

**NOTICE OF REGULAR MEETING AND AGENDA
OF THE BOARD OF COMMISSIONERS
CITY OF CUSHING, OKLAHOMA
December 20, 2021
7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.**

THE BOARD MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED ON AGENDA IN ANY ORDER.

1. Call to Order

- a. Roll Call
- b. Declaration of Quorum
- c. Pledge of Allegiance

2. Public Input and Unscheduled Personal Appearances

Citizens wishing to participate in Public Input may do so by emailing their comments to citymanager@cityofcushing.org by 12:00 pm (noon) on December 20, 2021. Comments must include the citizen's full name and address (addresses will not be read aloud). Comments received by the deadline and meeting criteria will be read into the record. Comments will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens to comment on agenda items. Commissioners do not engage in discussion under this agenda item, and staff members are directed not to, as well. If you seek discussion or inquiry, please contact a Commissioner or the office of City Manager. Responses to citizens' comments, if any, will occur under the applicable agenda item or may be reserved for further responses by phone call, personal meeting, or a posting on the City's website.

3. Consent Agenda

- a. Approve claims and payroll totaling: \$846,304.50
- b. Approve minutes:
 - November 29, 2021 (Special joint meeting with CIA Board of Trustees)
 - November 15, 2021 (Regular)
 - November 10, 2021 (Special joint meeting with CHA Board of Trustees)
 - November 9, 2021 (Special)
- c. Approve budget amendment: Amend FY (21/22) General Fund Budget to transfer \$230,000.00 to the CIA Fund
- d. Approve budget amendment: Amend FY (21/22) Grant Fund Budget for Library, ARPA Grant.
- e. Authorize the purchase of aviation fuel and expend up to \$40,000.00.
- f. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.
- g. Approve payment to KSA Engineers, Inc. in the amount of \$8,354.97 for Invoice Number ARIV1000810 for services on the Cushing Airport Master Plan Project.
- h. Approval payment to KSA Engineers, Inc. in the amount of \$14,226.00 for Invoice Number ARIV1000820 for services on the Cushing Airport Taxiway Rehabilitation Project.
- i. Authorize the City Manager to execute Change Order No. 1 with Pintail Oilfield Services, LLC resulting in an increase of \$1,186.90 for the Taxiway Rehabilitation FAA Project 3-40-0023-21-2021 at Cushing Municipal Airport.
- j. Approve payment for application #1 to Pintail Oilfield Services, LLC. in the amount of \$166,005.00 for the Cushing Airport Taxiway Rehabilitation Project (FAA AIP No. 3-40-0023-21-2021)
- k. Approve payment to Gose & Associates in the amount of \$1,494.00 for Invoice No. 3933 on the Cushing Lake Breach Analysis project.

- l. Approve payment to Lambert Construction Company in the amount of \$52,034.50 for Pay Application No. 5 (final payment) on the Earthquake Repairs Phase Two Project.
- m. Approve payment to TKO Equipment Sales and Rental, LLC in the amount of \$5,100.00 for demolition of non-conforming structure at 914 North Noble Avenue.
- n. Authorize the City Manager to request from Oklahoma Municipal Assurance Group (OMAG) that the amount of \$33,520.15 be refunded to the City of Cushing for the unused portion of the City of Cushing's FY 2018-2019 workers' compensation loss fund.
- o. Appoint Judith Radle to serve a new three year term on the Cushing Housing Authority.
- p. Recognize statement of cash and investments as of November 30, 2021.

4. Items Removed from Consent Agenda

5. General Business

- a. Authorization of Chairman to execute a professional services agreement with Municipal Finance Services, Inc.

6. Resolutions

- a. **RESOLUTION NO. 41-2021:** A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.
- b. **RESOLUTION NO. 42-2021:** A resolution authorizing the City Manager to enter into an agreement with the Oklahoma Tax Commission for the collection of the City of Cushing Hotel/Motel Taxes; and, establishing an effective date.
- c. **RESOLUTION NO. 43-2021:** A resolution authorizing the Chairman, Board of Commissioners, to execute a lease agreement with Cushing Economic Development Foundation for the lease of property located at 114 North Harrison.

7. Ordinances

- a. **ORDINANCE NO. 12-20-21-04:** An ordinance amending Sections 17-43, 17-45, 17-47, and 17-18 of the Cushing City Code Hotel/Motel Tax; providing for exemptions; modifying operator's duties; defining assessment and determination of tax; providing for refunds under certain conditions; providing for severability and repeal; and, declaring an effective date.

8. Other New Business, if any, which has arisen since the posting of the agenda and could not have been anticipated prior to the time of the posting (25 O.S. §311 (9))

9. City Manager's Communications

10. Commissioners Community Announcements

11. Executive Session

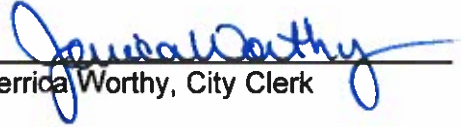
- a. Executive session pursuant to 25 O.S. § 307 (B)(4) Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action.
- b. Executive session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager

12. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:05 AM on December 17, 2021.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF REGULAR MEETING AGENDA
OF THE BOARD OF TRUSTEES
CUSHING MUNICIPAL AUTHORITY
December 20, 2021
7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.**

THE BOARD MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED ON AGENDA IN ANY ORDER:

1. Call to Order

- a. Roll Call
- b. Declaration of Quorum

2. Public Input and Unscheduled Personal Appearances

Citizens wishing to participate in Public Input may do so by emailing their comments to citymanager@cityofcushing.org by 12:00 pm (noon) on December 20, 2021. Comments must include the citizen's full name and address (addresses will not be read aloud). Comments received by the deadline and meeting criteria will be read into the record. Comments will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens to comment on agenda items. Trustees do not engage in discussion under this agenda item, and staff members are directed not to, as well. If you seek discussion or inquiry, please contact a Trustee or the office of City Manager. Responses to citizens' comments, if any, will occur under the applicable agenda item or may be reserved for further responses by phone call, personal meeting, or a posting on the City's website.

3. Consent Agenda

- a. Approve claims and payroll totaling: \$670,593.35
- b. Approve minutes: November 15, 2021 (Regular)
- c. Approval of payment to Allgeier, Martin and Associates, Inc. in the amount of \$17,250.00 for Invoice No. CMA6021002-2 for services on the Harmony Road substation project.
- d. Approve payment to Hardin Tree Inc. in the amount of \$52,000.00 for tree trimming in Area 1A per contract.
- e. Approve payment of pay request for C4L in the amount of \$42,959.00 on the Water Treatment Facility Improvements Filter to Waste – Chemical Feed System Improvement Project.
- f. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.
- g. Authorize the City Manager to issue a purchase order to Shermco Industries, Inc., in an amount up to \$25,000.00 for the repair of Unit 11 at the Cushing Power Production Plant and to authorize payment.
- h. Approve request for special assistance on refuse carry-out at 602 East 2nd.
- i. Recognize non-pay utility report for City operations and public facilities for 11/30/2021 billing period.
- j. Recognize statement of cash and investments as of November 30, 2021.

4. Items Removed from Consent Agenda

5. General Business

- a. Authorization of Chairman to execute a professional services agreement with Municipal Finance Services, Inc.

6. Resolutions

- a. **RESOLUTION NO. 18-2021:** A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.

7. Other New Business, if any, which has arisen since the posting of the Agenda and could not have been anticipated prior to the time of the posting (25 O.S. §311 (9))

8. Executive Session

- a. Executive Session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager.

9. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 1:45 p.m. on December 17, 2021.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING HOSPITAL AUTHORITY
AND
THE BOARD OF TRUSTEES
CUSHING INDUSTRIAL AUTHORITY
AND
THE BOARD OF TRUSTEES
CUSHING EDUCATIONAL FACILITIES AUTHORITY
DECEMBER 20, 2021
7:00 PM Cushing City Hall
100 Judy Adams Blvd.**

THE BOARD MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED ON AGENDA IN ANY ORDER.

- 1. Call to Order**
 - a. Roll Call
 - b. Declaration of Quorum

- 2. Consent Agenda**
 - a. Approval of Cushing Industrial Authority claims totaling: \$15,336.78
 - b. Approval of Minutes: November 15, 2021 (Regular)
 - c. Approve budget amendment: Amend the FY 2021-2022 Cushing Industrial Authority fund Budget.

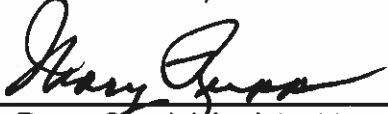
- 3. General Business**
 - a. Approve and Authorize Chairman, Board of Trustees, to execute Economic Development Agreement Early Settlement with Dunkin Theatre, LLC, and approve payment thereof

- 4. Resolutions**
 - a. **Cushing Hospital Authority Resolution No. 08-2021:** A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.
 - b. **Cushing Industrial Authority Resolution No. 04-2021:** A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.
 - c. **Cushing Educational Facilities Authority Resolution No. 02-2021:** A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.

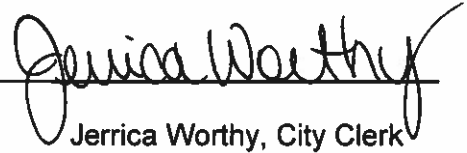
- 5. Executive Session**
 - a. Executive Session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager.
 - b. Executive session pursuant to 25 O.S. §307(C)(11) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit.
 - c. Executive session pursuant to 25 O.S. §307(C)(11) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit.

6. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 2:40 PM on December 16, 2021.



Mary Rupp, Special Assistant to
the City Manager City Manager



Jerrica Worthy, City Clerk