES ***	3,757,133.00	96,500.00	0.00	775,701.13	0.00	2,981,431.87	20.65
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	145,939.51	0.00	911,631.21	0.00	(911,631.21)	0.00
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CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

54 -STREET AND ALLEY FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
STATE TAX	30,000.00	2,281.50	0.00	18,874.61	0.00	11,125.39	62.92
OTHER TAX	150,000.00	9,966.90	0.00	77,317.56	0.00	72,682.44	51.55
GRANTS AND PROGRAMS	150,000.00	0.00	0.00	144,181.00	0.00	5,819.00	96.12
INTEREST	600.00	26.91	0.00	167.71	0.00	432.29	27.95
PRIOR YEAR FUND BALANCE C	335,293.00	0.00	0.00	0.00	0.00	335,293.00	0.00
TOTAL REVENUES	665,893.00	12,275.31	0.00	240,540.88	0.00	425,352.12	36.12
	66			66			
EXPENDITURE SUMMARY							
09-STREET & STORM	665,893.00	2,500.00	0.00	524,237.06	53,255.00	88,400.94	86.72
*** TOTAL EXPENDITURES *	665,893.00	2,500.00	0.00	= 524,237.06	53,255.00	88,400.94	86.72
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	9,775.31	0.00	(283,696.18)	(53,255.00)	336,951.18	0.00
	661:111c5						

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

56 -CEMETERY CARE
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
CEMETERY	18,750.00	1,746.28	0.00	22,416.48	0.00	3,666.48)	119.55
INTEREST	6,500.00	96.30	0.00	7,106.75	0.00	606.75)	109.33
PRIOR YEAR FUND BALANCE C	349,750.00	0.00	0.00	0.00	0.00	349,750.00	0.00
TOTAL REVENUES	375,000.00	1,842.58	0.00	29,523.23	0.00	345,476.77	7.87
<u>EXPENDITURE SUMMARY</u>							
06-CEMETERY MAINT.-C	375,000.00	500.00	0.00	2,170.26	0.00	372,829.74	0.58
TOTAL EXPENDITURES * *	375,000.00	500.00	0.00	2,170.26	0.00	372,829.74	0.58
SST.							
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	1,342.58	0.00	27,352.97	0.00 (	27,352.97)	0.00
=====							

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

61 -WATER METER FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
INTEREST	1,500.00	33.13	0.00	1,209.55	0.00	290.45	80.64
*** TOTAL REVENUES	1,500.00	33.13	0.00	1,209.55	0.00	290.45	80.64
<u>EXPENDITURE SUMMARY</u>							
36-LINE MAINTENANCE-BT	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
TOTAL EXPENDITURES * *	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
** REVENUE OVER (UNDER) EXPENDITURES	** 0.00	33.13	0.00	1,209.55	0.00	1,209.55)	0.00
	-----	-----	-----	-----	-----	-----	-----

FINANCIAL STATEMENT (UNAUDITED)

AS OF: FEBRUARY 28TH, 2021

64 -POLICE BOND FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
POLICE FINES	238,000.00	10,660.74	0.00	132,547.35	0.00	105,452.65	55.69
MISC REVENUES	0.00	20.00	0.00	2.00	0.00	2.00	0.00
INTEREST	100.00	33.59	0.00	356.42	0.00	256.42	356.42
PRIOR YEAR FUND BALANCE C	23,500.00	0.00	0.00	0.00	0.00	23,500.00	0.00
*** TOTAL REVENUES	261,600.00	10,714.33	0.00	132,905.77	0.00	128,694.23	50.80
EXPENDITURE SUMMARY							
03-POLICE DEPARTMENT-PS	261,600.00	17,872.79	0.00	117,867.94	4,900.00	138,832.06	46.93
TOTAL EXPENDITURES	261,600.00	17,872.79	0.00	117,867.94	4,900.00	138,832.06	46.93
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	(7,158.46)	0.00	15,037.83	(4,900.00)	10,137.83	0.00

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

68 -WATER RESOURCE FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
UTILITY SERVICE	75,000.00	6,142.00	0.00	53,401.40	0.00	21,598.60	71.20
INTEREST	1,000.00	45.61	0.00	3,043.95	0.00	(2,043.95)	304.40
PRIOR YEAR FUND BALANCE C	474,000.00	0.00	0.00	0.00	0.00	474,000.00	0.00
TOTAL REVENUES	550,000.00	6,187.61	0.00	56,445.35	0.00	493,554.65	10.26
EXPENDITURE SUMMARY							
68-WATER RESOURCES	550,000.00	34.00	0.00	222.94	0.00	549,777.06	0.04
*** TOTAL EXPENDITURES *	550,000.00	34.00	0.00	222.94	0.00	549,777.06	0.04
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	6,153.61	0.00	56,222.41	0.00	(56,222.41)	0.00
=====	-----	-----	-----	-----	-----	-----	-----

FINANCIAL STATEMENT (UNAUDITED)

AS OF: FEBRUARY 28TH, 2021

71 -COMBINED INSURANCE

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
INSURANCE	3,277,823.00	151,133.84	0.00	1,434,556.82	0.00	1,843,266.18	43.77
INTEREST	5,000.00	442.74	0.00	20,937.79	0.00	(15,937.79)	418.76
TOTAL REVENUES	3,282,823.00	151,576.58	0.00	1,455,494.61	0.00	1,827,328.39	44.34
EXPENDITURE SUMMARY							
71-COMBINED INSURANCE-CR	3,282,823.00	69,287.53	0.00	1,204,548.32	1,095.00	2,077,179.68	36.73
TOTAL EXPENDITURES * *	3,282,823.00	69,287.53	0.00	1,204,548.32	1,095.00	2,077,179.68	36.73
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	82,289.05	0.00	250,946.29	(1,095.00)	(249,851.29)	0.00

CITY OF CHICKASHA
FINANCIAL STATEMENT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2021

72 -COMPENSATED ABSENCES FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR EXPENSE	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
INSURANCE	110,194.00	9,182.84	0.00	73,462.64	0.00	36,731.36	66.67
INTEREST	50.00	2.21	0.00	58.74	0.00	(8.74)	117.48
TOTAL REVENUES	110,244.00	9,185.05	0.00	73,521.38	0.00	36,722.62	66.69
EXPENDITURE SUMMARY							
72-COMPENSATED ABSENCES	110,244.00	0.00	0.00	100,995.02	0.00	9,248.98	91.61
TOTAL EXPENDITURES	110,244.00	0.00	0.00	100,995.02	0.00	9,248.98	91.61
** REVENUE OVER(UNDER) EXPENDITURES **	0.00	9,185.05	0.00	(27,473.64)	0.00	27,473.64	0.00



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Finance

Agenda Item No. 4.d.

AGENDA ITEM: Acceptance of Resolution 2021-05R amending the FY20-21 Budget.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept Resolution 2021-05R amending the FY 20-21 Budget.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Leasa Furr, Asst. City Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. Res. 2021-05R Budget Amendment
2. Exhibit A (3)

RESOLUTION NO. 2021-05R

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF CHICKASHA,
GRADY COUNTY, STATE OF OKLAHOMA, AMENDING THE CITY OF
CHICKASHA ADOPTED BUDGET FOR FISCAL YEAR 2020-21**

WHEREAS, pursuant to the Oklahoma Municipal Budget Act, 11 O.S. Section 17-201 through 17-216, all steps in the process of developing the City's Budget for FY 2020-21 were followed, culminating the adoption of the Budget by the Mayor and Council on June 8, 2020; and

WHEREAS, Sections 17-215 and 17-216 of the Oklahoma Municipal Budget Act specifically authorizes amendments to the adopted budget; and

WHEREAS, the Mayor and Council have determined a need to amend the adopted budget; and

NOW THEREFORE, be it resolved by the Mayor and Council of the City of Chickasha, Grady County, Oklahoma, that:

Section 1. The adopted FY 2020-21 Budget for the Donation Fund #20 is hereby amended and attached hereto as "Exhibit A";

This Resolution shall be in full force and effect from and after the passage and approval by the Mayor and Council of the City of Chickasha, Grady County, Oklahoma.

Adopted this 5th day of April 2021.

Chris Mosley, Mayor

ATTEST:

Susan M. McDaniel, City Clerk

(SEAL)

Exhibit A

CITY OF CHICKASHA

BUDGET AMENDMENT FORM

☒ INCREASE	☐ DECREASE	☐ TRANSFER
--	-----------------------------------	-----------------------------------

Fund: DONATION
Fund No.: 20
Amendment No.: 4
Fiscal Year: 2020-2021

Account #	Account Name	Estimated Revenue(s)		Appropriation(s)	
		Increase	Decrease	Increase	Decrease
4310-006	ANIMAL CONTROL/SHELTER	500.00			
520-5310-006.1	ANIMAL SHELTER - HOUSING/EQUIPMENT			500.00	
TOTALS		500.00	-	500.00	-

EXPLANATION:

To recognize Grant/Donation from the Junior Social Workers of Chickasha

Approved by City Manager:

Date Signature

Approved by City Council:

Date Signature



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Administration

Agenda Item No. 6.a.

AGENDA ITEM: Discussion, consideration and possible action to approve funding, enter into a contract with SeeClickFix for a City of Chickasha branded mobile app and authorize staff to execute the necessary documents.

I. BACKGROUND/DESCRIPTION:

- To facilitate more efficient, convenient two-way communication with residents, the City of Chickasha has researched providers for a mobile app.
- The City of Chickasha website, redesigned in 2019, is hosted by Civic Plus. The City's website is fully responsive, however, to provide better service to residents, an app is recommended specifically to provide optimized access to the Request Tracker and to send push notifications.
- Request Tracker will be a top priority of the mobile app, as it is the easiest way for residents to communicate everyday concerns directly with the City. A total of 393 new requests were submitted in 2020.
- We will also be prioritizing easy access to most-requested information, as shown by the most frequently accessed pages, and the ability to send push notifications to residents.
- Staff researched options integrating with our current website and has provided detailed information in the attached proposal.

II. RECOMMENDED ACTION:

Approve expense and authorize staff to execute the documents to enter into an agreement with SeeClickFix to develop a City of Chickasha branded mobile app.

III. FISCAL INFORMATION -

\$9,750 year 1, \$9,450 annually subject to 5% annual technology uplift in subsequent renewal years

IV. FUND INFORMATION:

Dept. Director: Leasa Furr, Asst. City Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. Mobile App Proposal
2. OK-Chickasha-SCF with Marketplace App-02242021



City of Chickasha Mobile App Proposal

Purpose & Background

To facilitate more efficient, convenient two-way communication with residents, the City of Chickasha is exploring options for a mobile app. The City of Chickasha website, redesigned in 2019, is hosted by Civic Plus. The City's website is fully responsive, however, to provide better service to residents, an app is recommended specifically to provide optimized access to the Request Tracker and to send push notifications.

Top pages accessed in 2020 on the City of Chickasha's website included: Lake Chickasha, COVID-19 information, Online Payments and Customer Service for Utility Billing, Sports Complex and Parks & Recreation, Jobs, the Agenda Center, Animal Control Adoption, and Request Tracker.

Priorities

Request Tracker will be a top priority of the mobile app, as it is the easiest way for residents to communicate everyday concerns directly with the City. A total of 393 new requests were submitted in 2020, with 44% of these requests for the Street Department and 19% directed to Code Compliance. Many of these requests were for things that residents may notice while driving through town: potholes needing repaired, missing or damaged street signs, high grass and weeds, and unclean premises. By submitting a concern on Request Tracker, residents avoid bouncing between voicemails and inboxes, instead getting to communicate directly with the department responsible for solving the challenge at hand. Every concern is followed up by a member of the responsible department, typically within 48 hours, and resolutions are communicated with the individual who submitted the request.

We will also be prioritizing easy access to most-requested information, as shown by the most frequently accessed pages, and the ability to send push notifications to residents.

Proposed Solutions

After researching options that will integrate with our current website, there are three options:

- (Suggested) Branded App through SeeClickFix (\$9,750 year 1, \$9,450 annually subject to 5% annual technology uplift in subsequent renewal years)
 - SeeClickFix, owned by CivicPlus, is a citizen request and work management software solution. SeeClickFix is an upgraded, enhanced version of the existing Request Tracker. This includes 10 user licenses, which is the same amount we have with Request Tracker. This would replace the Request Tracker on the website as well, serving a more user-friendly interface.
 - A non-branded mobile app is included with the SeeClickFix software, however, this option would allow us to brand the app icon, name and colors. This option allows us to provide a truly customized app experience for our residents.

- Features
 - When users report a problem through SeeClickFix, the location of the problem will be mapped so that staff is able to quickly locate and respond. Photos can easily be uploaded through the mobile app, enabling users to show the problem needing attention exactly as they see it.
 - The SeeClickFix app allows push notifications, giving us the ability to communicate directly with all residents who have downloaded the app in real-time. In the event of a power outage, an imminent emergency such as a tornado, the need to remind of a city-wide event, or if we had any other reason to communicate with residents, we could send a notification directly to them through the app.
 - Additionally, we are able to link to our Agenda Center, Calendar and other most-visited pages, along with social media pages and important contact information.
 - Internally, staff can schedule work orders with related photos, locations and details, set due dates, and create multiple work orders from one request. As with Request Tracker, requests will be auto-assigned to the responsible department, and requests will be escalated up the chain of command if they are not taken care of within a set timeframe.
- Additionally, the SeeClickFix team will provide marketing support to help gain adoption throughout the City.
- Examples of branded apps include El Reno Connect (El Reno, OK), SeeClickFix St. Pete (St. Petersburg, FL), Access East Point (East Point, GA), and LS Connect! (Lee's Summit, MO).
- (Option 2) Non-Branded App through SeeClickFix (\$5,750 year 1, \$5,250 annually subject to 5% annual technology uplift in subsequent renewal years)
 - A non-branded app will have the same features of a branded app, however, users would download the SeeClickFix app and set their location as Chickasha, rather than downloading a Chickasha-specific app. Once a user sets their location, the location is saved. Our logo, selected background image and content would be displayed.
 - A branded app is recommended so that residents can be assured they are downloading content directly from the City of Chickasha, and for ease of use, specifically for those who may be unfamiliar with changing settings.
 - Broken Arrow, OK and Alva, OK are using this option.
- (Option 3) Plus Mobile (\$8,427 year 1, \$6,300 annually subject to 5% annual increase in subsequent renewal years)
 - Developed by Civic Plus, CivicPlus Mobile provides an optimized mobile-specific experience to enhance engagement and satisfaction. CP Mobile provides easy access to our website content to citizens, and integrates with other CivicPlus solutions, such as Civic Clerk, to provide mobile access to other CivicPlus products as well.
 - Provides push notifications and convenient access to our website.
 - Would provide a direct link to the Request Tracker on our website, however, Request Tracker is not optimized for mobile use. It is recommended for a mobile optimized Request tracker that we add on SeeClickFix, which would be at the pricing stated above for the non—branded app.
 - Examples: La Vista (La Vista, NE), MyABI Mobile (Abilene, TX)



Prepared for:

Chris Mosley
City of Chickasha
117 North 4th Street
Chickasha, Oklahoma, 73018
chris.mosley@chickasha.org
405-222-6045

Prepared by:

Amanda Parr
Account Executive
amanda.parr@civicplus.com
2038507228

Issue Date:

2/24/2021

Pricing Expires:

4/30/2021

Product Name	DESCRIPTION	QTY	TOTAL
SeeClickFix Annual	SeeClickFix Annual Licenses	10.00	USD 5,000.00
Marketplace App Annual	Marketplace App Annual	1.00	USD 4,000.00
Request Import	Import of up to 25,000 requests, includes one batch import to resolve errors, a second import on test environment, and a final import in production. Data must adhere to SCF specifications. Additional batch imports after these 3 will incur additional cost.	1.00	USD 750.00
SeeClickFix Account Config	SeeClickFix Account Configuration	1.00	USD 0.00
SeeClickFix Virtual Training	SeeClickFix Virtual Training	1.00	USD 0.00
TOTAL:			USD 9,750.00

List Price - Year 1 Total	USD 22,500.00
Total Investment - Year 1	USD 9,750.00
Annual Recurring Costs - Year 2	USD 9,450.00

*Annual Recurring Costs are subject to 5% annual technology uplift beginning in year 2 of service.

Total Days of Quote:365

1. This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement located at <https://legal.seeclixfix.com/terms-and-conditions-cp/> ("MSA"), to which this SOW is hereby attached as the SeeClickFix Statement of Work. By signing this SOW, Client expressly agrees to the terms and conditions of the MSA throughout the Term of this SOW.

2. This SOW shall remain in effect for an initial term equal to 365 days from the date of signing ("Initial Term"). In the event that neither party gives 90 days' notice to terminate prior to the end of the Initial Term or any subsequent Renewal Term, this SOW will automatically renew for an additional 1-year renewal term ("Renewal Term"). The Initial Term and all Renewal Terms are collectively referred to as the "Term".

3. The Total Investment - Year 1 (the sum of the One Time Costs and the Recurring Costs) will be invoiced at signing of this SOW. Client will pay all invoices within 30 days of the date of invoice.

4. Renewal Term Annual Recurring Costs shall be invoiced beginning in year 2 of service.

Acceptance

The undersigned has read and agrees to the following Terms and Conditions, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date: [https:// legal.seeclickfix.com/terms-and-conditions-cp/](https://legal.seeclickfix.com/terms-and-conditions-cp/)

Client

CivicPlus

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources:

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Community Development

Agenda Item No. 6.b.

AGENDA ITEM: Consideration, discussion and possible action to approve Ordinance 2021-09 - Use on Review Permit for a Cell phone tower at 1224 S. 3rd Street.

I. BACKGROUND/DESCRIPTION:

- The owner of the Property is Johnsons Commercial Rentals
- The Cell tower is being constructed by Branch Communications
- The tower is proposed in a single pole no fall design, meaning there is a zero-foot fall radius.
- The pole will be 145 Feet high.
- The tower has been approved by the Federal Airways and Airspace.
- The Planning Commission approved this Special Use Permit and they recommend approving it.
- The City will charge standard building permit fees for the construction of this tower.

II. RECOMMENDED ACTION:

Staff Recommends approval of Ordinance 2021-09 - Use on Review Permit for a Cell phone tower at 1224 S. 3rd Street. This tower will improve cell service and Wi-Fi options for emergency services and citizens.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
Rachel Bernish, Community	(To)		

	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. 1224 S 3rd Cell tower app
2. Ord. 2021-09 - Use on Review Cell tower 1224 S 3rd



City of

Chickasha

117 North 4th Street
Chickasha, OK 73018

Due On: _____
Planning Commission Meeting Date: _____

Community Development

CITY OF CHICKASHA
APPLICATION FOR USE ON REVIEW

DATE: _____

1. Applicant(s) Name: Troy Williams for Vertical Bridge
Address: 1900 NW Expressway, suite 800, OKC, OK 73118
Phone: 405. 833-2040 troy.williams@brunchcomm.net
2. Legal Description of subject property: LOT 4 Block 253, City of Chickasha.
Attached.
3. Address of subject property: 1224 South Third Street, Chickasha, OK 73018
4. Present zoning of subject property: Commercial.
5. Physical Characteristics of Subject Property:
Frontage on Street: 75'
Lot Depth: 165'
Drawing Attached: ☒ YES ☐ NO
6. Proposed Use for the Property: 145' Monopole, Equipment Shelter & NAT'l Gas Generator
7. Public Utilities Which Serve the Property:
Street, Surface Material: paved
City Water: ☐ YES ☐ NO, then list source of water N/A
City Sanitary Sewer: ☐ YES ☐ NO, then list provider N/A
8. Number of Off-Street Parking Spaces: 1
Surface Material of Parking Spaces: Gravel
9. Abstractors Certified Property Owners List Provided: ☒ YES ☐ NO
10. Owner of Record: Johnson's Commercial Rentals
Address: 3602 S. 4th St, Chickasha, OK 73018 Phone Number: 405-222-9665
11. \$95.00 Application Fee Paid: ☒ YES ☐ NO Receipt Number: _____

ALL INFORMATION ON THIS FORM MUST BE COMPLETED IN ORDER TO PROCESS YOUR REQUEST

Applicant(s) Signature: Troy Williams Date: 1-28-2021

117 North 4th Street, Chickasha, Oklahoma 73018 (405)222-6010 Fax No. (405)574-1015

E-mail: kay.perry@chickasha.org

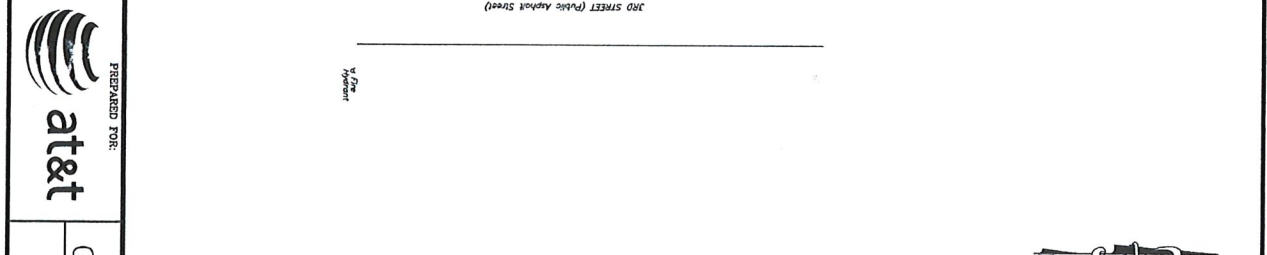
OKL01945 DT Chickasha

Johnson

Legend

 OKL01945 DT Chickasha



[illegible]

 * Federal Airways & Airspace *
 * Summary Report: New Construction *
 * Antenna Structure *

Airspace User: MARY SAMUELS

File: OK01945_DT_CHICKASH

Location: Waldron, KS

Latitude: 35°-02'-17.9" Longitude: 97°-56'-09.7"

SITE ELEVATION AMSL.....1098 ft.

STRUCTURE HEIGHT.....155 ft.

OVERALL HEIGHT AMSL.....1253 ft.

NOTICE CRITERIA

FAR 77.9(a): NNR (DNE 200 ft AGL)
 FAR 77.9(b): NNR (DNE Notice Slope)
 FAR 77.9(c): NNR (Not a Traverse Way)
 FAR 77.9: NNR FAR 77.9 IFR Straight-In Notice Criteria for CHK
 FAR 77.9: NNR FAR 77.9 IFR Straight-In Notice Criteria for O14
 FAR 77.9(d): NNR (Off Airport Construction)

NR = Notice Required

NNR = Notice Not Required

PNR = Possible Notice Required (depends upon actual IFR procedure)
 For new construction review Air Navigation Facilities at bottom
 of this report.

Notice to the FAA is not required at the analyzed location and height for
 slope, height or Straight-In procedures. Please review the 'Air Navigation'
 section for notice requirements for offset IFR procedures and EMI.

OBSTRUCTION STANDARDS

FAR 77.17(a)(1): DNE 499 ft AGL
 FAR 77.17(a)(2): DNE - Airport Surface
 FAR 77.19(a): DNE - Horizontal Surface
 FAR 77.19(b): DNE - Conical Surface
 FAR 77.19(c): DNE - Primary Surface
 FAR 77.19(d): DNE - Approach Surface
 FAR 77.19(e): DNE - Approach Transitional Surface
 FAR 77.19(e): DNE - Abeam Transitional Surface

VFR TRAFFIC PATTERN AIRSPACE FOR: CHK: CHICKASHA MUNI

Type: A RD: 21084.14 RE: 1129.8

FAR 77.17(a)(1): DNE
 FAR 77.17(a)(2): DNE - Height No Greater Than 200 feet AGL.
 VFR Horizontal Surface: DNE
 VFR Conical Surface: DNE
 VFR Primary Surface: DNE
 VFR Approach Surface: DNE
 VFR Transitional Surface: DNE

VFR TRAFFIC PATTERN AIRSPACE FOR: O14: SKYROADS

Type: A RD: 55738.25 RE: 1184

FAR 77.17(a)(1): DNE
 FAR 77.17(a)(2): Does Not Apply.
 VFR Horizontal Surface: DNE
 VFR Conical Surface: DNE
 VFR Primary Surface: DNE
 VFR Approach Surface: DNE
 VFR Transitional Surface: DNE

TERPS DEPARTURE PROCEDURE (FAA Order 8260.3, Volume 4)

FAR 77.17(a)(3) Departure Surface Criteria (40:1)
 DNE Departure Surface

MINIMUM OBSTACLE CLEARANCE ALTITUDE (MOCA)

FAR 77.17(a)(4) MOCA Altitude Enroute Criteria

The Maximum Height Permitted is 2000 ft AMSL.

PRIVATE LANDING FACILITIES

FACIL IDENT TYP NAME	BEARING To FACIL	RANGE IN NM	DELTA ARP ELEVATION	FAA IFR
60K2 AIR REDHILLS	53.85	2.49	+78	

No Impact to Private Landing Facility.
DNE 200 ft AGL within 3 NM of Airport.

AIR NAVIGATION ELECTRONIC FACILITIES

FAC IDNT	TYPE	ST AT	FREQ	VECTOR	DIST (ft)	DELTA ELEVA	ST	LOCATION	GRND ANGLE	APCH BEAR
CHK	CO	I	118.17	332.21	22389	+89	OK	CHICKASHA RCO	.23	
IRW	VORTAC	I	114.1	39.86	152065	+23	OK	WILL ROGERS	.01	
KOKC	TD	I	5603.	55.69	154019	-4	OK	OKLAHOMA CITY TDW	0.00	
OKC	RADAR	I	2755.	37.33	155912	-74	OK	WILL ROGERS WORLD	-.03	
OKCA	TD	I	5620.	35.35	158333	-135	OK	AERONAUTICAL CTR	-.05	
OKCA	RADAR ARSR	I	1255.4	35.15	158566	-100	OK	AERONAUTICAL CTR	-.04	
OKCA	RADAR	I	2780.	35.1	158968	-49	OK	AERONAUTICAL CTR	-.02	
KOUN	RADAR WXL	I		62.77	159797	-40	OK	NORMAN WXL	-.01	
KOKC	RADAR WXL	I		34.54	161391	-106	OK	OKLAHOMA CITY WXL	-.04	
OEX	RADAR ARSR	I		35.17	162148	-76	OK	FAA AERONAUTICAL	-.03	
OKCB	RADAR	I	2770.	35.3	162260	-100	OK	OKLAHOMA CITY	-.04	
OKCB	RADAR WXL	I	5861.	34.71	162664	-111	OK	AERONAUTICAL CTR	-.04	
FSI	RADAR	I		223.31	195269	+44	OK	HENRY POST AAF	.01	
PWA	VOR/DME	I	113.4	25.51	199609	-18	OK	WILEY POST	-.01	
OKC	RADAR ARSR	I	1283.4	52.29	217280	-145	OK	OKLAHOMA CITY	-.04	
KTLX	RADAR WXL	I		61.18	224096	-19	OK	OKLAHOMA CITY WXL	0.00	

CFR Title 47, §1.30000-\$1.30004

AM STUDY NOT REQUIRED: Structure is not near a FCC licensed AM station.
Movement Method Proof as specified in §73.151(c) is not required.
Please review 'AM Station Report' for details.

No AM Stations were located within 3.0 km.

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07-23-2020
15:33:29



January 22, 2021

Nicole Kuchinski
CRB Companies, LLC
7335 S. Lewis Avenue, Suite 300
Tulsa, OK 74136
(918)-949-4551

B+T Group
1717 S. Boulder, Suite 300
Tulsa, OK 74119
(918) 587-4630
btwo@btgrp.com

Subject: No Fall Letter

CRB Designation: CRB Site ID: OKL01945
CRB Site Name: DT Chickasha

Engineering Firm Designation: B+T Group Project Number: 147366.001.01

Site Data: E911: 1224 1/2 South Third Street, Chickasha, OK 73018
Latitude: 34° 02' 17.878", Longitude: -97° 56' 09.684"
145' Foot – Monopole

Dear Nicole Kuchinski,

As requested by CRB Companies, LLC, B+T Group is pleased to submit this "No Fall Letter" for the 145' monopole tower to be constructed at the DT Chickasha site.

This tower is designed in accordance with the TIA 222-H Standard. The tower is designed to support antennas and transmission lines for 3 wireless carriers. The specific design criteria are described in the tower design (Job #OKL01945) Dated: November 24, 2020.

It should be understood that communication structures are designed in accordance with strict structural standards and conservative loading assumptions. It is extremely rare that a properly constructed and well-maintained tower will fail during a code load event. For steel monopoles the primary loading is caused by wind which exerts lateral forces on the tower. A failure is assumed when the stresses in the steel exceed the yield strength of the material and a plastic deformation (i.e. permanent bend) occurs in the monopole. The bending or deflection tend to reduce the forces imparted by the wind which decreases the stress on the tower until the loading event has passed. Even with this permanent deflection the tower is structurally sound and can support the loads for which it was originally designed. This results in what can be considered a zero-foot fall radius.

This letter does not consider unpredictable extreme catastrophic events for which the structure is not designed such as large debris (i.e. an adjacent roof structure being blown into the tower). However, any damage to surrounding property caused by the tower failing during such an event would be relatively insignificant when compared to the damage caused to the surrounding property itself.

We at B+T Group appreciate the opportunity of providing our continuing professional services to you and CRB Companies, LLC. If you have any questions or need further assistance on this or any other projects, please give us a call.

Letter prepared by: Brandon Sevier, P.E.
Respectfully submitted by: B+T Engineering, Inc.



Brad R. Milanowski, P.E.

Section	1	2	3	4	
Length (ft)	46,000	30,000	30,000	51,500	
Number of Sides	16	16	16	16	
Thickness (in)	0.188	0.313	0.313	0.375	
Socket Length (ft)	3,500	4,250	4,750	35,075	
Top Dia (in)	18,000	26,125	30,650	45,375	
Bot Dia (in)	27,200	32,125	36,650		
Grade					
Weight (K)	2.1	2.9	3.4	8.4	

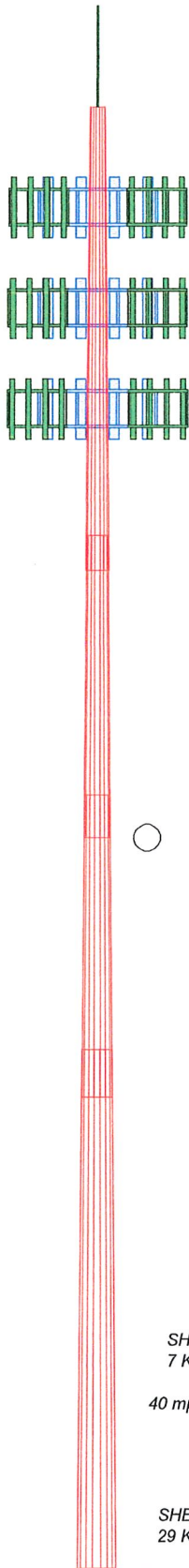
145.0 ft

99.0 ft

72.5 ft

46.8 ft

0.0 ft



DESIGNED APPURTENANCE LOADING

TYPE	ELEVATION	TYPE	ELEVATION
Lightning Rod 1"x10'	150	Sector3(CaAa=10000 Sq.in)No Ice (Carrier 2)	125
Sector1(CaAa=13333.33 Sq.in)No Ice (Carrier 1)	135	Sector1(CaAa=10000 Sq.in)No Ice (Carrier 3)	115
Sector2(CaAa=13333.33 Sq.in)No Ice (Carrier 1)	135	Sector2(CaAa=10000 Sq.in)No Ice (Carrier 3)	115
Sector3(CaAa=13333.33 Sq.in)No Ice (Carrier 1)	135	Sector3(CaAa=10000 Sq.in)No Ice (Carrier 3)	115
Sector1(CaAa=10000 Sq.in)No Ice (Carrier 2)	125		
Sector2(CaAa=10000 Sq.in)No Ice (Carrier 2)	125		

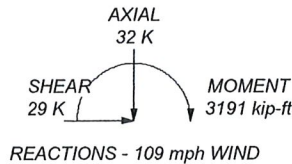
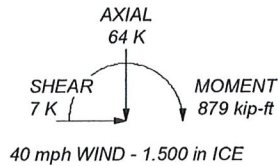
MATERIAL STRENGTH

GRADE	Fy	Fu	GRADE	Fy	Fu
A572-65	65 ksi	80 ksi			

TOWER DESIGN NOTES

1. Tower is located in Grady County, Oklahoma.
2. Tower designed for Exposure C to the TIA-222-H Standard.
3. Tower designed for a 109 mph basic wind in accordance with the TIA-222-H Standard.
4. Tower is also designed for a 40 mph basic wind with 1.50 in ice. Ice is considered to increase in thickness with height.
5. Deflections are based upon a 60 mph wind.
6. Tower Risk Category II.
7. Topographic Category 1 with Crest Height of 0.000 ft
8. Please see feedline plan for proper feedline placement. Deviation from plan may reduce tower capacity.
9. Design is preliminary and subject to change.

ALL REACTIONS
ARE FACTORED



Job: Proposal Design - DT Chickasha (Site# OKL01945 (15004109		
Project: 145' MP/35.03829944, -97.9360233		
Client: Vertical Bridge	Drawn by: Pavan Pai	App'd:
Code: TIA-222-H	Date: 11/24/20	Scale: NTS
Phone:	Path:	Dwg No. E-1
FAX:		

ORDINANCE NO. 2021-09

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF CHICKASHA, GRADY COUNTY, STATE OF OKLAHOMA, APPROVING THE USE ON REVIEW FOR THE PURPOSE OF A CELL PHONE TOWER AT 1224 S 3RD STREET; PROVIDING FOR SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, a use permitted on review was requested and the Planning Commission held a public hearing and voted unanimously to forward a recommendation for approval to the City Council;

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF CHICKASHA, STATE OF OKLAHOMA:

SECTION 1. **Cell Phone tower located at 1224 S 3rd Street.** The permitted use of the cell phone tower is required to obtain a use on review permit per Sec. 54 (137) of the Chickasha City Code is hereby approved.

SECTION 2. **Severability.** If any section, subsection, sentence, clause, phase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the remaining portions of this ordinance.

SECTION 3. **Effective Date.** This Ordinance shall be in full force and effect 30 days from and after its passage, approval, and publication.

Adopted and approved this 5th day of April 2021

Chris Mosley, Mayor

ATTESTED:

Susan M. McDaniel, City Clerk

(SEAL)



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Community Development

Agenda Item No. 6.c.

AGENDA ITEM: Consideration, discussion and possible action to approve Ordinance 2021-08 - Use on Review Permit for a Cell phone tower at 527 E Choctaw for Johnsons Rentals.

I. BACKGROUND/DESCRIPTION:

- The owner of the Property is Johnsons Commercial Rentals
- The Cell tower is being constructed by Branch Communications
- The tower is proposed in a single pole no fall design, meaning there is a zero-foot fall radius.
- The pole will be 180 Feet high self supporting Tower.
- The tower has been approved by the Federal Airways and Airspace.
- The Planning Commission approved this Special Use Permit and they recommend approving it.
- The city will charge all standard building permit fees for the permit.

II. RECOMMENDED ACTION:

Staff Recommends approval of Ordinance 2021-08 - Use on Review for cell phone tower at 527 E. Choctaw.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Rachel Burnish, Community Development Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT

Meeting Date: April 5, 2021	(From)	
---------------------------------------	--------	--

V. ATTACHMENTS:

1. 527 E Choctaw Cell Tower App
2. Ord. 2021-08 - Use on Review Cell tower 527 E Choctaw



City of

Chickasha117 North 4th Street
Chickasha, OK 73018

Community Development

Due On: _____

Planning Commission Meeting Date: _____

CITY OF CHICKASHA
APPLICATION FOR USE ON REVIEWDATE: 1-28-2021

1. Applicant(s) Name: Troy Williams for Tillman / AT&T
Address: 1900 NW Expressway, Suite 800, OKC, OK 73118
Phone: 405-833-2040 troy.williams@bentch.com
2. Legal Description of subject property: SEE ATTACHED
proposed 180' Self Support Tower & Equipment Shelter & NAT'l Gas Generator
3. Address of subject property: 527 E. Choctaw Ave, Chickasha, OK 73108
4. Present zoning of subject property: INDUSTRIAL
5. Physical Characteristics of Subject Property:
Frontage on Street: Choctaw Ave.
Lot Depth: 403'
Drawing Attached: ☒ YES ☐ NO
6. Proposed Use for the Property: Warehouse 180' SELF Support Tower, Equipment Shelter & NAT'l Gas Generator
7. Public Utilities Which Serve the Property:
Street, Surface Material: Power & Telco Asphalt & gravel
City Water: ☐ YES N/A ☐ NO, then list source of water N/A
City Sanitary Sewer: ☐ YES N/A ☐ NO, then list provider N/A
8. Number of Off-Street Parking Spaces: 1
Surface Material of Parking Spaces: Gravel
9. Abstractors Certified Property Owners List Provided: ☒ YES ☐ NO
10. Owner of Record: Johnson's Commercial Rentals, LLC - Jimmy Johnson
Lindsey J. Beck
Address: 3602 S. 4th St, Chickasha, OK 73018 Phone Number: 405-222-9665
11. \$95.00 Application Fee Paid: ☒ YES ☐ NO Receipt Number: _____

ALL INFORMATION ON THIS FORM MUST BE COMPLETED IN ORDER TO PROCESS YOUR REQUESTApplicant(s) Signature: Troy Williams Date: 1-28-2021

117 North 4th Street, Chickasha, Oklahoma 73018 (405)222-6010 Fax No. (405)574-1015

E-mail: kay.perry@chickasha.org

1-26-2021

City of Chickasha
Rachel Burnish
117 N 4th Street
Chickasha, OK 73018

RE: Zoning application Cell Tower OKL01947

Dear Ms. Bernish,

AT&T is proposing a 180' Self-Supporting Tower to be located at 527 E. Choctaw Ave, Chickasha, OK 73108.

The site will be located on Johnson's Commercial Rentals (Jimmy Bill Johnson and Lindy J. Beck) industrial property in the NE corner of the parcel 0000-27—7N-07W-2-007-00.

The site is necessary to provide additional AT&T 5G coverage and add capacity to Chickasha.

The site will enhance Cellular, Data, Broadband Wi-Fi and First Net coverage to Chickasha.

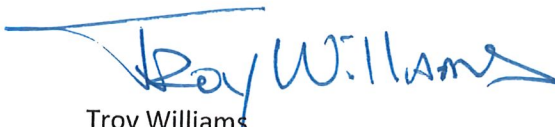
The lease area is 75' x 75' with Access and Utility easements to the site. The site will have a 6' fence with 3 strands of barbed wire for security. AT&T will install an equipment shelter and a natural gas generator for emergency power.

The site is structurally designed and engineered for 4 carriers.

I look forward to working with the City of Chickasha to improve AT&T quality coverage and enhance capacity issues in Chickasha.

If you have any questions, please give me a call.

Sincerely,



Troy Williams
CRB Companies and Branch Communications
1900 NW Expressway, Suite 800
Oklahoma City, OK 73118
405-833-2040
Troy.williams@branchcomm.net

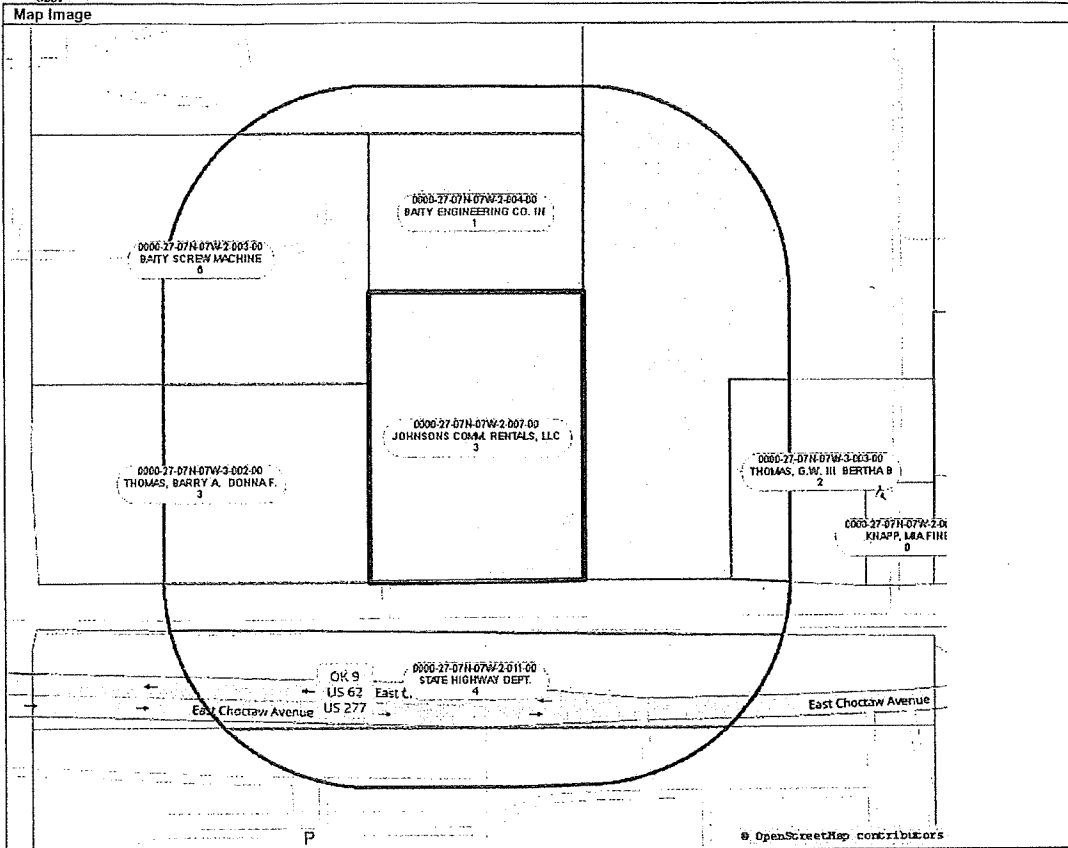


Grady

Parcel Map and Account Listing

Data provided by Bari Firestone County Assessor

Date 01/22/2021
Time 13:38:01



Chickasha Hwy 277 & 62

Legend

 Johnson Comm Rentals A

Johnson Comm Rentals A

N Genevieve St

S Genevieve St

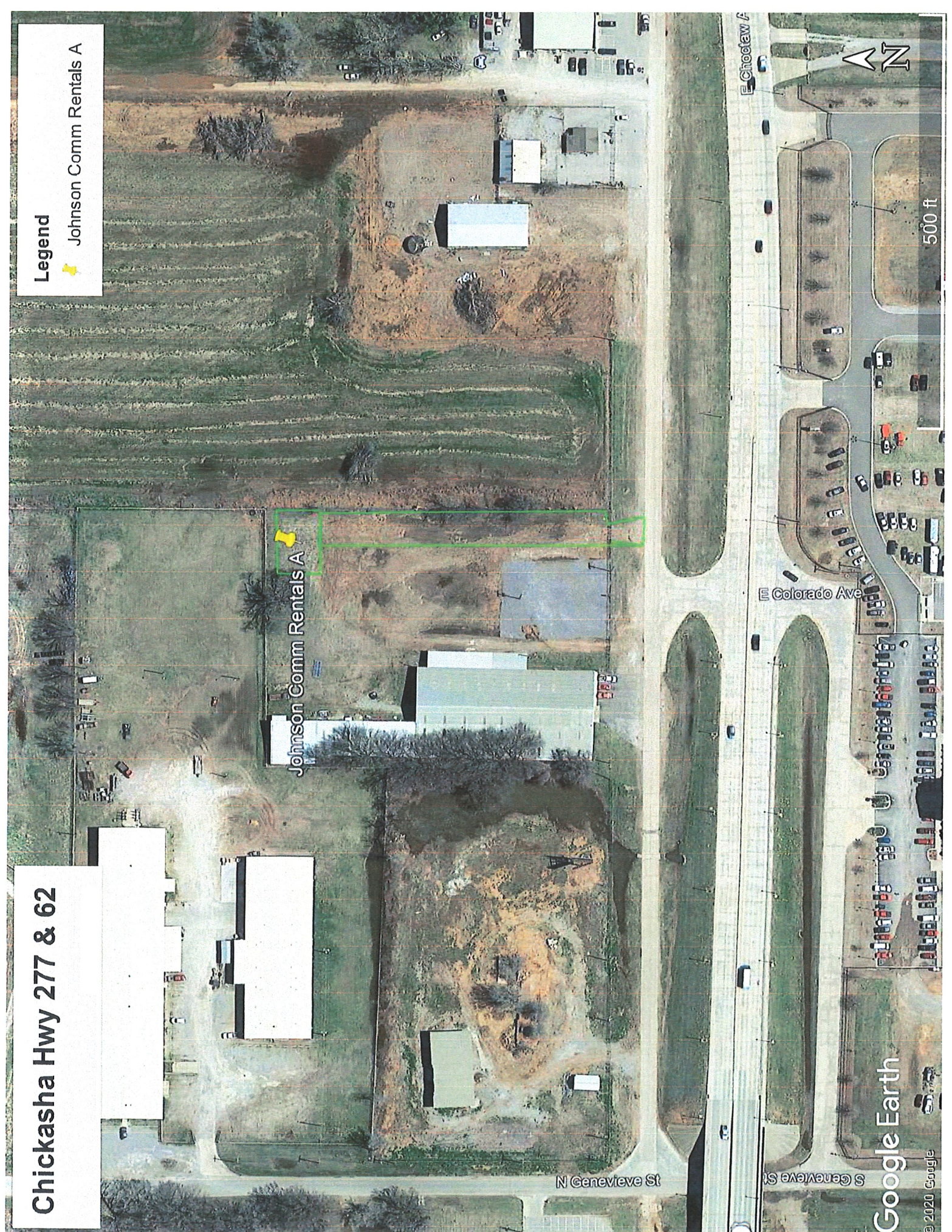
E Colorado Ave

E Choctaw Ave

Google Earth

© 2020 Google

500 ft



 * Federal Airways & Airspace *
 * Summary Report: New Construction *
 * Antenna Structure *

Airspace User: Dian Eddy

File: 15004108

Location: Chickasha, OK

Latitude: 35°-03'-13.3" Longitude: 97°-55'-40.6"

SITE ELEVATION AMSL.....1090 ft.

STRUCTURE HEIGHT.....190 ft.

OVERALL HEIGHT AMSL.....1280 ft.

NOTICE CRITERIA

FAR 77.9(a): NNR (DNE 200 ft AGL)

FAR 77.9(b): NNR (DNE Notice Slope)

FAR 77.9(c): NNR (Not a Traverse Way)

FAR 77.9: NNR FAR 77.9 IFR Straight-In Notice Criteria for CHK

FAR 77.9: NNR FAR 77.9 IFR Straight-In Notice Criteria for 014

FAR 77.9(d): NNR (Off Airport Construction)

NR = Notice Required

NNR = Notice Not Required

PNR = Possible Notice Required (depends upon actual IFR procedure)
 For new construction review Air Navigation Facilities at bottom
 of this report.

Notice to the FAA is not required at the analyzed location and height for
 slope, height or Straight-In procedures. Please review the 'Air Navigation'
 section for notice requirements for offset IFR procedures and EMI.

OBSTRUCTION STANDARDS

FAR 77.17(a)(1): DNE 499 ft AGL

FAR 77.17(a)(2): DNE - Airport Surface

FAR 77.19(a): DNE - Horizontal Surface

FAR 77.19(b): DNE - Conical Surface

FAR 77.19(c): DNE - Primary Surface

FAR 77.19(d): DNE - Approach Surface

FAR 77.19(e): DNE - Approach Transitional Surface

FAR 77.19(e): DNE - Abeam Transitional Surface

VFR TRAFFIC PATTERN AIRSPACE FOR: CHK: CHICKASHA MUNI

Type: A RD: 17928.41 RE: 1129.8

FAR 77.17(a)(1): DNE

FAR 77.17(a)(2): DNE - Height No Greater Than 200 feet AGL.

VFR Horizontal Surface: DNE

VFR Conical Surface: DNE
VFR Primary Surface: DNE
VFR Approach Surface: DNE
VFR Transitional Surface: DNE

The structure is within VFR - Traffic Pattern Airspace Climb/Descent Area.
Structures exceeding the greater of 350' AAE, 77.17(a)(2), or VFR horizontal
and conical surfaces will receive a hazard determination from the FAA.
Maximum AMSL of Climb/Descent Area is 1501 feet.

VFR TRAFFIC PATTERN AIRSPACE FOR: 014: SKYROADS

Type: A RD: 61828.42 RE: 1184

FAR 77.17(a)(1): DNE
FAR 77.17(a)(2): Does Not Apply.
VFR Horizontal Surface: DNE
VFR Conical Surface: DNE
VFR Primary Surface: DNE
VFR Approach Surface: DNE
VFR Transitional Surface: DNE

TERPS DEPARTURE PROCEDURE (FAA Order 8260.3, Volume 4)

FAR 77.17(a)(3) Departure Surface Criteria (40:1)
DNE Departure Surface

MINIMUM OBSTACLE CLEARANCE ALTITUDE (MOCA)

FAR 77.17(a)(4) MOCA Altitude Enroute Criteria
The Maximum Height Permitted is 2000 ft AMSL

PRIVATE LANDING FACILITIES

FACIL	BEARING	RANGE	DELTA ARP	FAA
IDENT TYP NAME	To FACIL	IN NM	ELEVATION	IFR
6OK2 AIR REDHILLS	71.31	1.7	+105	
No Impact to Private Landing Facility.				
DNE 200 ft AGL within 3 NM of Airport.				

AIR NAVIGATION ELECTRONIC FACILITIES

FAC	ST	DIST	DELTA	GRND	APCH
IDNT TYPE AT FREQ VECTOR (ft) ELEVA ST LOCATION	ANGLE	BEAR			
CHK CO I 118.17 317.86 19160 +116 OK CHICKASHA RCO	.35				
IRW VORTAC I 114.1 40.54 146225 +50 OK WILL ROGERS	.02				
KOKC TD I 5603. 56.95 148899 +23 OK OKLAHOMA CITY TDW	.01				
OKC RADAR I 2755. 37.9 149998 -47 OK WILL ROGERS WORLD	-.02				
OKCA TD I 5620. 35.83 152370 -108 OK AERONAUTICAL CTR	-.04				
OKCA RADAR ARSR I 1255.4 35.62 152599 -73 OK AERONAUTICAL CTR	-.03				
OKCA RADAR I 2780. 35.57 152999 -22 OK AERONAUTICAL CTR	-.01				
KOUN RADAR WXL I 64.2 155131 -13 OK NORMAN WXL	0.00				
KOKC RADAR WXL I 34.98 155409 -79 OK OKLAHOMA CITY WXL	-.03				
OEX RADAR ARSR I 35.63 156181 -49 OK FAA AERONAUTICAL	-.02				
OKCB RADAR I 2770. 35.77 156296 -73 OK OKLAHOMA CITY	-.03				
OKCB RADAR WXL I 5861. 35.15 156687 -84 OK AERONAUTICAL CTR	-.03				

PWA	VOR/DME	I	113.4	25.58	193512	+9 OK WILEY POST	0.00
FSI	RADAR	I		222.71	201007	+71 OK HENRY POST AAF	.02
OKC	RADAR ARSR	I	1283.4	53.09	211960	-118 OK OKLAHOMA CITY	-.03
KTLX	RADAR WXL	I		62.16	219308	+8 OK OKLAHOMA CITY WXL	0.00

CFR Title 47, §1.30000-§1.30004

AM STUDY NOT REQUIRED: Structure is not near a FCC licensed AM station.
 Movement Method Proof as specified in §73.151(c) is not required.
 Please review 'AM Station Report' for details.

No AM Stations were located within 3.0 km.

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06-12-2020
 10:14:16

ORDINANCE NO. 2021-08

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF CHICKASHA, GRADY COUNTY, STATE OF OKLAHOMA, APPROVING THE USE ON REVIEW FOR THE PURPOSE OF A CELL PHONE TOWER AT 527 E CHOCTAW; PROVIDING FOR SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, a use permitted on review was requested and the Planning Commission held a public hearing and voted unanimously to forward a recommendation for approval to the City Council;

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF CHICKASHA, STATE OF OKLAHOMA:

SECTION 1. **Cell Phone tower located at 527 E Choctaw.** The permitted use of the cell phone tower is required to obtain a use on review permit per Sec. 54 (137) of the Chickasha City Code is hereby approved.

SECTION 2. **Severability.** If any section, subsection, sentence, clause, phase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the remaining portions of this ordinance.

SECTION 3. **Effective Date.** This Ordinance shall be in full force and effect 30 days from and after its passage, approval, and publication.

Adopted and approved this 5th day of April 2021.

Chris Mosley, Mayor

ATTESTED:

Susan M. McDaniel, City Clerk

(SEAL)



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Community Development

Agenda Item No. 6.d.

AGENDA ITEM: Consideration, discussion and possible action to approve the Release of Lien on 318 S 8th Street.

I. BACKGROUND/DESCRIPTION:

- The notice of lien was filed on August 10, 2004.
- The statute of limitations has run out and the County Clerks office did not release the lien.
- We can not longer collect payment on a Notice of Lien once the Statue of Limitations has run out.
- The title company is requesting the notice be released for new owners.

II. RECOMMENDED ACTION:

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: NAME, TITLE	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. Lien Release request for 318 s 8th



NOTICE OF LIEN

I-2004-012640 Book 3645 Pg: 231
08/11/2004 10:00 am Pg 0231-0231
Fee: \$ 0.00 Doc: \$ 0.00
Sharon Shoemaker - Grady County Clerk
State of Oklahoma

Pursuant to 11 O.S. Supp. 1997, 22-111 notice is hereby given by the City of Chickasha, Grady County, Oklahoma, a Municipal Corporation, that, at a hearing held on July 27, 2004, the City of Chickasha made a determination that there are **high grass/weeds and overgrown trees/brush** on the following described real property that must be removed.

318 S 8th, S 50' Lots 1-2-3 & S 50' of E 15' Lot 4 Blk 67 Chickasha-OT

The City of Chickasha made the following findings at the July 27, 2004 hearing:

1. **Rick & Karen Damron** is/are the record title owner(s) of certain real property located in the City of Chickasha as described as:
318 S 8th, S 50' Lots 1-2-3 & S 50' of E 15' Lot 4 Blk 67 Chickasha-OT
2. The accumulation of trash or the growth of weeds or grass has caused the property to become detrimental to the health, benefit, and welfare of the public and the community, and creates a fire hazard to the danger of the property. 11 O.S. Supp. 1997, 22-111.
3. The condition of the property is detrimental and a hazard, and the property would be benefited by the removal of such conditions, and the property should be mowed and trimmed and cleaned of all high grass and weeds, trash, tree limbs, debris, etc.

THE CITY OF CHICKASHA CLAIMS A LIEN ON THE PROPERTY FOR THE MOWING AND CLEANING COSTS AND SUCH COSTS ARE THE PERSONAL OBLIGATION OF THE PROPERTY OWNER FROM AND AFTER THE DATE OF THE FILING OF THIS NOTICE.

CITY OF CHICKASHA

Juliana Buckmaster

Juliana Buckmaster
Code Enforcement

Subscribed and sworn to before me this Aug. 10, 2004

My Commission expires 8-7-05

NOTARY PUBLIC





City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Police Department

Agenda Item No. 6.e.

AGENDA ITEM: Discussion, consideration and possible action to accept the quote from Shor-Line to remove and install new kennel runs and mobile/stationary cages in the Chickasha Animal Shelter in an amount not to exceed \$89,000.

I. BACKGROUND/DESCRIPTION:

- In December 2020, received permission of the Council to move ahead with RFP's.
- Posted as required, including twice in the newspaper on January 28th and February 4, 2021. Bids were due to City Hall by 1:30 p.m., February 19th, 2021.
- Checked in the morning of the 19th, no bids had been received as of 10:28 a.m. Went by at 3:45 p.m. to double check since weather (ice) had possibly slowed delivery of any bid packets. No bid packets were received.
- The Shor-Line representative said their bid packet was sent out via FedEx on the 17th but failed to make the deadline on the 19th.
- Requested an updated quote from all three companies once the bid deadline passed.
- Lt. Alexander and ACO Supervisor Lacey Graham went over the bid specs and the updated quotes. Midmark only sells the materials to create kennels. Midmark does not install. CageCo could only meet part of the specifications and therefore declined to provide a quote.
- Their recommendation, which I agree with, is to award the contract to Shor-Line to ship in the new kennel runs and mobile/stationary cages; remove the old

kennels/cages and install all items in the shelter.

II. RECOMMENDED ACTION:

Staff recommends allowing Mayor Mosley, as Interim City Manager, to enter into the contract with Shor-Line for the replacement of the kennel runs and mobile/stationary cages.

III. FISCAL INFORMATION - This is a budgeted item.

IV. FUND INFORMATION:

Dept. Director: Dee Rowell, Chief of Police	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: 04-05-2021	(From) 11-43-543-6300-013		\$89,000.00

V. ATTACHMENTS:

1. ANIMAL SHELTER KENNEL BID 2021
2. Ad Receipt Shelter Bid Notice
3. Email ref Bids
4. Shor-Line Docs
5. Midmark Docs
6. CageCo Docs

INVITATION TO BID

MAIL SEALED BIDS TO:	PERSONAL OR COMMON CARRIER DELIVERY
CHICKASHA CITY CLERK	CHICKASHA CITY CLERK
117 NORTH 4TH STREET	117 NORTH 4TH STREET
CHICKASHA, OKLAHOMA 73018	CHICKASHA, OKLAHOMA 73018

DATE BID TYPED: 12-15-2020		BID NO: COC-2101		TITLE: CHICKASHA ANIMAL SHELTER KENNEL REPLACEMENT	
NO BIDS WILL BE ACCEPTED AFTER:				CONTRACT PERIOD	
VENDORS NAME:				REASON FOR NO BID:	
MAILING ADDRESS:					
CITY:		STATE:	ZIP:	TERMS:	
AREA CODE:	TELEPHONE NO.	FAX NO.		DELIVERY:	
E-MAIL ADDRESS				FEDERAL EMPLOYER IDENTIFICATION NO. OR SOCIAL SECURITY NO.	

NON-COLLUSION AFFIDAVIT

(This bid is invalid if BOTH Affidavits are not signed and notarized)

STATE OF _____, COUNTY OF _____,

_____ of lawful age, being first duly sworn on oath, says that 1. (s)he is the duly authorized agent of the above bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and city officials or employees, as well as facts pertaining to the giving or offering of things of value to city personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached. 2. (s)he is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and 3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:

- a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
- b. to any collusion with any city official or employee as to quantity, quality or price in the prospective contract, nor
- c. in any discussions between bidders and any city official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Bidder

Subscribed and sworn to before me this _____ day of _____, 20____

Notary

THIS AFFIDAVIT MUST BE SIGNED AND NOTARIZED!

My Commission Expires: _____

BUSINESS RELATION AFFIDAVIT

(This bid is invalid if BOTH Affidavits are not signed and notarized)

STATE OF _____, COUNTY OF _____,

_____ of lawful age, being first duly sworn on oath, says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

(If none of the business relationships herein above mentioned exist; Affiant should so state).

Bidder

Subscribed and sworn to before me this _____ day of _____, 20____

Notary

THIS AFFIDAVIT MUST BE SIGNED AND NOTARIZED!

My Commission Expires: _____

SEALED BIDS: All sheets bid on and this form must be executed and submitted in a sealed envelope. (DO NOT INCLUDE MORE THAN ONE BID PER ENVELOPE). The face of the envelope shall contain, in addition to the mailing address, the words "SEALED BID" the date of the bid opening and the contract number. Bids submitted in Federal Express or other specialized delivery envelopes shall be enclosed in a separate envelope marked as indicated above. Bids not submitted in properly marked envelopes or on the attached bid form shall be rejected. In the case of "No Bid" the vendor shall return the "Invitation to Bid" with the "Reason for No Bid" properly filled in, to remain on the City of Chickasha's active vendor/contractor list

EXECUTION OF BID: Bid must contain an original signature of an authorized representative in the space provided. Bids must be typed or printed in ink. Use of erasable ink is not permitted. ALL CORRECTIONS MADE BY BIDDER TO HIS BID MUST BE INITIALED.

BID OPENING: It is bidder's responsibility to assure that his bid is delivered at the proper time and place of the bid opening. Bids which for any reason are not so delivered, will not be considered. Offers by telegram or telephone are **not acceptable**. **NOTE:** Bid files may be examined during normal working hours by appointment. Bid tabulations WILL NOT be provided by telephone.

MISTAKES: Bidders are expected to examine the specifications, delivery schedule, bid prices and all instructions pertaining to supplies and services. Failure to do so will be at bidder's risk. In case of mistake in extension, the unit price will govern.

INVOICING AND PAYMENT: The vendor shall be paid upon submission of proper certified invoices to the City of Chickasha at the prices stipulated on the contract. Invoices shall contain the contract number and purchase order number. Failure to follow these instructions may result in delay of processing invoices for payment.

WAIVER: City of Chickasha reserves the right to waive any general provision, special provision or minor specification deviation when considered to be in the best interest of the City of Chickasha. Any bid received by the awarding public agency or an officer or employee thereof, more than ninety-six (96) hours excluding Saturdays, Sundays and holidays before the time set for the opening of bids, or any bid so received after the time set for opening of bids, shall not be considered by the awarding public agency and shall be returned unopened to the bidder submitting same.

Request for Proposal – COC-2101
CHICKASHA ANIMAL SHELTER KENNEL REPLACEMENT
including installation, related hardware and current kennel removal.

Advertise Date: January 28, **2021**

Advertise Date: February 4, **2021**

The City of Chickasha, Oklahoma, is accepting sealed proposals for the replacement of the animal shelters animal enclosures (Kennels), including all necessary installation, related hardware and current (old) kennel removal.

The bid consists of installation and hardware that is commonly used for the construction of the structure.

Bids shall be made in accordance with this Invitation for Bids and the Bidding Documents.

Sealed proposals shall be addressed to City Clerk, City of Chickasha, 117 North 4th Street, Chickasha, Oklahoma 73018, and shall be labeled “**RFP-COC-2101, DO NOT OPEN**” and “CHICKASHA ANIMAL SHELTER KENNEL REPLACEMENT.” Proposals shall be submitted no later than 1:30 p.m., local time on **February 19, 2021**. It is the sole responsibility of the proponent to ensure that this proposal is physically in the City Hall of the City of Chickasha prior to the expiration of the time and date stated above. Bids will be opened in the City Conference Room, Second Floor – City Hall, 117 N. 4th Street, Chickasha, Oklahoma 73018

The Issuing Office for the Bidding Documents is: City of Chickasha. Technical questions should be emailed to Lieutenant Traye Alexander, at traye.alexander@chickashapd.org or call 405.222.6097. Bidding documents also may be examined at: City of Chickasha Website <http://www.chickasha.org/Bids.aspx>

Upon consideration of the proposal, the City of Chickasha reserves the right to accept or reject any and all proposals, to waive technicalities and to make any investigation deemed necessary concerning the proponent’s ability to provide the services as covered by the specifications, and to accept what in their judgment is the most advantageous proposal.

Chris Mosley
Chris Mosley, Interim City Manager

C E R T I F I C A T I O N

I certify that the above “Request for Proposal” was posted on the bulletin board of City Hall, City of Chickasha, Oklahoma, on the 21st day of January, 2021.
Susan McDaniel, City Clerk

PURPOSE & SCOPE

The purpose of this document is to provide the City of Chickasha with new stationary and portable animal enclosures (Kennels). These kennels will be placed inside of the Chickasha Animal Shelter and will include all necessary installation and related hardware and (old) kennel removal.

Bids are solicited pursuant to the Public Competitive Bidding Act of 1974 as amended (Title 61, O.S. 1981, Sections 101-136 et seq.)

This bid is to be a unit price for an undetermined quantity with the bid price to be held for a (1) one-year period of time.

Minimum Order – 1

Shipping – Pricing for building material, labor, hardware, and other necessary items to complete the installation. Pricing will also include cost for any shipping cost and labor.

Warranty – Vendor will replace or repair any item under any manufacturer warranty or if no manufacturer warranty, then for a period of 90 days after installation or repair is complete.

The contract person for this bid is Lieutenant Traye Alexander; you may reach him at (405) 222-6097.

SECTION “A” ANIMAL SHELTER KENNELS

The equipment specified in the bid packet is the preferred items to be used. Substitutions will be used only upon prior approval of the Chief of Police or her designee.

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Animal Shelter Kennels			
Quantity	Description	Price	Extended
1	Stainless steel kennel run that will be positioned back-to-back and side to side. The unit should be a single overall unit but provide 22 individual housing spaces for animals. Each kennel stall should have the approximate dimensions of 4 ft. Wide x 6 ft. deep x 6 ft tall. Each kennel stall will have solid, non-see-through metal side and back dividing panels. Each back panel will be 6 feet tall and each side panel will be 4 ft. tall. Each kennel stall will have a modern latch that will be difficult for an animal to reach and/or manipulate. Each kennel run will be able to easily sit on the current Chickasha Animal Shelter kennel area floor with at least a 1-inch elevation. It will also need to be able to straddle the built in French drain system and not incumber its operation. Each see through side panel will have a middle support bar for additional reinforcement. The support bar will extend 2 feet from the top of the solid panel and attach to the top support frame. All kennel seems and edges will be constructed and assembled in a way that will NOT cause injury to the animals, clients, or shelter personnel. Each kennel run will have a permanent breathable (Chain link or grid type) top to prevent animals from entering any other adjoining stall. The top will have a support bar and no extruding sharp edges, bolts, screws, or heads which could possibly injure any animals, clients, or shelter personnel.		
5	Prefabricated single unit, multi-sectioned small animal enclosures. Each stainless-steel unit will have 5 separate compartments for small animal containment. Each unit will be equipped with large industrial casters, for easy mobility.		
1	Prefabricated single unit, multi-sectioned cat enclosure. Stainless-steel 2 compartments (4 spaces total) cat suite that will allow cats to move from one side to the other. Each unit will be equipped with large industrial casters, for easy mobility.		

	Labor		
	On site delivery and construction of the kennel runs/portable enclosures will include all necessary parts, tools and labor.		

Vendor may fill out above price sheets or submit their own price sheet

DATE: _____

FIRM NAME: _____

SIGNATURE: _____

BY: _____

TITLE: _____

E-MAIL ADDRESS _____

Kathryn Rowell

From: 490 Chickasha Express <notifications@paytrace.com>
Sent: Wednesday, January 20, 2021 1:01 PM
To: Kathryn Rowell
Subject: 490 Chickasha Express Transaction Receipt - Reference Number 362547420

490 Chickasha Express

302 North 3rd Street
Chickasha, OK 73023
405-224-2600

1/20/2021 12:59:58 PM

Reference Number: 362547420
Total: \$103.39
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Brand: Visa
Card Number: xxxxxxxxxxxx7917
Entry Method: Keyed
Approval Code: 040606
Approval Message: ZIP MATCH
AVS Result: Zip Match Only
Customer Name:
Invoice: Chickasha Police Department

X_____

Please sign here to agree to payment.

Kathryn Rowell

From: Susan Jones
Sent: Friday, February 19, 2021 10:28 AM
To: Kathryn Rowell
Subject: RE: Bids

I just went downstairs and there have been no bids submitted. I did tell them to let me know if one did happen to be brought in.

Sometimes people will just bring their bids to the bid opening time/date and submit it then.

Thank you!

Susan M. McDaniel

City Clerk
City of Chickasha
117 N. 4th Street
Chickasha, OK 73018
Office:(405)222-6001
Cell: (405)544-6551
Fax(405)222-6004
Susan.McDaniel@Chickasha.org

"There's two kinds of people. Those that say "I'm gonna make it happen!", and Those that say "What happened?" - John C. Maxwell



From: Kathryn Rowell <kathryn.rowell@chickashapd.org>
Sent: Friday, February 19, 2021 10:17 AM
To: Susan Jones <Susan.mcdaniel@chickasha.org>
Subject: Bids

Good morning ma'am,

Do we have any bids to open today?

K.D. Rowell
Chief of Police
Chickasha Police Department
2001 W. Iowa Ave.
Chickasha, OK 73018
405-222-6063 (office)

QUOTE: 115601



DATE: 3-12-21
12/23/20

511 OSAGE AVE. KANSAS CITY KS 66105
913 281 1500 Fax 913-281-5339

Email:

Schroer Manufacturing Company

ORIGINATOR	BILLING ADDRESS	SHIP TO ADDRESS
Salesperson: DOUG NIETFELD	Name: 01002373	Name: 01002373
Email: DOUG@SHOR-LINE.COM	CHICKASHA POLICE DEPARTMENT	CHICKASHA ANIMAL SHELTER
Cell #: 785-633-4038	117 N 4TH ST	203 N GENEVIEVE ST
Entered By: Doug Nietfeld - Inside Sales S	CHICKASHA OK 73018-2601	CHICKASHA OK 73018
Terms: NET 30	73018-2601	

FREIGHT CHARGES:	ADDITIONAL CONTACTS
Truckload: ☐ Next Day Del. ☐	Name:
Prepaid Dest: ☐ 2 nd Day Del. ☐	Phone:
Prepaid Add: ☐ Standard Grnd ☐	
Cust. Pickup: ☐ Deliver: ☐	

CALL BEFORE:	ORDERS OVER \$5,000 REQUIRE SIGNED ACKNOWLEDGEMENT & DEPOSIT/PRE-PAYMENT
Shipping: ☐ Liftgate Truck ☐ \$75	FREIGHT AND TAX MAY BE ADDED IF APPLICABLE AND NOT CALCULATED ON QUOTE
Delivery: ☐ Inside Delivery ☐ \$125	PRICES GUARANTEED 30 DAYS FROM DATE OF QUOTE
Extra Labor to Unload: ☐	ESTIMATED LEAD TIME WILL BE PROVIDED AFTER FINAL ACCEPTANCE
White Glove: ☐	

LINE#	PART NO	QTY	DESCRIPTION	UNIT PRICE	TOTAL
1		1.00	GALVANIZED STEEL KENNEL RUNS:	.00	.00
4	962.4872.GATE.001	44.00	GATE, GLV, SGL, 48X72, GRL, WFS,	410.00	18040.00
			LSLH		
9	963.7172.PVC.001	48.00	PNL, GLV, 71X72, GRILL, SLP, 46 ISO	683.00	32784.00
			HT, PVC, GENERIC PVC		
10	964.4673.PVC.002	22.00	BACK PNL, FISO, GLV, 46.688X73,	389.00	8558.00
			2 SIDES, SINGLE/DD, SPECIFY PVC		
13	965.4669.TP.001	22.00	TOP MESH, GLV, 46X69, SGL, TAB	235.00	5170.00
16		1.00	STAINLESS STEEL CAGES:	.00	.00
19	990.0200.06.3	4.00	KENNEL, 42X30, SS CAT SUITE, ND,	1250.00	5000.00
			24DR, 18DR, REVERSE		
22	702.4200.07	2.00	PLATFORM, FOR SS KENNELS, 42"L	151.00	302.00
			MOBILE/STATIONARY		
			Continued Next Page.....		

Important:

- All quotes are subject to acceptance by Shor-Line.
- Quotes may not be cancelled, changed, or re-scheduled without written consent. (Change Quote Request required) Custom quotes/orders cannot be cancelled after signoff.
- Shor-Line's delivery dates are estimates and Shor-Line is not responsible for any delays in delivery.
- Customer is responsible for all shipping, freight/handling, and delivery charges and all LTL shipments are tailgate delivered unless otherwise specified in writing.
- All Quotes are subject to Shor-Line's Terms and Conditions which are available in Shor-Line's catalog or at www.shor-line.com/customer-service/billing-terms/terms-and-conditions/

Sub Total	96671.00
Adjustment(s)	8401.60-
Equipment Total	88269.40
Sales Tax Rate	%
Sales Tax Amount	
Shipping & Handling	725.00
Grand Total	88994.40

Customer Signature: _____

Date: _____

The information contained in this document is intended for the sole confidential use of the designated recipients and may contain confidential and proprietary information.

QUOTE: 115601



DATE: 12/23/20

Schroer Manufacturing Company

SALESPERSON		CUSTOMER	
Name:	DOUG NIETFELD	Name:	CHICKASHA POLICE DEPARTMENT

PAGE 2 - ADDITIONAL INFORMATION

LINE#	PART NO	QTY	DESCRIPTION	UNIT PRICE	TOTAL
25	086.5012.11	32.00	CASTER,5.0 DIA,W/BRAKE,PS Stem	.00	.00
28	902.2430.70	4.00	Stainless Steel Single Cage, 24"W x 30"H	470.00	1880.00
31	902.4830.73	2.00	Stainless Steel Double Door Cage, 48"W x 30"H	859.00	1718.00
34	702.4800.07	2.00	PLATFORM,FOR SS KENNELS,48"L MOBILE/STATIONARY	162.00	324.00
40	902.3030.70	4.00	Stainless Steel Single Cage, 30"W x 30"H	551.00	2204.00
43	902.3630.70	8.00	Stainless Steel Single Cage, 36"W x 30"H	600.00	4800.00
46	902.6030.73	2.00	KENNEL,60X30,DBL DR,TYPE 3	1165.00	2330.00
49	702.6000.07	2.00	PLATFORM,FOR SS KENNELS,60"L MOBILE/STATIONARY	216.00	432.00
55	702.7200.07	2.00	PLATFORM,FOR SS KENNELS,72"L MOBILE/STATIONARY	237.00	474.00
64		1.00	INSTALLATION:	12655.00	12655.00

NOTES:
**

Initial: _____

QUOTE: 115601



DATE: 12/23/20

Schroer Manufacturing Company

SALESPERSON	CUSTOMER
Name: DOUG NIETFELD	Name: CHICKASHA POLICE DEPARTMENT

PAGE 3 - COMMENTS

This Quote is provided solely for Customers' convenience and does not constitute an offer to contract or an order. Likewise, Shor-Line's website, price lists, catalogue and related materials are for informational purposes only and do not constitute an offer to sell or contract.

This Quote is only for the products listed and will remain effective for 30 days from the date hereof. Any other products, materials and services are specifically excluded. All prices in this Quote are F.O.B. Shor-Line's factory and unless otherwise specified are exclusive of freight, duty, installation, delivery charges and any city, state, local or federal tax. Customer would be responsible for any such taxes although sales tax will be collected at the point of sale on shipments to the following states: California, Florida, Georgia, Illinois, Indiana, Kansas, Massachusetts, Missouri, Nevada, New York, Texas, Utah, and Washington.

Customer may submit an order for the goods described in the Quote, but in doing so shall have agreed to purchase the goods in accordance with Shor-Line's TERMS AND CONDITIONS, which can be found at www.shor-line.com/customer-service/billing-terms/terms-and-conditions/. Any such order shall be subject to and effective only upon acceptance and approval at Shor-Line's offices in Kansas City, Kansas as evidenced by Shor-Line's issuance of an Order Acknowledgment or Invoice. The acceptance of all orders and related payment terms require approval by Shor-Line's Credit Department.

Processing of a Customer's order and the manufacture of products will not begin until all signed documents are provided, applicable approvals are obtained, and deposits are received. Additional documentation bearing the Customer's signature will be required for all run products and special or custom products including: (1) Order Acknowledgement, (2) Letter of Approval, and (3) Drawings and/or Blueprints. Once a quote is accepted, it will be converted to an order and approved by Shor-Line, any changes requested by the Customer will require a written Change Order and may result in additional charges and delayed delivery. Cancellation of orders will not be accepted once manufacture of products has begun.

Once an order is accepted and approved by Shor-Line, the anticipated time for completion of a Customer's order can be projected based on then quoted lead times. However, such dates are nonbinding estimates and time shall not be of the essence. Custom orders usually require at least 10-12 weeks for completion after all signed documents, deposits and approvals are obtained by Shor-Line. If shipment of an order is delayed by the Customer more than 2 weeks beyond the estimated completion/ship date, the Customer will be responsible for paying storage fees and 90% of the Customer's balance to Shor-Line.

All LTL shipments are tailgate delivered and Customer is responsible for unloading of the product unless other arrangements are agreed to by Shor-Line in writing. Additional charges will apply for offloading assistance. Customer pickups are subject to handling fees and local taxes. The customer is responsible for inspecting all product for external and concealed damage. The Customer and/or their contractor will be responsible for set up and installation including required fittings, fasteners or mounting materials. This would include complying with any and all state, local and federal plumbing and electrical requirements. Shor-Line can provide contact information for recommended third party installers. Shor-Line does not provide installation.

All products being returned for any reason or delivered for repair service (whether or not pursuant to Shor-Line's Limited Warranty) must receive advance authorization from Shor-Line. Customer must contact Shor-Line's Technical Service Department at 1-800-444-1579 to receive a return authorization. Custom orders cannot be returned. All products returned, except for warranty service pursuant to Shor-Line's Product Satisfaction Policy will be subject to a minimum 15% restocking charge. Customer must return products in original condition. Customer will be responsible for all returning freight charges. Customer must report any damaged (external and or concealed) products on the Bill of Lading and notify Shor-Line of the damage.

Payment Options: Standard payment terms without approved credit are 1) 50% non-refundable deposit due at the time of order acceptance and 50% prior to shipping. 2) 2% cash discount if payment is received in full within 10 days (check, transfer or money orders only and discount does not apply to freight, taxes or installation). Terms available with approved credit are: 1) 25% down payment at the acceptance of your order and the balance is due Net 30 Days; 2) 3-3-3 Plan, 1/3 is due at acceptance of the order, 1/3 is due Net 30 Days and the balance is due Net 60 Days; or 3) Credit Card payments are acceptable excluding option #2 (Visa, MasterCard and Discover). Provide your payment option at time of order.

Initial: _____

Traye Alexander

From: Todd Cullmann <TCullmann@midmark.com>
Sent: Tuesday, March 9, 2021 11:09 AM
To: Traye Alexander
Subject: Bid
Attachments: CHICKASHA ANIMAL SHELTER-160158.pdf; CHICKASHA ANIMAL SHELTER-INSTALL-160160.pdf

Traye,

As promised, here are our quotes for both equipment as well as unload/install. I honestly can't remember if it was part of the bid or not, but we do not do removal of any existing kennels. Please let me know if you have any questions!

Sincerely,

Todd Cullmann

Sales Consultant, Mason Products and Solutions
Animal Health

E: tcullmann@midmark.com

C: 636-279-4822

midmark.com



Mason Products and Solutions are now provided by Midmark Corporation

CONFIDENTIALITY NOTICE: This message, including any attachments, contains confidential information intended for a specific individual and purpose. If you are not the intended recipient, you should delete this message and any disclosure, copying, or distribution of this message, or the taking of any action based on it, by you is strictly prohibited.

260 Depot Street, PO Box 365, Leesburg, OH 45135
Phone: 937.780.2321 or 1.800.543.5567 Fax: 937.780.6336
Leesburg@midmark.com
www.masonco.com

Architect:
QUOTATION TO:

City of Chickasha
Traye Alexander
117 N 4th St
Chickasha, OK 73018

SHIP TO:

Chickasha Animal Shelter
203 N Genevieve St
Chickasha, OK 73018

p trayse.alexander@chickashapd.org

Line

Num	Quantity	Item Description	Price Each	Sub-Total	Total
MATERIAL QUOTATION					
1.	22	Stainless Steel Stall Front	862.00		
		74" high x 48" long			
		with 31.750" door			
		with all stainless steel wire grid			
		with Stainless Steel two-way latch			
		with bottom frame			
		Sub Total	862.00	18,964.00	
		Total			18,964.00
2.	24	Stainless Steel Aluminum Framed Isolation Panels with Wire 72" high x 72" long with 3/4" wide aluminum frame	934.00		
		with Stainless Steel Wire 24" high			
		with Stainless Steel lower section 48" high			
		Sub Total	934.00	22,416.00	
		Total			22,416.00
3.	24	Sani-Slope "T" Floor Seal with Silvis Seal	150.00		
		72" long			
		Sub Total	150.00	3,600.00	
		Total			3,600.00
4.	11	Stainless Steel Aluminum Framed Isolation Panels 75" high x 48" long with 3/4" wide aluminum frame, for use as solid back panel	806.00		
		with Stainless Steel 24" high			
		with Stainless Steel middle section 48" high			
		with Stainless Steel lower section 3" high			
		Sub Total	806.00	8,866.00	
		Total			8,866.00
5.	22	Stainless Steel Mesh Top Cover	423.00		
		48" high x 72" long			
		Sub Total	423.00	9,306.00	
		Total			9,306.00

260 Depot Street, PO Box 365, Leesburg, OH 45135
Phone: 937.780.2321 or 1.800.543.5567 Fax: 937.780.6336
Leesburg@midmark.com
www.masonco.com

Architect:
QUOTATION TO:

City of Chickasha
Traye Alexander
117 N 4th St
Chickasha, OK 73018

SHIP TO:

Chickasha Animal Shelter
203 N Genevieve St
Chickasha, OK 73018

p trays.alexander@chickashapd.org

Line Num	Quantity	Item Description	Price Each	Sub-Total	Total
MATERIAL QUOTATION					
6.	5	Quiet Cottage Model #20, consisting of: 3 upper units and 2 lower units, 23 7/8" wide x 27 5/16" high x 27 5/16" deep and lower units 35 7/8" wide x 27 5/16" high x 27 15/16" deep with stainless steel wire grid fronts.	6,408.00		
		fiberglass color is undetermined			
		Sub Total	6,408.00	32,040.00	
		Total			32,040.00
7.	1	Quiet Cottage Model #13, consisting of: 2 upper units and 2 lower units, 23 7/8" wide x 27 5/16" high x 27 15/16" deep with stainless steel wire grids fronts.	5,246.00		
		fiberglass color is undetermined			
		Sub Total	5,246.00	5,246.00	
		Total			5,246.00
8.	2	7" portal to be installed on Model #13 Quiet Cottage	494.58		
		Sub Total	494.58	989.16	
		Total			989.16

\$101,427.16

Less: 15% Quantity Discount

-15,214.07

86,213.09

Less: 30% Special Discount

-25,863.93

60,349.16

Plus: 9% OK Sales Tax

5,987.17

66,336.33

Plus: Shipping and Handling with Liftgate and Arrival Notification:

6,175.00

F.O.B. Destination

\$72,511.33

NOTE: A CURRENT TAX EXEMPT CERTIFICATE IS REQUIRED OR SALES TAX WILL BE ADDED TO FINAL INVOICE.

260 Depot Street, PO Box 365, Leesburg, OH 45135
 Phone: 937.780.2321 or 1.800.543.5567 Fax: 937.780.6336
 Leesburg@midmark.com
 www.masonco.com

Architect:
QUOTATION TO:

City of Chickasha
 Traye Alexander
 117 N 4th St
 Chickasha, OK 73018

SHIP TO:

Chickasha Animal Shelter
 203 N Genevieve St
 Chickasha, OK 73018

traye.alexander@chickashapd.org

Line
Num Quantity
Item Description
Price Each
Sub-Total
Total
MATERIAL QUOTATION

Please contact your Sales Consultant for current estimated lead times. Mason usually requires 12 weeks AFTER signed approval drawings to produce and ship your equipment, but these lead times are sometimes shorter or longer.

Upon receipt of SIGNED approval drawings an email will be sent with an estimated time frame for delivery. Production will then commence. If the customer schedule slips by more than two weeks after production commences, Mason will continue its manufacturing schedule and store the equipment at a nominal charge, and customer will pay the balance, due less 10%, with full payment due upon shipment. This point of this paragraph is important and warrants re-emphasizing: production does not start when an order is placed, it starts AFTER Mason has received SIGNED approval drawings.

Equipment is shipped via motor freight using 48' to 53' long semi-tractor trailers. Customers are responsible for unloading the equipment, unless other arrangements have been made. Additional charges will apply if lift gate service or inside delivery is needed, and these must be scheduled in advance.

Customers picking up their equipment are subject to handling fees.

This price includes all fittings and hardware for normal installation with the exception of PVC pipe and fittings for plumbing of equipment.

Material pricing will be held firm for 30 days.

Shipping cost is subject to change and should be confirmed when placing your order.

Please note that door knobs for luxury suites are NOT warranted.

Need kennel cleaning supplies? Your purchase of Mason Equipment is an important investment and deserves superior care. Mason offers cleaning and disinfecting products, custom formulated specifically for our equipment. Contact your Mason Sales Consultant to learn more.

Interested in epoxy floors for cleanliness and durability? Mason can help! Ask your sales consultant for more information and a quote and have the animal care experts install your animal care facility floor!



Notification of Banking Change

Dear Customer,

This is notification of a banking change at Midmark Corporation-Leesburg Facility. The below information contains remittance address and other payment instructions. Your immediate assistance in changing this information would be greatly appreciated. This change will be effective February 15, 2021.

For delivery via regular US Postal service:

Midmark Corporation
PO Box 365
Leesburg, OH 45135

For ACH delivery:

Bank Routing Number: 044000037
Account Number: 633263626
Account Name: MIDMARK CORPORATION Leesburg

For Wire Transfers:

Bank Routing Number: 021000021
SWIFT Code: CHASUS33
General Bank Reference Address: JPMorgan Chase New York, NY 10017
Account Number: 633263626
Account Name: MIDMARK CORPORATION Leesburg



MASON

260 Depot Street, PO Box 365, Leesburg, OH 45135
Phone: 937.780.2321 or 1.800.543.5567 Fax: 937.780.6336
Leesburg@midmark.com
www.masonco.com

Quote No: 160158

QUOTATION TO: City of Chickasha
Traye Alexander
117 N 4th St
Chickasha, OK 73018

Date: 1/27/2021

Email: traye.alexander@chickashapd.org

PAYMENT TERMS (Please initial the options selected)

Midmark Corporation

Authorized Signature

I accept this proposal and agree to the terms and conditions. If no terms are initialed above I am agreeing to the standard terms 25/75.

Buyer

Accepted by:

Date:

Mailing Address

Company or Individual's Name
(please print or type)

City

State

Zip

Shipping Address

Authorized Signature

City

State

Zip

AUTHORIZATION: Buyer acknowledges and accepts these Terms and Conditions by signing at the bottom of this page.

TAXES - Unless specified to the contrary, state or municipal taxes related to the sale, use, or transportation of the ordered products will be for Buyer's account, and if paid or required to be paid by Midmark, the amount thereof will be added to and become a part of the price payable by Buyer.

FREIGHT - Unless specified to the contrary, all prices are FOB destination and subject to change. Delivery of products may be made by the carrier selected by Midmark, either by a single delivery or in lots. Title and risk of loss arising from any cause pass to Buyer upon delivery to the customer. Buyer shall be responsible and liable for expenses arising from the unloading of products consigned to Buyer or denied Freight Claims due to not noting the damage on the Bill of Lading. Times of delivery are estimated but are not guaranteed. Midmark shall not be liable to compensate Buyer for damages resulting from delays in shipment and delivery due to causes beyond Midmark's control; including, but not limited to, strikes, fire, floods, accidents, delays or defaults of a supplier or contractor, government regulations, failure of production of facilities and disruptions due to transportation facilities. In the event of any delay in delivery due to any cause beyond the control of Midmark, Buyer agrees either to accept delivery at such time as can be effected, or, at his option, compensate Midmark for all costs of production (including, but not limited to costs of materials, labor, and overhead) incurred up to the time Midmark receives written notice of Buyer's desire to have production of the order stopped.

Midmark's freight quotations are estimates obtained from software furnished to Midmark by truck lines and are not guaranteed to be accurate by either Midmark or the truck lines.

Customers are sometimes subject to additional freight charges not included in Midmark's quotation. Examples include:

- A) Some customers request the carrier call them prior to delivery. Most truck lines charge a fee for this service.
- B) Truck lines sometimes charge extra for delivery to residential addresses in certain areas of the country.
- C) Truck lines often charge storage fees if a customer will not take delivery of a shipment within a stated amount of time after its arrival at the delivering terminal.
- D) Carriers may charge a redelivery fee if more than one trip to the final destination for unloading is required.

Unless specified to the contrary, Buyer agrees to pay any additional freight or accessorial charges.

CANCELLATION - Orders are not cancelable, either in whole or in part, nor is material returnable for credit. All deposits are non-refundable.

PERIOD OF LIMITATION - Any claim against Midmark for alleged breach of this agreement shall be commenced within one year after said claim has occurred. Any legal claims shall be filed in Hamilton County Ohio and governed by Ohio law. Midmark's liability for damages is limited to the consideration actually paid to Midmark.

NO DAMAGE FOR DELAY - Midmark shall not be liable for, and Customer covenants not to assert, claims or demands for construction or project delays, or other losses, costs or expenses of any nature whatsoever, caused by or attributed to delays in engineering, shipping, delivery or other performance required of Midmark or caused by or attributed to missing, miss-fabricated or otherwise defective or deficient drawings, materials, products and installation. No representation, promise, or undertaking of Midmark with respect to any proposed or required date shall be construed to be an undertaking by Midmark to assume liability for losses, costs or damages of the type disclaimed in the preceding sentence. If any portion of the foregoing disclaimer is determined to be subject to a common law or statutory exception, or is otherwise held to be unenforceable in whole or part, the remaining portion shall be unaffected. **UNDER NO CIRCUMSTANCES WHATSOEVER SHALL MIDMARK BE LIABLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES FROM ANY DELAY FOR ANY DAMAGES WHATSOEVER FROM DELAYS CAUSED BY FACTORS BEYOND MIDMARK'S REASONABLE CONTROL.** Breach of this covenant shall entitle Midmark to recover damages for the costs and expenses, including attorneys' fees, Midmark incurs defending against such claims.

FORCE MAJEURE - Midmark will not be liable to Customer for any inability or delay attributable to circumstances over which Midmark has no control. If circumstances over which Midmark has no control occur, Midmark's time for performance will be extended by the period of any delay attributable to the circumstances.

SCHEDULING - Midmark will attempt to schedule each project to accommodate customer's needs. Customer covenants and warrants it will use its best efforts to communicate to Midmark changes in project date as soon as they are known, suspected or anticipated so Midmark can modify its production schedule. Should the customer change the scheduled project date after it has been accepted by Midmark, Midmark will reschedule the project to a date that fits with Midmark's production and/or shipment schedule. Midmark will not be responsible for any losses the Customer incurs as a result of this change in schedule. Furthermore this change in schedule will not relieve the Customer from fulfilling his obligations under this agreement.

Buyer's Signature: _____ Date: _____



Quote No: 160160
Date: 1/27/2021

260 Depot Street, PO Box 365, Leesburg, OH 45135
Phone: 937.780.2321 or 1.800.543.5567 Fax: 937.780.6336
Leesburg@midmark.com
www.masonco.com

Architect: 1

CONSTRUCTION QUOTATION TO:

City of Chickasha
Traye Alexander
117 N 4th St
Chickasha, OK 73018

Unload and install materials as quoted on Mason Company
order # #160158

Plus: 9% OK Sales Tax

Installation Total

\$16,560.00

1,490.40

18,050.40

\$18,050.40

IMPORTANT! Before kennel installation can begin, the kennel area(s) must be clear of all building materials, construction equipment, and other loose items. All painting, wiring, HVAC, floor sealing, electrical work, plumbing, and similar work to be accomplished by others in the kennel area(s) must be completed. Proper lighting, electrical service, HVAC, and useable water outlets (for kennel cleaning and testing) must be readily available. A designated storage area for uninstalled kennel equipment shall be agreed upon prior to the delivery of these materials to the jobsite, and Kennel Installations shall not be required to move these materials from one storage location to another. Buyer shall be responsible for disposal of all skids and packaging materials and for ensuring that all of the conditions described above are met and agrees to reimburse Kennel Installations for any additional expenses it incurs as a result of Buyer's failure to comply with any of these requirements. Buyer also agrees to inform Kennel Installations of any local licenses and permits that may be required for installation and either pay or reimburse Kennel Installations for any cost associated with these licenses and permits.

Pricing: Installation pricing will be held firm for 30 days



Quote No: 160160
Date: 1/27/2021

260 Depot Street, PO Box 365, Leesburg, OH 45135
Phone: 937.780.2321 or 1.800.543.5567 Fax: 937.780.6336
Leesburg@midmark.com
www.masonco.com

Architect: 1

CONSTRUCTION QUOTATION TO:

City of Chickasha
Traye Alexander
117 N 4th St
Chickasha, OK 73018

Midmark Corporation

Authorized Signature

I accept this proposal and agree to the terms and conditions of sale as stated on the construction terms. If no terms are initialed above I am agreeing to the standard terms 25/75.

Accepted by:

Date:

Company or Individual's Name
(please print or type)

Mailing Address

Authorized Signature

City

State Zip

Midmark Statement-of-work (Containment Products)

Midmark Deliverables:

1. Project Management for delivery & installation of containment products and equipment, Mason Order # 160160
2. A single Midmark point-of-contact for on-site project management
3. Final field measurements for all containment and equipment after receipt of purchase order
4. Midmark trained team for delivery, setup and installation of all Midmark equipment
5. A nominal 3 consecutive business days of on-site installation time is estimated. 5 business days should be reserved on the construction schedule for delivery and installation of containment and cabinetry.
6. 5 days of dock / parking access from 7:00 am - 4:00 pm is required.
7. Trash removal to customer-provided dumpster
8. A "broom swept" cleaning of the containment area upon completion of installation
9. Final walk-through with customer
10. Timely resolution of all punch list items identified on the final walk-through
11. Standard working hours, Monday – Friday are included in this quotation. Any required after hours (5:00 pm – 8:00 am) and weekend or holiday work will result in additional charges.
12. Union labor and/or Prevailing Wage is NOT included in this quotation
13. No electrical, plumbing, carpentry, painting or flooring work is included
14. No demolition or removal of existing equipment is included

Customer Responsibilities:

1. Approval of this statement or work at least 60 days in advance of anticipated start of containment delivery and installation
2. Support Midmark's Field Project Manager on a site visit prior to scheduling of product delivery to confirm site readiness and final field measurements. All animals must be removed to facilitate access for field measurements.
3. Notification of radiant heating in floors and guidance on how to attach to floor.
4. Provide a date commitment for the delivery and installation twenty (20) business days in advance of scheduled date
5. Provide a minimum of ten (10) days advance notice on any schedule change. Additional charges may apply to schedule changes
6. Ensure adequate parking is available for delivery and unloading of a 53' trailer in close proximity to the installation area
7. Provide a clear area for containment installation – a "broom swept" area clear of all building materials and equipment

8. Complete all construction of the containment area prior to installation of containment products. The completed construction includes electrical, plumbing, painting, wiring, HVAC, flooring and ceiling work.
9. Provide adequate lighting, electrical service, HVAC, and useable water outlets to facilitate containment installation.
10. Provide a staging area that will accommodate indoor storage of all containment product near the installation areas on the day of delivery. Required use of a remote storage area may result in additional charges.
11. Provide a dumpster for disposal of all skids and packaging materials.
12. Ensure timely completion of any changes to electrical, plumbing, painting, wiring, HVAC, flooring or ceiling work that is required to accommodate proper installation of containment products
13. Inform Midmark of any local laws or ordinances that require additional permitting or licensing
14. Agree to pay additional charges incurred by Midmark as a result of any of these customer responsibilities not being met.



AUTHORIZATION: Buyer acknowledges and accepts these Terms and Conditions by signing at the bottom of this page.

TAXES - Unless specified to the contrary, state or municipal taxes related to the installation of the ordered products will be for Buyer's account, and if paid or required to be paid by Kennel Installations, the amount thereof will be added to and become a part of the price payable by Buyer.

CANCELLATION - Orders are not cancelable, either in whole or in part. All deposits are non-refundable.

PERIOD OF LIMITATION - Any claim against Kennel Installations for alleged breach of this agreement shall be commenced within one year after said claim has occurred. Any legal claims shall be filed in Hamilton County Ohio, and governed by Ohio law. Kennel Installations liability for damages is limited to the consideration actually paid to Kennel Installations.

NO DAMAGE FOR DELAY – Kennel Installations shall not be liable for, and Customer covenants not to assert, claims or demands for construction or project delays, or other losses, costs or expenses of any nature whatsoever, caused by or attributed to delays of Kennel Installations. No representation, promise, or undertaking of Kennel Installations with respect to any proposed or required date shall be construed to be an undertaking by Kennel Installations to assume liability for losses, costs or damages of the type disclaimed in the preceding sentence. If any portion of the foregoing disclaimer is determined to be subject to a common law or statutory exception, or is otherwise held to be unenforceable in whole or part, the remaining portion shall be unaffected. UNDER NO CIRCUMSTANCES WHATSOEVER SHALL KENNEL INSTALLATIONS BE LIABLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES FROM ANY DELAY FOR ANY DAMAGES WHATSOEVER FROM DELAYS CAUSED BY FACTORS BEYOND KENNEL INSTALLATIONS REASONABLE CONTROL Breach of this covenant shall entitle Kennel Installations to recover damages for the costs and expenses, including attorneys' fees, Kennel Installations incurs defending against such claims.

FORCE MAJEURE – Kennel Installations will not be liable to Customer for any inability or delay attributable to circumstances over which Kennel Installations has no control. If circumstances over which Kennel Installations has no control occur, Kennel Installations time for performance will be extended by the period of any delay attributable to the circumstances.

SCHEDULING – Kennel Installations will attempt to schedule each project to accommodate customer's needs. Customer covenants and warrants it will use its best efforts to communicate to Kennel Installations changes in project date as soon as they are known, suspected or anticipated so Kennel Installations can modify its installation schedule. Should the customer change the scheduled project date after it has been accepted by Kennel Installations, Kennel Installations will reschedule the project to a date that fits with Kennel Installations installation schedule. Kennel Installations will not be responsible for any losses the Customer incurs as a result of this change in schedule. Furthermore this change in schedule will not relieve the Customer from fulfilling his obligations under this agreement.

BUILDING CONDITIONS – Extra charges will apply for installations where kennel equipment attach to tile walls. Extra charges are due to extra time and labor required to drill through tile.

Buyer's Signature: _____ Date: _____

Traye Alexander

From: Sales <Sales@cagecoinc.com>
Sent: Wednesday, March 10, 2021 12:17 PM
To: Traye Alexander
Subject: RE: Animal Control Kennel Replacement

Hi there,

Ok, I don't believe we will be able to send a quote due to the fact we do not use Stainless steel. I know the kennels are fine being galvanized but not the others. I apologize for this. If there is anything else you need in the future that is all galvanized please reach out to us.

Thank you,

Sales Team



800-605-4859

Sales@cagecoinc.com

www.CageCoInc.com

From: Traye Alexander <traye.alexander@chickashapd.org>
Sent: Wednesday, March 10, 2021 10:15 AM
To: Sales <Sales@cagecoinc.com>
Cc: layce graham <layce.graham@chickashapd.org>
Subject: RE: Animal Control Kennel Replacement

Hello,

We are looking for a quote based on the bid that I sent. Here is what it states:

Prefabricated single unit, multi-sectioned small animal enclosures.

Each stainless-steel unit will have 5 separate compartments for small animal containment.

Each unit will be equipped with large industrial casters, for easy mobility.

Prefabricated single unit, multi-sectioned cat enclosure.

Stainless-steel 2 compartments (4 spaces total) cat suite that will allow cats to move from one side to the other.

Each unit will be equipped with large industrial casters, for easy mobility.

Lieutenant Traye Alexander 305

Chickasha Police Department

Criminal Investigations/Support Services
2001 W. Iowa Ave.
Chickasha, OK. 73018
Office: (405)222-6097
traye.alexander@chickashapd.org

From: Sales <Sales@cagecoinc.com>
Sent: Wednesday, March 10, 2021 11:46 AM
To: Traye Alexander <traye.alexander@chickashapd.org>
Subject: RE: Animal Control Kennel Replacement

Hi Traye,

I am working on your quote now. For the 5 Prefabricated single unit small animal enclosures and the 1 prefabricated single unit cat enclosure. Will this work for the cat enclosures and the single units? Please advise.

<https://www.cactushorsecorrals.com/Catteries-s/221.htm>
<https://www.rhinodogkennels.com/dog-crates-s/1814.htm>

Thank you,

Sales Team



800-605-4859

Sales@cagecoinc.com
www.CageCoInc.com

From: Traye Alexander <traye.alexander@chickashapd.org>
Sent: Monday, March 8, 2021 9:48 AM
To: Sales <Sales@cagecoinc.com>
Subject: Animal Control Kennel Replacement

The kennel runs should be galvanized.

If you have any questions, please call.

Thanks

Litutenant Traye Alexander 305

Chickasha Police Department
Criminal Investigations/Support Services
2001 W. Iowa Ave.
Chickasha, OK. 73018
Office: (405)222-6097
traye.alexander@chickashapd.org



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Parks and Rec

Agenda Item No. 6.f.

AGENDA ITEM: Discussion, Consideration, and possible action to approve the YMCA the use of the pool for the 2021 Summer pool season.

I. BACKGROUND/DESCRIPTION:

- YMCA staffs and operates the municipal swimming pool via the agreement.
- City retains pool maintenance expenses
- YMCA retains all revenues to offset its cost for staffing, safety, and janitorial cost.
- Contract does reflect \$5.00 cost for pool use for non-YMCA members.
- Operational dates would be June 1,2021 through August 31,2021.
- YMCA does reserve the right to close operations for health and safety reasons including those related to COVID-19.
- City is not staffed to operate a public pool at this time.

II. RECOMMENDED ACTION:

Staff recommends approving contract as presented.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Kyle Marks, Parks & Rec Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

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V. ATTACHMENTS:

1. YMCA Pool Contract 2021

CONTRACT

CONTRACT BETWEEN THE CITY OF CHICKASHA AND THE YMCA OF GREATER OKLAHOMA CITY THROUGH ITS CHICKASHA AREA YMCA BRANCH FOR THE OPERATION OF THE MUNICIPAL SWIMMING POOL FOR THE 2021 SEASON.

1. The YMCA will hire certified lifeguards and pool manager to properly manage the Chickasha City Pool for the recreational swimming for the summer of 2021. All lifeguards are to be YMCA certified or equivalent. When the manager is not on site, a YMCA employee will be named to be in charge.
2. Inclusive dates shall be from June 1, 2021 through August 31, 2021 for recreational swim purposes. Pool will be operational by May 10, 2021 to ensure adequate training time.
3. Hours shall be set by the YMCA but shall be open to accommodate the public as much as possible. These hours will be subject to change if necessary for reasonable cause.
4. The YMCA will be allowed to use the pool after 6:00 p.m. for swim lessons and for other purposes. The pool shall be closed to the public after 10:00 p.m. YMCA employees only will be allowed in the pool area after 10:00 p.m. and only for cleaning purposes.
5. A fee of \$5.00 will be charged for each non-YMCA member who comes to the pool to swim. YMCA members will have access to the pool during recreational swim at no cost. A hand stamp or similar procedure will be used to enable the person(s) to leave the pool and return in the same day without being charged again. This fee shall be subject to change at the discretion of the YMCA, as it deems necessary to raise additional revenue during the summer to meet expenses.
6. The YMCA shall be granted exclusive morning use of the pool for aquatic programming Monday through Friday until the pool opens in the afternoon for recreational swimming for the general public.
7. The YMCA will develop other schedules for special groups and special activities.
8. The YMCA may schedule groups in the pool for late evening classes or parties (6:00 p.m. - 10:00 p.m.). YMCA lifeguards and swim staff must be on duty when these groups use the pool.
9. The YMCA may collect a reasonable pool rental fee from the groups using the pool during non-scheduled hours.
10. The City of Chickasha will be responsible for:
 - a. Pool repairs and painting pool
 - b. Mowing
 - c. Inspect the pool at least once per week for compliance.

d. Water, Electricity and mechanical equipment

11. The YMCA will be responsible for:

- a. Cleaning - Pool must be vacuumed everyday.
- b. Restrooms shall be cleaned daily before anyone is allowed to use the pool and checked every two hours while the pool is open for cleanliness and supplies. Deck area and gutters shall be cleaned daily. Toilet paper holders must stay stocked.
- c. YMCA shall provide all toilet paper, trash bags, trash cans and other normal cleaning supplies, YMCA staff will be responsible for the daily cleaning of entire aquatic facility.
- d. Treating of water. Daily and hourly attention must also be given to pump room and the mechanical equipment.
- e. Test of water (YMCA will send a copy of testing results to the Chickasha Parks Department no later than Monday following each weeks testing)
- f. Notify the City of Chickasha Park Department before running out of any chemicals.
- g. Closing of the pool if at any time the water does not meet Health Department standards.
- h. Graffiti is vandalism and must be removed within 24 hours. At no time will YMCA employees write or draw on any surface inside or outside of the pool or allow pool visitors to do it.
- i. Daily operational checks of the pool facility must be made to ensure safe and healthy swimming conditions for bathers. These checks not only include water quality monitoring, but inspection of the physical facilities and pool equipment. Daily attention must also be given to bather supervision and environmental conditions.
- j. Observe water clarity in the pool. If the main drain, bottom and sidewalls are not easily visible, close the pool until the clarity recovers.
- k. Monitor pH and disinfectant levels sufficiently during periods of use to ensure they are maintained within required levels and record the results on log sheets. It is recommended that a minimum of three tests per day for chlorine/bromine be taken for moderate use.

12. WEEKLY OPERATIONAL CHECKS

Weekly operational checks of the swimming pool facility are needed to ensure that safety equipment is in working order and that water quality conditions are within proper bounds.

13. The City of Chickasha will not provide trash pickup. Trash can be taken to trash dumpsters located in parking lot across from pool daily and emptied by pool staff. All trash shall be bagged and tops tied securely. The YMCA will provide litter pick-up inside and outside the pool area to assure a clean and neat facility which includes the parking lot.
14. The YMCA has insurance coverage under its policy for liability/medical coverage, in the event such protection becomes necessary during the YMCA's operation of the pool during the 2021 season.
15. Due to the hazards related to pool chemicals the YMCA will comply with all safety requirements set forth by the City of Chickasha, Oklahoma Departments of Labor and Health and OSHA including all employee training.
16. The YMCA will comply with Oklahoma Department of Health Regulations Chapter 315 "Public Bathing Place Facility Standards" and Chapter 320 "Public Bathing Place Regulations".
17. All revenues generated from gate admission, swim lessons, pool parties, and all other revenue producing practices will be credited to the YMCA to cover operational expenses including but not limited to staff wages, staff training, and supplies
18. Should it become necessary for either the YMCA or the City of Chickasha to terminate this agreement, a minimum of two weeks notice shall be given in writing by either party.
19. Final contract approval between the City of Chickasha and the YMCA shall be subject to approval by the City of Chickasha and the YMCA of Greater Oklahoma City association office.

City of Chickasha contact information:

Kyle Marks
Cell: 405-574-6520
Office: 405-574-1028

In witness thereof, the parties hereto have caused this agreement to be executed this day of _____, 2021.

CITY OF CHICKASHA

YMCA of Greater Oklahoma City

Chris Mosley, Mayor

David A. Warde, CFO

ATTEST:

Susan M. McDaniel, City Clerk

Notary

(SEAL)

My commission expires:



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Parks and Rec

Agenda Item No. 6.g.

AGENDA ITEM: Discussion, consideration, and possible action to renew the concession services contract for the Chickasha Sports Complex with JW Concessions for the 2021-2022 Fiscal Year.

I. BACKGROUND/DESCRIPTION:

- JW Concessions LLC was awarded the contract for bid number COC-1813, concession services at the Chickasha Sports Complex on May 7, 2018.
- The Contract will be renewed for one year beginning on July 1, 2021.
- All other terms of the contract remain the same.
- JW has completed all terms of the contract on time.
- This is a revenue share agreement that brings in approximately \$50,000 per year with no concession related overhead for inventory or staffing.

II. RECOMMENDED ACTION:

Staff recommends approving the renewal of the contract with JW Concession LLC for concession services at the Sports Complex and authorizing staff to execute documents.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Kyle Marks, Parks & Rec Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

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V. ATTACHMENTS:

1. JW Concessions - 2021-2022 Contract

CONTRACT

THIS CONTRACT AND AGREEMENT is made and entered into this ____ day of _____, 2021 by and between the City of Chickasha, 117 N. 4th Street, Chickasha, Ok, hereinafter referred to as "City" and JW Concessions LLC, an Oklahoma limited liability company, 23 Quail Drive, Ninnekah, Ok, 73067 hereinafter referred to as "Contractor".

WHEREAS, the Mayor and City Council has caused to be prepared in accordance with law, certain plans, specifications, and other bidding documents for the work herein described and has approved and adopted all of said bidding documents, and had caused solicitation for bids to be given and advertised as required by law, and has received sealed proposals for furnishing of concession services at the Chickasha Sports Complex including labor, supervision, materials, equipment and supplies as stated in "Request for Proposal COC-1813 Concession Services at the Chickasha Sports Complex" as outlined and set out in the bidding documents and in accordance with the terms and provisions of said Contract.

WHEREAS, Contractor, in response to said, "Solicitation for Bids", has submitted to the Mayor and City Council in the manner and at the date and time specified, a sealed bid proposal in accordance with the terms of this Contract; and

WHEREAS, the Mayor and City Council, in the manner provided by law, has publicly opened and examined, and canvassed the proposals submitted and determined and declared the above named Contractor to be the best responsible bidder on the above described project, and has duly awarded this Contract to said Contractor, for the sum named in the proposal, to-wit: Contractor is to pay to City an annual lump sum payment in the amount of \$1500.00 per year due on July 1, 2021 and additionally shall pay to City 15.00% of the gross sales from the Chickasha Sports Complex concessions and 15.00% of the gross revenue from authorized food truck vendors;

NOW, THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, the parties to this Contract have agreed, and hereby agree, as follows:

1. Contract Term. The term of this Contract shall be for the fiscal year beginning July 1, 2021 and ending June 30, 2022 unless otherwise extended by the parties in writing.

2. Contractor's Duties. Contractor shall, in good and first-class, workmanlike manner, at its' his own cost and expense, furnish all necessary labor, supervision, materials, equipment and supplies to satisfactorily operate the two (2) concession food and beverage stands at the Chickasha Sports Complex located at 900 East Grand, Chickasha, Oklahoma for the fiscal year beginning July 1, 2021 and ending June 30, 2022. Additionally, Contractor may allow up to four (4) food trucks to sell food and beverage at the Chickasha Sports Complex. Contractor shall insure that all food truck vendors have the proper licenses and permits before beginning any sales and Contractor shall collect from the food truck vendors 20% of each vendor's gross revenue from all sales.

3. Fees to be paid to City by Contractor. Contractor shall pay to City an annual lump sum payment in the amount of \$1500.00 per calendar year, which sum is payable at the end of the contract term on or before June 30, 2022 Contractor shall also pay to City on a monthly basis at the end of each month, the sum of fifteen percent (15%) of the gross revenue collected by Contractor for all sales. Contractor shall also collect from the food truck vendors the sum of 20% of each vendor's gross sales. Contractor may retain five percent (5.00%) of the revenue Contractor collects from the food truck vendors for its services provided and shall remit to City the remaining fifteen percent (15.00%) of all gross sales collected from food truck vendors.

3.1 Monthly True-up. On or before the 15th day of August 2021, and monthly thereafter during the term of this Contract, Contractor shall prepare and deliver to City a verified report (the "Report"), together with any reasonably necessary supporting documentation setting forth: (1) the monthly gross revenue collected in the prior month by Contractor from the Contractor's concessions; and (2) the name and address of each food truck vendor and the monthly gross revenue collected by Contractor in the prior month from each food truck vendor.

3.2 Inspection, Review of Audit of Records. City, at its sole cost and expense, within thirty (30) days after receipt of the Report each year, shall have the right to engage an independent certified public accountant (the "Accountant") (and such other professionals as it deems reasonably necessary) to inspect, review, or audit Contractor's revenue relative to the calculation of the fees owed by Contractor to City in accordance with the terms of this Contract. City shall make reasonable efforts to minimize any disruption to Contractor's business operations while the accountant is inspecting, reviewing or auditing Contractor's records and all information gained from the audit shall be kept confidential subject to disclosure as required by law. In the event City requests any adjustments in the fees owed to City by Contractor, the accountant shall issue and deliver to Contractor a written report, explaining his conclusions in reasonable detail. If Contractor disputes such determination, Contractor shall notify City of the dispute within ten (10) days of Contractor's receipt of said report and the parties shall negotiate in good faith to resolve such dispute. If the dispute cannot be resolved within thirty (30) days after City's receipt of Contractor's notice of dispute with the report, each party shall have the right to proceed with its legal remedies.

4. Contractor's Performance. Contractor shall perform its duties in strict compliance with this Contract and the following Contract Documents: (a) City of Chickasha Request for Proposal COC-1813; (b) City's Bid Specifications; and (c) Contractor's Bid Proposal all of which are on file in the Office of the Purchasing Agent and are made a part of this Contract as fully as if the same were herein set out at length.

5. Compliance with Laws. The Contractor shall, at all times, observe and comply with all Federal, State and City laws, ordinances and regulations which in any manner affect the conduct of the work and the services provided and shall observe and comply with all orders and decrees which exist at the present or which may be enacted later, of bodies or tribunals having jurisdiction or authority over the work, and no plea of misunderstanding or ignorance thereof will be considered.

6. Indemnity. The Contractor and its' surety shall defend, indemnify and save harmless the City and all of its officers, agents, employees from all suits, actions or claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person or persons or property by or from the said Contractor or his employees or by or in consequence of any negligence in providing the concession services or any act or

omission, neglect or misconduct of the said Contractor or by account of any claim or amount recovered under Workmen's Compensation Law or any law, ordinance, order or decree.

7. Workers Compensation. The Contractor shall take out and maintain during the term of this contract; Workmen's Compensation Insurance as prescribed by laws of the State of Oklahoma and Employer's Death Liability Insurance.

8. Liability Insurance. Contractor shall furnish the City with satisfactory proof of the insurance in the minimum amounts set forth in the Oklahoma Governmental Torts Claim Act. City of Chickasha shall be named as an additional insured. The certificate of insurance provided will contain a statement requiring the insurance carrier to provide the City ten (10) days written notice prior to cancellation of coverage. Statements such as "will endeavor" and "but failure to notify City shall impose no obligation or liability of any kind upon the company" shall not be allowed.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed in two (2) duplicate originals, the day, and the year first above written:

CITY OF CHICKASHA

CONTRACTOR

By:_____

By:_____

Chris Mosley, Mayor

JOSH WOODS, Manager

CITY OF CHICKASHA

JW CONCESSIONS, LLC

ATTEST:

Susan M. McDaniel, City Clerk



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: City Clerk

Agenda Item No. 6.h.

AGENDA ITEM: Discussion, consideration and possible action to approve Ordinance 2021-07, an Ordinance of the Mayor and Council of the City of Chickasha, Grady County, State of Oklahoma, amending the Code of Ordinances of the City of Chickasha, Oklahoma by repealing Section 36-94 - Covid-19 Face Mask requirement of Article IV of Chapter 36 of the Code of Ordinances of the City of Chickasha, Oklahoma, providing for severability and declaring an emergency.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Approve Ordinance 2021-07 as presented.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. Ord. 2021-07 Repeal of Face Mask 4-5-2021

ORDINANCE NO. 2021-07

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF CHICKASHA, GRADY COUNTY, STATE OF OKLAHOMA AMENDING THE CODE OF ORDINANCES OF THE CITY OF CHICKASHA, OKLAHOMA BY REPEALING SECTION 36-94 – COVID-19 FACE MASK REQUIREMENT OF ARTICLE IV OF CHAPTER 36 OF THE CODE OF ORDINANCES OF THE CITY OF CHICKASHA, OKLAHOMA, PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF CHICKASHA, GRADY COUNTY, STATE OF OKLAHOMA:

Section 1. That **SECTION 36-94 OF ARTICLE IV OF CHAPTER 36 OF THE CODE OF ORDINANCES OF THE CITY OF CHICKASHA** is hereby repealed in its entirety.

Section 2. That the use of the designation “**SECTION 36-94 OF ARTICLE IV OF CHAPTER 36**” in the Code of Ordinances of the City of Chickasha is hereby reserved for future use.

Section 3. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this ordinance or any part thereof.

Section 4. Emergency. It is hereby determined that it being immediately necessary for the preservation of the public, health, peace and safety of the City of Chickasha and the inhabitants thereof, an emergency is hereby declared to exist by reason whereof this Ordinance shall be in full force and effect immediately from and after its passage, approval, and publication as provided by law.

Wherefore, an emergency is hereby declared to exist and this ordinance shall be in full force and effect immediately upon its passage, approval and publication.

ADOPTED AND APPROVED THIS 5th DAY OF APRIL, 2021.

ATTESTED:

Chris Mosley, Mayor

Susan M. McDaniel, City Clerk

(S E A L)



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: City Clerk

Agenda Item No. 6.i.

AGENDA ITEM: Discussion, consideration and possible action to pass the Emergency Clause of Ordinance 2021-07.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept Emergency Clause of Ordinance 2021-07 as presented.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Administration

Agenda Item No. 6.j.

AGENDA ITEM: Discussion, consideration and possible action to enter into an agreement for recruitment services with Strategic Government Resources for the search of a City Manager.

I. BACKGROUND/DESCRIPTION:

- Staff requested quotes for professional services from Chris Hartung Consulting, Strategic Government Resources, and Baker Tilley.
- Quotes were received from Chris Hartung Consulting and Strategic Government Resources.
- Baker Tilley did not submit a quote.

II. RECOMMENDED ACTION:

Staff recommends awarding the contract for professional services to Strategic Government Resources.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Leasa Furr, Asst. City Manager	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. SGR Proposal-Chickasha City Manager 03-21
2. Chickasha OK City Manager Work Plan 3-25-21
3. Bastrop City Manager Brochure 3-29-20

PROPOSAL FOR EXECUTIVE RECRUITMENT SERVICES

CITY MANAGER
CITY OF CHICKASHA, OKLAHOMA

March 2021

(This proposal is valid for 90 days)



Strategic Government Resources

P.O. Box 1642, Keller, Texas 76244
Office: 817-337-8581

Jennifer Fadden, President of Executive Recruitment
JenniferFadden@GovernmentResource.com



March 25, 2021

Hon. Mayor Chris Mosley and City Council
Leasa Furr, Assistant City Manager
City of Chickasha, Oklahoma

Dear Mayor Mosley, City Council Members, and Ms. Furr:

Thank you for the opportunity to submit this proposal to assist the City of Chickasha in your recruitment for a new City Manager. SGR has the unique ability to provide a personalized and comprehensive recruitment to meet your needs.

I would like to draw your attention to a few key items that distinguish SGR from other recruitment firms and allow us to reach the most extensive and diverse pool of applicants:

- SGR is a recognized thought leader in local government management and is actively engaged in local government operations, issues, and Best Management Practices.
- SGR's Servant Leadership e-newsletter, where all recruitments conducted by SGR are announced, reaches over 51,000 subscribers in all 50 states.
- SGR will send targeted emails to our opt-in Job Alert subscriber database of over 6,400 city management professionals.
- Gary Holland, the proposed consultant for this project, is currently conducting the Fire Chief recruitment and has worked with the City of Chickasha in the past. Gary is a seasoned recruiter and has conducted multiple successful City Manager recruitments for other Oklahoma cities.

We recognize that the COVID-19 pandemic has created unique operating challenges for local governments in a myriad of ways, including recruitment efforts. SGR has invested in a variety of technologies that will allow a safe social distancing recruitment process, and we will continue to improve, adapt and provide alternatives to in-person meetings during this uncertain time.

We are excited about the prospect of conducting this recruitment for the City of Chickasha, and we are available to visit with you at your convenience.

Respectfully submitted,

Ron Holifield, Chief Executive Officer
Ron@GovernmentResource.com
Cell: 214-676-1691

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Company Profile

Background

Strategic Government Resources, Inc. (SGR) exists to help local governments become more successful by Recruiting, Assessing, and Developing Innovative, Collaborative, and Authentic Leaders. SGR was incorporated in 2002 with the mission to facilitate innovative leadership in local government. SGR is fully owned by former City Manager Ron Holifield, who spent two high-profile decades in city management and served as a City Manager in several cities.

SGR's Core Values are Customer Service, Integrity, Philanthropy, Continuous Improvement, Agility, Collaboration, Protecting Relationships, and the Golden Rule.

SGR is a **full-service firm**, specializing in executive recruitment, interim placements, online training, onsite training, leadership development, psychometric assessments, strategic visioning retreats, one-on-one employee coaching, and other consulting services designed to promote innovation, team building, collaboration, and continuous improvement in local governments. SGR has approximately 700 local government clients in 47 states for all of our business lines combined. SGR has been, and continues to be, a leader in spurring innovation in local government.

SGR's corporate headquarters is in the Dallas/Fort Worth Metroplex. SGR also has virtual offices in California, Florida, Minnesota, New York, North Carolina, Ohio, Oklahoma, and Oregon.

SGR Executive Leadership – Recruitment

- Ron Holifield, Chief Executive Officer
- Jennifer Fadden, President, Executive Recruitment
- Melissa Valentine, Managing Director, Recruitment & Human Resources

View all SGR team members and bios at: governmentresource.com/about-us/meet-the-team

SGR's Unique Qualifications

Extensive Network of Prospects

SGR is intent on being a leader in executive recruitment, and we believe it is imperative to be proactive in our mission to build a workforce that represents the communities we serve. SGR reaches an extensive and diverse pool of prospects by utilizing our unequaled network of prospects.

- SGR's Servant Leadership e-newsletter, where your position will be announced, reaches over 51,000 subscribers in all 50 states.
- We will send targeted emails to over 4,600 opt-in subscribers to SGR's City Manager Job Alerts.
- Your position will be posted on SGR's Website, GovernmentResource.com, which has more than 36,000 visitors per month.
- Your position will be posted on SGR's Job Board, SGRjobs.com, which averages more than 16,000 unique visitors per month and has over 1,600 jobs listed at any given time.
- SGR provides a comprehensive social media marketing campaign that includes custom-made graphics and distribution on Facebook, Twitter, Instagram, and LinkedIn.
- SGR frequently partners with local government associations including League of Women in Government and the Local Government Hispanic Network.
- Approximately 65% of semifinalists selected by our clients learned about the open recruitment through via our website, servant leadership e-newsletter, job board, social media, job alert emails, or personal contact.

Collective Local Government Experience

Our recruiters have years of experience in local government and both regional and national networks of relationships. The entire executive recruitment group works as a team to leverage their networks to assist with each recruitment. SGR team members are active on a national basis, in both local government organizations and professional associations. Many SGR team members frequently speak and write on issues of interest to local government executives. SGR can navigate all of the relevant networks as both a peer and insider.

Equal Opportunity Commitment

SGR strongly believes in equal employment opportunity. SGR does not discriminate and believes that equal opportunity is an ethical issue. SGR quite simply will not enter into an engagement with an entity or organization that directs, or expects, that bias should or will be demonstrated on any basis other than those factors that have a bearing on the ability of the candidate to do the job. You can anticipate that SGR will make a serious and sincere effort to encourage qualified applicants from underrepresented demographic groups to apply. Although SGR obviously cannot, and would not, guarantee the makeup of the semifinalist or finalist groups, SGR does have relationships and contacts nationwide to encourage the meaningful participation of

underrepresented minority groups, and we continue to evaluate and improve our processes by embedding a lens of equity and inclusion into our recruitment practices.

Listening to Your Unique Needs

SGR devotes a significant amount of time to actively listening to your organization and helping you define and articulate your needs. We work hard to conduct a comprehensive recruitment that is unique to you. SGR devotes a tremendous amount of energy to understanding your organization's unique culture, environment, and local issues to ensure a great "fit" from values, philosophy, and management style perspectives.

Trust of Candidates

SGR has a track record of remarkable confidentiality and providing wise counsel to candidates and next generation leaders; we have earned their trust. As a result, SGR is often able to get exceptional prospects to become candidates, even if they have declined to become involved in other recruitment processes. Candidates trust SGR to assess the situation well, communicate honestly and bluntly, and maintain their confidentiality to the greatest extent possible.

Accessibility & Communication

Your executive recruiter is accessible at all times throughout the recruitment process and can be reached by candidates or clients, even at night and on weekends, by cell phone or email. In addition, the recruiter communicates with active applicants on a weekly basis and sends Google alerts articles to keep the applicants informed about the community and opportunity.

Comprehensive Evaluation and Vetting of Candidates

SGR offers a candidate screening process that prevents surprises and ensures in-depth understanding. Our vetting process includes:

- Prescreening questions and technical review of resumes
- Cross communication between our recruiters about candidates who have been in previous searches for greater understanding of background and skills
- Comprehensive written questionnaires to gain different insights than typically available on a resume
- Online pre-recorded video interviews that allow search committee members, at their convenience, to view candidates in an interview setting prior to the finalist stage of the recruitment process
- Comprehensive media reports that go far beyond automated Google/LexisNexis searches and are customized to each candidate based on where he/she has lived and worked
- Comprehensive automated and anonymous reference checks that provide deep insights on candidates' soft skills from a well-rounded group of references
- Psychometric assessments (supplemental cost)
- Comprehensive background checks completed by a licensed private investigation firm
- Advanced exercise, customized to the organization, for finalist candidates

Project Personnel

Gary Holland, Senior Vice President

GaryHolland@GovernmentResource.com

Cell: 405-269-3445



Gary Holland joined SGR as Senior Vice President of Executive Recruitment in 2013 after serving for six years as Senior Vice President with another search firm, providing executive recruitment and management consulting for local governments across the nation.

Prior to that, he served over 17 years with the City of Kissimmee, Florida, as Assistant to the City Manager, Assistant City Manager and finally Deputy City Manager. Before his distinguished career in City Management, Gary had also served for 10 years as a Local Government Specialist with Oklahoma State University focusing on technology transfer and community development. During that time, he participated with ICMA's Public Technology Inc. in a three-year program as the technology transfer agent in a four-state region.

He was also a charter member of the County Government Training Program established by the Oklahoma Legislature to develop and present educational programs to elected county officials throughout the State. Gary has authored a wide variety of publications on local government topics and has presented at numerous state and national conferences on local government management topics with a particular emphasis on innovative technologies.

Gary holds a Bachelor of Business Administration in Marketing and Management from the University of Oklahoma and a Master of Business Administration in Management and Finance from Oklahoma State University.

Gary W. Holland
2603 South Oxford Drive
Stillwater, Oklahoma 74074
405-269-3445
Gholland73@hotmail.com

SUMMARY OF QUALIFICATIONS

- Management consulting services for Federal, state, and local government
- 17+ years executive level management experience in a rapid growth municipal government
- 10 years university-based experience in technology transfer and educational programming for local government
- 3 years collegiate public relations and small business education
- MBA – Oklahoma State University, 1985
- BBA – University of Oklahoma, 1974

EXPERIENCE

Strategic Government Resources

01/13 to Present Senior Vice President

RESPONSIBILITIES

- Perform executive search services for local governments

The Mercer Group, Inc.

07/07 to 01/13 Senior Vice-President

RESPONSIBILITIES

- Provide management consulting services to local governments
- Perform executive search services for local government (city/deputy city manager, department directors)
- Conduct management studies for units of local governments including compensation and classification studies, public safety analysis, organizational analysis, and more

City of Kissimmee, Florida Population: 58,000

05/01 – 11/06 Deputy City Manager (Retired in 2006)
10/92 – 05/01 Assistant City Manager
05/89 - 10/92 Assistant to the City Manager

RESPONSIBILITIES AND ACCOMPLISHMENTS

- Served as a member of the budget development/review committee.
- Supervised department directors responsible for the Airport, Finance, Personnel, Information Technology, Parks and Recreation, Development Services, Central Services/Purchasing, and Community Redevelopment.
- Supervised the Assistant to the City Manager and the Public Information Officer.
- Supported the City Manager in supervising the Police Chief, Fire Chief, Public Works Director, and Water/Sewer Director.
- Represented the city on the Operating Committee of the local government and education television channel.
- Awarded grants totaling approximately \$1 million to develop transitional resident facilities for homeless women with children.
- Created and implemented an interdisciplinary plan to proactively address problems associated with the homeless population in the Kissimmee area.
- Charter member of the governing board of HOME (Helping Others Make the Effort).
- Awarded grants from the Florida Bureau of Historic Preservation for a survey of historic properties in Kissimmee and to develop nominations for listing of properties on the National Register of Historic Places.
- Represented the City Manager's office with the Kissimmee/Osceola Chamber of Commerce, the Community Redevelopment Agency, Osceola County, the Central Florida Regional Transit Authority, MetroPlan Orlando, and other external agencies.
- Created and implemented a long-range plan for information technology utilization throughout the city organization including local area networks, geographic information systems, and e-government solutions for citizens.
- Developed and implemented a plan for downtown redevelopment which did not require a tax increase.
- Served as executive construction project manager for a \$10 million charter elementary school sponsored by the City of Kissimmee.
- Lead contract negotiator for private management of the charter school.
- Facilitated a variety of improvements to the Kissimmee Gateway Airport designed to enhance the economic vitality of the area. Improvements include an air traffic control tower, instrument landing system, and improved ramp and road access to fixed base operators.
- Oversaw a number of capital improvement projects including a \$3 million civic center, \$5 million Central Services facility, and various parks and recreation facilities.
- Managed the creation and implementation of an emergency management plan for the City of Kissimmee in concert with City public safety departments and the Osceola County Emergency Management Department.

Oklahoma State University
Stillwater, Oklahoma

6/79 to 5/89 Local Government Specialist – Technology Transfer, Community and Rural Development

RESPONSIBILITIES AND ACCOMPLISHMENTS

- Participated in a 3-year project with Public Technology, Inc. as the technology transfer agent in a four-state area. PTI is an organization of the International City/County Managers Association responsible for innovative technology for local government. Interacted with members of the Federal Laboratory Consortium, industry trade associations, and various entrepreneurial groups in advancing innovative technology. Publications include:

Alternatives for Utility Meter Reading
Asphalt Pavement Recycling Alternatives
Compressed Natural Gas as a Fleet Vehicle Fuel

- Served as editor of the Federal Laboratory Consortium newsletter.
- Awarded a \$500,000 grant from the Kellogg Foundation to develop a national educational program on risk management in local government. Educational materials were developed for use by Cooperative Extension educators nationwide.
- Developed and presented educational programs for elected and appointed local government officials on their statutory and management duties and responsibilities.
- Presented educational programs throughout Oklahoma on trends in county government finance.
- Authored handbooks and other publications for use by Oklahoma local government officials in the execution of their duties including:

County Treasurers Handbook
County Excise/Equalization Board Handbook
District Court Clerk Handbook
Municipal Bond Issues: Understanding the Basics
A Guide to the County Financial Statement in Oklahoma

Selected Presentations

- Compressed Natural Gas For Municipal Fleet Vehicles; National Conference of Mayors, Atlanta, Georgia
- Facilitating Technology Transfer Through the ORTA System; Federal Laboratory Consortium, Washington, D.C.
- Report on CNG Demonstration; American Gas Association, Washington, D.C.

Northern Oklahoma College

Tonkawa, Oklahoma

6/76 to 6/79 Director of Public Relations and Alumni Affairs

RESPONSIBILITIES AND ACCOMPLISHMENTS

- Created and published information regarding the college and the various degree programs available.
- Developed radio and television promotions for the college.
- Implemented a student recruitment program throughout the state of Oklahoma resulting in an increase in enrollment three consecutive years.
- Authored an alumni newsletter and quarterly alumni newspaper.
- Responsible for coordinating the college development campaign.
- Classroom instructor for courses in Marketing and Small Business Management.

EDUCATION

University of Oklahoma	Bachelor of Business Administration Marketing and Management
Oklahoma State University	Master of Business Administration Management and Finance National Dean's List – 3.95 GPA

A full-service recruitment typically entails the following steps:

1. Organizational Inquiry and Analysis

- Develop Recruitment Plan and Timeline
- Individual Interviews with Key Stakeholders
- Development of Position Profile Brochure

2. Advertising and Marketing, Communication with Applicants and Prospects

3. Initial Screening and Review

4. Search Committee Briefing to Facilitate Selection of Semifinalists

5. Evaluation of Semifinalist Candidates

- Written Questionnaires
- Recorded Online Interviews
- Media Searches - Stage 1

6. Search Committee Briefing to Facilitate Selection of Finalists

7. Evaluation of Finalist Candidates

- Comprehensive Media Searches - Stage 2
- Comprehensive Background Investigation Reports
- DiSC Management Assessments (supplemental service)
- First Year Game Plan or Other Advanced Exercise

8. Interview Process

- Face-to-Face Interviews
- Stakeholder Engagement (may occur earlier in process)
- Deliberations
- Reference Checks (may occur earlier in process)

9. Negotiations and Hiring Process

- Determine the Terms of an Offer
- Negotiate Terms and Conditions of Employment
- Press Release (if requested)

Step 1: Organizational Inquiry and Analysis

Develop Recruitment Plan and Timeline

SGR will meet with the client at the outset of the project to finalize the recruitment plan and timeline. At this time, SGR will also request that the client provide us with photos and information on the community, organization, and position to assist us in drafting the position profile brochure.

Individual Interviews with Key Stakeholders

SGR devotes tremendous energy to understanding your organization's unique culture, environment, and goals to ensure you get the right match for your particular needs. Fully understanding your organizational needs is the most critical part of conducting a successful executive recruitment. In consultation with the Search Committee, SGR will develop a list of individuals to meet with about the position. Individual interviews may include members of the Search Committee, key staff members, peers in other organizations, and/or community leaders to find out more about the position, special considerations, and the political environment. These interviews last approximately 30-60 minutes each and identify issues that may affect the dynamics of the recruitment, as well as develop a composite understanding of the organization's preferences. This process helps with organizational buy-in and will assist us in developing the position profile.

Development of Position Profile Brochure

Following the individual interviews, SGR will develop a draft position profile brochure that is reviewed and revised in partnership with your organization until we are in agreement that it accurately reflects the sought-after leadership and management characteristics.

Step 2: Advertising and Marketing, Communication with Applicants and Prospects

Advertising and Marketing

The Executive Recruiter and client work together to determine the best ways to advertise and recruit for the position. SGR's Servant Leadership e-newsletter, where your position will be announced, reaches over 51,000 subscribers in all 50 states. We will also send targeted emails to over 4,600 opt-in subscribers to SGR's City Manager Job Alerts. Your position will be posted on SGR's Website, GovernmentResource.com, and on SGR's Job Board, SGRjobs.com. SGR provides a comprehensive social media marketing campaign that includes custom-made graphics and distribution on Facebook, Twitter, Instagram, and LinkedIn. Ads are also typically placed in various state and national publications, targeting the most effective venues for reaching qualified candidates for that particular position.

Communication with Prospects

SGR communicates with interested prospects on ongoing basis during the recruitment process. Outstanding prospects often will not submit a resume until they have done considerable homework on the available position. A significant number of inquiries will be made, and it is essential that the executive search firm be prepared to answer those questions with fast,

accurate, and complete information, and in a warm and personal manner. This is one of the first places a prospective candidate will develop an impression about the organization, and it is an area in which SGR excels.

Communication with Active Applicants

Handling the flow of resumes is an ongoing and significant process. On the front end, it involves tracking resumes and promptly acknowledging their receipt. It also involves timely and personal responses to any questions or inquiries. SGR communicates frequently with applicants to ensure they stay enthusiastic and informed about the opportunity. SGR utilizes Google Alerts and sends weekly update emails to active applicants regarding the organization and community.

Step 3: Initial Screening and Review

SGR uses a triage process to identify high-probability, medium-probability, and low-probability candidates. The triage ranking is focused on overall assessment based on interaction with the applicant, qualifications, any known issues regarding previous work experience, and evaluation of cultural fit with the organization.

In contrast with the triage process described above, which focuses on subjective assessment of the resumes and how the candidates present themselves, we also evaluate each candidate to make sure that the minimum requirements of the position are met, and which of the preferred requirements are met. This sifting process assesses how well candidates' applications fulfill the recruitment criteria outlined in the Position Profile.

Step 4: Search Committee Briefing / Selection of Semifinalist Candidates

At this briefing, SGR will provide a comprehensive progress report and facilitate the selection of up to 12 semifinalists. The presentation will include summary information on the process so far, the candidate pool overall, and any trends or issues, as well as a briefing on each candidate and their credentials. No other firm offers this level of reporting detail and transparency.

Step 5: Evaluation of Semifinalist Candidates

Reviewing resumes is an important and valuable step in the executive recruitment process. However, the simple fact is that resumes can be misleading. They tell you nothing about the individual's personal qualities or his/her ability to get along with other people. Resumes can also exaggerate or inflate accomplishments or experience. SGR's responsibility is to go more in-depth than the resume to ensure that those candidates who continue in the process are truly outstanding. SGR's goal is to have a clear understanding of the person behind the resume and what makes him/her an outstanding prospect for you. The evaluation of semifinalist candidates includes follow-up when appropriate to ask any questions about underlying issues.

Written Questionnaires

SGR will ask semifinalist candidates to complete a comprehensive written exercise designed to provide greater insight into candidate thought processes and communication styles. SGR's written instrument is custom designed around the priorities identified by the Search Committee and usually includes questions focusing on key areas of particular interest to the client. This written instrument will be included in the semifinalist briefing book along with cover letters and resumes submitted by the candidates.

Recorded Online Interviews

SGR will ask semifinalist candidates to complete online interviews. This provides a very insightful, efficient and cost-effective way to gain additional insights to utilize in selecting finalists you want to invite for an onsite interview. The recorded online interviews allow the Search Committee to evaluate technological competence, demeanor, verbal communication skills, and on-camera presence. Online interviews also convey to candidates that the organization is using leading edge technology in its business processes and provide an opportunity for the Search Committee to ask candidates questions on specific topics of special interest. Links to view the online interviews are emailed to the Search Committee members for viewing at their convenience prior to selection of finalist candidates.

Media Searches - Stage 1

"Stage 1" of our media search process involves the use of the web-based interface Nexis Diligence™. This platform is an aggregated subscription-based platform that allows access to global news, business, legal, and regulatory content. These media reports at the semifinalist stage have proven helpful by uncovering issues that may not have been previously disclosed by prospective candidates. The recruiter will communicate any "red flags" to the Search Committee immediately upon discovery.

Step 6: Search Committee Briefing / Selection of Finalist Candidates

Prior to this briefing, SGR will provide each member of the Search Committee with a briefing book on the semifinalist candidates. The briefing book includes cover letters, resumes, and completed questionnaires. The link to view the online interviews is emailed separately to Search Committee members. The purpose of this briefing is to facilitate narrowing the list to up to 5 finalists who will be invited for personal interviews.

Step 7: Evaluation of Finalist Candidates

Comprehensive Media Searches - Stage 2

"Stage 2" of our media search process includes the web-based interface Nexis Diligence™ along with Google as a supplementary tool. By utilizing both, we can provide our clients with an enhanced due diligence process to help vet potential candidates in an efficient and comprehensive manner, which reduces the risk of overlooking important information.

The Stage 2 media search consists of a more complex search, which also includes social media platforms, and has proven helpful in analyzing possible adverse news about the candidate by uncovering issues that may not have been previously disclosed by the candidate. The media search gives the Search Committee an overview of the type and extent of press coverage that a candidate has experienced over the course of their career. View a sample media report at: <http://bit.ly/SGRSampleMediaReport>.

Comprehensive Background Investigation Reports

Through SGR's partnership with a licensed private investigation firm, we are able to provide our clients with comprehensive background screening reports that include the detailed information listed below. View a sample background report at: bit.ly/SGRSampleBackgroundReport.

- Social Security number trace
- Address history
- Driving history/motor vehicle records
- Credit report
- Federal criminal search
- National criminal search
- County wants and warrants for previous 10 years
- Global homeland security search
- Sex offender registry search
- State criminal search (for current and previous states of residence)
- County civil and criminal search (for every county in which candidate has lived or worked) for previous 10 years
- Education verification
- Employment verification (if desired)
- Military verification (if desired)

DiSC Management Assessments (supplemental service)

SGR uses a DiSC Management assessment tool, which is among the most validated and reliable personal assessment tools available. The DiSC Management assessment analyzes and reports comprehensively on the candidate's preferences in five vital areas: management style, directing and delegating, motivation, development of others, and working with his/her own manager. View a sample report at: bit.ly/SGRDiscProfileSample. For assessments of more than two candidates, a DiSC Management Comparison Report is included, which provides a side-by-side view of each candidate's preferred management style. View a sample comparison report at: bit.ly/SGRDiscTeamReport.

First Year Game Plan or Other Advanced Exercise

SGR will work with your organization, if desired, to develop an advanced exercise for the finalist candidates. One example of such an exercise is a "First Year Game Plan," a process where finalist candidates are provided with the contact information for elected officials, key staff, and community leaders and then given free rein to make contact with all of them in advance and use those insights to develop a "first year game plan" based on what they know so far.

Feedback is received from the key contacts on their impressions of the finalist candidates from the interactions with the candidates prior to the interviews. This exercise provides the opportunity to evaluate candidates' written and interpersonal communication skills, as well as critical analysis skills.

Step 8: Interview Process

Face-to-Face Interviews

SGR will schedule interviews at a date/time convenient to your organization. This process can be as simple, or as complex, as your organization desires. SGR will help you determine the specifics and assist in developing the interview schedule and timeline. SGR will prepare sample interview questions and will participate throughout the process to make it smooth and efficient.

Stakeholder Engagement

At the discretion of the Search Committee, we will work closely with your organization to engage stakeholders in the recruitment process. Our recommendation is that we design a specific stakeholder engagement process after we learn more about the organization and the community. Different approaches work best in different communities. We will collaborate with your organization to determine which option, or combination of options, will be the most effective for the unique needs of the organization.

- Stakeholder survey (supplemental service, can be provided at an additional cost)
- Interviewing community leaders at the outset of the recruitment;
- Holding a public forum for citizen engagement at the outset of the recruitment;
- Community leader reception;
- Meet and greet;
- Search Committee and key community leader dinner meeting;
- "Round Robin" forum meetings with various community groups during a multi-day interview process.

Deliberations

SGR will facilitate a discussion about the finalist interviews and assist the Search Committee in making a hiring decision or in deciding whether to bring back one or more candidates for a second interview.

Reference Checks

SGR uses a progressive and adaptive automated reference check system to provide insights on candidates' soft skills from a well-rounded group of references. References may include elected officials, direct supervisors, direct reports, internal organizational peers, professional peers in other organizations, and civic leaders. SGR's reference check platform is anonymous, which is proven to encourage more candid and truthful responses, in turn providing organizations with more meaningful and insightful information on candidates. SGR provides a written summary report to the organization once all reference checks are completed. The timing of reference

checks may vary depending on the specific search process and situation. If the names of the finalists are made public prior to interviews, SGR will typically contact references prior to the interview process. If the names of the finalists are not made public prior to interviews, SGR will typically wait until the organization has selected its top candidate before calling references in order to protect candidate confidentiality.

Step 9: Negotiations and Hiring Process

Determine the Terms of an Offer

Upon request, SGR will provide appropriate employment agreement language and other helpful information to assist you in determining an appropriate offer to extend to your candidate of choice.

Negotiate Terms and Conditions of Employment

SGR will assist to whatever degree you deem appropriate in conducting negotiations with the chosen candidate. SGR will determine and define any special needs or concerns of the chosen candidate, including anything that could be a complicating factor. SGR is experienced and prepared to help craft win-win solutions to negotiation “log-jams.”

Press Release (if requested)

Until you have “sealed the deal,” you need to be cautious in order to avoid the embarrassment of a premature announcement that does not work out. You also want to try to notify all senior staff and unsuccessful candidates before they read about it in the newspaper. SGR will assist with this coordination and with drafting any announcements or press releases.

Satisfaction Surveys

SGR is committed to authentically following the golden rule by providing prompt, professional and excellent communication and always treating every client with honor, dignity and respect. We ask clients and candidates to complete a brief and confidential survey after the completion of their recruitment. This helps us strive to continuously improve our processes and meet the changing needs of the workforce.

Supplemental Service: Post-Hire Team Building Workshop

SGR can provide a customized team building workshop after you hire for the position. SGR utilizes I-OPT, which is a validated measurement tool that shows how a person perceives and processes information. Because people “see” different things when they assess a situation, they are motivated to take various courses of action, so understanding you and your colleagues’ I-OPT Profiles will enable you to work much more effectively as a team. This service can be provided at an additional cost. View sample I-OPT reports at: bit.ly/sampleIOPReports.

Projected Schedule

Schedule will be adjusted at the outset of the search to meet the organization's needs.

Task	Weeks
- Contract Executed - Develop Recruitment Plan, Timeline <u>Individual Interviews with Key Stakeholders</u>	Week 1
<u>Deliverable</u>: Position Profile Brochure - Search Committee Reviews and Approves Brochure	Weeks 2-3
- Advertising and Marketing - Accept Applications - Communication with Prospects and Applicants	Weeks 4-7
Initial Screening and Review	Week 8
<u>Search Committee Briefing</u> / Select Semifinalists - Questionnaires and Recorded Online Interviews - Media Searches - Stage 1	Week 9
<u>Deliverable</u>: Semifinalist Briefing Books and Online Interviews	Week 10
<u>Search Committee Briefing</u> / Select Finalist Candidates	Week 11
- Comprehensive Media Searches - Stage 2 - Comprehensive Background Investigation Reports - DiSC Management Assessments (supplemental service) - First Year Game Plan or Other Advanced Exercise	Weeks 12-13
<u>Deliverable</u>: Finalist Briefing Books	Week 14
<u>Face-to-Face Interviews</u> - Stakeholder Engagement (may occur earlier in process) - Deliberations - Reference Checks (may occur earlier in process) - Negotiations and Hiring Process	Week 15

Recruitment Costs & Service Guarantee

Not-to-Exceed Price: **\$24,150**
(reflects \$750 discount due to concurrent Fire Chief search)

Not-to-exceed price includes:

- **Professional Service Fee - \$18,500**
- **Expenses:**
 - **Position Profile Brochure & Marketing - \$750** *(reflects \$750 discount)*
 - Production of a professional position profile brochure
 - Custom-designed graphics for social media and email marketing
 - Announcement in SGR's 10 in 10 Leadership and Innovation e-newsletter
 - Two (2) email blasts to SGR's opt-in Job Alert subscribers for the relevant job category
 - Featured job placement on SGR's website
 - Featured ad on SGR's job board
 - Promotions on SGR's social media pages – Facebook, Twitter, LinkedIn, and Instagram
 - **Semifinalist Recorded Online interviews** for up to twelve (12) semifinalists - **\$225 each**
 - **Comprehensive Media Reports** for up to five (5) finalists - **\$500 each**
 - **Comprehensive Background Investigation Reports** for up to five (5) finalists - **\$400 each**
 - **Comprehensive Reference Checks** with individual reports for up to five (5) finalists - **\$225 each**
 - **Up to Two (2) onsite visits** by the Recruiter to the Organization. Meals are billed back at a per diem rate of \$10 for breakfast, \$15 for lunch, and \$25 for dinner. Mileage will be reimbursed at the current IRS rate. All other travel-related expenses are billed back at actual cost, with no markup for overhead. **Travel will be dependent on COVID restrictions in place at the time and take into consideration the health and safety of team members of both SGR and the Organization.**

Supplemental Services

The supplemental services listed below are not included in the not-to-exceed price:

- **Ad placements, as approved by the organization, will be billed back at actual cost with no markup for overhead.**
- There may be an additional charge for changes made to the Position Profile Brochure after the brochure has been approved by the organization and the position has been posted online.

- Additional online interviews (over and above the twelve (12) included in the not-to-exceed price above) are offered for \$225 per candidate.
- Additional comprehensive media reports (over and above the five (5) included in the not-to-exceed price above) are offered for \$500 per candidate.
- Additional background investigation reports (over and above the five (5) included in the not-to-exceed price above) are offered for \$400 per candidate.
- Additional reference checks via (over and above the five (5) included in the not-to-exceed price above) are offered for \$225 per candidate.
- There is a cost of \$175 per candidate for the DiSC Management Profile.
- Semifinalist and finalist briefing materials will be provided to the search committee via an electronic link. Should the organization request printing of those materials, the reproduction and shipping of briefing materials will be outsourced and be billed back at actual cost.
- Additional in-person visits (over and above the two (2) in-person visit included in the not-to-exceed price above) by the Recruiter will be billed over and above the not-to-exceed price. Meals are billed back at a per diem rate of \$10 for breakfast, \$15 for lunch, and \$25 for dinner. Mileage will be reimbursed at the current IRS rate. All other travel-related expenses are billed back at actual cost, with no markup for overhead.
- Candidates are reimbursed directly by the organization for travel expenses.
- SGR will conduct a Stakeholder Survey for \$1,000. SGR provides recommended survey questions and sets up an online survey. Stakeholders are directed to a web page or invited to take the survey by email. A written summary of results is provided to the organization.
- If desired, the Recruiter will travel to the communities of the finalist candidates to conduct onsite visits. Site visits will be charged at a day rate of \$1,000 per day, plus travel expenses. Meals are billed back at a per diem rate of \$10 for breakfast, \$15 for lunch, and \$25 for dinner. Mileage will be reimbursed at the current IRS rate. All other travel-related expenses are billed back at actual cost, with no markup for overhead.
- A half-day onsite post-hire team building workshop is offered for \$4,000, plus travel expenses and \$150 per person for I-OPT reports.
- In the unexpected event the organization requests that unusual out of pocket expenses be incurred, said expenses will be reimbursed at the actual cost with no mark up for overhead.
- If the organization desires any supplemental services not mentioned in this section, an estimate of the cost and hours to be committed will be provided at that time, and no work shall be done without approval. Supplemental services will be billed out at \$250 per hour.

Billing

The professional service fee for the recruitment is billed in three equal installments during the course of the recruitment. The initial installment is billed after the position profile brochure has been created. The second installment is billed after semifinalists are selected. The final installment is billed at the conclusion of the recruitment. Expenses and supplemental services will be billed with each of the three installments, as appropriate.

Service Guarantee

SGR guarantees that you will be satisfied with the results of the full service recruitment process, or we will repeat the entire process one additional time and charge only for expenses. Additionally, if you select a candidate (that SGR has fully vetted) who resigns or is released within 18 months of their hire date, SGR will repeat the process and charge only for expenses. If the organization circumvents SGR's recruitment process and selects a candidate who did not participate in the full recruitment process, the service guarantee is null and void. We also guarantee that we will not directly solicit a candidate we bring to you for another job.

References

City of Choctaw, Oklahoma

Population: 12,000

Randy Ross, Mayor

Email: mayor@choctawcity.org

Phone: 405-390-8198

City Manager recruitment in progress

City of Miami, Oklahoma

Population: 13,000

Kim Horn, Director of Human Resources

Email: khorn@miamiokla.net

Phone: 918-542-6685

City Manager recruitment, 2020

City of Broken Arrow, Oklahoma

Population: 112,000

Jannette McCormick, Director of Human Resources

Email: jmccormick@brokenarrowok.gov

Phone: 918-259-2400 ext. 5342

Michael Spurgeon, City Manager

Email: mspurgeon@brokenarrowok.gov

Phone: 918-259-8419

Multiple recruitments

Oklahoma Municipal League

Mike Fina, Executive Director

Email: mfina@oml.org

Phone: 405-609-9842

Executive Director recruitment, 2017

City/County/Town Manager & Administrator Recruitments, 2016-Present

In Progress

- Breckenridge, Texas (pop. 5,000) - City Manager
- Chandler, Arizona (pop. 260,000) - City Manager
- Choctaw, Oklahoma (pop. 12,000) - City Manager
- Denison, Texas (pop. 24,000) - City Manager
- Kennett Square, Pennsylvania (pop. 6,000) - Borough Manager
- Lago Vista, Texas (pop. 8,000) - City Manager
- Monett, Missouri (pop. 9,000) - City Manager
- North Port, Florida (pop. 70,000) - City Manager
- Port Chester, New York (pop. 30,000) - Village Manager

2021

- Bainbridge Island, Washington (pop. 25,000) - City Manager
- Chanhassen, Minnesota (pop. 27,000) - City Manager
- Spokane, Washington (pop. 220,000) - City Administrator

2020

- Argyle, Texas (pop. 4,000) - Town Administrator
- Bay City, Texas (pop. 17,000) - City Manager
- Bedford, Texas (pop. 49,000) - City Manager
- Boerne, Texas (pop. 16,000) - City Manager
- Castroville, Texas (pop. 3,000) - City Administrator
- Clinton, Connecticut (pop. 13,500) - Town Manager
- Commerce, Texas (pop. 9,000) - City Manager
- Covington, Georgia (pop. 14,000) - City Manager
- DeSoto, Texas (pop. 56,000) - City Manager
- Duncanville, Texas (pop. 40,000) - City Manager
- Flower Mound, Texas (pop. 78,000) - Town Manager
- Hutchinson, Kansas (pop. 42,000) - City Manager
- Hutto, Texas (pop. 30,000) - City Manager
- Iola, Kansas (pop. 5,500) - City Administrator
- Johns Creek, Georgia (pop. 84,000) - City Manager
- Joplin, Missouri (pop. 50,000) - City Manager
- Miami, Oklahoma (pop. 13,500) - City Manager
- Mission Hills, Kansas (pop. 3,500) - City Administrator

- Nacogdoches, Texas (pop. 33,000) - City Manager
- Santa Fe, Texas (pop. 13,000) - City Manager
- Tigard, Oregon (pop. 53,000) - City Manager
- Westworth Village, Texas (pop. 3,000) - City Administrator

2019

- Blaine, Minnesota (pop. 65,000) - City Manager
- Bullard, Texas (pop. 4,000) - City Manager
- Campbell County, Wyoming (pop. 46,000) - Commissioners' Administrative Director/County Administrator
- Canyon, Texas (pop. 15,000) - City Manager
- Copperas Cove, Texas (pop. 34,000) - City Manager
- Killeen, Texas (pop. 145,000) - City Manager
- Kingsville, Texas (pop. 26,000) - City Manager
- Lamar, Colorado (pop. 7,500) - City Administrator
- Lenexa, Kansas (pop. 55,000) - City Manager
- Mineral Wells, Texas (pop. 15,000) - City Manager
- Orange, Texas (pop. 19,000) - City Manager
- Palm Coast, Florida (pop. 86,000) - City Manager
- South Windsor, Connecticut (pop. 26,000) - Town Manager
- Springfield, Oregon (pop. 62,000) - City Manager
- Terrell, Texas (pop. 17,000) - City Manager
- Tolland, Connecticut (pop. 15,000) - Town Manager
- Vail, Colorado (pop. 5,000) - Town Manager
- Venus, Texas (pop. 5,000) - City Administrator
- Victoria, Texas (pop. 67,000) - City Manager
- West Lake Hills, Texas (pop. 3,000) - City Administrator

2018

- Anna, Texas (pop. 14,000) - City Manager
- Bethany, Oklahoma (pop. 19,000) - City Manager
- Cameron, Missouri (pop. 10,000) - City Manager
- Clackamas County, Oregon (pop. 400,000) - County Administrator
- Clallam County, Washington (pop. 75,000) - County Administrator
- Clark County, Washington (pop. 471,000) - County Manager
- Coffeyville, Kansas (9,500) - City Manager
- Craig, Colorado (pop. 9,000) - City Manager
- Erie, Colorado (pop. 26,000) - Town Administrator

- Forney, Texas (pop. 19,000) - City Manager
- Freeport, Texas (pop. 12,000) - City Manager
- Fulshear, Texas (pop. 9,500) - City Manager
- Green Cove Springs, Florida (pop. 7,500) - City Manager
- Humble, Texas (pop. 15,000) - City Manager
- Jacksonville, Texas (pop. 14,000) - City Manager
- Jupiter, Florida (pop. 60,000) - Town Manager
- Lawton, Oklahoma (pop. 94,000) - City Manager
- Lebanon, Missouri (pop. 15,000) - City Administrator
- Lockhart, Texas (pop. 13,500) - City Manager
- Marshall, Texas (pop. 24,000) - City Manager
- Murfreesboro, Tennessee (pop. 130,000) - City Manager
- Nixa, Missouri (pop. 21,000) - City Administrator
- Paducah, Kentucky (pop. 25,000) - City Manager
- Pflugerville, Texas (pop. 60,000) - City Manager
- Plant City, Florida (pop. 38,000) - City Manager
- Riverside, Missouri (pop. 3,000) - City Administrator
- Smithville, Missouri (pop. 10,000) - City Administrator
- Springfield, Missouri (pop. 167,000) - City Manager
- Sunnyvale, Texas (pop. 6,500) - Town Manager
- West University Place, Texas (pop. 14,000) - City Manager
- Wethersfield, Connecticut (pop. 26,000) - Town Manager

2017

- Amarillo, Texas (pop. 200,000) - City Manager
- Bastrop, Texas (pop. 8,000) - City Manager
- Bedford, Texas (pop. 49,000) - City Manager
- Bozeman, Montana (pop. 45,000) - City Manager
- Brenham, Texas (pop. 17,000) - City Manager
- Choctaw, Oklahoma (pop. 12,000) - City Manager
- Clute, Texas (pop. 12,000) - City Manager
- Colleyville, Texas (pop. 23,000) - City Manager
- Grandview, Missouri (pop. 26,000) - City Administrator
- Killeen, Texas (pop. 140,000) - City Manager
- Midland, Michigan (pop. 42,000) - City Manager
- Parkville, Missouri (pop. 7,000) - City Administrator
- Saginaw, Texas (pop. 21,000) - City Manager
- San Marcos, Texas (pop. 60,000) - City Manager

- Sealy, Texas (pop. 6,500) - City Manager
- Stephenville, Texas (pop. 20,000) - City Administrator
- Temple, Texas (pop. 75,000) - City Manager
- Topeka, Kansas (pop. 127,000) - City Manager
- Vail, Colorado (pop. 5,000) - Town Manager

2016

- Angleton, Texas (pop. 20,000) - City Manager
- Beavercreek, Ohio (pop. 45,000) - City Manager
- Bethany, Oklahoma (pop. 19,000) - City Manager
- Canadian, Texas (pop. 2,600) - City Manager
- Carrollton, Texas (pop. 130,000) - City Manager
- Clarksville, Indiana (pop. 20,000) - Town Manager
- Craig, Colorado (pop. 9,000) - City Manager
- Davenport, Iowa (pop. 100,000) - City Administrator
- Des Moines, Washington (pop. 30,000) - City Manager
- Elgin, Texas (pop. 10,000) - City Manager
- Gunnison, Colorado (pop. 6,000) - City Manager
- Hot Springs, Arkansas (35,000) - City Manager
- Lake Dallas, Texas (pop. 7,000) - City Manager
- Lake Worth, Texas (pop. 4,500) - City Manager
- Muskegon Heights, Michigan (pop. 11,000) - City Manager
- Northglenn, Colorado (pop. 37,000) - City Manager
- Palestine, Texas (pop. 19,000) - City Manager
- Piney Point Village, Texas (pop. 3,000) - City Administrator
- Port Lavaca, Texas (pop. 12,000) - City Manager
- Spokane Valley, Washington (pop. 95,000) - City Manager
- St. Charles, Missouri (pop. 67,000) - Director of Administration
- Stillwater, Oklahoma (pop. 50,000) - City Manager
- Sweetwater, Texas (pop. 11,000) - City Manager
- Valley Center, Kansas (pop. 7,000) - City Administrator
- Williston, North Dakota (pop. 27,000) - City Administrator

Population number is approximate population at the time the recruitment took place.

Executive Recruitment Clients

Arizona

- Chandler

Arkansas

- Fort Smith
- Hot Springs

Colorado

- Arvada
- Aurora
- Brighton
- Combined Regional Communications Authority (Fremont County)
- Commerce City
- Craig
- Durango
- Englewood
- Erie
- Golden
- Gunnison
- Lamar
- Mountain View Fire Protection District
- Northglenn
- Vail
- Wheat Ridge

Connecticut

- Clinton
- Fairfield
- Hartford
- Manchester
- South Windsor
- Tolland
- Wethersfield

Florida

- Boynton Beach
- Brevard County
- DeLand
- Fernandina Beach
- Fort Lauderdale
- Government Services Group, Inc.
- Green Cove Springs
- Jupiter
- Lakeland
- Lee County
- Nassau County
- North Port
- Ormond Beach
- Palm Coast
- Plant City
- Port St. Lucie
- Sarasota County
- Tamarac
- Winter Haven

Georgia

- Albany
- Covington
- Johns Creek

Indiana

- Clarksville

Iowa

- Ames
- Davenport
- Des Moines Water Works

Kansas

- Coffeyville
- Hutchinson
- Iola
- Johnson County
- Johnson County Park & Recreation District
- Lenexa
- Manhattan
- Mission Hills
- Newton
- Olathe
- Overland Park
- Shawnee
- Topeka
- Wyandotte County/Kansas City Kansas
- Valley Center

Kentucky

- Paducah

Louisiana

- Shreveport

Michigan

- Ann Arbor
- Kalamazoo County Consolidated Dispatch Authority
- Midland
- Muskegon Heights

Minnesota

- Blaine
- Chanhassen

Mississippi

- Hancock County Port & Harbor Commission

Missouri

- Ballwin
- Cameron
- Cape Girardeau
- Grandview
- Joplin
- Lebanon
- Monett
- Nevada Housing Authority
- Nixa
- Parkville
- Riverside
- Sikeston
- Smithville
- Springfield
- St. Charles

Montana

- Bozeman

Nevada

- Clark County
- Las Vegas
- Washoe County

New Mexico

- Farmington
- Four Corners Economic Development Corp.
- Lea County

New York

- Port Chester

North Dakota

- Mountrail-Williams Electric Cooperative
- Williston

Ohio

- Beavercreek
- Franklin County

Oklahoma

- Altus
- Bethany
- Bartlesville
- Broken Arrow
- Chickasha
- Choctaw
- Elk City
- Lawton
- Miami
- Miami Office of Economic Development
- Mustang
- Oklahoma Municipal League
- Owasso
- Stillwater

Oregon

- Clackamas County
- Eugene
- Eugene Springfield Fire
- Lane Regional Air Protection Agency
- Springfield
- Tigard

Pennsylvania

- Kennett Square

Tennessee

- Murfreesboro

Texas

- Abilene
- Addison
- Alamo Heights
- Alice
- Allen
- Alvin
- Amarillo
- Angleton
- Anna
- Argyle
- Arlington
- Atlanta
- Austin
- Azle
- Bastrop
- Bastrop Economic Development Corp.
- Bay City
- Baytown
- BCFS Health & Human Services
- Bedford
- Bellaire
- Belton
- Boerne
- Breckenridge
- Brenham
- Bridgeport
- Brownsville
- Brushy Creek Regional Utility Authority
- Bullard
- Burkburnett
- Burleson
- Canadian
- Canton
- Canyon
- Capital Area of Texas Regional Advisory Council

Texas (cont'd)

- Carrollton
- Castroville
- Cedar Park
- Celina
- Citizens for Progress
- Cleveland
- Clute
- College Station
- Colleyville
- Colorado River Municipal Water District
- Commerce
- Copperas Cove
- Corpus Christi
- Dallas County
- Denison
- Denison Area Chamber of Commerce
- Denton
- Denton County Fresh Water Supply District 1-A
- DeSoto
- Dickinson
- Duncanville
- El Paso
- El Paso Metropolitan Planning Organization
- Elgin
- Ennis
- Euless
- Fairview
- Farmers Branch
- Farmersville
- Fate
- Ferris
- Flower Mound
- Forney
- Fort Worth
- Freeport
- Fulshear
- Garland
- Georgetown
- Georgetown Chamber of Commerce
- Gonzales
- Gonzales Economic Development Corp.
- Granbury
- Grand Prairie
- Grapevine
- Green Valley Special Utility District
- Greenville
- Harris County ESD No. 48
- Henderson
- Highland Park
- Humble
- Huntsville
- Hutto
- Hutto Community Development Corp.
- HJV Associates
- Irving
- Jacksboro
- Jacksonville
- Jacksonville Economic Development Corp.
- Joshua
- Kaufman
- Kilgore
- Killeen
- Kingsville
- Kyle
- La Porte
- Lago Vista
- Lake Dallas
- Lake Worth
- Lakeway
- Lamesa

Texas (cont'd)

- Lancaster
- League City
- Leander
- Levelland
- Levelland Economic Development Corp.
- Lindale
- Little Elm
- Lockhart
- Longview
- Longview Economic Development Corp.
- Lorena
- Lubbock
- Lufkin
- Marble Falls
- Marshall
- McKinney
- McKinney Economic Development Corp.
- Memorial Villages Police Department
- Messer Rockefeller & Fort
- Midland
- Midlothian Economic Development Corp.
- Mineral Wells
- Missouri City
- Montgomery
- Mount Pleasant
- Mount Pleasant Economic Development Corp.
- MPACT CDC
- Nacogdoches
- Nederland
- New Braunfels
- North Central Texas Council of Governments (NCTCOG)
- North East Texas Regional Mobility Authority
- North Hays County Emergency Services District No. 1
- North Richland Hills
- North Texas Emergency Communications Center (NTECC)
- Odessa
- Orange
- Palestine
- Paris
- Pearland
- Pecos City
- Pflugerville
- Piney Point Village
- Plainview
- Plano
- Port Arthur
- Port Lavaca
- Port Neches
- Portland
- Princeton
- Red Oak
- Reeves County
- Richardson
- Richland Hills
- Riverbend Water District
- Rockwall
- Rockwall Economic Development Corp.
- Round Rock
- Round Rock ISD
- Rowlett
- Royse City
- Royse City Community Development Corp.
- Saginaw
- San Angelo
- San Marcos
- San Marcos/Hays County EMS

Texas (cont'd)

- San Patricio County Economic Development Corp.
- Santa Fe
- Seagoville
- Sealy
- Sherman Economic Development Corp.
- Snyder
- Socorro
- South Padre Island
- Southlake
- Stephenville
- Sunnyvale
- Sweetwater
- Tarrant County 9-1-1 District
- Taylor
- Temple
- Terrell
- Texarkana
- Texas City
- The Colony
- Trophy Club Municipal Utility District
- Tyler
- Upper Brushy Creek Water Control & Improvement District
- Van Alstyne
- Venus
- Victoria
- Waco
- Waxahachie
- Weatherford
- Webster
- West Lake Hills
- West University Place
- Westworth Village
- Wichita Falls
- Willow Park

- Wills Point
- Wilmer
- Yoakum

Virginia

- Orange County

Washington

- Bainbridge Island
- Bellevue
- Blaine
- Burien
- Clallam County
- Clark County
- Des Moines
- Richland
- Shoreline
- Snoqualmie
- Spokane
- Spokane Regional Transportation Council
- Spokane Valley
- Whitworth Water District #2

Wyoming

- Campbell County
- Casper



CITY MANAGER

CITY OF MIAMI, OKLAHOMA

EXECUTIVE SEARCH PROVIDED BY STRATEGIC GOVERNMENT RESOURCES



THE COMMUNITY

The City of Miami, the “Gateway” to Oklahoma, is in the northeast corner of the state at the confluence of the Neosho and Spring rivers. Miami is located along Interstate 44, about an hour drive to the Tulsa International airport. The City of Miami is the county seat for Ottawa County and has a current population of 13,758 within its 9.8 square-miles.

The City takes its name from the Miami Native American Indian Tribe and is pronounced “My-am-uh.” Nine Native American tribes are located in or near Miami, including the Quapaw, Wyandotte, Modoc, Miami, Seneca-Cayuga, Ottawa, Eastern Shawnee, Peoria, and Shawnee. The Inter-Tribal Council, Inc. is in Miami and was formed in 1966 to represent the interests of American Indian residents in a seven-county area.

Miami is recognized for its Native American traditions, historic Route 66, which runs through its downtown, unique entertainment opportunities, and extensive recreational amenities along the foothills of the Ozark Mountains. In 1929 the Coleman Theatre, a vaudeville theatre and movie palace, opened to a full house of 1,600 and is currently on the National Register of Historic Places. Today, the theatre hosts ballet, theatre performances, receptions, conferences, and silent movies in the newly restored facility. Many other Miami buildings are on the National Register of Historic Places as well. Miami’s original thirteen-foot section of Route 66, constructed in the 1920s, is one of two sections of the original road remaining intact. Historic Route 66 is Main Street through Miami, and many of the buildings in downtown are originals from the early 1900s. Thousands of visitors from around the world pass through Miami each year travelling Route 66.

The Pensacola Dam was constructed in 1940 across the Neosho River at the Grand River Valley. This hydroelectric dam created Grand Lake o’ the Cherokees, offering recreational activities for residents and tourists. Grand Lake has a surface area of 46,500 acres and 1,300 miles of shoreline and is consistently ranked amongst the top bass fishing lakes in the country. The Neosho River is ideal for canoeing, kayaking, rafting, and great fishing. Every spring, anglers line up elbow-to-elbow along the banks of the Neosho for a chance to snag the prehistoric Paddlefish (or “Spoonbill” to the locals).

THE COMMUNITY — CONTINUED

Miami has a strong commitment to providing an excellent quality of life, with over 354 acres in parks and Oklahoma's largest municipal swimming pool. Outdoor activities include Rodeo Miami, the American Cowboys Rodeo Association (ACRA) National Rodeo of the Year, NEO's High School Basketball Tournament (the world's largest), the Oklahoma 8-Man Football All Star Game, and the Ottawa County Free Fair. The local tribes hold their respective Pow Wows each year. The City Manager must understand the unique diversity of the community and have an appreciation for how cultural differences in the community contribute to quality of life.

The City of Miami partnered with the Miami Arts & Humanities Council in 2016 to create the 66 Cultural District in downtown Miami. This was made possible by a Cultural District Development Grant from the Oklahoma Arts Council. The 66 Cultural District now includes 18 murals and the Route 66 Art Park. Muralfest is an annual community event that is held each April in the 66 Cultural District. The new City Manager should have an understanding of how the cultural resources of the community contribute to the economic development and redevelopment efforts of the city and work to foster those resources as part of the City's strategic plan for arts and culture.

Current major employers include Integris Hospital; Umicore, which manufactures electro-optic materials for solar power; 3M which produces boron for use in semiconductors; Thermo Fisher Scientific; and Hopkins Manufacturing, which supplies aftermarket automotive products to 75,000 distributors and retailers. Tourism is significant for Miami by virtue of 10 Indian gaming facilities and Grand Lake o' the Cherokees.

The Miami Public School system educates approximately 2,297 students, with 134 certified staff members. Miami has nine primary and secondary facilities and has received accreditation by the State of Oklahoma. For those seeking higher education opportunities, Miami is home to Northeastern Oklahoma A&M College—one of the fastest growing two-year colleges in the nation. NEO offers associate degrees in arts, science, and applied science as well as one and two-year certificate programs. The college also collaborates with area universities to offer select bachelor's degrees at the college.

The City of Miami and NEO collaborated in 2014 on a \$8.8 million expansion of the campus football stadium, which is utilized for college and high school sports and as a regional event center. The expansion doubled the seating capacity, with seven sky boxes added as well. Utility infrastructure improvements over the next three years are set to include \$7 million in water and sewer improvements and \$8 million in electric improvements. The improvements are the largest utility infrastructure improvements done by the City of Miami.

The City of Miami is a Certified Healthy Oklahoma Business and a Certified Healthy Oklahoma Community. The median income is \$35,566, and the median age is 34.



GOVERNANCE AND ORGANIZATION

MISSION STATEMENT

The City of Miami is committed to providing public services that meet or exceed the expectations of the community and its stakeholders.

In doing so, we will provide strong, fair, and ethical leadership that sets a positive example for all members of the community to follow.



The City of Miami functions with a council-manager form of government. The Miami City Council is made up of the Mayor, who is elected at-large, and four Council members elected by ward for three-year terms.

The City Council appoints a professional City Manager who is responsible for the day-to-day operation of the City. The City Manager is also the General Manager of Public Utilities. Miami is a full-service city with direct reports to the City Manager's office including Police, Fire, Library, Arts & Culture, Community/Economic Development, Information Technology, Human Resources, Public Utilities, Tourism, Public Works, and Administrative Services. The City Attorney and City Prosecutor report to the City Council.

The City of Miami has 185 full-time employees plus 31 part-time and 59 seasonal employees. The annual operating budget is \$40 million. The City's Standard and Poor's bond rating is A-Stable. The Fire Department operates out of two stations and maintains an ISO rating of 3. The Public Utilities Department has implemented automated refuse collection trucks for residential service.



GOVERNANCE AND ORGANIZATION — CONTINUED

The City adopted the 15-year “Miami’s Commitment to Excellence” comprehensive plan in 2015. The plan is the official statement of long-range goals and strategies affecting the City’s competitiveness, livability, and sustainability and provides goals and strategies for the community’s long-term growth, conservation, and development.

The City of Miami recently completed a \$750,000 splash pad that was partially funded by a grant from the Oklahoma Tourism and Recreation Department. Additional features were purchased by the Miami Rotary Club and Peoria Tribe of Oklahoma.

LEADERSHIP AND INNOVATION

The City’s population has remained steady, but the national economic downturn resulted in a loss of industry. Therefore, economic development to attract a workforce of young professionals is a priority for the next City Manager. Experience facilitating development of affordable middle-class housing and experience overseeing effective infrastructure and facilities maintenance/repair are essential.

Since water levels at Grand Lake are important for the proper operation of the hydroelectric facility, proper coordination upstream to avoid flooding of Miami is vital. The City Manager must be able to manage mitigation and revitalization as a result of flooding and understand how to access state and federal programs that can provide necessary resources. Effective interaction with the responsible state and federal agencies to ensure measures are in place to avoid flooding must be pursued.

IDEAL CANDIDATE

The City Council is expressly interested in maintaining stability for the City Manager position and wants a professional desiring to make Miami their home. The next City Manager will be expected to participate in various aspects of community life, be a visible and approachable figure within the community, and actively communicate the City's efforts to continue improvement with residents and business owners.

The City Manager should also be a strong relationship builder experienced with intergovernmental relations. A solid working relationship must be developed with various groups, including the nine Native American tribes, school and county officials, and the Grand River Dam Authority. The successful candidate will demonstrate a personable, collaborative style with polished communication skills.

Strong financial skills are required. The successful candidate will have demonstrated skills to prioritize a budget, negotiate and manage police and fire union contracts, and maintain a financial accountability system. The chosen candidate will have a proven track record for building a cohesive team among city staff. The City Manager should have demonstrated solid staff development and performance appraisal abilities.



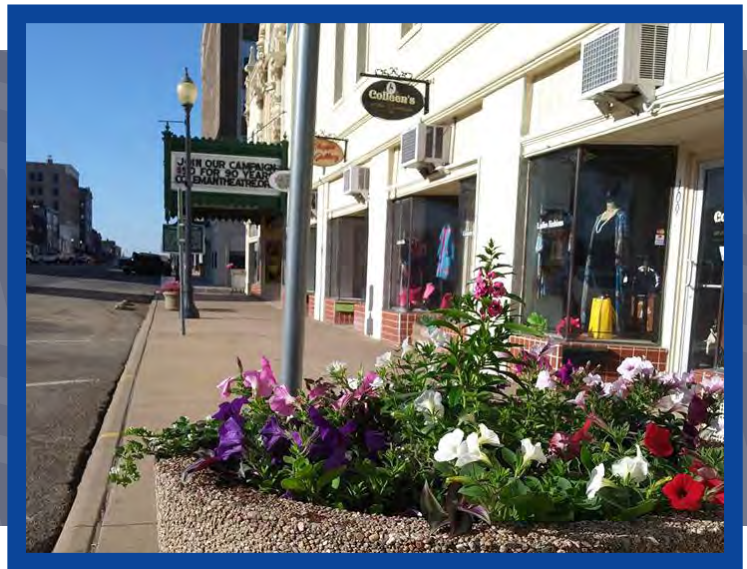
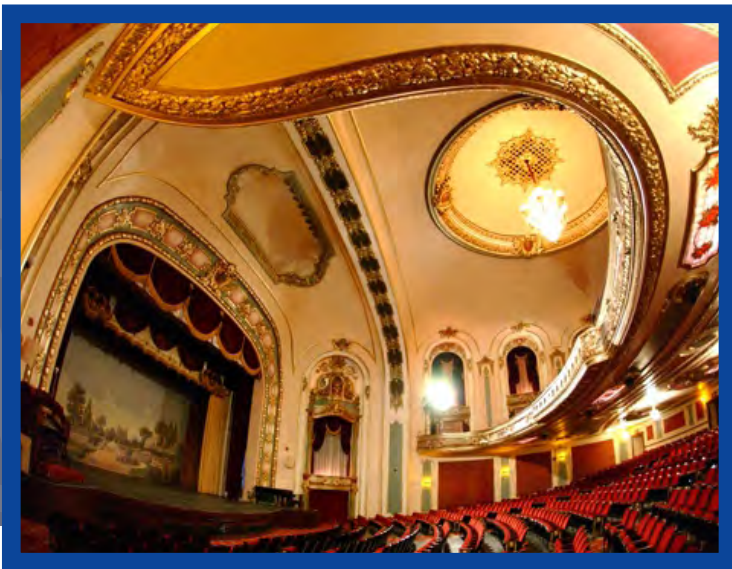


EDUCATION AND EXPERIENCE

The successful candidate will have a bachelor's degree in public administration, business administration, engineering, or a related field, with a minimum of five years of progressively responsible city management or related management experience, as well as budget administration experience. Union contract negotiation and management experience is highly desired. A master's degree in public administration, business administration, or JD in law is preferred. Water, sewer, and electric utility experience is a plus.

COMPENSATION AND BENEFITS

The starting salary will be in the \$100,000 to \$120,000 range, depending on qualifications and experience. The City will provide deferred compensation at 12% of salary as well as a car allowance. A generous range of leave and insurance benefits is also provided. Reasonable relocation expenses will be reimbursed.





APPLICATION PROCESS

Please apply online at: <http://bit.lySGROpenRecruitments>

For more information on this position contact:

Larry Gilley, Sr. Vice President
Strategic Government Resources
LarryGilley@GovernmentResource.com
325-660-4208

This position is open until filled. To view the status of this position, please visit:
<http://bit.lySGROpenRecruitments>

The City of Miami is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.



RESOURCES

City of Miami
www.miamiokla.net

Miami Regional Chamber of Commerce
www.miamiokchamber.com

Miami Area Convention and Visitors Bureau
www.visitmiamiok.com

The Miami News Record
www.miamiok.com

Miami Public Schools
www.miami.k12.ok.us

Coleman Theatre
www.colemantheatre.org

Follow Us





CITY OF LAWTON, OKLAHOMA

City Manager



The Community

The City of Lawton, Oklahoma, founded in 1901, is the fifth largest city in Oklahoma and the county seat of Comanche County, in Southwest Oklahoma.

Lawton is located approximately 90 miles southwest of Oklahoma City along Interstate 44. Fort Sill, an active U.S. Army installation, is on the City's north side and is within the city limits as the result of annexation in the 1990s.

Comanche County is home to more than 122,000 residents as of 2017, with Lawton accounting for 94,000 of the countywide population—smaller cities and towns including Cache, Chattanooga, Elgin, Faxon, Fletcher, Geronimo, Indianola, Medicine Park, and Sterling make up the remainder. The broader Lawton metropolitan statistical area comprises both Comanche County and Cotton County to the south. To the northwest of Lawton, popular recreational attractions include the Wichita Mountains National Wildlife Refuge and Mount Scott, which is the region's most prominent geological feature, rising to 2,464 feet.

The mean temperature for the Lawton area is 61.5 degrees. The percentage of sunshine in Lawton ranges from an average of about 60 percent in the winter to nearly 80 percent in the summer, providing a long growing season of 215 days. The July high is around 95 degrees. Summers are generally warm with 95 days of 90 degrees or higher. The winter months are typically mild with an average low temperature in January of 27 degrees. Annual precipitation ranges from about 30 inches in western Comanche County to 33 inches in the east, slightly less than the U.S. average of 39 inches. Annual snowfall averages 3.6 inches while the average U.S. city gets 26 inches of snow per year.

Lawton remains a low cost-of-living city relative to both the nation and Oklahoma. Overall living costs are about 12 percent below the U.S. city average and slightly below both Oklahoma City and Tulsa. Housing, utilities, and groceries provide a very affordable cost of living in Lawton.

MISSION STATEMENT

Providing efficient, effective, and responsive services. Promoting a quality of life based on harmony and cooperation.

Creating leadership and opportunity for Southwest Oklahoma.



The Community, continued

Recreation can be found at the City's many parks, lakes, museums, and festivals. Museums include the Fort Sill National Historic Museums, Comanche National Museum and Cultural Center, Museum of the Great Plains, and the U.S. Field Artillery Museum. Lawton's many other cultural oriented organizations include Lawton Community Theatre, Southwest Oklahoma Dance Alliance, Lawton Philharmonic Orchestra, and the Lawton City Ballet. The Wichita Mountains Wildlife Refuge consists of 59,000 acres of natural grasslands that provide habitat for bison, elk, deer, and longhorn. Over 22,000 acres are open to the public and provide many opportunities for water sports, hunting, hiking, sailing, fishing, and camping. The City also offers two golf courses, a municipal operated pool, the YMCA, and numerous beautiful parks. Lawton hosts many popular annual special events including The Holy City of the Wichitas Easter Pageant, the Arts for All Festival in May, Juneteenth Celebration, International Festival in September, and the Armed Forces Parade.

The Lawton Public School District is a 5A/6A school district that serves 15,600 students through two pre-K schools, twenty-four elementary schools, four middle schools, one alternative high school, and three high schools. Lawton also offers two privately operated schools, Lawton Christian School and Trinity Baptist Academy. Lawton is home to Cameron University, which is the largest university in southwest Oklahoma and offers associate, baccalaureate and master's degrees in more than 50 degree programs. Platt College, Great Plains Technology Center, and Comanche Nation College provide additional educational opportunities.

City Organization

The City of Lawton is a council-manager form of local government. The City Council is comprised of one mayor, eight ward representatives, and a Fort Sill liaison. The Mayor and all eight Council members are elected officials and serve 3-year terms. The Council approves all ordinances, resolutions, and contracts including but not limited to property sales, acquisitions, and leases, as well as major purchases of materials, equipment, and services required by the City of Lawton. With the advice and assistance of the City Manager, the Council reviews proposals for community needs, initiates action for new programs, and determines the ability of the City to provide financing for City activities. The Council is responsible for approval of the annual operating budget as well. The City Council appoints the positions of City Manager, City Clerk, City Attorney, and Municipal Judge. Lawton City Council meetings are held the second and fourth Tuesdays of each month at City Hall.

The City of Lawton is comprised of a dozen major departments and more than 40 divisions.

City Manager's Office

The City Manager is appointed by the Lawton City Council to serve as chief administrative officer. In-office support staff includes the Assistant City Manager, the Community Relations Director, the Internal Auditor, and two administrative assistants. These public servants aid in the endeavors of the City Manager to gather data and information to support the policy-making needs of the City Council while implementing administrative policies, overseeing fiscal management, promoting community coordination, encouraging interagency collaboration, and managing day-to-day operations.

City offices recently moved into an historic high school building with expansive hallways and offices, as well as a city council chambers in the former auditorium. Significant unoccupied space remains for future expansion in the building.

Leadership and Innovation

The new City Manager will be tasked with identifying new revenue streams to help the City continue to address growth and development needs and make needed infrastructure improvements. Because municipalities in Oklahoma derive revenue from sales tax, utility fees and charges, and user fees, generating revenue is an ongoing challenge for the City. Property taxes are only levied to service bonded indebtedness for capital improvements. Due to the Fort Sill Army Post being adjacent to the City, a large number of retired and disabled veterans live in the area and are exempt from paying sales tax. A migration of Lawton residents to smaller neighboring communities while still working in Lawton is occurring, and a strategy is needed to reverse this trend.

A “business system” approach to managing the City is needed to ensure quality service delivery while controlling costs, along with updated and improved information technology systems for more efficient and cost-effective service delivery.

Ideal Candidate

The City of Lawton seeks an innovative leader with a passion for public service to serve as its new City Manager. The ideal candidate will be an honest, ethical, highly dedicated and hard-working municipal professional recognized for successfully guiding growing cities to the next performance level. The chosen candidate will be committed to transparency, community engagement, responsiveness, and providing cost-effective services and exceptional customer service.

The new City Manager will be a strong personnel manager encouraging a high performance culture with an experienced management team, supporting a strong functioning employee group. The chosen candidate must be an approachable people-person with a calm demeanor and ability to build trust at all levels within the organization. The selected individual will be a skilled communicator who can balance the needs of the City Council members and provide complex information to the City Council in layman's terms. Exceptional interpersonal skills are essential.

A conservative budget manager with excellent strategic planning skills, the chosen candidate will have a track record of improving service delivery while keeping costs down. The next City Manager will be experienced in planning, zoning, and building rules to ensure a future of sustainable growth for Lawton. A candidate who is responsive to citizens and who can address sensitive issues with tact and diplomacy is strongly desired.



Education and Experience

The selected candidate must hold a bachelor's degree in public administration, business administration, political science, or a closely related field and must have a minimum of ten years of progressively responsible experience in a city manager's office in the management and administration of a municipal government. Experience with public safety union negotiations, information technology, water/sewer utility operations and improvements, industrial development focused on manufacturing, TIF districts, and solid waste recycling is preferred. A master's degree in public administration, business administration, organizational leadership, or a closely related area is preferred but not required. Knowledge of military installation operations relative to a municipality, is a plus. An equivalent combination of education and experience that provides the requisite knowledge and skills will be considered.

Compensation and Benefits

The starting salary range for this position is \$140,000 to \$160,000, depending on qualifications and experience. The City provides a full range of benefits including health, dental, and vision insurance, a 401k retirement plan, paid vacation and sick leave, and use of a city vehicle.

Application Process

Please apply online at: <http://bit.ly/SGRCurrentSearches>

For more information on this position contact:

Gary Holland, Senior Vice President

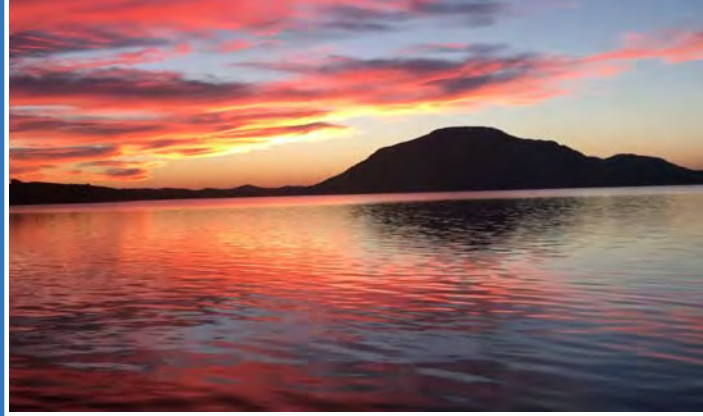
Strategic Government Resources

GaryHolland@governmentresource.com

405-269-3445

This position is open until filled. To view the status of this position, please visit: <http://bit.ly/SGRCurrentSearches>

The City of Lawton is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.



RESOURCES

City of Lawton
lawtonok.gov

Lawton Proud
lawtonproud.com

**Lawton Fort Sill
Chamber of Commerce**
lawtonfortsillchamber.com

Lawton Public Schools
lawtonps.org

The Lawton Constitution
swoknews.com

KSWO
kswo.com



March 25, 2021

CITY OF CHICKASHA, OKLAHOMA

Recruitment for City Manager

STATEMENT OF QUALIFICATIONS

March 25, 2021

Mayor Chris Mosley and City Council Members
City of Chickasha
117 N. 4th Street
Chickasha, TX 73018

Dear Mayor Mosley and Council Members:

It is a pleasure for Chris Hartung Consulting, LLC to submit to you this proposed work plan and supporting information outlining our approach to assisting the City of Chickasha in the recruitment and selection of a new City Manager. We are excited about the opportunity to be a part of the process of finding a truly outstanding professional who can participate as a member of the City's leadership team in partnership with the City Council. This work plan has been prepared based upon our previous experience with the City, our understanding of the search process specifically involving city executives, our experience in similar searches and Chris Hartung's over twenty years of experience in city management. We fully understand the importance of this decision to the City of Chickasha.

Chris Hartung has over twenty-five years' experience as the owner of a firm or lead consultant engaged in a wide variety of public sector executive search assignments for cities in Texas and the Southwest. Chris Hartung Consulting, LLC was founded in July 2009 as a sole proprietorship owned by G. Chris Hartung. The firm is a successor to Hartung and Associates, a firm which Chris Hartung operated from January 1988 until October 1997. From 1997 until July of 2009, Chris Hartung was a lead consultant for a national executive search firm. Chris Hartung Consulting was transitioned to an LLC in December 2012. The purpose of Chris Hartung Consulting, LLC is to strengthen local government through the provision of effective training, organizational development, executive recruitment and selection, and cost-effective consulting services.

This work plan involves a partnership between the consultant and the City Council in an effort to take advantage of the skills and abilities of both, while keeping the cost as low as possible. Chris Hartung has experience recruiting for a wide variety of positions in local governments. A list of client references for similar City Manager recruitments is attached to this proposal.

Chris Hartung is the authorized representative of the firm and will be the lead consultant for this project. He will handle all the client contact, candidate solicitation and reference calls involved in completing the recruitment. We have sufficient resources in personnel, equipment and time to conduct this project and are prepared to begin the recruitment immediately after notification to begin. Since August of 2009, Chris Hartung Consulting, LLC has established a record of successful completion of similar projects for a variety of clients. We welcome the City to contact any of the clients listed in this proposal.

The philosophy of Chris Hartung Consulting, LLC regarding filling key executive positions in local government is based upon the belief that the best (and maybe only) predictor of success in a position is past success in the same or a similar position. With this principle in mind, our approach to an executive search assignment is to begin the process by developing a current and accurate description of the background, qualifications, personal characteristics and initial priorities for the position. The balance of the assignment is focused on developing a pool of candidates meeting the profile through an aggressive solicitation and screening process that is intended to result in a final group of highly qualified candidates meeting the profile for the client to interview. During the engagement, Chris Hartung Consulting, LLC will guide the City Council with advice at key decision points and by providing logistical support through the handling of applicant communications.

Chris Hartung Consulting, LLC is dedicated to conducting executive search assignments in accordance with the spirit and the intent of equal opportunity laws and regulations. We are proud of the record we have established in being able to recruit and refer candidates from protected classes including women and minority applicants.

I will be happy to discuss this work plan and answer any questions at your convenience. Please call me at 469-321-2180 or e-mail at chris@chcpublicsectorsolutions.com.

Sincerely,

G. Chris Hartung
Owner/President

PROPOSED WORK PLAN

Recruitment and Selection of a New City Manager for the City of Chickasha, Oklahoma

SCOPE OF THE PROJECT

The City of Chickasha with a population of 16,000 is located southwest of Oklahoma City. Chickasha is the County seat of Grady County. Chickasha is home to the University of Science and Arts of Oklahoma. The city is named for, and strongly connected to Native American heritage as Chickasha is the Choctaw word for Chickasaw. The City operates as a Council-City Manager form of government. The City Council is composed of a Mayor and eight (8) Councilmembers. The City Council is currently considering contracting with an executive recruiting firm to assist the City in the recruitment and selection of the next City Manager. We understand the City will be seeking an experienced public management professional who can assist the City Council achieve the City's vision for the community. This work plan has been developed to utilize the expertise and background of the consultant in partnership with the City Council. The goal of Chris Hartung Consulting, LLC is a search engagement which will give the City Council 'Peace of Mind' throughout the process.

TASK ONE: DEVELOPMENT OF THE PROFILE AND ADVERTISING STRATEGY

Chris Hartung Consulting, LLC conducts executive search assignments based upon the belief that the best predictor of success in a position is past success in the same or a similar position. Therefore, the process that follows is intended to describe the requirements of the position accurately and then to generate a pool of candidates who have accomplishments and experiences in areas of interest to the City Council.

When authorized to begin this project, the Consultant will coordinate with the City Council to schedule meetings with the Council Members and others as directed by the City Council, to discuss the background, qualifications and personal characteristics which would make someone a truly outstanding candidate for this position. The Consultant will gather information about immediate issues that will confront the new City Manager during the first twelve to twenty-four months of employment. If desired by the City Council, the Consultant will interview other key stakeholders including city personnel and/or members of the community to gather additional perspectives on the position. During the initial discussions regarding this engagement, the Consultant will also gather information from the City staff to be used in the development of a community profile to be included with the advertising piece to be developed for this recruitment.

We realize that often the decision to apply for a municipal executive position is a family decision as much as it is a career decision. For that reason, we will promote the Chickasha position as not only a good career opportunity, but also promote the area as a great place to live. Because of our previous experience with the City of Chickasha, we believe we are in a good position to be a strong advocate for this position.

The Consultant will ask the City to designate one person to be the Project Coordinator and the primary contact for this recruitment. In addition, the Consultant will present an updated schedule for this assignment and will get concurrence from the City Council for the schedule.

Following the initial stakeholder interviews, the Consultant will develop a profile describing the ideal candidate background as well as the priority issues which will face the new executive during the first twelve to twenty-four months of employment. This profile will be submitted to the Mayor and City Council for review and approval before its use in Task Two. Once the City has approved a profile, the Consultant will prepare a brochure based upon the profile to be used as an advertising piece during Task Two. The completed brochure will include instructions to interested parties indicating that they should forward their resume and other information directly to the Consultant. A sample brochure from the Bastrop recruitment is attached to this proposal.

As part of Task One, the consultant will also advise the City Council regarding the placement of ads in various

professional organization job posting web sites and/or journals as mutually agreed to by the Consultant and the City. This assistance will include the development and placement of ad copy for this position. Typical ad placements for the position of City Manager include the job boards of various professional organizations such as the Oklahoma League of Municipalities and the International City/County Management Association.

TASK TWO: RECRUITMENT OF OUTSTANDING CANDIDATES FOR THE POSITION

Following completion of Task One and placement of the advertising, the Consultant will undertake a process of contacting, directly by telephone and electronically, individuals in city management as well as local government officials, consultants, and others with knowledge of local government to identify potential candidates for the position. Our experience in similar searches of this kind has shown us that often the best qualified candidates are not in the active job market and may not respond to traditional advertising approaches or to spam e-mails. The Consultant will focus his efforts on personal outreach and extensively circulating the brochure developed during Task One. Throughout this effort, the Consultant will actively promote this position as a good career and family opportunity.

The Consultant will acknowledge receipt of all resumes to the applicants and will prepare a master list of applicants for this position. It is recommended that the position be posted by the City as “Open until filled”, so that resumes which come in after the first review date can be considered.

TASK THREE: INITIAL SCREENING OF THE APPLICANT POOL

Following the first review date, the Consultant will begin the screening process. Initially, applicant information will be reviewed to allow the Consultant to eliminate candidates whose information does not indicate the background and qualifications desired by the City as described in the profile developed in Task One. The Consultant will identify candidates who appear to meet the minimum qualifications and experience desired by the City. A questionnaire will be submitted to these candidates seeking additional information about the applicant's background and accomplishments in several specific areas of importance to the City of Chickasha as described in the profile developed in Task One.

Once the questionnaires have been completed and returned to CHC, it is anticipated that the Consultant will meet with the City Council to discuss the pool of candidates for the position. The objective of this discussion will be to identify a group of six to ten candidates for the Consultant to invite to participate in a video interview and a telephone interview with the Consultant. Chris Hartung Consulting, LLC is proud to be able to make available video interviewing through Interviewstream. (See information on page 3.) The video interviews will be designed to provide the Consultant and the Client with additional information about these applicants' experiences and accomplishments as well as provide an opportunity to see and hear their responses to the questions. The City Council will be provided with a link to the Interviewstream website which will provide access to the video interviews at the convenience of the reviewer.

The Consultant telephone interviews are intended to provide the Consultant with additional information about the candidates to allow the development of a recommendation to the City Council for a group of four to six candidates to be designated as finalists who will be scheduled for interviews with the City Council in Chickasha. During this Task, the Consultant will conduct an Internet search for information published about any of the potential finalists.

As a final step in this Task, the Consultant will meet with the City Council to discuss the results of the initial screening of the candidates and the video interviews. The objectives of this meeting will be to identify the finalists to be interviewed by the City Council and to develop a schedule for the final interview process. With concurrence of the City, the Consultant will move forward to Task Four, Gathering of Reference Information.

Chris Hartung Consulting - InterviewStream Partnership

Client Situation

The City of Chickasha recognizes the importance of recruiting high-caliber professionals who are committed to quality work and ethical values. The Chris Hartung Consulting/InterviewStream proposed solutions will help you in your recruitment efforts while providing significant cost savings.

Overview

InterviewStream, Inc. is the original provider of pre-recorded and live video interviewing solutions. The firm's product suite of proprietary online technology provides video interview solutions to hundreds of businesses, colleges and universities, executive search firms, staffing firms, and the world's leading global career transition firm.

InterviewStream offers a range of 100% web-based solutions that can help your organization be more efficient in saving time and resources while quickly realizing a return on investment. Organizations can realize significant value in using pre-recorded, live and the internal mobility video interviewing platform. Use of these tools can assist organizations currently exploring opportunities to increase efficiencies and effectiveness within their hiring and related recruiting functions.

Partner with the Best

InterviewStream offers unmatched flexibility with pre-recorded and live video interviewing suite of tools and a proven track record with over 5,000,000 accessible users in 120 countries and eight (8) languages. An adaptable mobile app strategy truly affords InterviewStream clients with flexibility to react quickly and interview select candidates anytime, anywhere.

The bottom line? There is no competing provider that can match the flexibility, simplicity, and level of scalability that our system can offer. InterviewStream is the only provider to cover the entire interview cycle – from practice to employment.

Interview Anytime, Anywhere

No matter where your applicants are in the world or what browser or operating system you or they use - InterviewStream's expansive product suite will work for you! Our systems function independently or with other applicant tracking, recruiting, and career management systems. Above all, it's 100% web-based and can be accessed from any internet-connected computer and tablet.

TASK FOUR: GATHERING OF REFERENCE INFORMATION

Upon completion of Task Three, the Consultant will obtain a release from this group of finalists, allowing him to contact references and to gather information about his/her background including education verification in accordance with the federal Fair Credit Reporting Act (FCRA). The candidates will also be given information about the schedule for interviews in Chickasha. The main effort in Task Four will be to contact named and unnamed references to gather information about what others think about the work experience and accomplishments of the potential finalists. The Consultant will request at least ten named references from the candidates and will contact at least seven of them. We will also contact other individuals familiar with the candidates' work experience but not named as references as well. Because we consider the reference calls a vital part of the screening process, Chris Hartung will personally contact these individuals. This task will not be delegated to support personnel.

In addition, if authorized by the City, the Consultant will investigate social media, court records, driver license, and educational clearinghouses to determine if there are any problems in these areas of a candidate's background that the City Council should be aware of. If negative information is discovered during this Task, the City Council will be informed as soon as possible.

TASK FIVE: FINAL INTERVIEW PROCESS AND COMPLETION OF SEARCH

As part of the base fee, the Consultant will be available to assist the City Council as needed in the preparation and conduct of the final interviews for this position in Chickasha. The Consultant will notify finalists about the schedule and other details of the interview process. Candidate travel expenses are the responsibility of the City.

The Consultant will prepare a binder containing information on the finalists for this position for the City Councilmembers. This information will be sent to the City several days prior to the interviews. The information included in the Final Book will include the resumes and other information provided by the candidates, the questionnaire completed by the finalists, the interview notes from the Consultant's interview with the finalists as well as the written reference notes. (Reference notes are typically only provided to the hiring authority and those in the hiring chain, but not to potential peers, subordinates or outside panel members.) The Final Books will also include a set of suggested interview questions for the City Council. The Consultant will be available to attend the final interviews, not to participate in the questioning of candidates, but to assist the City Council and facilitate discussion if desired.

Following completion of the interviews for a position, the Consultant will also be available to assist in negotiations of a salary and benefit offer and/or employment agreement with the selected candidate.

GUARANTEE

CHC is offering a three-way guarantee to the City of Chickasha if selected to conduct the search as outlined in this work plan. (1) If for some reason, the City is not able to appoint a candidate following the initial group of interviews for a position, the Consultant will work to develop an additional group of finalists for the position for the City Council to consider. CHC will stay with the process until an appointment is made for the basic fee outlined in the proposal dated March 25, 2021. (2) CHC also commits to not solicit any selected candidate for other search assignments during his/her tenure with the City of Chickasha. (3) If the candidate selected as a result of this contract is terminated or resigns within twelve months of appointment, CHC will conduct a new search to fill the position for no additional fee, but only with the reimbursement of out-of pocket expenses.

PROPOSED FEE AND EXPENSES

The fee for professional services to conduct the recruitment engagement as described in this proposal is \$18,000, plus reimbursement for out-of-pocket expenses. Reimbursement for out-of-pocket expenses typically includes the direct cost for advertising, printing, postage/shipping, consultant mileage and travel expenses, and third-party background research, but does not include costs for candidate travel which are handled directly by the City. The fee includes up to six trips to Chickasha during the search process including the final interview sessions. If additional trips or additional services beyond the scope of this proposal are requested by the City, an additional fee may be requested. The fee for professional services is due and payable according to the following schedule: \$4000 due at completion of Task One, \$3000 at completion of Task Two, \$2000 at completion of questionnaires in Task Three, \$2000 at completion of Task Three, \$3000 at Completion of Task Four, \$2000 at submission of the finalist binders prior to the interviews in Task Five, and \$2000 when the search is finalized, and the appointment is made. Expenses will be billed as incurred. Payments should be sent to Chris Hartung Consulting, LLC, P.O. Box 434, Bedford, Texas 76095. We will be happy to contract for a total cost of fees and expenses not to exceed \$23,000.00 for the scope outlined in this proposal.

G. CHRIS HARTUNG

Owner/President of Chris Hartung Consulting, LLC

Chris Hartung is the Owner and President of Chris Hartung Consulting, LLC. Chris has over twenty-five years of public sector consulting experience in the areas of executive search, compensation, classification and other management consulting projects. He also has 20 years of experience as a manager in city government, including service as Director of Finance, Assistant City Manager, and City Manager in full service municipalities with populations ranging from 15,000 to 160,000. He served for eight (8) years as City Manager of Denton, TX and for seven (7) years as Assistant City Manager for the City of Garland, Texas. Chris is proud of the fact that both Garland and Denton developed reputations for being able to recruit and maintain highly qualified professional staff members.

Chris has conducted management-consulting assignments in a number of areas including compensation planning and implementation, strategic planning, organizational staffing, total quality management, and executive recruitment. His executive recruitment assignments have included chief executive officer, city manager, city attorney, assistant city manager, fire chief, director of parks and recreation, director of public works, and other key executive positions. He has written and presented training in a number of subject areas including recruitment and selection of key employees, effective performance evaluation, leadership and management skills, and customer relations in a public-sector environment. Chris authored an article on local government budgeting in hard times which was published by the Texas Municipal League in the May 2010 issue of its magazine *Texas Town & City* and an article on the job interview which was published in the November 2011 issue of *Public Management*, the magazine of the International City/County Management Association. In 2013, he authored an article on the history of Zero Base Budgeting in Garland, Texas which was published by the Government Finance Officers Association.

PROFESSIONAL ACCOMPLISHMENTS AND EDUCATION

Chris received his bachelor's degree in government from Southern Methodist University in Dallas and his master's degree in public administration from the University of North Texas in Denton. He has conducted lectures and seminars for Texas A&M University, the University of Texas at Austin, the University of Texas at Arlington, and the University of North Texas. Chris is on the faculties of the Bill Blackwood Law Enforcement Management Institute of Texas (LEMITE) hosted by Texas Woman's University and the Certified Public Manager Program (CPM) sponsored by Texas State University and conducted in Arlington, Texas. He has also served as a graduate adjunct in Public Administration at the University of North Texas.

CLIENT REFERENCES

Client and Contact

Search Engagements

City of Lago Vista, Texas
Dale Mitchell, Former Mayor
(512) 529-7211

City Manager

City of Woodway, Texas
Bob Howard, Mayor
(254) 717-3069

City Manager

City of Del Rio, Texas
Bruno Lozano, Mayor
(830) 765-6880

City Manager

City of Bastrop, Texas
Connie Schroeder, Mayor
(512) 718-7843

City Manager

Chris Hartung Partial List Recruitments-City Manager/Administrators (Proprietary and Confidential)

(* indicates current incumbent resulted from CH recruitment)

Abilene, TX	City Manager
Aransas Pass, TX	City Manager (2) *
Athens, TX	City Administrator
Bastrop, TX	City Manager *
Bee Cave, TX	City Manager
Bridgeport, TX	City Administrator (2)
Brownsville, TX	City Manager
Brownwood, TX	City Manager
Canton, TX	City Manager
Chickasha, OK	City Manager (2)
Corinth, TX	City Manager
Dodge City, KS	City Manager
Ennis, TX	City Manager (2)
Fair Oaks Ranch, TX	City Administrator *
Fate, TX	City Manager
Flower Mound, TX	City Manager
Friendswood, TX	City Manager (3)
Gatesville, TX	City Manager
Highland Park, TX	Town Administrator *
Hillsboro, TX	City Manager * (3)
Hobbs, NM	City Manager
Ingleside, TX	City Manager

Jasper, TX	City Manager
Juneau, AK	Borough Manager
Keene, TX	City Manager
Kerrville, TX	City Manager (5) *
Kilgore, TX	City Manager
La Porte, TX	City Manager
Lago Vista, TX	City Manager
Madisonville, TX	City Manager
Midlothian, TX	City Manager
Missouri City, TX	City Manager (2)
Mount Pleasant, TX	City Manager (3)
Paris, TX	City Manager
Pearland, TX	City Manager
Prosper, TX	Town Manager *
Richwood, TX	City Manager *
Sachse, TX	City Manager
San Angelo, TX	City Manager
Sanger, TX	City Manager
Sealy, TX	City Manager
Seguin, TX	City Manager
Taylor, TX	City Manager
Vernon, TX	City Manager *
Weatherford, TX	City Manager
Wimberley, TX	City Administrator
Woodway, TX	City Manager *

City of Chickasha, Oklahoma Tentative Project Schedule

City Manager

The following tentative schedule for the completion of the City Manager search is based on the estimated start date in Mid-April. The schedule allows for an orderly recruitment conducted during the Spring/Summer holiday period. While this represents a reasonable time frame for the project, CHC will work with the City Council to develop a schedule which meets the City's needs. This schedule would allow for the new City Manager to commence work in a August/September 2021 timeframe.

<u>Activity</u>	<u>Due Date</u>
• Preliminary Interviews with Chickasha City Council and other Stakeholders	Week of April 12, 2021
• Draft of Profile to Chickasha	April 19, 2021
• Consensus on profile	April 23, 2021
• Commencement of Recruitment Activities/Materials Published	April 26, 2021
• First Review of Resumes by CHC	May 3, 2021
• Semi-Final Candidates Questionnaire complete and Discussions with the City Council	Week of May 17, 2021
• Semi-Final Candidate Video Interviews Completed by CHC	June 4, 2021
• Recommendations of Finalists to the City Council	Week of June 7, 2021
• Completion of Background Investigation by CHC	June 25, 2021
• Candidate Interview Materials to the City	June 25, 2021 (Tentative)
• Final Interviews in Chickasha	Week of June 28, 2021 (Tentative)
• Offer Extended to Finalist	July 2, 2021
• New City Manager Appointed and Reports to work *	August/September 2021??

This schedule considers holidays taking place during the recruitment schedule (e.g., Memorial Day, July 4th, etc.), which potentially could affect various tasks. Discussions with the City Council during this project are requested to be in private sessions due to confidentiality concerns.

*Date of employment may vary depending upon separation negotiations with Candidate's current employer and desires of the City Council.



*The City Council of Bastrop Texas is seeking an
experienced local government manager
to be the next.....*

City Manager

Welcome to Bastrop, Texas - an original Texas town with a fresh approach to life. A genuine destination where all-inclusive means everyone's invited. From the moment you cross our iconic Old Iron Bridge and step foot on our charming downtown streets, you'll feel welcomed - welcome to it all! It all starts with a stroll down Main Street, followed by an epic outdoor adventure, then mix in some live music and top it off with a mouthwatering meal. And that's just the half of it. We welcome you to make yourself at home, create your next story and enjoy our special brand of Texas hospitality.



The City of Bastrop, the county seat of Bastrop County, is strategically and centrally located at the crossroads of State Highway 71, SH 95, & SH 21 in close proximity to three major metropolitan areas of Texas. Austin is 30 miles west, Houston is two hours southeast and San Antonio is just one-and-a-half hours south. And with the Austin-Bergstrom International Airport (ABIA) less than 30 minutes away, Bastrop is in a premier position for cultural and economic development

Bastrop's historical roots run deep with the number of buildings listed in the National Register of Historic Places earning Bastrop the title "Most Historic Small Town in Texas." A rich harvest of classic Texas folklore and architecture exists today. Originally the site served as a meeting ground for the Tonkawa and other Southwestern Indians before providing a vital Colorado River crossing on the El Camino Real de los Tejas (The King's Highway) the crucial path of commerce between the United States and Mexico at the time.

The City of Bastrop is among the oldest towns in Texas. First settled in 1804 and officially established on June 8, 1832, Bastrop founder Stephen F. Austin named the city for his longtime friend and collaborator, Felipe Enrique Neri, the Baron de Bastrop. The Town played an integral part in the Texas Revolution with three Bastropians signing the Texas Declaration of Independence, several losing their lives at the Alamo, and the town evacuated and was destroyed during the 'Runaway Scrape', when the army of Mexican dictator, Santa Anna, swept through Bastrop.

Nestled on the tranquil banks of the Colorado River, Bastrop's extensive river frontage creates abundant recreational opportunities, perfect for kayaking and canoeing (and a great place to fish!). The El Camino Real Paddling Trail is about six miles long and runs from Fisherman's Park to a take-out point near Tahitian Village. Kayaks, canoes, paddle boards, and tubes can be rented at several local businesses. The Colorado River is host to several events throughout the year, including the Colorado River 100 and the SUP Cup.

One of the State's most beautiful parks, Bastrop State Park, is set among the "Lost Pines", and is great for camping, fishing, biking, hiking, and wildlife viewing. The Park has RV and primitive camping sites and is home to a cluster of rental cabins, built by the Civilian Conservation Corps during the Great Depression and recognized by the U. S. Department of the Interior for their tremendous architectural significance. Canoes and barbeque pits can also be rented. Bastrop's YMCA operates the Park's swimming pool, open from May through September.

There are three golf courses in the Bastrop area: ColoVista Golf Club, Pine Forest Golf Club and the Wolfdancer Golf Club at the Hyatt Lost Pines Resort & Spa. McKinney Roughs Nature Preserve and the Cotton Bowl Speedway are all in the Bastrop area. Circuit of the Americas, a world-class motorsport and entertainment facility that hosts racing, action sports and music, is only a 20-minute drive from Bastrop. The Lower Colorado River Authority (LCRA) owns Lake Bastrop, perfect for swimming, fishing, and boating. In the two sections of the lake park, North Shore and South Shore, cabins, tent and RV camping sites are available.

Bastrop's proximity to Austin makes it easy to take advantage of the abundant recreational and leisure activities offered there, including the new NLand Surf Park -- North America's first surf and wave park -- Formula 1 racing, Austin City Limits, and SXSW.

The Texas Education Agency shows the Bastrop Independent School District (BISD) as Accredited, Met Standard. The Bastrop ISD is rated as average by both Niche and Great Schools. Colorado River Collegiate Academy (CRCA) in Bastrop ISD was one of only 400 that earned all possible Academic Distinctions in 2016. Bastrop High School earned distinctions in social studies and post-secondary readiness while Cedar Creek High

School earned distinctions in science and postsecondary readiness. Bluebonnet Elementary earned distinctions in math and postsecondary readiness, and Cedar Creek Elementary earned distinctions in math and top 25% student progress.

Private schools in the area include Calvary Episcopal School, Lost Pines Renaissance, and Bastrop Montessori. Higher education is available to residents through a number of institutions including Austin Community College (Austin, Round Rock, and Elgin Campuses), The University of Texas-Austin, St. Edward's University, Concordia University, and Huston-Tillotson University in Austin and Texas State University-San Marcos. In addition, Bastrop will soon be home to the Art Institute, opening in late summer, providing a quality, collaborative academic environment for individuals seeking creative careers through higher education. Brought to the "table" by Bastrop's Economic Development Corporation, the Institute provides educational opportunities without increased property taxes.

Medical facilities available to residents include Ascension Seton Hospital, a 40,000 square foot medical facility containing an emergency room, imaging services, eight (8) inpatient beds, 12 treatment rooms, and medical office space for primary and specialty care services; St. David's Emergency Center; Lone Star Circle of Care; Lost Pines Center for Cancer Care; Seton-Smithville Regional Hospital; and Urgent Care.



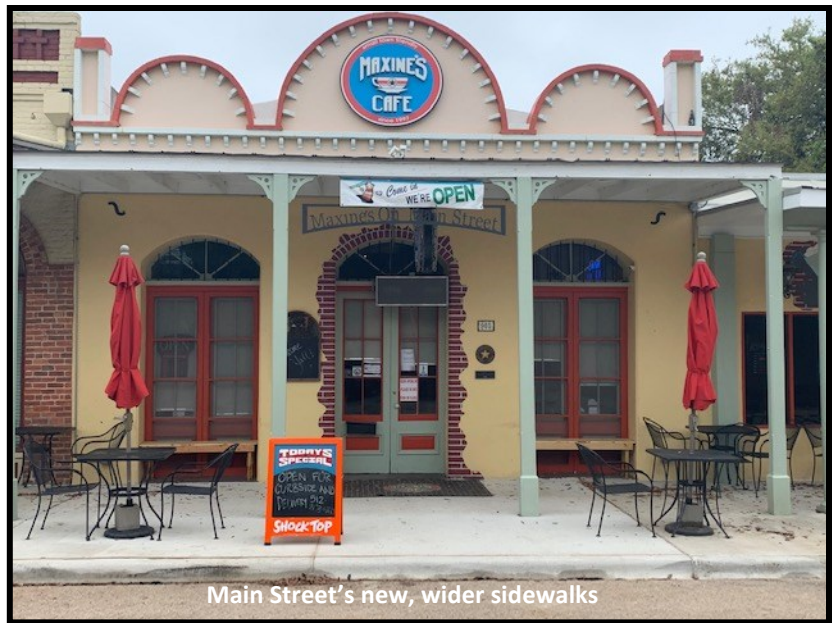
Bastrop Independent School District

Today, this dynamic city is growing. Bastrop proudly preserves its historic past while embracing the challenges of modern-day growth and economic needs. The 2010 census showed the City of Bastrop's population increased 30.93% from the previous census in 2000. It is estimated the City will have grown an additional 30% since 2010 with the projected population for 2020 at 9,383. Austin was named the Number 1 place to live in 2017 by the U.S. News and World Report, which will have a direct impact on the growth that Bastrop will experience throughout the next decade.

Bastrop's economic picture is bright and continues to be a priority for the City. In this regard, Bastrop's hard-working EDC is vital to the City's future by actively promoting and supporting development in the community that offers the people of Bastrop sustainable, meaningful and rewarding employment opportunities, and greater access to desirable goods and services. Recognizing that travel and tourism are one of the fastest-growing economic sectors on the globe, in 2017 the City created Visit Bastrop, a destination marketing organization, to capture some of that business by formulating campaigns to attract conventions, meetings, and events. Visit Bastrop works closely with Hyatt's award-winning Lost Pines Resort toward this goal.

Construction continues on several residential and multi-family developments. Pecan Park is a 222-lot residential development offering new residential homes by David Weekly Homes, Scott Felder Homes, and Pacesetter Homes. Piney Creek Bend is a 244-lot development by KB Homes. Additionally, The Preserve at Hunters Crossing, with 140 units of multi-family development and The Villages at Hunters Crossing, 182 units of multi-family development, have recently opened.

City is proud to be award winning. Bastrop won a Texas Downtown Award in 2018 in recognition of its *Small Business Revolution* campaign where it came in second in the nation. In 2019, Bastrop received a design award for the "Best New Construction" for a project in a city under 50,000 population and an achievement award for "Best Promotional Event" for the *Pop-Up Street Project* which provided a pre-construction opportunity to experience the "new" Main Street after its renovation is completed.



Main Street's new, wider sidewalks



GOVERNANCE:

The City of Bastrop operates under a Home Rule Charter adopted by the citizens in 2001 and last amended in 2016, which establishes a Council/Manager form of government. The City is governed by a City Council composed of a Mayor and five Council Members elected at large. The Mayor and Council Members serve three (3) year terms and are limited to six (6) consecutive years. The City Council appoints the City Manager, Municipal Court Judge and City Attorney. The current City Council Members are:

Mayor - Connie Schroeder is serving in the third year of her first term and will begin her second term in May.

Council Member Place 1 - Willie Lewis "Bill" Peterson is currently serving in his first year of his second term. He previously served on the Council in the past

Council Member Place 2 - Drusilla Rogers is serving the second year of her first term on the Council.

Council Member Place 3 and Mayor Pro-Tem - Lyle Nelson is serving in the third year of his first term and will begin his second term in May.

Council Member Place 4 - Bill Ennis has served on the Council for three years, having completed a year of a vacated unexpired term and two years of his second term.

Council Member Place 5 - Dock Jackson is currently serving in the first year of his first term on the City Council after previously serving on the Council in the past.

Council members are active in the Texas Municipal League, actively pursuing the League's educational opportunities with the intention of increasing their value to the City as its leaders. Currently the Mayor and Mayor Pro-Tem have achieved the annual Certified Municipal Official designation. The Mayor and Councilman Jackson (through his past TML presidency) serve on the TML Board of Directors.

City of Bastrop Vision Statement

"The Vision of the City of Bastrop is to be a welcoming community with a compassion for our diversity, a tapestry of people, arts, and structures; preserving our history and character while embracing progress around our unique environment."

City of Bastrop Mission Statement

"The Mission of the City of Bastrop is to continuously strive to provide innovative and proactive services that enhance our authentic way of life to achieve our vision."

GOVERNANCE: (Cont'd.)

The City Council of Bastrop has made a major commitment to preparing the City for anticipated growth through the adoption of a new Comprehensive Plan, the Building Bastrop Initiative and the adoption of a Five-Year Operational Plan.

In 2016, the Bastrop City Council adopted a Comprehensive Plan that outlines a strategic blueprint for addressing the physical and economic needs of the community. It provides a framework for a managed growth approach to development, while protecting the historic character and natural features unique to Bastrop. The Building Bastrop Initiative is based on the vision set forth in this Comprehensive Plan and was initiated by the most recent Council to prepare the City for future growth. A complete plan document can be found on the City's website at www.cityofbastrop.org.

The City Council from the start of this process was committed to complete transparency and provided a variety of means for the community to be involved in the Building Bastrop Initiative. These efforts have won awards from the Texas Chapter of the American Planning Association. It is important to note that the new development code is based upon form-based code principles.

The Five Year Operational Workplan is organized around nine focus areas which are as follows:

Authentic Bastrop-Maintain and enhance our historic community feel by leveraging the combination of community, cultural, and recreational assets that make Bastrop a special place to live and work.

Communication-Support and enhance open two-way communication between the City and its residents and businesses.

Community Safety-Keep citizens, businesses, and visitors safe.

Economic Vitality-Create sustainability by leveraging infrastructure renewals and investment, enhancing public/private partnerships, and fostering an inclusive and diverse environment that encourages entrepreneurial ventures and tourism.

Fiscal Responsibility-Prepare and manage budget; fiduciary responsibility.

Manage Growth-Plan for and manage growth, development, and redevelopment to maintain Bastrop's authentic feel and character.

Multi-Modal Mobility-Improved mobility for all modes of transit to integrate the community through connectivity.

Organized Excellence-Organize governance; progressive operational policies and procedures; employee and citizen volunteer recognition.

Unique Environment-Continue beautification of natural areas, parks, river, and landscape.

The City Council is very committed to these focus areas which have been designated to help prepare the City for the anticipated growth and will be seeking a City Manager who is able to learn the community and manage this effort successfully.





THE POSITION:

Under the administrative direction of the City Council, the City Manager performs the duties of Chief Administrative Officer in the administration of all services, affairs and programs of the City. He/She provides administrative direction and guidance to City departments; ensures the financial integrity of the City; establishes and monitors internal controls and coordination of City programs; prepares long and short-term strategic plans to meet organizational and developmental needs of the City; and performs duties specified in the City Charter and/or required by City Council.

The City Manager oversees the operations of an organization with a Fiscal 2019-2020 Operating Budget of \$54,781,078. The Hotel-Motel Tax Fund, which accounts for revenues generated by the hotel occupancy tax, has \$3,236,312 in annual revenues which meets the designated expenditures plus debt payments on the Convention and Event Center and related facilities. The City has 150 full time employees, organized into several departments: General Government including Legislative, Organizational, City Manager, City Secretary, Finance, Human Resource, Information Technology, Public Works and Building Maintenance; Public Safety including Police, Fire and Court; Development Services including Planning, Engineering/Building Inspection and Building Inspection; Community Services including Parks and Library; Bastrop Power & Light; Water; and Wastewater. Aqua Water Supply

Corporation supplies drinking water to the unincorporated areas around Bastrop and the City has recently reached an agreement with Aqua for reciprocal emergency connections. Solid waste collection and disposal is provided by a contractor. The City has adopted a 1/2 cent Type B economic development sales tax.

The City of Bastrop is in a very strong financial position, with a bond rating for GO Bonds at AA. The bond rating for Revenue bonds is AA-. For the past seven years the City has prepared a Comprehensive Annual Financial Report (CAFR) meeting Governmental Accounting Standards Board (GASB) requirements. The City has also received the Distinguished Budget Award from GFOA and a Transparency Star from the Texas State Comptroller. Bastrop is an active partner with Elgin and Smithville in the BEST regional organization.

PERSONAL QUALITIES:

In discussing their desired qualities for the next City Manager, City Council Members indicate an interest in a person with strong leadership and interpersonal skills who can assist the Council in maintaining the quality services the City's residents have grown accustomed to, as well as preparing the City for the anticipated growth in the area. He or she should have the ability to build coalitions to accomplish the vision of the City Council, taking care to encourage a consensus that is derived by consideration of all input. The next City Manager should also have the following additional knowledge, skills or abilities:

- An ability to recruit, select, develop, and motivate the City staff to achieve high performance while encouraging and creating a "customer friendly" environment.
- A record of evaluating the effectiveness of municipal operations and personnel while demonstrating effective delegation skills and holding people accountable for results.
- A proven record as a team player who applies personal ethics that reflect honesty and integrity in all relationships to establish an example to staff and citizens.
- A history of being fiscally conservative, with a working knowledge of municipal financial management and experience in preparing a budget of similar size and complexity to the City of Bastrop.
- Knowledge of recent legislative changes that provide challenges to circumstances surrounding municipal budgeting. A proven ability to manage the complexities brought on through issues like Senate Bill 2 is preferable.
- A demonstrated ability to implement ideas by recognizing and involving stakeholders in decision-making.



PERSONAL QUALITIES: (Cont'd.)

- Familiarity with successful economic developmental practices, particularly familiarity with economic development tools authorized for Texas cities including the Type B economic development sales tax. The ability and willingness to develop a solid, collaborative working relationship with the director of the EDC.
- A reputation for being a good listener who is approachable and has an ability to communicate successfully with employees at all levels of the organization.
- An “out of the box” thinker who looks for creative solutions to challenges with collaborative coordination.
- The ability to see the “big picture” and anticipate the future impact of decisions.
- Knowledge of and/or experience with form-based codes is a big plus.

The City Council is seeking candidates who would see the City of Bastrop City Manager position as a great long-term career opportunity and the City as an exceptional place to live, someone who would look forward to becoming an active member of the community.

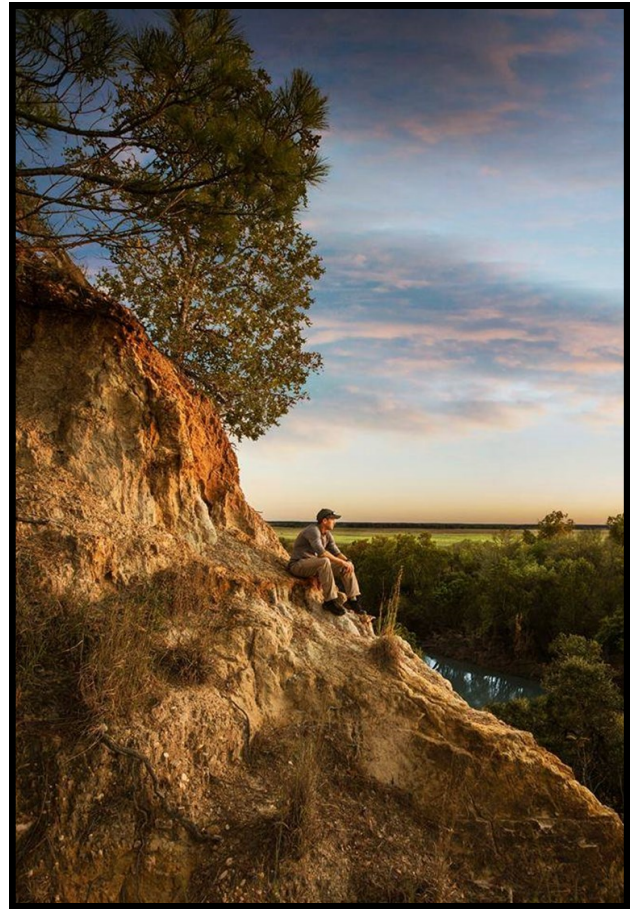
Council Priorities:

The City Council will expect the new City Manager to give priority to the following issues:

Focus Areas - The City Council’s Five Year Operational Workplan is organized around nine focus areas as described above. Their recent evaluation indicated much progress had been made in six of the focus areas - Managed Growth, Community Safety, Economic Vitality, Multi-Modal Mobility, Uniquely Bastrop and Unique Environment. The City Council will expect that the new City Manager become familiar with the Building Bastrop process and the Operational Workplan. They will want the new City Manager to give priority attention to the Communication, Fiscal Responsibility and Organizational Excellence areas. The City Manager should develop a strategy for addressing these areas as well as for continuing the City staff efforts in the other six areas and for reporting progress to the Council through quarterly meetings.

Water and Wastewater System Capital Improvement Program - The City has embarked on a major capital program to bring its water and wastewater systems up to date. This \$60 million capital program will add four new wells and new water treatment and wastewater treatment plants to meet the City’s current and future needs. The City Council will expect the new City Manager to become familiar with this program and ensure the projects are completed on time and within budget.

Main Street Improvements - The Main Street Rehabilitation Project is the first Capital Improvement Project to be built under the Building Bastrop name. This project encompasses sidewalk improvements or additions from Farm to Water Street, along with roadway resurfacing from Spring to Water Street. The upgrades will include the installation of street trees, widening of the walkways, installing new streetlights, and providing a planting strip. The project is underway with project completion set for late summer with landscaping installation occurring in the early fall. Again, the City Council will expect the new City Manager to become familiar with this project and ensure its completion on schedule and budget.



MINIMUM QUALIFICATIONS:

Bachelor's degree from an accredited college or university with major coursework in Government, Public Administration, Business, or related field. Ten years of progressively responsible management and administrative experience in a municipal government. Five years of the required experience must have been at a senior executive management level in a full-service city. Master's degree in public administration, business administration or a related field, preferred.

Possession of a valid Class C Texas Driver License with a satisfactory driving record.

Certified Public Manager preferred.

The City Charter requires the City Manager to reside in the City during his/her term in office. If the successful applicant is not a resident of Bastrop at the time of appointment, he/she will need to relocate within a reasonable time.

COMPENSATION:

The competitive compensation package is negotiable depending upon the background and qualifications of the person selected. The City has a generous benefits program including Texas Municipal Retirement System (6% 2:1 match), health and life insurance, paid vacation, education pay, sick leave and holidays.

TO APPLY:

Send an electronic version of your current resume, salary history and a list of ten work-related references with phone numbers to G. Chris Hartung at jobsearch@chcpublicsectorsolutions.com. The first review of candidates will be May 1, 2020. It is anticipated that finalists will be referred to the City Council in late June for interviews in Bastrop.

Applicants for this position selected as finalists will be subject to a background review prior to interview. Under the Texas Public Information Act, information from your resume may be subject to release to the public.



CHRIS HARTUNG
CONSULTING, LLC



City of
CHICKASHA

Meeting Type: Council Agenda 4-5-2021

Meeting Date: 4/5/2021

Department: Community Development

Agenda Item No. 6.k.

AGENDA ITEM: Discussion, consideration and possible action to approve the request for a Special Event Permit for Applicant Barbara Pelly for the Relay for Life.

I. BACKGROUND/DESCRIPTION:

- This event permit is for a Block Park on June 5th in Downtown Chickasha area.
- They wish to close Chickasha Ave from the Train Depo to 3rd Street from 10 am to 10 pm
- 5 food trucks, vendors, live music
- Staff advised the board to reach out to the Chamber of Commerce to make Business Owners aware of the event.

II. RECOMMENDED ACTION:

Staff Recommends to approve the permit.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Rachel Burnish, Community Development Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: April 5, 2021	(From)		

V. ATTACHMENTS:

1. SEP Relay for Life



City of

Chickasha

Community Development

OUTDOOR AMUSEMENT EVENT LICENSE APPLICATIONDate: 3-15-21 Event Date(s) & Times: 6/5/21 9:00 to 9pmEvent Type (Include a description of all events and functions):
Block Party - food trucks, craft booths & gamesApplicant: Barbara PelleyMailing Address: 1201 W. AlabamaCity: Chickasha State: OK Zip: 73018

Event Address or location description: _____

Property Owner: 3rd Chickasha Ave ^{east} of the depot Phone Number: _____

Mailing Address: _____

City: Chickasha State: OK Zip: 73015

Present Zoning District: _____ Size of Event Space (Acres): _____

Type of Sanitary Facilities to be Provided: porta potty

Type of Solid Waste Facilities to be Provided: _____

Combined Estimated Number of Participants/Spectator's: _____

Describe Parking Facilities to be Provided (Including surface type, access and number of spaces): _____

REQUIREMENTS☐ Advertising Signs: NO Off-Premises Advertising Signs shall be allowed.

☒ Reviewed By: <u>[Signature]</u>	Police Department	<u>Approved</u>	Comments: <u>Approved</u> <u>Approved</u> <u>Approved</u> <u>approved</u>
☐ Reviewed By: <u>Tony Samadpour</u>	Fire Department	<u>Approved</u>	
☒ Reviewed By: <u>[Signature]</u>	Public Works	<u>Approved</u>	
☐ Reviewed By: <u>Rachel Bernish</u>	Community Development	<u>approved</u>	
☐ Approved	☐ Denied	By: _____	City Manager's Office

Rachel Bernish

From: barda62@aol.com
Sent: Thursday, March 18, 2021 1:55 PM
To: Rachel Bernish
Subject: Relay for Life permit

Good Afternoon,

To follow up from our conversation yesterday (3/17/2021).

We are planning on having a Block Party for Relay for Life June 5th in downtown Chickasha.

From Train Depot to 3rd Street.

Times will be from 10-10.

We are planning on having 5 Food Trucks, vendors and music.

Games and activities.

Please let me know when it is approved and I will bring down check.

Thank you

Barbara Pelley