

**NOTICE OF REGULAR MEETING AND AGENDA  
OF THE BOARD OF COMMISSIONERS  
CITY OF CUSHING, OKLAHOMA  
MONDAY April 15, 2024  
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](mailto:citymanager@cityofcushing.org) by 12:00 pm (noon) on April 15, 2024. 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: \$853,694.89
- b. Approve minutes: March 18, 2024 (Regular)
- c. Authorize the purchase of aviation fuel and expend up to \$60,000.00.
- d. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$30,000.00.
- e. Approve payment to Oklahoma Municipal Management Services in the amount of \$7,275.00 for payment of Invoice No.17456 for inspection services.
- f. Approve payment to KSA Engineers, Inc. in the amount of \$24,177.50 for payment of Invoice Number ARIV1008746 for March services related to the Cushing Municipal Airport Master Plan.
- g. Authorize the City Manager to issue a purchase order to S2 Solutions in an amount up to \$9,801.25 for the purchase and installation of a camera system at fleet services and public works facilities at the Puckett St. location, and to authorize payment.
- h. Authorize the City Manager to issue a purchase order to GT Distributors in an amount up to \$28,613.52 for the purchase of eighteen (18) patrol rifles, to include accessories, and to authorize payment.
- i. Authorize the City Manager to issue a purchase order to Interworks in the amount up to \$6,284.78 for the purchase of two (2) new Dell Latitude 5430 Rugged laptops for the Police Department, and to authorize payment.
- j. Appoint John Duckworth, Bob Roberts and Terry Rodgers to serve new three year terms on the Senior Citizens Center Advisory Board through April 2027.
- k. Acknowledge two terms expiring on the Library Board.
- l. Statement of cash and investments as of March 31, 2024.

**4. Items Removed from Consent Agenda**

**5. General Business**

- a. Action to nominate two candidates to serve on the OMAG Board of Trustees and authorize the Chairman of the Board of Commissioners to complete the ballot form.

**6. Resolutions**

- a. **RESOLUTION NO. 05-2024:** A resolution of the City Commission of the City of Cushing, Oklahoma, concerning the hiring process for a City Manager for the City of Cushing, and establishing policies and procedures for said hiring process.
- b. **RESOLUTION NO. 06-2024:** A resolution adopting the Personnel Handbook for the City of Cushing and Cushing Municipal Authority; establishing an effective date; and repealing and superseding former personnel policies.

**7. 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 if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.
- b. Executive Session pursuant to 25 O.S. § 307 (B) (1) Discussion of the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Manager.

**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**

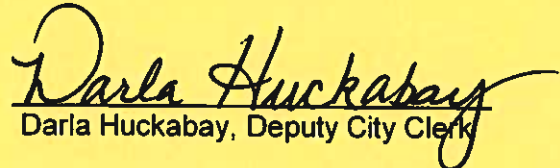
**10. Commissioners Community Announcements**

**11. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:12 AM on April 12, 2024.



Terry Brannon, City Manager



Darla Huckabay, Deputy City Clerk

# MARCH 2024 PAYROLL

## CITY OF CUSHING

### \*\* MARCH 15, 2024 \*\*

REGULAR PAYROLL	\$229,373.30
AIRPORT PAYROLL + LONGEVITY	\$4,349.77
LONGEVITY	\$10,632.11
HEALTH INSURANCE CLAIMS- 2 WEEKS	\$143,589.83
<b>TOTAL</b>	<b>\$387,945.01</b>

### \*\* MARCH 28, 2024 \*\*

REGULAR PAYROLL	\$232,256.57
AIRPORT PAYROLL	\$4,269.03
HEALTH INSURANCE CLAIMS- 2 WEEKS	\$103,390.23
<b>TOTAL</b>	<b>\$339,915.83</b>

**TOTAL CITY PAYROLL FOR MONTH OF MARCH 2024**

**\$727,860.84**

# MARCH 2024 CLAIMS

## CITY OF CUSHING

GENERAL FUND (110)	\$80,204.86
ADDED TO CLAIMS (110)	\$8,974.71
STREET & ALLEY FUND (111)	\$20,640.33
CAPITAL IMPROVEMENT FUND (114)	\$0.00
LIBRARY/QUADRAPLEX FUND (120)	\$0.00
COURT FUND (125)	\$0.00
AIRPORT SPECIAL FUND (126)	\$1,065.25
2009 SALES TAX FUND (138)	\$14,070.00
GRANT FUND (139)	\$878.90
	<hr/>
TOTAL	\$125,834.05

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 1

PACKET : 22744 22745  
VENDOR SET: Mult  
FUND : 110 GENERAL FUND  
DEPARTMENT: 01 COMMISSION  
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0345	CUSHING CHAMBER OF COMM	I-GZ 2942	110-501-3540	MISCELLANEOUS REGISTRATIONS TO ECONOMIC	090333	80.00
01-4760	CIMARRON VALLEY COMMUNI	I-7099	110-501-3451	PUBLICATION E PUBLICATION FOR VARIANCE	090329	28.00
		I-7131	110-501-3451	PUBLICATION E PUBLICATION OF ORDINANCE	090329	23.10
DEPARTMENT 01 COMMISSION					TOTAL:	131.10

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 2

PACKET : 22744 22745  
VENDOR SET: Mult  
FUND : 110 GENERAL FUND  
DEPARTMENT: 02 GENERAL GOVERNMENT  
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0130	AT&T	I-03/2024	110-502-3490	TELEPHONE MONTHLY PHONE CHARGE	090309	392.05
01-0631	AT&T MOBILITY	I-X04092024	110-502-3490	TELEPHONE ACCT#287301630651	090311	4,287.54
01-1382	AVAYA, INC.	I-2221826730	110-502-3490	TELEPHONE MONTHLY SVC @ CYCC	090315	58.27
01-2194	ADVANCE GRAPHICS & PRIN	I-37896	110-502-3540	MISCELLANEOUS REQUISITION BOOKS	090300	754.00
01-2294	OPTIMUM	I-03/2024 DIGITALINK	110-502-3490	TELEPHONE DIGITALINK/FAX LINES	090382	454.87
		I-03/2024 EDGEWOOD	110-502-3490	TELEPHONE EDGEWOOD LIFT STATION	090383	25.04
01-2570	OMAG	I-03/2024 DURANGOS	110-502-3380	INSURANCE/BON INSURANCE-2 DURANGOS	090381	436.00
01-2663	VISA	I-03/2024 T. ERVIN	110-502-3540	MISCELLANEOUS TRAVEL TO TULSA FOR CLASS	090411	1.75
		I-03/2024-J. BROWN	110-502-3540	MISCELLANEOUS HOTEL STAY JEREMY BROWN	090411	104.99
		I-356831963	110-502-3540	MISCELLANEOUS GOTO MEETING MONTHLY FEE	090411	35.00
		I-907	110-502-3540	MISCELLANEOUS LUNCH MEETING	090411	62.25
01-4068	LAYMANANCE SERVICES LLC	I-6305	110-502-3322	CUSTODIAL SUP TOILET PAPER, LINERS, SOAP	090356	328.86
01-4418	AMAZON CAPITAL SERVICES	C-1PMX-4LTY-TL6K	110-502-3322	CUSTODIAL SUP CREDIT-BATTERIES	090304	34.50-
		I-1HLK-39R7-XNN7	110-502-3322	CUSTODIAL SUP D BATTERIES	090304	39.99
		I-1KGD-CNK7-DKQM	110-502-3322	CUSTODIAL SUP TOILET PAPER	090304	137.96
		I-1MRJ-MWQQ-XRGT	110-502-3322	CUSTODIAL SUP CLOROX WIPES, BATTERIES	090304	58.02
		I-1NN1-GPFQ-N9NK	110-502-3540	MISCELLANEOUS LENOVA V16 LAPTOP	090304	479.00
01-4507	JEREMY BROWN	I-03/2024	110-502-3540	MISCELLANEOUS LEADERSHIP CLASS/GUYMON	090325	391.28
01-4687	OPTIMUM BUSINESS	I-101233828	110-502-3342	EQUIPMENT CON DIGITAL TRUNK SERVICES	090384	375.00
01-4934	HEATHER STOKES	I-04/2024	110-502-3322	CUSTODIAL SUP CLEANING FOR APRIL	090405	1,200.00
DEPARTMENT 02 GENERAL GOVERNMENT					TOTAL:	9,587.37

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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 03 ATTORNEY

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264	110-503-1050	MEDICAL/LIFE ATTORNEY	090339	65.98
01-4438	JONATHAN HUSEMAN	I-03/2024	110-503-3302	AUTO ALLOWANC AUTO ALLOWANCE	090352	450.00
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-503-1050	MEDICAL/LIFE ATTORNEY	090408	6.27
01-5174	SUN LIFE	I-03/2024 CITY	110-503-1050	MEDICAL/LIFE ATTORNEY	090407	9.56
01-5212	LEXISNEXIS, A DIVISION	I-3095035324	110-503-3451	PUBLICATION E PUBLICATION EXPENSE	090357	111.00
DEPARTMENT 03 ATTORNEY					TOTAL:	642.81

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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 04 CITY MANAGER

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0259	TERRY BRANNON	I-03/2024	110-504-3302	AUTO ALLOWANC AUTO ALLOWANCE	090324	450.00
01-0463	CUSHING LIONS CLUB	I-JAN-JUNE 2024	110-504-3330	DUES/MEMBERSH LIONS CLUB DUES	090334	90.00
01-2663	VISA	I-200003474	110-504-3491	TRAINING/TRAV OK MUNIC LEAGUE TRAINING	090411	95.00
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264	110-504-1050	MEDICAL/LIFE CITY MANAGER	090339	88.38
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-504-1050	MEDICAL/LIFE CITY MANAGER	090408	8.32
01-5174	SUN LIFE	I-03/2024 CITY	110-504-1050	MEDICAL/LIFE CITY MANAGER	090407	12.81
DEPARTMENT 04 CITY MANAGER					TOTAL:	744.51



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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 05 FINANCE

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0540	QUILL CORPORATION	I-37622650	110-505-3440	OFFICE SUPPLI ELECTRIC STAPLER	090392	15.28
01-2663	VISA	I-03/2024-J. WORTHY	110-505-3491	TRAINING/TRAV OSCPA-GOVT ACCTG UPDATE	090411	370.00
		I-03/2024-K. VIEYRA	110-505-3491	TRAINING/TRAV TRAINING MEALS	090411	71.62
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264	110-505-1050	MEDICAL/LIFE FINANCE	090339	132.58
01-4418	AMAZON CAPITAL SERVICES	I-1MRJ-MWQQ-XRGT	110-505-3440	OFFICE SUPPLI BINDERS, POWER STRIPS	090304	65.78
		I-1XGV-F694-RT1W	110-505-3440	OFFICE SUPPLI CARDSTOCK, CARTRIDGES	090304	709.01
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-505-1050	MEDICAL/LIFE FINANCE	090408	12.46
01-5174	SUN LIFE	I-03/2024 CITY	110-505-1050	MEDICAL/LIFE FINANCE	090407	19.21
DEPARTMENT 05 FINANCE					TOTAL:	1,395.94

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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 06 COURT

BANK: Multi

BU TO USE: CB-CURRENT BUDGET

VENLOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264	110-506-1050	MEDICAL/LIFE COURT	090339	21.16
01-3937	OKLAHOMA MUNICIPAL JUDG	I-200003377	110-506-3491	TRAINING/TRAV 2024 OMJA CONFERENCE	090379	250.00
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-506-1050	MEDICAL/LIFE COURT	090408	2.11
01-5174	SUN LIFE	I-03/2024 CITY	110-506-1050	MEDICAL/LIFE COURT	090407	3.16
DEPARTMENT 06 COURT					TOTAL:	276.43

PACKET : 22744 22745  
 VENDOR SET: Mult  
 FUND : 110 GENERAL FUND  
 DEPARTMENT: 07 POLICE  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0135	JOHN DEERE FINANCIAL (A)	I-B67783	110-507-3540	POLICE K-9 OP K9 FOOD	090312	287.96
01-0411	CONTINGENT FUND	I-24077	110-507-3341	EQUIPMENT PAR VIN#1C4SDJFT8RC147456	090331	43.10
		I-24078	110-507-3341	EQUIPMENT PAR VIN#1C4SDJFTXRC147457	090331	46.00
		I-24084	110-507-3491	TRAINING/TRAV RE-IM CODY CARPENTER	090331	70.68
		I-24085	110-507-3491	TRAINING/TRAV RE-IM ALEX GEGEN	090331	60.28
01-0464	CUSHING LUMBER COMPANY	I-261879	110-507-3351	FORENSIC CRIME SCENE PADLOCK	090335	12.99
01-0540	QUILL CORPORATION	I-37704047	110-507-3440	OFFICE SUPPLI CD/DVD STORAGE SLEEVES	090392	32.30
		I-37706696	110-507-3440	OFFICE SUPPLI SIGN WALL ADA NO SMKG GY	090392	48.70
		I-37711277	110-507-3440	OFFICE SUPPLI TR 12MM HFF FLD 20PK	090392	29.55
		I-37713798	110-507-3440	OFFICE SUPPLI KEYBOARD, BATTERIES, PENS	090392	180.51
01-0701	OKLAHOMA DEPT OF PUBLIC	I-LET-013947	110-507-3342	EQUIPMENT CON OLETS FEE-FEBRUARY 2024	090378	450.00
01-0813	FIRE SERVICE TRAINING	I-4805	110-507-3491	TRAINING/TRAV FIRST AID/CPR/AED E CARDS	090343	147.00
01-1264	USA INDUSTRIES OF OKLA,	I-03D9001	110-507-3500	UNIFORMS/BADG SET, MPO, P3 CHEVRONS	090410	455.00
01-1293	WALMART	I-03982	110-507-3452	PRISONER WELF JAIL FOOD, SUGAR, CREAMER	090413	262.11
01-1507	MACCO PROMOTIONS INC	I-70349-1	110-507-3500	UNIFORMS/BADG 6 HEAD BANDS, CPD, UNIFORMS	090361	72.00
		I-70459-1	110-507-3500	UNIFORMS/BADG POLO SHIRTS	090361	216.00
		I-70460-1	110-507-3500	UNIFORMS/BADG POLO SHIRTS	090361	324.00
01-1534	OKLA ASSOCIATION OF	I-17214	110-507-3491	TRAINING/TRAV OACP CONFERENCE	090373	798.00
01-2250	B & C BUSINESS PRODUCTS	I-AR76778	110-507-3320	CONTRACT LABO COPIER CONTRACT	090316	390.00
01-2258	OKLAHOMA POLICE SUPPLY	I-0094740	110-507-3500	UNIFORMS/BADG UNIFORM REPLACEMENTS	090380	112.95
		I-0094879	110-507-3500	UNIFORMS/BADG UNIFORM REPLACEMENTS	090380	489.93
01-2663	VISA	I-03/2024-PD CONF	110-507-3491	TRAINING/TRAV OACP ANNUAL CONFERENCE	090411	585.15
		I-03/2024-PD CONFER	110-507-3491	TRAINING/TRAV OACP ANNUAL CONFERENCE	090411	585.15
		I-04/2024	110-507-3491	TRAINING/TRAV HOLIDAY INN ROOMS	090411	214.00

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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 07 POLICE

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2663	VISA		continued			
		I-04/2024	110-507-3491	TRAINING/TRAV HOLIDAY INN ROOMS	090411	244.78
		I-04/2024	110-507-3491	TRAINING/TRAV HOLIDAY INN ROOMS	090411	0.40
		I-04/2024	110-507-3491	TRAINING/TRAV TAX CREDIT FOR ROOMS	090411	31.18-
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-507-1050	MEDICAL/LIFE POLICE	090339	1,103.55
01-2996	AUTO DEFINITIONS					
		I-9885	110-507-3351	FORENSIC INVESTIGATIONS STORAGE	090313	1,699.99
		I-9897	110-507-3351	FORENSIC TOOL BOXES CID STORAGE	090313	583.96
01-4336	SPECIAL OPS UNIFORM					
		I-347953	110-507-3500	UNIFORMS/BADG UNIFORM REPLACEMENTS	090401	727.74
		I-348534	110-507-3500	UNIFORMS/BADG (10) EXTERNAL VEST CARRIE	090401	2,760.00
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CITY	110-507-1050	MEDICAL/LIFE POLICE	090408	103.79
01-5174	SUN LIFE					
		I-03/2024 CITY	110-507-1050	MEDICAL/LIFE POLICE	090407	159.89
DEPARTMENT 07 POLICE					TOTAL:	13,266.28

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REGULAR DEPARTMENT PAYMENT REGISTER

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 08 COMMUNITY DEVELOPMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0464	CUSHING LUMBER COMPANY	I-261084	110-508-3540	MISCELLANEOUS STAKES, STAPLES	090335	276.69
01-0540	QUILL CORPORATION	I-37656682	110-508-3440	OFFICE SUPPLI CORRECTION TAPE	090392	11.70
		I-37661057	110-508-3440	OFFICE SUPPLI NOTEBOOKS	090392	4.17
		I-37665454	110-508-3440	OFFICE SUPPLI SHEET PROTECTORS, LABELS	090392	139.03
01-1293	WALMART	I-06400B	110-508-3540	MISCELLANEOUS KEYBOARD, MOUSE, WATER	090413	26.84
01-1432	MERIDIAN TECHNOLOGY CEN	I-MTC001657	110-508-3491	TRAINING/TRAV 6 TYPES OF WORKING GENIUS	090363	59.00
		I-MTC001657A	110-508-3491	TRAINING/TRAV 6 TYPES OF WORKING GENIUS	090363	59.00
01-2663	VISA	I-2719272854	110-508-3342	EQUIP CONTRAC ACROBAT PRO-MARCH	090411	19.99
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264	110-508-1050	MEDICAL/LIFE COMMUNITY DEVELOPMEN	090339	132.58
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-508-1050	MEDICAL/LIFE COMMUNITY DEVELOPMEN	090408	12.46
01-5174	SUN LIFE	I-03/2024 CITY	110-508-1050	MEDICAL/LIFE COMMUNITY DEVELOPMEN	090407	19.21
DEPARTMENT 08 COMMUNITY DEVELOPMENT					TOTAL:	760.67

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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 09 FIRE/AMBULANCE

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0111	SUMMIT UTILITIES OKLAHO					
		I-03/2024 BUS BARN	110-509-3310	BUILDING MAIN ACCT#210100482751	090406	39.76
		I-03/2024 SFTY CTR	110-509-3310	BUILDING MAIN ACCT#210100383409	090406	915.30
01-0411	CONTINGENT FUND					
		I-24082	110-509-3424	MILEAGE/MEALS PETTY CASH	090331	64.00
01-0600	NAPA AUTO PARTS					
		I-935351	110-509-3341	EQUIPMENT PAR TUBE,NYLON,BLACK	090366	1.36
01-0679	AIRGAS USA, LLC					
		I-5506299466	110-509-3343	MED SUPPLIES- RENT CYL MED OXYGEN	090303	33.81
		I-5506299468	110-509-3343	MED SUPPLIES- RENT CYL MED OXYGEN	090303	52.23
		I-9147669212	110-509-3343	MED SUPPLIES- MEDICAL OXYGEN	090303	217.99
		I-9148119420	110-509-3343	MED SUPPLIES- MEDICAL OXYGEN	090303	291.11
01-0812	FIRE PROTECTION PUB					
		I-260251	110-509-3491	TRAINING/TRAV HAZ-MAT TECH BOOK	090342	87.50
01-1008	GRIMSLEY'S					
		I-488350	110-509-3322	CUSTODIAL SUP CLEANER,TOWELS,DEOD	090349	277.80
		I-489440	110-509-3322	CUSTODIAL SUP LINERS,TISSUE,TOWELS,CLNR	090349	250.63
01-1293	WALMART					
		I-00511	110-509-3485	SPEC PROGRAM/ COFFEE,TEA,SUGAR	090413	187.74
		I-05298A	110-509-3310	BUILDING MAIN BATTERIES,STAPLES	090413	15.70
01-1432	MERIDIAN TECHNOLOGY CEN					
		I-MTC000332	110-509-3491	TRAINING/TRAV EMT TECH CLASS	090363	3,267.00
01-1432	STERICYCLE, INC					
		I-8006532653	110-509-3343	MED SUPPLIES- OSHA COMPLIANCE	090402	494.80
01-2250	B & C BUSINESS PRODUCTS					
		I-0526746-001	110-509-3440	OFFICE SUPPLI JUMBO PAPER CLIPS	090316	2.76
		I-0526788-001	110-509-3440	OFFICE SUPPLI SHIPPING	090316	31.58
		I-0526871-001	110-509-3440	OFFICE SUPPLI CARTRIDGE TAPE	090316	53.14
		I-AR76349	110-509-3440	OFFICE SUPPLI COPIER LEASE MAINTENANCE	090316	239.16
01-2663	VISA					
		I-03/2024 ARMSTRONG	110-509-3491	TRAINING/TRAV TRAINING & TRAVEL HOTEL	090411	428.00
01-2718	MARK BEITZ					
		I-937179	110-509-3491	TRAINING/TRAV EMT RECERTIFICATION	090320	25.00
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-509-1050	MEDICAL/LIFE FIRE	090339	1,191.93
01-2885	SCHATZ WINDOW WASHING					

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REGULAR DEPARTMENT PAYMENT REGISTER

PACKET : 22744 22745  
VENDOR SET: Mult  
FUND : 110 GENERAL FUND  
DEPARTMENT: 09 FIRE/AMBULANCE  
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2885	SCHATZ WINDOW WASHING	I-29193	110-509-3310	BUILDING MAIN WINDOW WASHING	090394	300.00
01-2919	TYLER MORRIS	I-937176	110-509-3489	TESTS AND LIC EMT RECERTIFICATION	090365	25.00
01-3312	CARROT-TOP INDUSTRIES I	I-INV124988	110-509-3310	BUILDING MAIN AMERICAN FLAGS	090327	291.91
01-3593	DENNIS BLACKSTAD	I-04/2024	110-509-3320	CONTRACTS-DR. MEDICAL DIRECTOR FEE	090321	750.00
01-3684	DAKOTA SHADOWEN	I-03/2024	110-509-3491	TRAINING/TRAV TRAVEL EXPENSE	090396	48.07
01-4104	HAMMOND FIRE SYSTEM LLC	I-3715	110-509-3341	EQUIPMENT PAR ANNU SPRINKLER INSPECTION	090350	300.00
01-4418	AMAZON CAPITAL SERVICES	I-1MDK-WKLT-Q6GT	110-509-3341	EQUIPMENT PAR IVORY SOAP, SIREN SPEAKERS	090304	473.18
		I-1R3C-GY17-QHTL	110-509-3341	EQUIPMENT PAR EMERGENCY TOOL	090304	164.85
		I-1TDD-WKGR-1XXR	110-509-3440	OFFICE SUPPLI CALCULATOR	090304	122.12
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-509-1050	MEDICAL/LIFE FIRE	090408	112.09
01-4623	MCKESSON MEDICAL-SURGIC	I-21456841	110-509-3343	MED SUPPLIES- MEDICAL SUPPLIES	090362	1,355.88
		I-21785996	110-509-3343	MED SUPPLIES- MEDICAL SUPPLIES	090362	1,220.38
		I-21828483	110-509-3343	MED SUPPLIES- MEDICAL SUPPLIES	090362	62.86
01-4925	YOUR HEALTH LLC	I-INV-000765	110-509-3489	TESTS AND LIC NEW HIRE PENSION PHYSICAL	090415	1,500.00
01-5023	BLAKE O'SHELL	I-938545	110-509-3489	TESTS AND LIC EMT RECERTIFICATION	090372	25.00
01-5024	DALTON RODGERS	I-970741	110-509-3489	TESTS AND LIC EMT RECERTIFICATION	090393	25.00
01-5174	SUN LIFE	I-03/2024 CITY	110-509-1050	MEDICAL/LIFE FIRE	090407	172.70
01-5236	DANIEL KARLIN	I-968966	110-509-3489	TESTS AND LIC EMT RECERTIFICATION	090354	25.00
01-5240	AIR-O HEAT AND AIR COND	I-17260	110-509-3310	BUILDING MAIN AIR CONDITIONER REPAIRS	090302	1,017.50
		I-17277	110-509-3310	BUILDING MAIN BLOWER HOUSING REPAIR	090302	1,833.74

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 12

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 09 FIRE/AMBULANCE

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5254	GREGORY D. GILLEY	I-995954	110-509-3489	TESTS AND LIC EMT RECERTIFICATION	090348	25.00
01-5255	WARREN SHIDELER	I-03/2024	110-509-3491	TRAINING/TRAV FIREWORKS LICENSE	090399	98.35
DEPARTMENT 09 FIRE/AMBULANCE					TOTAL:	18,116.93



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DIRECT PAYABLES DEPARTMENT PAYMENT REGISTER

PAGE: 1

VENDOR SET: 01 CITY OF CUSHING  
PACKET: 22754 MEDICLAIMS, INC. 04/08/20  
FUND : 110 GENERAL FUND  
DEPARTMENT: 09 FIRE/AMBULANCE

ITEMS PRINTED: PAID, UNPAID

BANK: 1

NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1424 MEDICLAIMS INC	I-24-6673	110-509-3323	BILLING EXPENSE/EMS	090416	8,798.71
DEPARTMENT 09 FIRE/AMBULANCE				TOTAL:	8,798.71
FUND 110 GENERAL FUND		TOTAL:		8,798.71	
REPORT GRA TOTAL:					8,798.71

4/08/2024 10:04 AM  
 PACKET : 22744 22745  
 VENDOR SET: Mult  
 FUND : 110 GENERAL FUND  
 DEPARTMENT: 11 PARKS  
 B TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0091	AMERICAN WELDING SUPPLY					
		I-550582	110-511-3453	PARK MAINTENA LAPCO HAT 7	090307	6.95
		I-550840	110-511-3453	PARK MAINTENA 10# CTN,EXCALIBUR 10# CAN	090307	117.40
		I-550844	110-511-3453	PARK MAINTENA TAPE MEASURE,WIRE BRUSH	090307	48.49
		I-550896	110-511-3453	PARK MAINTENA SQUARE TUBING	090307	57.54
		I-551049	110-511-3453	PARK MAINTENA 5" CUT OFF DISC	090307	29.19
		I-551231	110-511-3453	PARK MAINTENA TUBING	090307	12.33
01-0135	JOHN DEERE FINANCIAL (A					
		I-057121	110-511-3453	PARK MAINTENA MOUSE BAIT,STALL MAT	090312	62.96
		I-B65173	110-511-3453	PARK MAINTENA HERBICIDE,VEG KILLER	090312	386.75
		I-B67239	110-511-3453	PARK MAINTENA CUT OFF TOOL,GLUE TRAP	090312	87.97
		I-B68628	110-511-3453	PARK MAINTENA UTILITY PUMP	090312	79.99
01-0464	CUSHING LUMBER COMPANY					
		I-260866	110-511-3453	PARK MAINTENA CARRIAGE BOLTS,NUTS	090335	9.00
		I-261420	110-511-3453	PARK MAINTENA SPRAY PAINT	090335	41.94
		I-261424	110-511-3453	PARK MAINTENA SPRAY CAN HANDLES	090335	17.38
01-1381	LOWE'S					
		I-98567	110-511-3341	EQUIPMENT PAR LNX DIAM CUTOFF WHL	090360	117.80
01-1512	O'REILLY AUTOMOTIVE STO					
		I-110756	110-511-3341	EQUIPMENT PAR BRAKE CLEANER	090368	16.76
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-511-1050	MEDICAL/LIFE PARKS	090339	220.96
01-3688	CUSHING PEST CONTROL					
		I-03/2024 AMPHI	110-511-3328	CHEMICALS SPRAY AMPHITHEATER	090336	85.00
01	TELADOC HEALTH, INC.					
		I-3071967 CITY	110-511-1050	MEDICAL/LIFE PARKS	090408	20.77
01-4849	CLEAN UNIFORM COMPANY					
		I-03/2024 CITY	110-511-3453	PARK MAINTENA UNIFORMS-PARKS	090330	48.60
01-5174	SUN LIFE					
		I-03/2024 CITY	110-511-1050	MEDICAL/LIFE PARKS	090407	32.01
DEPARTMENT 11 PARKS					TOTAL:	1,499.79

PACKET : 22744 22745  
 VENDOR SET: Mult  
 FUND : 110 GENERAL FUND  
 DEPARTMENT: 12 SERVICE CENTER  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0111	SUMMIT UTILITIES OKLAHO	I-03/2024 SVC	110-512-3501	UTILITIES ACCT#210100267475	090406	121.72
01-0443	CROW-BURLINGAME CO	I-104-110336 I-104-110472	110-512-3510 110-512-3510	VEHICLE MAINT 6-25 GALLON DIESEL VEHICLE MAINT 4-CHEMICALS	090332 090332	79.98 199.96
01-0464	CUSHING LUMBER COMPANY	I-261633	110-512-3310	BUILDING MAIN COMMERCIAL SHOP DOOR	090335	1,815.34
01-0534	QUALITY FORD INC	C-5003960 I-5003956 I-5003961	110-512-3510 110-512-3510 110-512-3510	VEHICLE MAINT CREDIT-DOOR-FUEL TANK VEHICLE MAINT WEATHERSTRIP ASY VEHICLE MAINT HOUSING-FUEL TANK	090391 090391 090391	32.73- 188.23 116.37
01-0600	NAPA AUTO PARTS	C-934801 C-934842 I-934802 I-934838 I-935068 I-935663 I-935755 I-935757 I-935827 I-935829 I-935882 I-936066 I-936068 I-936098 I-936592	110-512-3510 110-512-3341 110-512-3510 110-512-3341 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3341	VEHICLE MAINT CREDIT-GORILLA GLUE EQUIPMENT PAR CREDIT-DISC PAD VEHICLE MAINT GORILLA GLUE EQUIPMENT PAR DISC PAD VEHICLE MAINT SCHRADER VALVE VEHICLE MAINT GREASE,WRENCH VEHICLE MAINT BRAKE HOSE VEHICLE MAINT LAMP VEHICLE MAINT AIR FILTER VEHICLE MAINT LED MDL 21 HIGH MOUNT VEHICLE MAINT BRAKE SHOES VEHICLE MAINT PLUG COIL VEHICLE MAINT AAA BATTERIES VEHICLE MAINT HANGER EQUIPMENT PAR 55GAL DRUM PUMP	090366 090366 090366 090366 090366 090366 090366 090366 090366 090366 090366 090366 090366 090366 090366 090366	6.99- 106.44- 13.98 106.44 8.67 12.86 32.10 63.38 51.56 152.70 43.98 24.67 6.89 6.21 49.09
01-1029	HARRIS STATION 33, LLC	I-32475 I-32612	110-512-3510 110-512-3510	VEHICLE MAINT FLAT VEHICLE MAINT FLAT	090351 090351	20.00 17.00
01-1293	WALMART	I-00680 I-00680	110-512-3440 110-512-3480	OFFICE SUPPLI PAPER, TAPE, PENCILS SAFETY EQUIPM WATER	090413 090413	41.76 10.72
01-1512	O'REILLY AUTOMOTIVE STO	C-109301 C-109385 C-109537 C-110465 C-110638 C-112585 I-108245 I-108499	110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510 110-512-3510	VEHICLE MAINT CREDIT-EXTRACTOR, PC EXTRA VEHICLE MAINT CREDIT-A/C VALVE VEHICLE MAINT CREDIT-CORE RETURN VEHICLE MAINT CREDIT-MICRO-V BELT VEHICLE MAINT CREDIT-WHEEL SEALS VEHICLE MAINT CREDIT-FLASHER,MANIFOLD S VEHICLE MAINT TURBO SENSOR VEHICLE MAINT HTR HOSE CON	090368 090368 090368 090368 090368 090368 090368 090368	25.48- 34.68- 10.00- 30.63- 16.80- 44.15- 162.03 41.25

PACKET : 22744 22745  
 VENDOR SET: Mult  
 FUND : 110 GENERAL FUND  
 DEPARTMENT: 12 SERVICE CENTER  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1512	O'REILLY AUTOMOTIVE STO	continued				
		I-108500	110-512-3510	VEHICLE MAINT HEATER CORE	090368	40.94
		I-108644	110-512-3510	VEHICLE MAINT HVAC ACTUATOR	090368	64.70
		I-108744	110-512-3510	VEHICLE MAINT DISC PAD SET	090368	83.80
		I-108808	110-512-3510	VEHICLE MAINT BLEEDER SCRWB, EXTRACTOR	090368	33.58
		I-108809	110-512-3510	VEHICLE MAINT QUIK-LOK	090368	12.94
		I-108892	110-512-3510	VEHICLE MAINT CAPSULE	090368	13.42
		I-109202	110-512-3510	VEHICLE MAINT QUIK-LOK	090368	12.94
		I-109383	110-512-3510	VEHICLE MAINT A/C VALVE	090368	34.68
		I-109386	110-512-3510	VEHICLE MAINT A/C VALVE	090368	34.68
		I-109396	110-512-3510	VEHICLE MAINT PURGE SOL	090368	29.58
		I-109457	110-512-3510	VEHICLE MAINT NEW COMPRESS, AC CONDENSER	090368	400.01
		I-110453	110-512-3510	VEHICLE MAINT MICRO-V BELT	090368	44.89
		I-110457	110-512-3510	VEHICLE MAINT MANIFOLD SET	090368	20.17
		I-110574A	110-512-3510	VEHICLE MAINT BEARINGS, WHEEL SEAL	090368	86.42
		I-110583A	110-512-3510	VEHICLE MAINT BRAKE ROTORS	090368	225.00
		I-110616	110-512-3510	VEHICLE MAINT WHEEL SEALS	090368	36.24
		I-110732	110-512-3510	VEHICLE MAINT SHOCKS-R	090368	53.46
		I-110827	110-512-3510	VEHICLE MAINT FUEL PRS SEN	090368	44.67
		I-110901	110-512-3510	VEHICLE MAINT BRAKE HOSE, BRACKETED CAL	090368	165.29
		I-110902	110-512-3510	VEHICLE MAINT EXHAUST SEN	090368	106.15
		I-111125	110-512-3510	VEHICLE MAINT BULLET TERM	090368	4.19
		I-111128	110-512-3510	VEHICLE MAINT BULLET TERM	090368	5.69
		I-111522	110-512-3510	VEHICLE MAINT FLASHERS	090368	47.96
		I-111655	110-512-3510	VEHICLE MAINT AIR/CABIN FILTERS	090368	40.74
		I-111920	110-512-3510	VEHICLE MAINT U-JOINT	090368	63.60
		I-111963	110-512-3510	VEHICLE MAINT U-JOINT	090368	14.51
01-1603	D&H UNITED FUELING SOLU					
		I-0143272	110-512-3350	FUEL FUEL PUMP REPAIRS	090338	576.43
01-2063	VISA					
		C-03/2024 SVC	110-512-3510	VEHICLE MAINT CREDIT-TURNER DEPOT-SVC	090411	357.00-
		I-03/24 SVC	110-512-3510	VEHICLE MAINT ECU	090411	1,165.00
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-512-1050	MEDICAL/LIFE SERVICE CENTER	090339	132.58
01-2985	AUTOMOTIVE SPECIALIST O					
		I-3832	110-512-3510	VEHICLE MAINT ABS ISSUES/REPAIR	090314	702.95
01-3541	FLEETPRIDE INC					
		I-115287260	110-512-3510	VEHICLE MAINT V-BELT	090346	42.50
		I-115373102	110-512-3510	VEHICLE MAINT V-BELT	090346	42.50
		I-115489090	110-512-3510	VEHICLE MAINT GROMMET OVAL MODEL 60	090346	4.20
01-4418	AMAZON CAPITAL SERVICES					
		I-131F-QRFQ-YDKR	110-512-3510	VEHICLE MAINT CANISTER PURGE VALVE	090304	54.86
		I-1NQ6-RCWN-C4DH	110-512-3345	EQUIPMENT/TOO FUEL PUMP ALIGNMENT TOOL	090304	22.88

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REGULAR DEPARTMENT PAYMENT REGISTER

PACKET : 22744 22745  
VENDOR SET: Mult  
FUND : 110 GENERAL FUND  
DEPARTMENT: 12 SERVICE CENTER  
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-512-1050	MEDICAL/LIFE SERVICE CENTER	090408	12.46
01-4683	MACY LINK	I-03/2024	110-512-3350	FUEL AUTO ALLOWANCE	090358	20.00
01-4767	PENLEY OIL COMPANY	I-SI-13807	110-512-3510	VEHICLE MAINT 2.5 GAL CONTAINERS	090387	399.60
01-5072	FLEET FUELS LLC	I-500529B	110-512-3350	FUEL 3406 GAL NL	090345	9,363.09
		I-500529B	110-512-3350	FUEL 1694 GAL DIESEL	090345	4,590.23
01-5138	BOB HOWARD PDC	I-9118940	110-512-3510	VEHICLE MAINT FUEL PUMP,BOLTS,FUEL LINE	090322	294.71
		I-9131284	110-512-3510	VEHICLE MAINT INTERLOCK SOLENOID	090322	156.00
01-5174	SUN LIFE	I-03/2024 CITY	110-512-1050	MEDICAL/LIFE SERVICE CENTER	090407	19.21
01-5234	DIAZ TOOLS FOR LIFE LLC	C-0404243757	110-512-3345	EQUIPMENT/TOO CREDIT-RETURN	090340	16.40-
		I-0325243382	110-512-3345	EQUIPMENT/TOO DUAL SIDED FLEX	090340	186.50
		I-0401243614	110-512-3345	EQUIPMENT/TOO 3/8 DR 6PT LSMM DP IMP SK	090340	24.35
01-5250	BOWMAN MACHINE LLC	I-8168	110-512-3510	VEHICLE MAINT REMOVE BROKEN BLEEDERS	090323	360.00
DEPARTMENT 12 SERVICE CENTER					TOTAL:	22,595.89

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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 22744 22745  
VENDOR SET: Mult  
FUND : 110 GENERAL FUND  
DEPARTMENT: 13 STREETS  
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0091	AMERICAN WELDING SUPPLY					
		I-551158	110-513-3341	EQUIPMENT PAR TAPE MEASURE, FLAP DISC	090307	69.46
		I-551164	110-513-3341	EQUIPMENT PAR 8' SHEETS	090307	153.14
01-0180	BARCO MUNICIPAL PROD. I					
		I-IN-248449	110-513-3495	TRAFFIC CONTR 30"X9" SIGN BLANKS	090319	310.00
		I-IN-248449	110-513-3495	TRAFFIC CONTR SIGN BRACKETS	090319	130.00
		I-IN-248449	110-513-3495	TRAFFIC CONTR SHIPPING	090319	60.00
		I-IN-248645	110-513-3495	TRAFFIC CONTR BRACK-ITS S/S BOLT/WASHER	090319	240.00
01-0464	CUSHING LUMBER COMPANY					
		I-261153	110-513-3485	STREET/SIDEWA CAUTION TAPE	090335	27.98
		I-261256	110-513-3485	STREET/SIDEWA GRABBERS	090335	58.16
		I-261274	110-513-3485	STREET/SIDEWA GRAVEL MIX	090335	95.84
01-0600	NAPA AUTO PARTS					
		I-935235	110-513-3341	EQUIPMENT PAR GLASS CLEANER	090366	10.89
		I-935727	110-513-3341	EQUIPMENT PAR WHEEL SPINNER	090366	20.13
		I-935929	110-513-3341	EQUIPMENT PAR WASHERS, RIVETS, TOOL	090366	57.17
		I-936081	110-513-3341	EQUIPMENT PAR MIDWEST FASTNERS	090366	2.12
		I-936190	110-513-3341	EQUIPMENT PAR MIDWEST FASTNERS	090366	2.00
01-1134	KINNUNEN SALES & RENTAL					
		I-106575	110-513-3345	EQUIPMENT/TOO HANDLES, TAPE MEASURE	090355	99.66
01-1293	WALMART					
		I-08082A	110-513-3540	MISCELLANEOUS LYSOL, DAWN, CLEANERS	090413	52.97
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-513-1050	MEDICAL/LIFE STREETS	090339	308.71
01-1134	CUSTOM SIGNS					
		I-11069	110-513-3495	TRAFFIC CONTR 3 CITY LIMIT SIGNS	090337	345.00
01-4418	AMAZON CAPITAL SERVICES					
		I-INC4-NFF9-CLL6	110-513-3540	MISCELLANEOUS TOILET PAPER	090304	137.96
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CITY	110-513-1050	MEDICAL/LIFE STREETS	090408	29.08
01-4849	CLEAN UNIFORM COMPANY					
		I-03/2024 CITY	110-513-3500	UNIFORMS UNIFORMS-STREETS	090330	24.28
01-5103	SIGN SOLUTIONS USA, LLC					
		I-410649	110-513-3495	TRAFFIC CONTR (40) 28" TRAFFIC CONES	090400	739.38
01-5174	SUN LIFE					
		I-03/2024 CITY	110-513-1050	MEDICAL/LIFE STREETS	090407	44.73
DEPARTMENT 13 STREETS					TOTAL:	3,018.66

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REGULAR DEPARTMENT PAYMENT REGISTER

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PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 15 YOUTH CENTER

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0041	AHRBERG MILLING					
		I-251471	110-515-3600	SPORTS COMPLE FERTILIZER	090301	67.20
		I-251762	110-515-3600	SPORTS COMPLE 4-D AMINE	090301	35.27
01-0111	SUMMIT UTILITIES OKLAHO					
		I-03/2024 CYCC	110-515-3501	UTILITIES ACCT#210100656429	090406	568.74
01-0653	SHERWIN-WILLIAMS					
		I-5591-7	110-515-3600	SPORTS COMPLE FIELD PAINT	090397	225.36
01-0918	STILLWATER MILLING CO					
		I-332715	110-515-3610	SP. COMPLEX-E TOP DRESSING	090403	283.50
01-1293	WALMART					
		I-03415A	110-515-3310	BUILDING MAIN WINDEX,GAIN,SUPERCOMB	090413	288.79
		I-08403A	110-515-3310	BUILDING MAIN PINE GLO,WATER	090413	158.46
01-1932	PAT'S TROPHIES					
		I-2909	110-515-3600	SPORTS COMPLE SOCCER MEDALS & TROPHIES	090386	414.00
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-515-1050	MEDICAL/LIFE YOUTH CENTER	090339	220.96
01-2811	OKLA STATE DEPT OF HEAL					
		I-03/2024 MENS	110-515-3310	BUILDING MAIN CYCC MENS SPA LIC 2080	090374	75.00
		I-03/2024 WOMENS	110-515-3310	BUILDING MAIN CYCC WOMENS SPA LIC 2081	090377	75.00
01-3688	CUSHING PEST CONTROL					
		I-03/2024 CYCC	110-515-3310	BUILDING MAIN SPRAY YOUTH CENTER	090336	150.00
01-3688	LAYMANCE SERVICES LLC					
		I-6327	110-515-3310	BUILDING MAIN CAN LINERS,URINAL SCREEN	090356	162.12
01-4418	AMAZON CAPITAL SERVICES					
		I-1RK3-XLV3-DX3H	110-515-3610	SP. COMPLEX-E GRASS SWEEPER PARTS	090304	38.99
		I-1WML-GLJT-XKW9	110-515-3610	SP. COMPLEX-E GRASS SWEEPER PARTS	090304	17.47
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CITY	110-515-1050	MEDICAL/LIFE YOUTH CENTER	090408	20.77
01-5174	SUN LIFE					
		I-03/2024 CITY	110-515-1050	MEDICAL/LIFE YOUTH CENTER	090407	31.92
DEPARTMENT 15 YOUTH CENTER					TOTAL:	2,833.55

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DIRECT PAYABLES DEPARTMENT PAYMENT REGISTER

PAGE: 1

VENDOR SET: 01 CITY OF CUSHING

ITEMS PRINTED: PAID, UNPAID

PACKET: 22687 KERRY PROVENCHER 03/28/20

FUND : 110 GENERAL FUND

DEPARTMENT: 15 YOUTH CENTER

BANK: 1

V	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-5252	KERRY PROVENCHER	I-03/27/2024	110-515-3310	REFUND MEMBERSHIP	090298	40.00
DEPARTMENT 15 YOUTH CENTER					TOTAL:	40.00
FUND 110 GENERAL FUND					TOTAL:	40.00
REPORT GRA TOTAL:						40.00



4/08/2024 10:04 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 19

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 16 SENIOR CITIZENS

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0111	SUMMIT UTILITIES OKLAHO	I-03/2024 SR CITZ	110-516-3501	UTILITIES ACCT#210100656266	090406	132.08
01-1293	WALMART	I-03/2024 SAM'S CLUB	110-516-3302	ACTIVITY EXPE TOWELS, TISSUE, PLATES, BOWL	090413	129.66
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264	110-516-1050	MEDICAL/LIFE SR CITIZENS CENTER	090339	88.38
01-3347	VICTOR HUGO OJEDA	I-17171	110-516-3310	BUILDING MAIN ANNUAL FIRE EXT CERTIF	090347	81.00
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-516-1050	MEDICAL/LIFE SR CITIZENS CENTER	090408	8.31
01-5174	SUN LIFE	I-03/2024 CITY	110-516-1050	MEDICAL/LIFE SENIOR CITIZENS	090407	12.81
DEPARTMENT 16 SENIOR CITIZENS					TOTAL:	452.24

4/08/2024 10:04 AM

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 20

PACKET : 22744 22745  
VENDOR SET: Mult  
FUND : 110 GENERAL FUND  
DEPARTMENT: 17 LIBRARY  
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0171	BAKER & TAYLOR					
		I-5018780880	110-517-3150	BOOKS ADULT TITLES	090318	364.83
		I-5018797544	110-517-3150	BOOKS ADULT TITLES	090318	173.26
01-0919	STILLWATER NEWS PRESS					
		I-04/2024	110-517-3473	REFERENCE MAT 52 WEEK SUBSCRIPTION	090404	227.88
01-1713	MICROMARKETING LLC					
		I-945426	110-517-3080	AUDIO/VIDEO ADULT TITLES	090364	39.94
		I-948495	110-517-3080	AUDIO/VIDEO ADULT TITLES	090364	131.82
		I-948768	110-517-3080	AUDIO/VIDEO ADULT TITLE	090364	38.24
01-2212	CENGAGE LEARNING INC					
		I-83996487	110-517-3150	BOOKS ADULT TITLES	090328	184.44
		I-84048330	110-517-3150	BOOKS ADULT TITLES	090328	30.33
01-2250	B & C BUSINESS PRODUCTS					
		I-0526640-001	110-517-3491	TRAINING/TRAV COPY PAPER	090316	87.98
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-517-1050	MEDICAL/LIFE LIBRARY	090339	176.77
01-3843	POPULAR MECHANICS					
		I-03/2024	110-517-3455	PERIODICALS 1 YEAR SUBSCRIPTION	090389	34.00
01-4097	SASHA WHITTON					
		I-03/2024	110-517-3491	TRAINING/TRAV RE-IM TRAVEL/MEAL	090414	128.04
		I-54799	110-517-3540	MISCELLANEOUS RE-IM/SRP SUPPLIES	090414	13.09
01-4243	CAR & DRIVER					
		I-03/2024	110-517-3455	PERIODICALS 1 YEAR SUBSCRIPTION	090326	34.97
01-4418	AMAZON CAPITAL SERVICES					
		I-11NJ-NH41-WJY7	110-517-3150	BOOKS BOOKS	090304	40.70
		I-1799-M7X1-1LYJ	110-517-3491	TRAINING/TRAV OFFICE CHAIR WHEELS	090304	19.99
		I-1C6R-J3LT-DNVY	110-517-3440	OFFICE SUPPLI STAMPS,TAPE	090304	35.94
		I-1MJL-TYKV-X1T1	110-517-3440	OFFICE SUPPLI OFFICE SUPPLIES	090304	152.40
		I-1PV4-7LV6-WGMJ	110-517-3080	AUDIO/VIDEO HOBBIT VINYL RECORD	090304	54.99
		I-1QJ4-JMX9-Q1XG	110-517-3322	CUSTODIAL SUP TRASH BAGS,LYSOL,WIPES	090304	59.87
		I-1YJL-D4LC-N97Q	110-517-3150	BOOKS HEATED BUG KILLER	090304	199.99
		I-1YRL-TT6K-XFVW	110-517-3341	EQUIPMENT PAR CHAIR ARM RESTS	090304	48.99
01-4462	J.D. LIFEWATCH SYSTEMS,					
		I-0869	110-517-3490	TELEPHONE 2ND QTR FIRE ALARM MTRING	090353	60.00
01-4530	APEX TURF CONTROL, LLC					
		I-2119	110-517-3360	GROUNDS UPKEE SPRING LAWN TREATMENT	090308	130.00
01-4550	TELADOC HEALTH, INC.					

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 PACKET : 22744 22745  
 VENDOR SET: Mult  
 FUND : 110 GENERAL FUND  
 DEPARTMENT: 17 LIBRARY  
 BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4550	TELADOC HEALTH, INC.	continued				
		I-3071967 CITY	110-517-1050	MEDICAL/LIFE LIBRARY	090408	16.55
01-4884	BACKWOODSMAN MAGAZINE					
		I-03/2024	110-517-3455	PERIODICALS 1 YEAR SUBSCRIPTON	090317	40.00
01-5035	PLUMB TWISTED LLC					
		I-2021090113282218	110-517-3310	BUILDING MAIN TOILET REPAIRS	090388	184.00
01-5174	SUN LIFE					
		I-03/2024 CITY	110-517-1050	MEDICAL/LIFE LIBRARY	090407	25.61
DEPARTMENT 17 LIBRARY					TOTAL:	2,734.62

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DIRECT PAYABLES DEPARTMENT PAYMENT REGISTER

PAGE: 1

VENDOR SET: 01 CITY OF CUSHING  
PACKET: 22655 US POST OFFICE 03/20/2024  
FUND : 110 GENERAL FUND  
DEPARTMENT: 17 LIBRARY

ITEMS PRINTED: PAID, UNPAID

BANK: 1

NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1246 U.S. POST OFFICE	I-03/24	110-517-3450	STAMPS	090272	136.00
DEPARTMENT 17 LIBRARY				TOTAL:	136.00
FUND 110 GENERAL FUND				TOTAL:	136.00
REPORT GRA TOTAL:					136.00

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 22

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 18 ANIMAL WELFARE

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0041	AHRBERG MILLING					
		I-251583	110-518-3343	GENERAL OPERA 2-SPORTMIX DOG FOOD	090301	58.20
		I-251943	110-518-3343	GENERAL OPERA SPORTMIX DOG FOOD	090301	58.20
		I-252248	110-518-3343	GENERAL OPERA 2-SPORTMIX DOG FOOD	090301	58.20
01-0464	CUSHING LUMBER COMPANY					
		I-261643	110-518-3343	GENERAL OPERA KEY FOR SHELTER	090335	2.69
01-1293	WALMART					
		I-05626	110-518-3343	GENERAL OPERA ANIMAL SHELTER SUPPLIES	090413	305.76
01-1387	MACCO PROMOTIONS INC					
		I-70350-1	110-518-3345	UNIFORMS/BADG 2 BLK CARHART JACKETS	090361	311.80
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-518-1050	MEDICAL/LIFEI ANIMAL WELFARE	090339	44.19
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CITY	110-518-1050	MEDICAL/LIFEI ANIMAL WELFARE	090408	4.15
01-5174	SUN LIFE					
		I-03/2024 CITY	110-518-1050	MEDICAL/LIFEI ANIMAL WELFARE	090407	6.40
DEPARTMENT 18 ANIMAL WELFARE					TOTAL:	849.59

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 23

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 19 POOL

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2663	VISA	I-03/2024 J. PULS	110-519-3491	TRAVEL/TRAINI POOL OPERATOR LIC RENEWAL	090411	40.00
01-2811	OKLA STATE DEPT OF HEAL	I-03/2024 OUTDOOR	110-519-3310	BUILDING MAIN OUTDOOR POOL LIC 2077	090375	75.00
		I-03/2024 WADING	110-519-3310	BUILDING MAIN WADING POOL LIC 2078	090376	75.00
01-3688	CUSHING PEST CONTROL	I-03/2024 POOL	110-519-3310	BUILDING MAIN SPRAY AQUATIC CENTER	090336	85.00
DEPARTMENT 19 POOL					TOTAL:	275.00

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 24

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 20 HUMAN RESOURCES

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2663	VISA					
		I-24018310	110-520-3411	OTHER - BACKG BACKGROUND CHECK	090411	19.00
		I-24018721	110-520-3411	OTHER - BACKG BACKGROUND CHECK	090411	19.00
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264	110-520-1050	MEDICAL/LIFE HUMAN RESOURCES	090339	44.19
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CITY	110-520-1050	MEDICAL/LIFE HUMAN RESOURCES	090408	4.15
01-5174	SUN LIFE					
		I-03/2024 CITY	110-520-1050	MEDICAL/LIFE HUMAN RESOURCES	090407	6.40
DEPARTMENT 20 HUMAN RESOURCES					TOTAL:	92.74

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 25

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 110 GENERAL FUND

DEPARTMENT: 21 EMERGENCY MANAGEMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264	110-521-1050	MEDICAL/LIFE EMERGENCY MANAGEMENT	090339	44.19
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	110-521-1050	MEDICAL/LIFE EMERGENCY MANAGEMENT	090408	4.15
01-5050	UNMANNED VEHICLE TECHNO	I-INV/2024/000423	110-521-3341	EQUIPMENT PAR AUTEL EVO II BATTERIES	090409	876.00
01-5174	SUN LIFE	I-03/2024 CITY	110-521-1050	MEDICAL/LIFE EMERGENCY MGMT	090407	6.40
DEPARTMENT 21 EMERGENCY MANAGEMENT					TOTAL:	930.74
FUND 110 GENERAL FUND					TOTAL:	80,204.86



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REGULAR DEPARTMENT PAYMENT REGISTER

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 111 STREET & ALLEY

DEPARTMENT: 00 NON-DEPARTMENTAL

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT			
01-1378	LOGAN COUNTY ASPHALT CO	I-26280	111-500-3420	MAINTENANCE & 6T PRO-LINE COLD PATCH	090359	766.59			
01-3505	PROFESSIONAL ENGINEERIN	I-531843	111-500-3486	STREET PAVING STREETS RECONSTRUCTION	090390	17,211.74			
01-3624	DOLESE BROS. CO	I-RM24010117	111-500-3420	MAINTENANCE & 3500 PSI AE	090341	972.00			
		I-RM24011633	111-500-3420	MAINTENANCE & 3500 PSI AE	090341	435.00			
		I-RM24013222	111-500-3420	MAINTENANCE & 3500 PSI AE	090341	516.00			
		I-RM24014252	111-500-3420	MAINTENANCE & 3500 PSI AE	090341	739.00			
					DEPARTMENT 00	NON-DEPARTMENTAL	TOTAL:	20,640.33	
					FUND	111	STREET & ALLEY	TOTAL:	20,640.33

PACKET : 22744 22745  
 VENDOR SET: Mult  
 FUND : 126 AIRPORT SPECIAL FUND  
 DEPARTMENT: 00 AIRPORT SPECIAL FUND  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0135	JOHN DEERE FINANCIAL (A	I-057263	126-500-3489	SYSTEM MAINT NIPPLES,PVC BUSHINGS	090312	6.38
		I-B62623	126-500-3489	SYSTEM MAINT SEWAGE PUMP	090312	251.99
		I-B67346	126-500-3489	SYSTEM MAINT WATER,GREASE,CABLE	090312	60.79
01-1582	OTA PIKEPASS CENTER	I-20240396887	126-500-3491	TRAINING/TRAV PIKEPASS FEES	090385	2.90
01-1796	AT&T	I-03/2024 AIRPORT	126-500-3312	PHONE/INTERNE MONTHLY PHONE CHARGE @	090310	148.70
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264	126-500-1050	MED/LIFE INSU AIRPORT	090339	88.38
01-4418	AMAZON CAPITAL SERVICES	I-1CGN-GGHK-4FM9	126-500-3489	SYSTEM MAINT CAMELOT KEYPAD ENTRY	090304	119.00
		I-1LNV-PHNT-DKWM	126-500-3489	SYSTEM MAINT KEYPAD ENTRY, OWL DECOY	090304	366.00
01-4550	TELADOC HEALTH, INC.	I-3071967 CITY	126-500-1050	MED/LIFE INSU AIRPORT	090408	8.31
01-5174	SUN LIFE	I-03/2024 CITY	126-500-1050	MED/LIFE INSU AIRPORT	090407	12.80
					DEPARTMENT 00 AIRPORT SPECIAL FUND	TOTAL: 1,065.25
					FUND 126 AIRPORT SPECIAL FUND	TOTAL: 1,065.25

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REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 28

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 138 2009 SALES TAX FUND

DEPARTMENT: 00 PUBLIC SAFETY SALES TAX

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4336	SPECIAL OPS UNIFORM	I-348533	138-500-5002	BODY ARMOR RE 10 BODY ARMOUR VESTS	090401	14,070.00
					DEPARTMENT 00 PUBLIC SAFETY SALES TAX TOTAL:	14,070.00
					FUND 138 2009 SALES TAX FUND TOTAL:	14,070.00

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REGULAR DEPARTMENT PAYMENT REGISTER

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 139 GRANT FUND

DEPARTMENT: 00 GRANT FUND

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1293	WALMART	I-08229	139-500-3530	LIBRARY STATE UMBRELLAS,WHITE CARDS	090413	23.94
01-4418	AMAZON CAPITAL SERVICES	I-16LL-MCGV-9T9L	139-500-3530	LIBRARY STATE PROGRAM SUPPLIES	090304	16.47
01-4833	FIRST BOOK	I-7001240363	139-500-3530	LIBRARY STATE SRP SUPPLIES	090344	38.08
		I-7001240363A	139-500-3530	LIBRARY STATE SRP SUPPLIES	090344	119.70
01-5167	SCHOLASTIC INC	I-58317215	139-500-3530	LIBRARY STATE SRP BOOKS	090395	230.71
01-5253	SHERWOOD DESIGNS	I-03/2024	139-500-3560	SR. CITIZEN G DOMINO TABLE	090398	450.00
					DEPARTMENT 00 GRANT FUND	TOTAL: 878.90
					FUND 139 GRANT FUND	TOTAL: 878.90

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS POSTED MARCH 15, 2024, AT 11:12 A.M. AT THE CUSHING CITY HALL, 100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA

MINUTES OF THE REGULAR MEETING  
CUSHING CITY COMMISSION  
HELD AT 100 JUDY ADAMS BLVD.  
MARCH 18, 2024  
7:00 P.M.

**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**

The Regular Meeting of the Cushing City Commission was called to order on March 18, 2024, by Chairman Lofton. Vice-Chairman Orton led in prayer. Commissioner Roberson led in the pledge of allegiance.

PRESENT: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
ABSENT: NONE

**RECESS:** THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 7:03 P.M.

**RECONVENE:** THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 7:18 P.M.

- d. **Proclaim March 17-23, 2024, as National Safe Place Week.**

Angie Freeny with Payne County Youth Services was present to accept the proclamation and spoke of the current Safe Place locations in Cushing and the impact the program has provided for youth in the local communities.

- e. **Proclaim the month of April 2024 as Autism Awareness and Acceptance Month.**

Deputy Chief Myers and Sargent Watts were present to accept the proclamation. Deputy Chief Myers provided the history of the autism registry, Sargent Watts provided an exclamation about what the purpose of the registry does and how it is to better help the officers and how to apply to be on the registry.

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](mailto:citymanager@cityofcushing.org) by 12:00 pm (noon) on March 18, 2024. 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.

Linda Gaither expressed concern about the noise of the dogs barking in her neighborhood and also about the amount of traffic during the school drop off and pick up times of the day.

### 3. Consent Agenda

- a. Approve claims and payroll totaling: \$740,034.89
- b. Approve minutes: February 20, 2024 (Regular)  
March 4, 2024 (Special Joint with CMA Board of Trustees)
- c. Authorize the purchase of aviation fuel and expend up to \$60,000.00.
- d. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$30,000.00.
- e. Approve payment to Oklahoma Municipal Management Services in the amount of \$4,200.00 for payment of Invoice No. 17076 for inspection services.
- f. Authorize the City Manager to issue a purchase order to TKO Equipment Sales and Rental, LLC in an amount up to \$13,650.00 for demolition and clearing of lots at 609 North Cleveland, and to authorize payment.
- g. Authorize the City Manager to issue a purchase order to John Vance in an amount up to \$90,742.00 for the purchase of two (2) new Dodge Durango Police Vehicles, and to authorize payment.
- h. Statement of cash and investments as of February 29, 2024.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ORTON TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

### 4. Items Removed from Consent Agenda

None.

### 5. General Business

- a. Authorize the Chairman, Board of Commissioners, to execute an agreement with Oklahoma Municipal Management Services (OMMS) in an amount up to \$15,000.00 to lead the recruitment of the next City Manager, and to authorize payment.

MOTION: A MOTION WAS MADE BY COMMISSIONER BRANYAN TO AUTHORIZE THE CHAIRMAN TO EXECUTE AN AGREEMENT WITH OKLAHOMA MUNICIPAL MANAGEMENT SERVICES IN AN AMOUNT UP TO \$15,000.00 TO LEAD THE RECRUITMENT OF THE NEXT CITY MANAGER, AND TO AUTHORIZE PAYMENT. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

- b. **Authorize the City Manager to issue a purchase order to TKO Equipment Sales and Rental LLC, in an amount up to \$23,900.00 for demolition and installation of a new sidewalk on the East side of the 100 Block of South Harrison Avenue, and to authorize payment.**

MOTION: A MOTION WAS MADE BY COMMISSIONER BRANYAN TO AUTHORIZE THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO TKO EQUIPMENT SALES AND RENTAL LLC, IN AN AMOUNT UP TO \$23,900.00 FOR DEMOLITION AND INSTALLATION OF A NEW SIDEWALK ON THE EAST SIDE OF THE 100 BLOCK OF SOUTH HARRISON AVENUE, AND TO AUTHORIZE PAYMENT. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

**6. Resolutions**

- a. **RESOLUTION NO. 03-2024: A resolution declaring certain City owned real property to be obsolete or surplus; authorizing and directing the City Manager to sell or otherwise dispose of such obsolete or surplus property; and, providing for notice of sale.**

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ORTON TO APPROVE RESOLUTION NO. 03-2024 AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

- b. **RESOLUTION NO. 04-2024: A resolution authorizing and directing the Chairman, Bboard of Commissioners, to proclaim the holding of an election in the City of Cushing, Oklahoma, for the purpose of submitting to the registered, qualified voters of said city the question of amendment to Section 5 (m), Article Four, of the Charter of the City of Cushing, Oklahoma, so as to provide that the city manager shall be the purchasing agent for the city subject to any regulations which the Board of Commissioners may proscribe; amendment to Section 1, Article Eleven, of the Charter of the City of Cushing, Oklahoma, so as to provide that the Board of Commissioners shall have the power to sell any property, provided that when the value of such exceeds \$250,000.00, the question of sale shall first be submitted to the electors of the city; amendment to Section 2, Article Thirteen, of the Charter of the City of Cushing, Oklahoma so as to provide updated dates for filing of nominations for primary elections; repealing previous Resolution 01-2024 and as amended by 02-2024; this resolution is necessary due to limitations set by the election board.**

MOTION: A MOTION WAS MADE BY COMMISSIONER ROBERSON TO APPROVE RESOLUTION NO. 04-2024 AS PRESENTED WITH THE DATE OF JUNE 18, 2024. THE MOTION WAS SECONDED BY COMMISSIONER DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

**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))**

None.

**8. City Manager's Communications**

City Manager Brannon announced that our employees who were deployed with the military have returned to the states. Mr. Brannon also announced that the Great American Cleanup is scheduled for April 14<sup>th</sup> and gave a brief update on the upcoming dog park. Mr. Brannon spoke of Unit 10 at the Power Plant is to be set to undergo repair; Tracy Gerald from Cooper Machinery Services was present and gave an update on the repairs that are to be done. Mr. Brannon expressed appreciation to the commissioners for attending the State of the City Presentation. City Manager Brannon announced that he will put the maps of the proposed walking/bicycle trail on the city's Facebook page this night after the meeting.

Mr. Brannon gave a brief update on current street repair projects. Chairman Lofton asked City Manager Brannon for an update on the 69 kv with an underbuilt, Mr. Brannon deferred the question to the Electrical Superintendent Michael Starks. Mr. Starks gave a brief update on the substation being about 98% completed and the 69 kv with an underbuilt project is projected to be completely finished and online by May 30, 2024.

**9. Commissioners Community Announcements**

Commissioner Brayan spoke of his want for Cushing to be as nice as it can be, and Cushing Pride has a lot to do with the success of that in our town. Mr. Brayan spoke of the dog noise issue, trash in yards and lawn clippings. Mr. Brayan spoke of his experience in the 100 mile bicycle ride and the economic impact it had on the towns that participated, it would be a terrific opportunity in the future for Cushing to participate in. Mr. Brayan expressed thanks to City Manager for his compassion and leadership with Autism Awareness. Mr. Brayan spoke of the effort and money it takes staff to keep the city running, appreciates the staff who put in the effort.

Commissioner Dowell dittoed what Commissioner Brayan said.

Commissioner Roberson spoke of how great it is to have a clean community and encouraged everyone to volunteer for the Great American Cleanup. Mr. Roberson announced the next Cushing Pride Recycling event will be March 24, 2024, from 12 p.m. – 2 p.m. Commissioner Roberson also announced that Saturday, March 30<sup>th</sup> in the Cushing Memorial Park will be Gibble Easter Festival at 10 a.m., thanks to Dawn and Geoff Beasley and the Dunkin Theatre and other sponsors who continue to support the event and keep it going. Mr. Roberson thanked Angie Freeny and the Payne County Youth Services for the great work they do in Payne County and announced their annual fundraising event that will be held on April 6<sup>th</sup>. Mr. Roberson thanked Ms. Gaither for attending and expressing concerns and has full faith that City Manager Brannon will collaborate with her through this issue. Mr. Roberson went on to express thanks to the Police Department and Mr. Brannon for their engagement and awareness of Autism Awareness. Mr. Roberson expressed thanks to Connie Scothorn with CLS and Tracy Gerald with Cooper Machinery Services for being here tonight.

Vice-Chairman Orton expressed best wishes to the employees who was deployed and has now returned home. Mr. Orton thanked City staff for continuous work to keep city running and encouraged everyone to bring kids to the Easter Egg Hunt in the park.

Chairman Loft echoed what everyone else said before him.



**10. Adjournment**

MOTION: A MOTION WAS MADE BY COMMISSIONER ROBERSON TO ADJOURN THE MARCH 18, 2024, MEETING OF THE CUSHING CITY COMMISSION AT 8:01 P.M. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ORTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON,  
NAYS: NONE

\_\_\_\_\_  
RICKY LOFTON, CHAIRMAN  
CUSHING CITY COMMISSION

( S E A L )

ATTEST:

\_\_\_\_\_  
JERRICA WORTHY, CITY CLERK

# Oklahoma Municipal Management Services

**Invoice**  
17456

Oklahoma Municipal Management Services  
7633 E 63rd Pl, Suite 507  
Tulsa, OK 74133

**Invoicing Date:** 04/08/2024  
**Member ID:** 127  
**Invoice Due:** 04/08/2024

Terry Brannon  
City of Cushing  
P.O. Box 311  
Cushing, OK 74023

Description	Qty	Rate	Amount
OMMS Building Inspection Services on 2/27/24	1.00	600.00	600.00
OMMS Building Inspection Services on 2/29/24	1.00	600.00	600.00
OMMS Building Inspection Services on 3/5/25	1.00	600.00	600.00
OMMS Building Inspection Services on 3/7/24	1.00	600.00	600.00
OMMS Building Inspection Services on 3/12/24	1.00	600.00	600.00
OMMS Building Inspection Services on 3/14/24	1.00	600.00	600.00
OMMS Building Inspection Services on 3/19/24	1.00	600.00	600.00
OMMS Building Inspection Services on 3/21/24	1.00	600.00	600.00
OMMS Building Inspection Services on 3/26/24	1.00	600.00	600.00
OMMS Building Inspection Services on 3/28/24	1.00	600.00	600.00
OMMS Building Inspection Services on 4/2/24	1.00	600.00	600.00
OMMS Building Inspection Services on 4/4/24	1.00	600.00	600.00
Plan Review on 4/1/2024	1.00	75.00	75.00

<b>Total:</b>	7,275.00
<b>Amt Paid:</b>	0.00
<b>Balance Due:</b>	7,275.00



Member ID	Invoice	Due Date	Total Due	Total Payment Enclosed
127	17456	04/08/2024	\$7,275.00	\$

Please verify address and provide corrections

Terry Brannon  
City of Cushing  
P.O. Box 311  
Cushing, OK 74023

Correct Address

Make checks payable to:

Oklahoma Municipal Management Services  
3650 S Boulevard  
Edmond, OK 73013

MasterCard
  Visa
  Discover
  American Express

Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_ Signature \_\_\_\_\_ Sec. Code \_\_\_\_\_

Convenient online payment option at: <https://www.okmms.org/>



KSA Engineers, Inc.  
 140 East Tyler Street, Suite 600  
 Longview, TX 75601  
 USA  
 Tax registration number: 75-1600863

City of Cushing, OK

100 Judy Adams Blvd.  
 Cushing, OK 74023  
 USA

**Invoice**

**Invoice number** ARIV1008746  
**Date** Mar 30, 2024  
**Customer account** ARCU0003275  
**Payment terms** Net 30 Days  
**Customer PO**  
 Mar 1, 2024 to Mar 30, 2024  
**Project manager** Christopher Todd  
 Munroe

**CUS002: ; Cushing Municipal Airport Master Plan**

Phase	Contract value	% Progress	Earned	Previous billing	Current billing
Study Initiation/Project Management	10,500.00	84.95%	8,919.75	8,919.75	0.00
Aviation Demand Forecasts	29,300.00	100.00%	29,300.00	17,580.00	11,720.00
Facility Requirements	25,740.00	100.00%	25,740.00	23,680.80	2,059.20
Alternatives Evaluation	31,510.00	74.00%	23,317.40	12,919.10	10,398.30
Airport Plans	32,310.00	0.00%	0.00	0.00	0.00
Recommended Development/Implementation Plan	28,440.00	0.00%	0.00	0.00	0.00
Public Outreach Plan	21,100.00	59.00%	12,449.00	12,449.00	0.00
Documentation	13,460.00	13.00%	1,749.80	1,749.80	0.00

Description	Quantity	Price	Amount
<b>Project CUS002: ; Cushing Municipal Airport Master Plan</b>			24,177.50
<b>Limit: 192,360.00 ; To date: 101,475.95 ; Remaining: 90,884.05</b>			

**Grand total** 24,177.50  
**Currency** USD

The City  
**Cushing** | Agenda Item Cover Sheet

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF  
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

Date of Meeting: April 15, 2024,

Agenda Item No: 3 G

Subject: **Camera Installation for Service Center Facility**

Staff Resources: Terry Brannon, City Manager  
Derek Griffith, Assistant City Manager  
Jeremy Brown, Fleet Services Manager  
Dalton Bird, I.T. Specialist

**I. Summary:**

Staff is requesting approval for the installation of a 7-camera system to monitor our fleet services and public works divisions at our Puckett St. location between Moses and Cherry. The cameras would surveil main entrances along with equipment and material storage areas. Given the amount of traffic and assets at the facilities along with a recent theft staff feels it would be prudent to monitor the location. In FY 23/24 funding was approved for the installation of a camera system for our fleet services but that funding was shifted to a fuel system project that took priority. After internal dialogue during our budget meetings, it was determined that adequate funding exists in the contingency fund to now complete the project and additional cameras to cover public works. We are proposing a Verkada camera system, provided by S2 Solutions, which is consistent with other cameras already in place at other facilities that have the ability to be monitored remotely by the police department.

PROVIDER	TOTAL COST	QUOTE TYPE
S2 Solutions	\$9,801.25	Quote

**II. Fiscal Impact:**

This action will not create a negative impact. This is a project that was identified on the capital plan for FY 23/24 and there is adequate funding in the contingency fund for completion. (110-502-3540)

**III. Recommended Action:**

Authorize the City Manager to issue a purchase order to S2 Solutions, in an amount up to \$9,801.25 for the installation of a camera system at fleet services and public works facilities at the Puckett St. location, and to authorize payment.



W Alameda St

Pucket Ave

W Morgan St

Maintenance Center

W Cherry St

S2 Solutions, Inc.  
 4531 E. 108<sup>th</sup> Street  
 Tulsa, OK 74137  
 1-855-573-7491  
 Oklahoma License #244553



Security & System Specialist

S2 Solutions, Inc.  
 2828 NW 57<sup>th</sup> Street, Suite 21  
 Oklahoma City, OK 73112  
 405-570-1484  
 Oklahoma License # 244553

**Date: 4-3-24**  
**To: Dalton Bird**  
**From: Billy York**  
**PROJECT: City of Cushing- Fleet Services (7) Camera Installation**

**Fleet Services: Purchase and Installation of a (7) Camera system with 1yr licensing and installation. Per Walk Thru with Dalton**

**Installation and cabling of (4) Domes on West building covering West Gate, North Lot Area and East Side of building with (1) Bullet on South Side covering lot and pumps.**

**Installation and cabling of (2) Domes on East Building covering south gate and north side of building machinery.**

## Project Pricing

City of Cushing- Fleet Services

Pathways & Spaces Section:				Material		Labor		Total
Product Description	Manufacturer	Manufacturer Part #	Quantity	Unit	Extended	Unit	Extended	
CD42 Outdoor Dome Camera	Verkada	CD42-256E-HW	6	\$ 900.00	\$ 5,400.00	\$ -	\$ -	\$ 5,400.00
CB52 Outdoor Bullet Zoom Lense	Verkada	CB52-256E-HW	1	\$ 1,050.00	\$ 1,050.00	\$ -	\$ -	\$ 1,050.00
1yr Camera License	Verkada	LIC-CAM-1Y	7	\$ 150.00	\$ 1,050.00	\$ -	\$ -	\$ 1,050.00
Cabling/Camera install and Test	installation	installation	7	\$ 43.75	\$ 306.25	\$ 285.00	\$ 1,995.00	\$ 2,301.25
0	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -
					\$ 7,806.25	\$ 1,995.00	\$	\$ 9,801.25

## Project Pricing

Material Total	\$ 7,806.25
Labor Total	\$ 1,995.00
Expenses	\$ -
Sub Total	\$ 9,801.25
Taxes	\$ -
Sub Total	\$ 9,801.25
Bond Calc #1	\$ -
Bond Calc #2	\$ -
Bonding	\$ -
Project Total	\$ 9,801.25

S2 Solutions, Inc.  
1531 E. 108<sup>th</sup> Street  
Tulsa, OK 74137  
1-855-573-7491  
Oklahoma License #244553



*Security & System Specialist*

S2 Solutions, Inc.  
2828 NW 57<sup>th</sup> Street, Suite 21  
Oklahoma City, OK 73112  
405-570-1484  
Oklahoma License # 244553

### ***Assumptions***

If required, management will provide all installation personnel with access badges, keys, and or escorts in order to perform the work in a timely manner.

Return trips for operational verification, of other vendor's equipment, will be at billable rates should there be no fault found with the cabling or device installation.

Any customer requested work and or materials beyond the original scope of work described in this proposal and or the "Proposal Attachment" is subject to additional charges.

Delays due to: closings, material availability, limited access or other events, which are the result of the customer, will be billed per hour for every hour the delay exists.

No electrical/conduit work is included in this proposal

Electrical power is to be supplied by others and will be available throughout the duration of this project.

**"This pricing is valid for a period of "30" Calendar days from the date of this proposal"**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Title**

**Thank you,  
Billy York  
Operations/Sales  
(405) 200-3623  
byork@s2-ok.com**

The City  
**Cushing** | Agenda Item Cover Sheet

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

Date of Meeting: April 15, 2024 Agenda Item No: 34

Subject: Purchase of Patrol Rifles

Staff Resources: Charles Claxton, Police Chief  
Nicholas Myers, Deputy Chief

**I. Issue**

The Cushing Police Department proposes purchasing eighteen (18) patrol rifles with accessories.

**II. Summary**

Staff is recommending the purchase of eighteen (18) Colt rifles with optics. Currently, the department allows officers to purchase their own rifles to carry on patrol after training and qualification. Not all staff members have this valuable tool at their disposal. The current program does not support continuity between the equipment, creating a disadvantage in the event of an emergency.

We received a quote based on the state contract (SW 220-6267) from GT Distributors, a Texas-based company servicing Texas and Oklahoma. GT Distributors is our primary distributor of firearms and other police-related gear.

GT Distributors quoted the purchase of eighteen (18) patrol rifles with optics at a projected cost of \$28,613.52. Implementation of a department supported rifle program ensures needed continuity and standardization. GT Distributors pricing is as follows:

PROVIDER	PRICE PER RIFLE/w OPTIC	TOTAL COST	QUOTE TYPE
GT Distributors	\$1,589.64	\$28,613.52	State Contract

**III. Fiscal Impact**

Although not included in the FY 23 -24 budget, staff believes this purchase can be made using funds allocated from the Contingency Fund (110-502-3540), which is sufficiently funded. This action will not cause a negative budget impact.

**IV. Recommended Action:**

Authorize the City Manager to issue a purchase order to GT Distributors in an amount up to \$28,613.52 for the purchase of eighteen (18) patrol rifles, to include accessories, and to authorize payment.





GT Distributors - Austin  
 1124 New Meister Ln., Ste 100  
 Pflugerville TX 78660  
 (512) 451-8298 Ext. 0000

Quote:	QTE0186888
Date:	2/20/2024
Page:	1

**Bill To:**

Cushing Police Dept (OK)  
 PO Box 311  
 Cushing OK 74023

**Ship To:**

Cushing Police Dept (OK)  
 211 W. Main St.  
 Attn:  
 Cushing OK 74023

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
240220A 6933-EPR	005347	RA	U	NET 15	0/0/0000	2,877,626
Quantity	Item Number	Description	UOM	Unit Price	Ext. Price	
1	NOTES*	Notes:  OkI Contract SW220-6267 Pricing per OkI State Contract SW220-6267	EA	\$0.00	\$0.00	
18	COLT-CR6933-EPR	Colt Commando EPR 5.56mm 11.5" SBR Blac	EA	\$1,158.88	\$20,859.84	
36	MAGPUL-MAG557-BLK	Magpul PMAG 30 AR/M4 GEN M3 5.56x45 Bla	EA	\$12.00	\$432.00	
18	HOLO-HS515GM-LEM	Holosun Red Multi-Reticle, 7075 Aluminum, Er	EA	\$249.88	\$4,497.84	
18	HOLO-HM3X-LEM	3x Magnifier, Aluminum Housing LE MODEL	Each	\$156.88	\$2,823.84	

**QUOTE IS GOOD FOR 30 DAYS. IN ORDER TO RECEIVE QUOTED PRICE  
 PLEASE PRESENT A COPY OF QUOTE AT POINT OF SALE IN STORES OR  
 REFERENCE QUOTE NUMBER ON PO OR REQUISITION**

Thank you for your business. Robert Arbuckle  
 Dep. Chief Nick Myers  
 <deputvchief@cityofcushina.org>

Subtotal	\$28,613.52
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
<b>Total</b>	<b>\$28,613.52</b>

The City of  
**Cushing** | Agenda Item Cover Sheet  
OKLAHOMA

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF  
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

Date of Meeting: April 15, 2024

Agenda Item No: 31

Subject: Laptop Purchases for Cushing Police Administration Staff

Staff Resources: Chuck Claxton, Chief of Police  
Nick Myers, Deputy Chief of Police  
Dalton Bird, I.T. Specialist.

**I. Summary:**

The purchase of two new Dell Latitude 5430 Rugged laptops for the police department.

**II. Background:**

To provide our officers with access to modern technology to enhance their abilities to serve the community. The City of Cushing procured seven new laptops last year and distributed them to our patrol officers, this allowed the officers to be more efficient and effective while safeguarding the citizens of Cushing. We are seeking to continue towards that goal regarding the department's administrative staff. These laptops will enable staff to access crucial digital policing records and services while being physically away from the police station. This allows them to have greater flexibility should they need it to carry out their duties while outside of the Cushing Safety Center. We are seeking to purchase these laptops from Interworks as we have an existing information technology contract with them.

PROVIDER	TOTAL COST	QUOTE TYPE
Interworks	\$6,284.78	Quote

**III. Fiscal Impact:**

This action will not create a negative impact. Adequate funding was approved and allocated for this project for FY 23/24 within the police department budget. *Technology Maintenance (110-507-3303)*

**IV. Recommended Action:**

Authorize the City Manager to issue a purchase order to Interworks in an amount up to \$6,284.78 for the purchase of two (2) Dell Latitude 5430 Rugged laptops for the Police Department, and to authorize payment.



# Solution Proposal

City of Cushing  
100 Judy Adams Blvd.  
Cushing, 74023

QUOTE #: IWQQ29678

REF #: 331884

Date: 04/05/2024

Qty.	Item / Description	Unit Price	Extended Price
2	Dell Latitude 5430 Rugged 11th Gen Intel® Core™ i5-1145G7, vPro® (8 MB cache, 4 cores, 8 threads, 2.60 GHz to 4.00 GHz Turbo) Windows 11 Pro, English, French, Spanish Intel® Core™ vPro i5-1145G7 with Iris Xe Graphics 16 GB: 2 x 8 GB, DDR4, 3200 MT/s 512 GB, M.2, PCIe NVMe, SSD, Class 35 14" Touch 1100 nits WVA FHD (1920 x 1080) 100% sRGB Anti-Glare, Outdoor Viewable, Passive Pen English US RGB Backlit Sealed Internal keyboard Intel® AX210, 2x2, 802.11ax, Bluetooth® wireless card 3 Cell, 53.5 Wh, ExpressCharge™ Capable 90W 461G Type-C EPEAT Adapter No Fingerprint, no Smartcard reader 5G - Qualcomm(R) Snapdragon(TM) X55 Global 5G (DW5930e), eSIM, AT&T, no NMEA GPS port 3Y ProSupport Plus with ProSupport and AD and KYHD and Service Account Mgr Lead Time 3 weeks	\$3,142.39	\$6,284.78
<b>Total:</b>			<b>\$6,284.78</b>

To accept this quotation, sign here and return:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name (printed): \_\_\_\_\_

Title: \_\_\_\_\_

Ship to Address: \_\_\_\_\_

PO #: \_\_\_\_\_

(If different than address listed above)

(If required, please attach)

InterWorks, Inc. does not accept responsibility for defective parts or any additional labor caused by defective parts. Equipment and applicable freight will be billed upon receipt of equipment at the designated shipping address. Pricing does not include labor, unless shown specifically elsewhere in the proposal documents. Pricing does not include shipping, applicable state, city, or local sales tax, unless shown specifically elsewhere in the proposal documents. Payment terms are net balance due upon receipt of invoice. Standard return policy is set at 30-day period for returns on hardware, however InterWorks is subject to distributors return policies and are subject to change without prior notice. Standard Licensing return policy is 10-days within date of order and is subject to change without prior notice. We do strive to honor quotes for 30 days, but product availability and pricing is subject to change by our vendors. Any product or price changes will be communicated with best effort at the time of order processing.

**Thank You For Your Business!**

1425 S Sangre Rd, Stillwater, OK 74074

Main Office Number 405.624.3214 Fax 405.533.1039

The City of  
**Cushing** | Agenda Item Cover Sheet  
OKLAHOMA

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF  
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

**Date of Meeting:** April 15, 2024      **Agenda Item No:** 3 J

**Subject:** Appointments to the Senior Citizens Center Advisory Board

**Staff Resources:** Terry Brannon, City Manager  
Debbie Brown, Director

**I. Summary**      The terms of John Duckworth, Bob Roberts and Terry Rodgers on the Senior Citizens Center Advisory Board expire in April, 2024. All are three year terms. The Advisory Board has recommended that all three members be reappointed to serve new terms. No other applications were submitted for consideration. Their recommendation is attached. Current membership of the Senior Citizen Center Advisory Board is as follows:

John Duckworth	4/24
Bob Roberts	4/24
Terry Rodgers	4/24
Joanne Taylor	4/25
Karen Thompson	4/25
Ruth Riffe	4/25
Kathy Joiner	4/26
Nancy Franklin	4/26
Vickie Carr	4/26

**II. Fiscal Impact**      None

**III. Recommended Action**      As part of the consent agenda, appoint John Duckworth, Bob Roberts and Terry Rodgers to serve new three year terms on the Senior Citizens Center Advisory Board through April 2027.



Cushing Senior Citizens Center  
203 E Cherry  
Cushing, OK 74023

Debbie Brown, Director  
918-225-5333  
srcitizens@cityofcushing.org

April 5, 2024

**CUSHING SENIOR CITIZENS CENTER**  
**REPORT TO THE CITY COMMISSION**  
**RECOMMENDATIONS FOR APPOINTMENT TO THE**  
**CUSHING SENIOR CITIZENS ADVISORY BOARD**

To: The City Commission of the City of Cushing

The Advisory Board of the Cushing Senior Citizens Center met on April 5, 2024 and recommend the following people to new terms.

John Duckworth  
Bob Roberts  
Terry Rodgers

John Duckworth has just finished his term on the board and would like to continue to serve. He attends the center regularly and participates in playing pool & dominoes and eats lunch. He has also been on our field trips.

Bob Roberts would also like to continue his service as a board member. Bob attends regularly and enjoys playing dominoes and eating lunch at the center. He plans on participating in our next field trip.

Terry Rodgers came on the board in February, finishing the term of Mary Underwood. She is extremely active at the center. She plays canasta, bunco, goes on field trips, eats lunch, and volunteers. She would like to continue to serve also.

**John Duckworth**

Cushing Senior Citizens Board Chairman

The City of  
**Cushing** | Agenda Item Cover Sheet  
OKLAHOMA

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF  
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

**Date of Meeting:** April 15, 2024

**Agenda Item No:** 3K

**Subject:** Terms expiring on the Library Board

**Staff Resources:** Michael Haynes, Director

- I. Summary** The terms of Sara Payne Keyes and Cheryl Arthurs on the Library Board will expire in June, 2024. All are three year terms. The Commission has requested that staff advise them of any upcoming term expirations or vacancies on the various advisory boards. A recommendation for appointments will be made at a future meeting for your consideration. Current membership of the Library Board is as follows:

Sara Payne Keyes	6/24
Cheryl Arthurs	6/24
Bridget Mason	6/25
Vicki Daves	6/25
Frank Denney	6/25
Amy Cline	6/26
Misty Naifeh	6/26

**II. Fiscal Impact** No fiscal impact

**III. Recommended Action** None necessary. Information only.

The City of  
**Cushing** | Agenda Item Cover Sheet  
OKLAHOMA

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF  
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

**Date of Meeting:** April 15, 2024

3L

**Subject:** Statement of Cash and Investments as of March 31, 2024

**Staff Resources:** City Clerk and City Treasurer

**I. Summary** Reports are attached for your review

**II. Fiscal Impact** NA

**III. Recommended Action** None necessary

CITY OF CUSHING  
FINANCIAL INFORMATION  
AS OF MARCH 2024

100% DEBT OBLIGATION CONSISTENT WITH 5 YEAR HISTORY

9 MONTHS OF BUDGET=75.00%

FUND	CASH	INVESTMENTS	LIABILITIES	YTD		% OF		YTD		% OF		EXCESS REVENUE OVER EXPENSES
				REVENUES	BUDGET	EXPENSES	BUDGET	EXPENSES	BUDGET			
GENERAL FUND (*)	7,774,587.45	1,304,162.36	8,516,694.61	78.92	8,737,793.13	65.66	(221,098.52)					
STREET & ALLEY	4,302,727.44	20,640.33	1,646,113.64	104.71	504,199.06	12.34	1,141,914.58					
SINKING FUND	1,242,164.77	-	36,574.16	126.12	41,729.20	143.89	(5,155.04)					
CAPITAL IMPROVEMENT FUND	13,082.81	-	-	-	-	-	-					
LIBRARY/QUADRAPLEX	679,908.11	-	253,231.45	71.53	322,139.26	73.21	(68,907.81)					
COURT	64,504.22	2,440.77	8,774.87	62.68	6,248.95	28.53	2,525.92					
AIRPORT SPECIAL FUND	1,095,687.10	1,066.25	360,594.76	27.56	342,339.74	23.75	8,255.02					
2009 SALES TAX FUND	2,718,024.42	14,070.00	1,390,405.63	99.17	1,452,237.56	79.38	(61,831.93)					
GRANT FUND	40,217.18	878.90	3,384.00	100.00	5,975.36	60.32	(2,591.36)					
HOSPITAL REACQUISITION FUND	317,601.78	-	9,525.09	100.00	-	-	9,525.09					
CMA OPERATING FUND (**)(****)	32,681,714.18	11,645,609.63	13,337,433.97	78.52	10,877,554.27	57.63	2,459,879.70					
CMA CAPITAL IMPROVEMENT	9,647,371.48	65,098.62	4,908,140.37	52.41	13,150,671.56	70.48	(8,242,531.19)					
CMA METER DEPOSIT FUND	1,037,533.36	1,037,553.36	-	-	-	-	-					
CUSHING HOSPITAL AUTHORITY	7,136,714.22	-	693,510.74	87.97	2,041,978.08	93.69	(1,348,467.34)					
CUSHING INDUSTRIAL AUTHORITY	744,787.76	151,855.49	80,997.86	79.41	88,587.54	30.28	(7,589.68)					
TOTALS	69,498,626.28	14,243,374.71	31,235,381.15	37,571,453.71	(6,336,072.56)							

CURRENT YEAR 23/24

(\*) General Fund FY 23/24 Reserve Range \$3,440,220.90 - \$5,733,701.50 which is 30%-50% of budgeted operating expenditures. Funded at 50% threshold (\$5,733,701.50) as of March 31, 2024. Note that all calculations are based on estimates and comparison to net cash availability at a specific point in time.

(\*\*) CMA Fund FY 23/24 Reserve Range is \$5,478,287.10 - \$9,130,478.50 which is 30%-50% of budgeted operating expenditures. Funded at 50% threshold (\$9,130,478.50) as of March 31, 2024. Note that all calculations are based on estimates and comparison to net cash availability at a specific point in time.

(\*\*\*\*) Cash/Investment and Liability balances represent May 2023 borrowing proceeds and obligations associated with the construction of the Harmony Substation. Initial borrowing was \$12,000,000. Payments are scheduled to be applied semi-annually in May and November. Liability represented at full liability for both short term and long term debt.



CITY OF CUSHING  
FINANCIAL INFORMATION  
AS OF MARCH 2023

100% DEBT OBLIGATION CONSISTENT WITH 5 YEAR HISTORY

9 MONTHS OF BUDGET=75.00%

FUND	CASH INVESTMENTS	LIABILITIES	YTD REVENUES	% OF BUDGET	YTD EXPENSES	% OF BUDGET	EXCESS REVENUE OVER EXPENSES
GENERAL FUND (*)	7,797,712.04	1,015,272.94	8,070,021.33	77.58	9,199,313.96	67.84	(1,129,292.63)
STREET & ALLEY	2,645,644.51	2,367.96	1,059,041.11	99.86	451,402.49	20.66	607,638.62
SINKING FUND	1,244,665.68	-	16,069.13	55.41	16,138.49	55.65	(69.36)
CAPITAL IMPROVEMENT FUND	13,082.81	-	-	-	-	-	-
LIBRARY/QUADRAPLEX	667,630.99	-	249,480.22	70.47	246,825.10	69.82	2,655.12
COURT	59,566.09	1,795.88	8,988.48	64.20	5,493.49	79.62	3,494.99
AIRPORT SPECIAL FUND	1,107,174.99	4,879.67	828,836.78	63.94	347,012.06	37.11	481,824.72
2009 SALES TAX FUND	2,560,972.14	2,673.41	990,064.20	70.62	1,163,104.98	66.35	(173,040.78)
GRANT FUND	48,254.09	466.03	59,761.00	88.07	47,579.04	60.36	12,181.96
HOSPITAL REACQUISITION FUND	304,674.63	-	3,243.53	162.18	-	-	3,243.53
CMA OPERATING FUND (**)	33,453,267.04	12,788,125.28	13,835,133.01	89.22	12,780,391.23	66.99	1,054,741.78
CMA CAPITAL IMPROVEMENT	12,514,403.69	8,607.98	3,706,449.33	24.22	4,265,693.79	29.80	(559,244.46)
CMA METER DEPOSIT FUND	1,016,083.36	1,016,083.36	-	-	-	-	-
CUSHING HOSPITAL AUTHORITY	8,940,500.55	-	694,305.16	54.74	598,673.71	38.84	95,631.45
CUSHING INDUSTRIAL AUTHORITY	749,052.92	150,714.10	84,046.98	88.88	113,654.90	48.94	(29,607.92)
TOTALS	73,122,685.53	14,990,986.61	29,605,440.26		29,235,283.24		370,157.02

PRIOR YEAR 22/23

(\*) General Fund FY 22/23 Reserve Range \$3,074,845.26-\$6,149,690.52 which is 25%-50% of budgeted operating expenditures. Funded at 50% threshold (\$6,149,690.52) as of March 31, 2023. Note that all calculations are based on estimates and comparison to net cash availability at a specific point in time. Note that this financial status could potentially change as the budgetary \$3,150,582 deficit is realized.

(\*\*) CMA Fund FY 22/23 Reserve Range is \$4,112,256.25-\$8,224,512.50 which is 25%-50% of budgeted operating expenditures. Funded at 50% threshold (\$8,224,512.50) as of March 31, 2023. Note that all calculations are based on estimates and comparison to net cash availability at a specific point in time. Note that this financial status could potentially change as the budgetary \$3,253,905 deficit is realized.

(\*\*\*) Cash/Investment and Liability balances represent May 2022 borrowing proceeds and obligations associated with the construction of the Harmony Substation. Initial borrowing was \$12,000,000. Payments are scheduled to be applied semi-annually in May and November.

**CITY OF CUSHING  
FINANCIAL INFORMATION  
AS OF MARCH 2022**

**100% DEBT OBLIGATION CONSISTENT WITH 5 YEAR HISTORY**

**9 MONTH OF BUDGET=75.00%**

FUND	CASH INVESTMENTS	LIABILITIES	YTD REVENUES	% OF BUDGET	YTD EXPENSES	% OF BUDGET	EXCESS REVENUE OVER EXPENSES
GENERAL FUND	8,850,185.58	1,072,850.15	7,933,474.60	89.55	7,754,012.08	88.35	179,462.52
STREET & ALLEY	2,233,220.26	60,302.26	1,427,293.87	99.43	95,191.32	4.43	1,332,102.55
SINKING FUND	1,244,416.64	-	4,255.50	21.28	4,115.36	20.58	140.14
CAPITAL IMPROVEMENT FUND	13,082.81	-	-	-	-	-	-
LIBRARY/QUADRAPLEX	664,065.44	-	234,801.48	72.47	232,650.42	72.70	2,151.06
COURT	55,647.59	2,416.12	10,758.10	51.30	8,452.07	49.72	2,306.03
AIRPORT SPECIAL FUND	115,123.97	3,559.71	273,360.55	28.91	597,862.84	57.23	(324,502.29)
2009 SALES TAX FUND	2,261,296.14	174,881.39	960,173.81	77.00	598,868.43	64.43	361,305.38
GRANT FUND	58,130.47	1,338.87	13,337.62	100.00	85,822.74	92.09	(72,485.12)
HOSPITAL REACQUISITION FUND	300,946.96	-	876.22	43.81	-	-	876.22
CMA OPERATING FUND	21,714,423.80	714,285.86	11,478,852.54	72.77	11,486,409.58	68.56	(7,557.04)
CMA CAPITAL IMPROVEMENT	10,234,774.91	92,792.69	658,759.13	32.12	1,605,885.38	47.90	(947,126.25)
CMA METER DEPOSIT FUND	979,263.36	979,263.36	-	-	-	-	-
CUSHING HOSPITAL AUTHORITY	8,767,286.90	235.00	596,389.46	101.51	1,538,904.71	96.61	(942,515.25)
CUSHING INDUSTRIAL AUTHORITY	761,671.14	151,294.43	311,537.30	92.46	357,329.67	77.00	(45,792.37)
<b>TOTALS</b>	<b>58,253,535.97</b>	<b>3,253,219.84</b>	<b>23,903,870.18</b>		<b>24,365,504.60</b>		<b>(461,634.42)</b>

**TWO YEAR 21/22**

- (\*) Construction loan from CMA paid off.
- (\*\*) Construction loan for the Public Safety Building paid off.
- (\*\*\*) General Fund FY 21/22 Reserve Range \$2,602,568-\$5,205,137, which is 25%-50% of budgeted expenditures. Funded at 50% threshold (\$5,205,137) as of March 31, 2022.
- (\*\*\*\*) CMA Fund FY 21/22 Reserve Range is \$3,943,430-\$7,886,860 which is 25%-50% of budgeted expenditures. Funded at 50% threshold (\$7,886,860) as of March 31, 2022.

CITY OF CUSHING  
FINANCIAL INFORMATION  
AS OF MARCH 2021

100% DEBT OBLIGATION CONSISTENT WITH 5 YEAR HISTORY

9 MONTHS OF BUDGET=75.00%

FUND	CASH INVESTMENTS	LIABILITIES	YTD		% OF		YTD		EXCESS REVENUE OVER EXPENSES
			REVENUES	BUDGET	EXPENSES	BUDGET			
GENERAL FUND	(****) 9,431,029.25	1,042,153.58	9,574,249.77	87.03	7,212,441.42	70.04	2,361,808.35		
STREET & ALLEY	836,337.95	3,324.75	44,949.01	74.30	73,770.33	9.12	(28,821.32)		
SINKING FUND	1,243,073.51	-	8,323.32	41.62	7,930.78	39.65	392.54		
CAPITAL IMPROVEMENT FUND	13,082.81	-	-	-	-	-	-		
LIBRARY/QUADRAPLEX	661,248.70	-	220,873.60	72.66	226,875.14	72.88	(6,001.54)		
COURT	48,418.13	488.08	8,078.00	38.52	23,647.01	64.79	(15,569.01)		
AIRPORT SPECIAL FUND	195,438.65	2,543.28	171,705.94	46.53	207,401.83	47.14	(35,695.89)		
2009 SALES TAX FUND	(*) 1,940,785.19	138,416.47	1,277,525.29	106.28	211,969.18	31.77	1,065,556.11		
GRANT FUND	127,450.64	-	55,835.04	319.06	7,088.14	11.50	48,746.90		
HOSPITAL REACQUISITION FUND	299,419.52	-	1,804.79	90.24	-	-	1,804.79		
CMA OPERATING FUND	(**)(****) 21,831,670.23	553,736.05	10,715,128.52	67.90	10,055,170.16	59.80	659,958.36		
CMA CAPITAL IMPROVEMENT	8,654,424.11	20,541.03	736,645.48	57.85	1,595,855.59	44.17	(859,210.11)		
CMA METER DEPOSIT FUND	953,023.36	953,023.36	-	-	-	-	-		
CUSHING HOSPITAL AUTHORITY	9,544,428.82	-	1,146,322.47	102.97	1,026,193.92	79.84	120,128.55		
CUSHING INDUSTRIAL AUTHORITY	817,571.90	157,291.44	79,237.43	109.09	108,723.85	51.11	(29,486.42)		
TOTALS	56,596,402.77	2,871,518.04	24,040,678.66		20,757,067.35		3,283,611.31		

THREE YEAR 20/21

(\*) Liabilities include \$138,416.47 outstanding balance for construction loan from CMA.  
 (\*\*) Cash/Investment balance includes \$138,416.47 outstanding receivable for construction loan for the Public Safety Bldg. Included to offset liability in 2009 Sales Tax Fund.  
 Note 1: To date, \$5,100,000 of the budgeted funds have been loaned from CMA to the '2009 Sales Tax Fund'. Total principal paid on the borrowed balance is \$4,961,583.53 which leaves an outstanding debt obligation in the '2009 Sales Tax Fund' and receivable balance in CMA of \$138,416.47. Semi-Annual payments will continue to be made in January and July.  
 (\*\*\*\*) General Fund FY 21/22 Reserve Range \$2,602,568-\$5,205,137, which is 25%-50% of budgeted expenditures. Funded at 50% threshold (\$5,205,137) as of March 31, 2021.  
 (\*\*\*\*\*) CMA Fund FY 21/22 Reserve Range is \$3,943,430-\$7,886,860 which is 25%-50% of budgeted expenditures. Funded at 50% threshold (\$7,886,860) as of March 31, 2021.

CITY OF CUSHING  
FINANCIAL INFORMATION  
AS OF MARCH 2020

100% DEBT OBLIGATION CONSISTENT WITH 5 YEAR HISTORY

9 MONTHS OF BUDGET=75.00%

FUND	CASH INVESTMENTS	LIABILITIES	YTD REVENUES	% OF BUDGET	YTD EXPENSES	% OF BUDGET	EXCESS REVENUE OVER EXPENSES
GENERAL FUND	(****) 6,850,202.44	949,103.61	6,583,035.10	73.28	6,804,536.87	66.89	(221,501.77)
STREET & ALLEY	1,372,557.19	5,971.50	45,061.18	63.92	149,963.85	10.00	(104,902.67)
SINKING FUND	1,240,969.13	-	17,131.72	57.11	18,843.56	62.81	(1,711.84)
CAPITAL IMPROVEMENT FUND	13,082.81	-	-	-	-	-	-
LIBRARY/QUADRAPLEX	664,917.52	-	231,824.87	76.26	228,059.82	74.48	3,765.05
COURT	64,550.70	1,294.25	11,147.54	53.16	3,510.94	9.24	7,636.60
AIRPORT SPECIAL FUND	144,650.85	1,329.49	260,667.73	26.97	250,587.28	22.02	10,080.45
2009 SALES TAX FUND	(*) 1,128,661.62	533,520.96	930,359.87	77.40	526,720.00	49.13	403,639.87
GRANT FUND	82,504.27	40.01	16,902.79	563.43	5,952.47	14.70	10,950.32
HOSPITAL REACQUISITION FUND	296,917.21	-	4,731.74	118.29	-	-	4,731.74
CMA OPERATING FUND	(**)(****) 20,861,353.13	619,952.09	12,028,849.14	76.22	9,932,802.23	54.09	2,096,046.91
CMA CAPITAL IMPROVEMENT	9,860,951.64	19,592.78	1,895,597.09	89.20	695,045.26	31.01	1,200,551.83
CMA METER DEPOSIT FUND	909,773.36	909,773.36	-	-	-	-	-
CUSHING HOSPITAL AUTHORITY	9,232,910.21	21,680.61	1,122,058.87	101.81	454,724.61	20.13	667,334.26
CUSHING INDUSTRIAL AUTHORITY	855,274.60	150,934.10	87,863.42	88.51	100,020.28	69.16	(12,156.86)
TOTALS	53,579,276.68	3,213,192.76	23,235,231.06		19,170,767.17		4,064,463.89

FOUR YEAR 19/20

(\*) Liabilities include \$523,349.02 outstanding balance for construction loan from CMA.  
 (\*\*\*) Cash/Investment balance includes \$523,349.02 outstanding receivable for construction loan for the Public Safety Bldg. Included to offset liability in 2009 Sales Tax Fund.  
 Note 1: To date, \$5,100,000 of the budgeted funds have been loaned from CMA to the '2009 Sales Tax Fund'. Total principal paid on the borrowed balance is \$4,576,650.98 which leaves an outstanding debt obligation in the '2009 Sales Tax Fund' and receivable balance in CMA of \$523,349.02. Semi-Annual payments will continue to be made in January and July.  
 (\*\*\*\*) General Fund FY 19/20 Reserve Range \$2,430,488-\$4,860,976, which is 25%-50% of budgeted expenditures. Funded at 50% threshold (\$4,860,976) as of March 31, 2020.  
 (\*\*\*\*\*) CMA Fund FY 19/20 Reserve Range is \$4,175,983-\$8,351,966, which is 25%-50% of budgeted expenditures. Funded at 50% threshold (\$8,351,966) as of March 31, 2020.

CITY OF CUSHING  
FINANCIAL INFORMATION  
AS OF MARCH 2019

100% DEBT OBLIGATION CONSISTENT WITH 5 YEAR HISTORY

9 MONTHS OF BUDGET=75.00%

FUND	CASH INVESTMENTS		LIABILITIES	YTD REVENUES		% OF BUDGET	YTD EXPENSES		% OF BUDGET	EXCESS REVENUE OVER EXPENSES
GENERAL FUND	6,561,946.56	935,458.68		7,475,161.81	91.90	6,625,530.81	70.76	849,631.00		
STREET & ALLEY	984,274.73	177.00		45,927.47	65.15	14,499.02	2.23	31,428.45		
SINKING FUND	1,241,373.86			16,534.57	117.47	17,088.18	121.41	(553.61)		
CAPITAL IMPROVEMENT FUND	13,082.81			3,000.00	100.00	13,800.00	92.00	(10,800.00)		
LIBRARY/QUADRAPLEX	661,234.54			246,194.89	84.89	255,951.97	81.18	(9,757.08)		
COURT	52,840.01	672.51		17,567.46	83.87	3,404.50	89.29	14,182.96		
AIRPORT SPECIAL FUND	242,165.13	627.96		259,091.73	48.69	339,123.92	51.15	(80,032.19)		
2009 SALES TAX FUND (*)	994,929.76	1,008,606.74		960,404.67	84.84	1,616,642.07	53.96	(656,237.40)		
GRANT FUND	70,568.57	1,540.01		13,247.50	7.35	15,581.42	7.52	(2,333.92)		
HOSPITAL REACQUISITION FUND	290,814.01			3,193.20	159.66			3,193.20		
CMA OPERATING FUND (**)	20,236,563.33	2,507,696.87		12,397,306.92	74.61	10,955,167.79	65.86	1,442,139.13		
CMA CAPITAL IMPROVEMENT	8,534,666.35	1,601.30		2,219,422.93	89.67	719,226.75	15.30	1,500,196.18		
CMA METER DEPOSIT FUND	919,063.36	919,063.36								
CUSHING HOSPITAL AUTHORITY	8,292,699.71	66,476.68		806,818.68	72.53	106,151.19	7.51	700,667.49		
CUSHING INDUSTRIAL AUTHORITY	875,672.03	150,776.14		85,215.37	90.73	38,848.17	28.13	46,367.20		
TOTALS	49,973,914.76	5,592,697.25		24,549,107.20		20,721,015.79		3,828,091.41		

FIVE YEAR 18/19

(\*) Liabilities include \$990,580.07 outstanding balance for construction loan from CMA.  
(\*\*) Cash/Investment balance includes \$990,580.07 outstanding receivable for construction loan for the Public Safety Bldg.  
Included to offset liability in 2009 Sales Tax Fund.

Note 1: To date, \$5,100,000 of the budgeted funds have been loaned from CMA to the '2009 Sales Tax Fund'. Total principal paid on the borrowed balance is \$4,109,419.93 which leaves an outstanding debt obligation in the '2009 Sales Tax Fund' and receivable balance in CMA of \$990,580.07. Semi-Annual payments will continue to be made on January and July.



**2021-2022 USE TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/9/2021	7/2021	6/2021	79,633.35
9/9/2021	8/2021	7/2021	57,281.40
10/9/2021	9/2021	8/2021	66,761.89
11/9/2021	10/2021	9/2021	68,114.50
12/9/2021	11/2021	10/2021	92,581.73
1/10/2022	12/2021	11/2021	85,188.85
2/9/2022	1/2022	12/2021	88,116.98
3/9/2022	2/2022	1/2022	63,059.71
4/8/2022	3/2022	2/2022	63,946.90
5/8/2022	4/2022	3/2022	81,174.24
6/8/2022	5/2022	4/2022	67,331.16
7/8/2022	6/2022	5/2022	80,391.75
<b>TOTAL USE TAX</b>			<b>893,583.46</b>

**2021-2022 TOBACCO TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/11/2021	7/2021	6/2021	4,623.32
9/13/2021	8/2021	7/2021	4,224.96
10/11/2021	9/2021	8/2021	3,720.51
11/10/2021	10/2021	9/2021	4,805.18
12/13/2021	11/2021	10/2021	4,162.45
1/11/2022	12/2021	11/2021	5,026.53
2/11/2022	1/2022	12/2021	2,941.42
3/11/2022	2/2022	1/2022	3,447.83
4/12/2022	3/2022	2/2022	4,438.63
5/11/2022	4/2022	3/2022	4,746.50
6/13/2022	5/2022	4/2022	3,932.74
7/12/2022	6/2022	5/2022	4,284.85
<b>TOTAL TOBACCO TAX</b>			<b>50,160.92</b>

**2021-2022 HOTEL TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/15/2021	7/2021	6/2021	7,633.63
9/15/2021	8/2021	7/2021	5,729.57
10/15/2021	9/2021	8/2021	5,393.00
11/15/2021	10/2021	9/2021	7,194.11
12/15/2021	11/2021	10/2021	7,752.83
1/15/2022	12/2021	11/2021	6,551.07
2/15/2022	1/2022	12/2021	6,950.73
3/15/2022	2/2022	1/2022	5,944.45
4/15/2022	3/2022	2/2022	8,178.75
5/15/2022	4/2022	3/2022	8,585.91
6/15/2022	5/2022	4/2022	8,519.33
7/15/2022	6/2022	5/2022	9,353.91
<b>TOTAL HOTEL TAX</b>			<b>87,969.29</b>

**2022 - 2023 USE TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/8/2022	7/2022	6/2022	83,160.58
9/9/2022	8/2022	7/2022	74,286.16
10/7/2022	9/2022	8/2022	84,577.07
11/9/2022	10/2022	9/2022	57,972.19
12/9/2022	11/2022	10/2022	75,048.43
1/9/2023	12/2022	11/2022	76,480.09
2/9/2023	1/2023	12/2022	109,433.45
3/9/2023	2/2023	1/2023	71,297.05
4/10/2023	3/2023	2/2023	87,330.76
5/9/2023	4/2023	3/2023	81,822.17
6/9/2023	5/2023	4/2023	95,048.11
7/10/2023	6/2023	5/2023	61,104.31
<b>TOTAL USE TAX</b>			<b>960,570.37</b>

**2022 - 2023 TOBACCO TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/8/2022	7/2022	6/2022	2,889.83
9/13/2022	8/2022	7/2022	4,110.10
10/11/2022	9/2022	8/2022	4,289.02
11/14/2022	10/2022	9/2022	3,436.08
12/13/2022	11/2022	10/2022	4,141.73
1/11/2023	12/2022	11/2022	4,520.78
2/13/2023	1/2023	12/2022	3,236.54
3/13/2023	2/2023	1/2023	3,002.50
4/12/2023	3/2023	2/2023	3,415.41
5/10/2023	4/2023	3/2023	3,428.86
6/12/2023	5/2023	4/2023	3,922.93
7/12/2023	6/2023	5/2023	3,336.45
<b>TOTAL TOBACCO TAX</b>			<b>43,731.23</b>

**2022 - 2023 HOTEL TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/15/2022	7/2022	6/2022	9,488.70
9/15/2022	8/2022	7/2022	10,695.90
10/15/2022	9/2022	8/2022	9,156.57
11/15/2022	10/2022	9/2022	7,090.35
12/15/2022	11/2022	10/2022	5,521.83
1/15/2023	12/2022	11/2022	5,369.78
2/15/2023	1/2023	12/2022	6,124.48
3/15/2023	2/2023	1/2023	6,030.60
4/15/2023	3/2023	2/2023	6,895.19
5/15/2023	4/2023	3/2023	6,862.04
6/15/2023	5/2023	4/2023	7,460.20
7/15/2023	6/2023	5/2023	7,433.66
<b>TOTAL HOTEL TAX</b>			<b>87,629.30</b>

**2023 - 2024 USE TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/9/2023	7/2023	6/2023	106,137.08
9/9/2023	8/2023	7/2023	129,448.38
10/6/2023	9/2023	8/2023	78,001.62
11/9/2023	10/2023	9/2023	83,250.09
12/9/2023	11/2023	10/2023	68,536.43
1/9/2024	12/2023	11/2023	92,753.64
2/9/2024	1/2024	12/2023	120,603.48
3/8/2024	2/2024	1/2024	76,235.71
4/8/2024	3/2024	2/2024	56,490.54
5/2024	4/2024	3/2024	
6/2024	5/2024	4/2024	
7/2024	6/2024	5/2024	
<b>TOTAL USE TAX</b>			<b>811,456.87</b>

**2023 - 2024 TOBACCO TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/10/2023	7/2023	6/2023	3,590.82
9/9/2023	8/2023	7/2023	3,338.91
10/10/2023	9/2023	8/2023	3,633.17
11/10/2023	10/2023	9/2023	3,083.49
12/11/2023	11/2023	10/2023	3,208.02
1/10/2024	12/2023	11/2023	3,675.86
2/13/2024	1/2024	12/2023	2,820.12
3/12/2024	2/2024	1/2024	2,756.89
4/10/2024	3/2024	2/2024	3,102.61
5/2024	4/2024	3/2024	
6/2024	5/2024	4/2024	
7/2024	6/2024	5/2024	
<b>TOTAL TOBACCO TAX</b>			<b>29,198.89</b>

**2023 - 2024 HOTEL TAX**

DATE RECEIVED	MONTH REPORTED	TAX MONTH	TOTAL AMOUNT
8/15/2023	7/2023	6/2023	6,098.32
9/15/2023	8/2023	7/2023	5,935.21
10/15/2023	9/2023	8/2023	5,631.31
11/15/2023	10/2023	9/2023	6,491.84
12/15/2023	11/2023	10/2023	7,532.42
1/15/2024	12/2023	11/2023	6,732.34
2/15/2024	1/2024	12/2023	6,331.33
3/15/2024	2/2024	1/2024	5,721.58
4/15/2024	3/2024	2/2024	
5/2024	4/2024	3/2024	
6/2024	5/2024	4/2024	
7/2024	6/2024	5/2024	
<b>TOTAL HOTEL TAX</b>			<b>50,454.35</b>

\*\* Missing one or more tax payment at this time.

SALES TAX COMPARISON

MONTH REPORTED	2020/2021	2021/2022	Difference	% +/-
JULY	487,032.96	468,504.92	-18,528.04	-3.82%
AUGUST	457,420.08	468,504.92	11,084.84	2.42%
SEPTEMBER	468,812.94	520,838.06	52,025.12	11.10%
OCTOBER	451,020.72	517,438.31	66,417.59	14.72%
NOVEMBER	462,389.14	538,320.54	75,931.40	16.42%
DECEMBER	470,824.95	510,620.84	39,795.89	8.45%
JANUARY	516,895.83	531,553.75	14,657.92	2.84%
FEBRUARY	478,511.94	570,348.14	91,836.20	19.21%
MARCH	459,342.22	547,645.02	88,302.80	19.22%
APRIL	502,221.13	525,370.15	23,149.02	4.61%
MAY	559,702.37	552,082.89	-7,619.48	-1.36%
JUNE	507,124.17	533,452.21	26,328.04	5.19%
YTD	5,854,998.25	6,304,745.01	449,746.76	7.69%
TOTALS	5,854,998.25	6,304,745.01	449,746.76	7.69%

USE TAX COMPARISON

MONTH REPORTED	2020/2021	2021/2022	Difference	% +/-
JULY	39,867.00	79,633.35	39,766.35	99.75%
AUGUST	106,935.58	57,281.40	-49,654.18	-46.44%
SEPTEMBER	35,293.45	60,781.89	25,488.44	72.23%
OCTOBER	42,669.47	68,114.50	25,445.03	59.64%
NOVEMBER	47,871.43	92,581.73	44,710.30	93.40%
DECEMBER	41,298.92	65,189.55	23,890.63	57.85%
JANUARY	60,851.71	99,116.98	38,265.27	62.74%
FEBRUARY	51,177.57	63,059.71	11,882.14	23.22%
MARCH	23,682.41	63,964.49	40,282.08	170.02%
APRIL	51,098.73	81,174.24	30,075.51	58.86%
MAY	58,732.06	67,331.16	8,599.10	14.62%
JUNE	59,629.63	60,381.75	758.12	1.27%
YTD	621,103.22	893,583.46	272,480.24	43.87%
TOTALS	621,103.22	893,583.46	272,480.24	43.87%

SALES TAX COMPARISON

MONTH REPORTED	2021/2022	2022/2023	Difference	% +/-	SALES TAX MONTH
JULY	468,634.82	562,387.04	93,752.22	19.99%	JUNE
AUGUST	498,042.05	694,423.98	196,381.93	39.43%	JULY
SEPTEMBER	520,838.06	547,783.91	26,945.85	5.17%	AUGUST
OCTOBER	517,438.31	515,968.82	-1,469.49	-0.28%	SEPTEMBER
NOVEMBER	538,320.54	582,700.26	44,379.72	8.24%	OCTOBER
DECEMBER	510,620.84	563,559.79	52,938.95	10.37%	NOVEMBER
JANUARY	531,553.75	536,352.89	4,799.14	0.90%	DECEMBER
FEBRUARY	570,348.14	511,872.31	-58,475.83	-10.25%	JANUARY
MARCH	547,645.02	495,821.87	-51,823.15	-9.46%	FEBRUARY
APRIL	525,370.15	571,316.03	45,945.88	8.75%	MARCH
MAY	552,082.89	478,308.28	-73,774.61	-13.36%	APRIL
JUNE	533,452.21	556,914.55	23,462.34	4.40%	MAY
YTD	6,304,745.01	6,470,389.04	165,644.03	2.63%	
TOTALS	6,304,745.01	6,470,389.04	165,644.03	2.63%	

USE TAX COMPARISON

MONTH REPORTED	2021/2022	2022/2023	Difference	% +/-	SALES TAX MONTH
JULY	79,633.35	83,190.58	3,557.23	4.47%	JUNE
AUGUST	57,281.40	74,288.16	17,006.76	29.69%	JULY
SEPTEMBER	66,781.89	64,877.07	-1,904.82	-2.85%	AUGUST
OCTOBER	68,114.50	67,972.19	-142.31	-0.21%	SEPTEMBER
NOVEMBER	92,581.73	75,048.43	-17,533.30	-18.94%	OCTOBER
DECEMBER	85,189.55	76,489.09	-8,699.46	-10.21%	NOVEMBER
JANUARY	88,116.98	109,433.45	21,316.47	24.19%	DECEMBER
FEBRUARY	63,059.71	82,297.54	19,237.83	30.50%	JANUARY
MARCH	63,964.49	67,330.58	3,366.09	5.26%	FEBRUARY
APRIL	81,174.24	81,822.17	647.93	0.80%	MARCH
MAY	67,331.16	82,048.11	14,716.95	21.85%	APRIL
JUNE	60,381.75	64,104.31	3,722.56	6.16%	MAY
YTD	893,583.46	960,570.37	66,986.91	7.50%	
TOTALS	893,583.46	960,570.37	66,986.91	7.50%	

SALES TAX COMPARISON

MONTH REPORTED	2022/2023	2023/2024	Difference	% +/-	SALES TAX MONTH
JULY	562,387.04	553,881.71	-8,505.33	-1.52%	JUNE
AUGUST	694,423.98	510,633.95	-183,790.03	-26.46%	JULY
SEPTEMBER	547,783.91	528,202.82	-19,581.09	-3.58%	AUGUST
OCTOBER	515,968.82	509,681.88	-6,286.94	-1.22%	SEPTEMBER
NOVEMBER	582,700.26	551,130.05	-31,570.21	-5.40%	OCTOBER
DECEMBER	563,559.79	622,012.65	58,452.86	10.37%	NOVEMBER
JANUARY	536,352.89	553,972.69	17,619.80	3.28%	DECEMBER
FEBRUARY	511,872.31	479,235.99	-32,636.32	-6.38%	JANUARY
MARCH	495,821.87	508,930.32	13,108.45	2.64%	FEBRUARY
APRIL	571,316.03	511,013.35	-60,302.68	-10.55%	MARCH
MAY	478,308.28	479,308.28	1,000.00	0.21%	APRIL
JUNE	556,914.55	4,893,286.35	4,336,371.80	776.85%	MAY
YTD	4,892,852.17	4,893,286.35	434.18	0.01%	
TOTALS	4,892,852.17	4,893,286.35	434.18	0.01%	

USE TAX COMPARISON

MONTH REPORTED	2022/2023	2023/2024	Difference	% +/-	SALES TAX MONTH
JULY	83,190.58	106,137.06	22,946.48	27.60%	JUNE
AUGUST	74,288.16	128,448.38	54,160.22	72.90%	JULY
SEPTEMBER	64,877.07	78,001.82	13,124.75	20.23%	AUGUST
OCTOBER	67,972.19	68,538.43	566.24	0.83%	SEPTEMBER
NOVEMBER	75,048.43	68,538.43	-6,510.00	-8.68%	OCTOBER
DECEMBER	76,489.09	109,433.45	32,944.36	43.08%	NOVEMBER
JANUARY	109,433.45	120,600.48	11,167.03	10.20%	DECEMBER
FEBRUARY	71,297.05	76,235.71	4,938.66	6.93%	JANUARY
MARCH	67,330.58	59,490.54	-7,840.04	-11.63%	FEBRUARY
APRIL	81,822.17	81,822.17	0.00	0.00%	MARCH
MAY	82,048.11	85,048.11	3,000.00	3.66%	APRIL
JUNE	64,104.31	64,104.31	0.00	0.00%	MAY
YTD	960,570.37	1,114,569.97	153,999.60	16.03%	
TOTALS	960,570.37	1,114,569.97	153,999.60	16.03%	

TOBACCO TAX COMPARISON

MONTH REPORTED	2020/2021	2021/2022	Difference	% +/-
JULY	4,916.70	4,628.32	-288.38	-5.84%
AUGUST	4,528.53	4,224.95	-303.57	-6.71%
SEPTEMBER	4,754.88	3,720.51	-1,034.37	-21.76%
OCTOBER	4,515.60	4,805.18	289.58	6.41%
NOVEMBER	4,898.29	4,162.45	-735.84	-15.02%
DECEMBER	4,884.82	5,028.53	144.71	2.96%
JANUARY	3,567.25	2,941.42	-625.83	-17.54%
FEBRUARY	3,822.89	3,447.83	-375.06	-9.81%
MARCH	4,860.64	4,458.63	-402.01	-8.28%
APRIL	5,106.53	4,748.50	-358.03	-7.03%
MAY	4,254.82	3,822.74	-432.08	-10.16%
JUNE	4,328.70	4,048.89	-279.81	-6.46%
YTD	54,028.47	50,160.92	-3,867.55	-7.16%
TOTALS	54,028.47	50,160.92	-3,867.55	-7.16%

MONTH REPORTED	2021/2022	2022/2023	Difference	% +/-	SALES TAX MONTH
JULY	4,628.32	2,889.89	-1,738.43	-37.58%	JUNE
AUGUST	4,224.95	4,110.10	-114.85	-2.72%	JULY
SEPTEMBER	3,720.51	4,289.02	568.51	15.26%	AUGUST
OCTOBER	4,805.18	3,456.08	-1,349.10	-28.08%	SEPTEMBER
NOVEMBER	4,162.45	4,141.73	-20.72	-0.50%	OCTOBER
DECEMBER	5,028.53	4,520.78	-507.75	-10.09%	NOVEMBER
JANUARY	2,941.42	3,228.54	287.12	9.76%	DECEMBER
FEBRUARY	3,447.83	3,002.50	-445.33	-12.92%	JANUARY
MARCH	4,458.63	3,415.41	-1,043.22	-23.40%	FEBRUARY
APRIL	4,748.50	3,429.86	-1,318.64	-27.74%	MARCH
MAY	3,822.89	3,822.89	0.00	0.00%	APRIL
JUNE	4,048.89	3,336.45	-712.44	-17.59%	MAY
YTD	50,160.92	43,731.23	-6,429.69	-12.82%	
TOTALS	50,160.92	43,731.23	-6,429.69	-12.82%	

TOBACCO TAX COMPARISON

MONTH REPORTED	2022/2023	2023/2024	Difference	% +/-	SALES TAX MONTH
JULY	2,889.89	3,580.82	690.93	23.91%	JUNE
AUGUST	4,110.10	3,358.91	-751.19	-18.28%	JULY
SEPTEMBER	4,289.02	3,833.17	-455.85	-10.63%	AUGUST
OCTOBER	3,456.08	3,083.49	-372.59	-10.78%	SEPTEMBER
NOVEMBER	4,141.73	3,208.02	-933.71	-22.54%	OCTOBER
DECEMBER	4,520.78	3,675.86	-844.92	-18.69%	NOVEMBER
JANUARY	3,228.54	2,820.12	-408.42	-12.65%	DECEMBER
FEBRUARY	3,002.50	2,755.89	-246.61	-8.21%	JANUARY
MARCH	3,415.41	3,102.81	-312.60	-9.15%	FEBRUARY
APRIL	3,429.86	3,822.89	393.03	11.46%	MARCH
MAY	3,822.89	3,336.45	-486.44	-12.72%	APRIL
JUNE	3,336.45	3,336.45	0.00	0.00%	MAY
YTD	43,731.23	28,189.88	-15,541.35	-35.54%	
TOTALS	43,731.23	28,189.88	-15,541.35	-35.54%	

TOBACCO TAX COMPARISON

MONTH REPORTED	2022/2023	2023/2024	Difference	% +/-	SALES TAX MONTH
JULY	2,889.89	3,580.82	690.93	23.91%	JUNE
AUGUST	4,110.10	3,358.91	-751.19	-18.28%	JULY
SEPTEMBER	4,289.02	3,833.17	-455.85	-10.63%	AUGUST
OCTOBER	3,456.08	3,083.49	-372.59	-10.78%	SEPTEMBER
NOVEMBER	4,141.73	3,208.02	-933.71	-22.54%	OCTOBER
DECEMBER	4,520.78	3,675.86	-844.92	-18.69%	NOVEMBER
JANUARY	3,228.54	2,820.12	-408.42	-12.65%	DECEMBER
FEBRUARY	3,002.50	2,755.89	-246.61	-8.21%	JANUARY
MARCH	3,415.41	3,102.81	-312.60	-9.15%	FEBRUARY
APRIL	3,429.86	3,822.89	393.03	11.46%	MARCH
MAY	3,822.89	3,336.45	-486.44	-12.72%	APRIL
JUNE	3,336.45	3,336.45	0.00	0.00%	MAY
YTD	43,731.23	28,189.88	-15,541.35	-35.54%	
TOTALS	43,731.23	28,189.88	-15,541.35	-35.54%	

TOTAL YTD TAXES 6,530,129.64  
TOTAL ALL TAXES 6,530,129.64

TOTAL YTD TAXES 7,248,889.39  
TOTAL ALL TAXES 7,248,889.39

TOTAL YTD TAXES 5,615,488.94  
TOTAL ALL TAXES 5,615,488.94

TOTAL YTD TAXES 5,615,488.94  
TOTAL ALL TAXES 5,615,488.94



The City of  
**Cushing** | Agenda Item Cover Sheet  
OKLAHOMA

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF  
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

Date of Meeting: April 15, 2024                      Agenda Item No: 5A

Subject: Vote for two nominees to serve on the OMAG Board of Trustees

Staff Resources: Terry Brannon, City Manager

**I. Summary**

Oklahoma Municipal Assurance Group is soliciting input from members about two trustee positions open on their Board of Trustees. The terms are three-year terms commencing on July 1, 2024. See attachment from OMAG with a listing of all nominees and a biographical sketch on each of them.

Staff is familiar with two of the nominees, which are:

Craig Stephenson, City Manager, City of Ponca City  
Tammy Kretchmar, City Manager, City of Yukon

and would recommend casting votes for these candidates.

Other nominees for consideration are:

Mike Bailey, City Manager, City of Bartlesville  
Donalynn Blazek-Scherler, City Clerk, City of Lawton  
Gray A. Jones, City Manager, City of Altus  
David M. Mason, Mayor, City of Enid  
Cody Roe, City Manager, City of McLoud  
Michael Shannon, Interim City Manager, City of Guymon

Of course, the Commission has the liberty to vote for whomever they choose.

**II. Fiscal Impact**

There is no fiscal impact.

**III. Recommended Action**

Motion to nominate \_\_\_\_\_ and \_\_\_\_\_ (name two candidates) to serve on the OMAG Board of Trustees and authorize the Chairman of the Board of Commissioners to complete the ballot form.

## BIOGRAPHICAL SKETCHES

**MIKE BAILEY (Incumbent)** Mike is the City Manager for Bartlesville and has been with the City for 18 years. Mike is a licensed CPA who has worked with many local governments throughout his career. He has served on the OMAG Board since 2007 and is also on the boards of CMAO and OMSCC. (Bartlesville participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

**CRAIG STEPHENSON (Incumbent)** Craig is a current incumbent on the OMAG Board. He has 37 years of municipal (government) experience serving communities as Assistant City Manager and City Manager. Craig holds Bachelor's and Master's degrees in Political Science and has earned the ICMA Credentialed and Oklahoma Accredited Manager designation. (Ponca City participates in the Municipal Property Protection Plan and the Municipal Liability Protection Plan.)

**DONALYNN BLAZEK-SCHERLER** Donalynn is an excellent candidate to serve as a trustee for the Oklahoma Municipal Assurance Group (OMAG). She's an extremely dedicated and hard working employee who will no doubt be an asset to the board. Ms. Blazek-Scherler has been an exemplary employee for the City of Lawton for several years. (Lawton participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

**GARY JONES** City Manager Altus September 2019-present. Oklahoma State Auditor 2011-2019 where he received the 2016 "Sunshine Award" and was named an honorary Fire-Fighter and friend of retired chers. Comanche County Commissioner 1995-1999. Received the "Superior Achievement Award" from the Oklahoma Good Roads and Streets Association. BS Business Administration/Accounting-Cameron University. (Altus participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

**TAMMY KRETCHMAR** Tammy Kretchmar, serving the City of Yukon since 1996, advanced to City Manager in 2021. She actively engages in professional associations like ICMA and CMAO. Tammy's exceptional leadership in Yukon has earned her the 2017 Don Rider Award and the 2022 Gerald Wilkins and Jeff Shockley Award. (Yukon participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

**DAVID MASON** David has a BS degree in Education and a Master's Degree in Administration. He entered the insurance business in 2003 and quickly advanced to District Manager of 29 agencies. He later became VP/Director of Sales for a large Independent agency helping to increase sales \$100M over 5 years. (Enid participates in the Municipal Property Protection Plan and the Municipal Liability Protection Plan.)

**CODY ROE** Currently serving as City Manager for the city of McLoud, Cody has over 14 years in Municipal Government where he has served as the Parks Director, Emergency Manager, Operations Director, Public Works Director, and Assistant City Manager. Cody is actively involved in Pottawatomie County and serves on the COEDD Board. (McLoud participates in the Municipal Liability Protection Plan, Municipal Property Protection Plan, and the Workers' Compensation Plan.)

**MICHEAL SHANNON** Mike Shannon, a lifelong cowboy and team roper of the Oklahoma Panhandle has worked in municipal government over 45 years. During that time, he worked in the private sector managing a small communication company for 9 years, returning to municipal government as Interim City Manager for the City of Guymon. (Guymon participates in the Municipal Liability Protection Plan, the

# BALLOT

## OKLAHOMA MUNICIPAL ASSURANCE GROUP 2024 Election of TWO Trustees For a three-year term starting July 1, 2024

The biographical sketch on the next page for each nominee was written by the person who made the nomination. YOU MAY VOTE FOR TWO (2) NOMINEES by placing a check mark next to their names below.

- \_\_\_ Mike Bailey, City Manager, Bartlesville (Incumbent)
- \_\_\_ Craig Stephenson, City Manager, Ponca City (Incumbent)
- \_\_\_ Donalynn Blazek-Scherler, City Clerk, Lawton
- \_\_\_ Gary A. Jones, City Manager, Altus
- \_\_\_ Tammy Kretchmar, City Manager, Yukon
- \_\_\_ David M. Mason, Mayor, Enid
- \_\_\_ Cody Roe, City Manager, McLoud
- \_\_\_ Micheal Shannon, Interim City Manager, Guymon

### SIGN AND ATTEST

Ballot cast by the governing body of the municipality of

\_\_\_\_\_

Signed: \_\_\_\_\_  
Mayor

Attested: \_\_\_\_\_ Date: \_\_\_\_\_, 2024  
Clerk

**FAILURE TO PROPERLY SUBMIT THIS BALLOT WILL INVALIDATE THE BALLOT.**

Your Ballot must be received by the OMAG no later than *May 15, 2024*, by:

- (1) emailing the ballot to [elections@omag.org](mailto:elections@omag.org);
- (2) sending the ballot to OMAG by mail to 3650 S. Boulevard, Edmond, OK 73013; or
- (3) sending a facsimile of the ballot to OMAG at (405) 657-1401.

**SEE REVERSE FOR BIOGRAPHICAL SKETCHES**



Craig Stephenson, City Manager

4/9/24

516 E. Grand  
P.O. Box 1450  
Ponca City, Oklahoma 74601  
580-767-0339 Fax 580-767-0344

March 26, 2024

City of Cushing  
Terry Brannon, City Manager  
P.O. Box 311  
Cushing, Oklahoma 74023-0311

Dear Mr. Brannon,

I am writing to notify you that I am seeking re-election to the OMAG Board. It has been an honor to serve alongside dedicated professionals who share a commitment to enhancing the welfare of our communities through effective risk management practices.

Over the years, OMAG has continuously strived to provide invaluable resources and support to its members, and I am proud to have been a part of this journey. As a seasoned city manager with 37 years of experience in municipal governance, including 15 years as a city manager, I bring a wealth of knowledge and expertise to the table. I firmly believe in OMAG's mission to empower municipalities with the tools necessary to mitigate risks and foster sustainable growth.

One of the key pillars of OMAG's initiatives is its comprehensive training opportunities, which are instrumental in equipping municipal leaders with the skills needed to navigate complex challenges effectively. Additionally, OMAG's safety grants, root control program, body-worn cameras, and recognition and retention program have played pivotal roles in enhancing operational efficiency and ensuring the well-being of our communities.

I am grateful for the trust and support you have placed in me thus far, and I humbly ask for your continued endorsement in the upcoming election. Together, let us continue to build a future where our municipalities flourish and prosper.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Craig Stephenson".

Craig Stephenson, ICMA-CM  
City Manager

The City of  
**Cushing** | Agenda Item Cover Sheet  
OKLAHOMA

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF  
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

Date of Meeting: April 15, 2024      Agenda Item No: 6A

Subject: **City Manager Recruitment Process**

Staff Resources: Terry Brannon, City Manager  
Jonathan Huseman, City Attorney

**I. Summary**

The position of City Manager will become open July 1, 2024. During a previous executive session, staff offered recommendations on how to recruit the next City Manager. Staff contacted Oklahoma Municipal Management Services (OMMS) and inquired about their ability to lead a search for Cushing. Since, OMMS has provided an agreement for professional services specifically related to the recruitment of the next City Manager, and the agreement was executed in March.

Steve Whitlock, the executive director for OMMS, will attend the meeting to present the community profile and discuss the overall recruitment process with the Commission.

**II. Fiscal Impact**

Funding for this project has already been allocated from the City Contingency Fund (110-502-3540) to launch the recruitment process. The cost of professional services is projected to be \$15,000.00.

**III. Recommended Action**

Approve the Resolution concerning the hiring process for the position of city manager, establishing policies and procedures for the hiring process.

**CITY OF CUSHING  
BOARD OF COMMISSIONERS  
RESOLUTION NO. 05-2024**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF CUSHING, OKLAHOMA, CONCERNING THE HIRING PROCESS FOR A CITY MANAGER FOR THE CITY OF CUSHING, AND ESTABLISHING POLICIES AND PROCEDURES FOR SAID HIRING PROCESS**

**WHEREAS**, the Board of Commissioners of the City of Cushing, Oklahoma, pursuant to state law, is responsible for the selection and appointment of the City Manager of the City; and,

**WHEREAS**, with a planned vacancy in the position, the Board is required to select and appoint a new City Manager of the City; and,

**WHEREAS**, the Board desires to create a process that will encourage the most qualified applicants possible to consider employment with the City, and desires to complete the hiring within a timely manner; and,

**WHEREAS**, approval of a written process will benefit the Board, possible applicants, and the public by making the selection process as clear as possible; and,

**WHEREAS**, approval of this resolution is in the best interests of the residents of the City of Cushing, Oklahoma.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners of the City of Cushing, Oklahoma, as follows:

The Board of Commissioners approves the following procedures in the hiring of a new City Manager:

Oklahoma Municipal Management Services (OMMS) is directed to advertise the position with OMMS, the City Management Association of Oklahoma (CMAO), the Oklahoma Municipal League (OML), the Texas Municipal League (TML) and the International City/County Management Association (ICMA), and any other appropriate online city management websites deemed appropriate by OMMS.

OMMS is approved to initiate the initial review of applications on [REDACTED], 2024.

The advertisement attached as Exhibit 1 is approved for publication.

The City Manager Job Description attached as Exhibit 2 is approved.

The Cushing Community Profile attached as Exhibit 3 is approved.

All applications shall be submitted to the attention of OMMS, 7633 East 63<sup>rd</sup> Place, Suite 507, Tulsa, Oklahoma, 74133, or by email at [recruiter@okmms.org](mailto:recruiter@okmms.org), and shall be kept strictly confidential.

City Commissioners will work individually and collectively with OMMS to review all applications received and will determine an appropriate number of qualified candidates to interview.

The Board of Commissioners establishes as a goal the objective of reaching unanimous approval on the candidate who is selected.

Each City Commissioner is encouraged to seek input from members of the public about the characteristics and qualifications that are important to the residents for the selection process, to share their goals and expectations with prospective candidates and citizens to help establish shared goals for the Commission and the community, and to individually consider those goals, characteristics and qualifications during the hiring process.

The City Commission will abide by the recommendations of the City Management Association of Oklahoma (CMAO) regarding the integrity of the selection process and respect for applicants and will not publicly disclose the identity of applicants (unless disclosure is approved in writing by the affected applicants), as set forth by Exhibit 4.

The Board of Commissioners establishes a goal that the hiring process be completed by [REDACTED], 2024.

Dated and approved this 15<sup>th</sup> day of April, 2024.

CITY OF CUSHING, OKLAHOMA

\_\_\_\_\_  
Ricky Lofton, Chairman

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Jerrica Worthy, City Clerk

\_\_\_\_\_  
Jonathan Huseman, City Attorney

**EXHIBIT 1**

**City Manager Advertisement**

## City of Cushing, Oklahoma

The City of Cushing, Oklahoma, is currently soliciting applications for the position of City Manager. Cushing is located in Payne County, Oklahoma, and is known as the "Pipeline Crossroads of the World." Cushing was established after the Land Run of 1891 by William "Billy Rae" Little and the town was named for Marshall Cushing, a private secretary to U.S. Postmaster General John Wanamaker. In 1912 an oil boom led to the city's development as a refining center, with over 50 refineries operating in Cushing over its history. Today, Cushing is a major trading hub for crude oil and a price settlement point for West Texas Intermediate on the New York Mercantile Exchange.

As of the 2020 U.S. Census, Cushing, Oklahoma, is part of the Stillwater-Cushing, Oklahoma Micropolitan Statistical Area. The micropolitan statistical area includes both Payne County and Lincoln County in Oklahoma. In 2020, the estimated population of the Stillwater-Cushing Micropolitan Statistical Area was approximately 136,473 people. Additionally, the 2022 population estimate for Cushing, Oklahoma, is 7,883.

The City of Cushing operates under the Commissioner-Manager form of government with a Charter. The selected candidate will direct and manage the functions of the City; performs high-level administrative, technical, and professional work in directing and supervising the administration of city government; work under the broad policy guidance of the City Commission; exercises supervision over all municipal employees either directly or through subordinate supervisors excluding the City Attorney, City Treasurer, City Judge and City Doctor these employees are employed directly by the City Commission.

Salary is competitive to the area and will be dependent upon qualifications. The City offers a competitive benefits package.

Graduation from an accredited four-year college or university with a degree in public administration, political science, engineering, business management or closely related field, and five (5) years of experience as a municipal administrator. Considerable knowledge of modern policies and practices of public administration; working knowledge of municipal finance, human resources, public works, public safety, and community development; skilled in preparing and administering municipal budgets; skilled in planning, directing and administering municipal programs; ability to prepare and analyze comprehensive reports; ability to carry out assigned projects to their completion; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, city officials and the public; ability to efficiently and effectively administer a municipal government; ability to be bondable, if selected as the City Manager.

An application deadline of [REDACTED], 2024, is established, or until filled. Interested applicants should submit a cover letter, resume, five work-related references, salary history and salary expectations, to Oklahoma Municipal Management Services (OMMS), Cushing City Manager Executive Search, 7633 East 63<sup>rd</sup> Place, Suite 507, Tulsa, OK 74133, or email to [recruiter@okmms.org](mailto:recruiter@okmms.org). The City of Cushing provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, national origin, age, disability/handicap, or status as a Vietnam-era or special disabled veteran in accordance with applicable Federal and State laws to include Title VII, Civil Rights Act of 1964.

## EXHIBIT 2

City of Cushing, Oklahoma



## **City Manager Job Description**

**CITY OF CUSHING**

**POSITION DESCRIPTION**

**JOB TITLE:** City Manager

**DEPARTMENT:** City Manager Department

**REPORTS TO:** City Commission

**SALARY GRADE:** 13

**FLSA STATUS:** Exempt

**SAFETY SENSITIVE:** No

### **NATURE OF WORK / SUMMARY**

Performs high-level administrative, technical, and professional work in directing and supervising the administration of city government. Works under the broad policy guidance of the City Commission. Exercises supervision over all municipal employees either directly or through subordinate supervisors. (City Charter excludes City Attorney, City Treasurer, City Judge and City Doctor from employees that report directly to City Manager. These employees are employed directly by the City Commission.)

### **ESSENTIAL JOB FUNCTIONS**

- Manages and supervises all departments, agencies and offices of the city to achieve goals within available resources; plans and organizes workloads and staff assignments; trains, motivates and evaluates assigned staff; reviews progress and directs changes as needed.
- Provides leadership and direction in the development of short, and long-range plans; gathers, interprets, and prepares data for studies, reports and recommendations; coordinates department activities with other departments and agencies as needed.
- Provides professional advice to the City Commission and department heads; makes presentations to councils, boards, commissions, civic groups and the general public.
- Communicates official plans, policies and procedures to staff and the general public.
- Assures that assigned areas of responsibility are performed within budget; performs cost control activities, monitors revenues and expenditures in assigned area to assure sound fiscal control; prepares annual budget requests; assures effective and efficient use of budgeted funds, personnel, materials, facilities, and time.
- Determines work procedures, prepares work schedules, and expedites workflow; studies and standardizes procedures to improve efficiency and effectiveness of operations.
- Issues written and oral instructions; assigns duties and examines work for exactness, neatness, and conformance to policies and procedures.
- Maintains harmony among workers and resolves grievances; performs or assists subordinates in performing duties, adjusts errors and complaints.
- Prepares a variety of studies, reports and related information for decision-making purposes.

- Appoints and removes all department heads and employees of the city and its authorities, except positions appointed by the Commission as provided in the City Charter.
- Sees that all laws and ordinances are faithfully performed.
- Prepares and submits a preliminary annual city budget. Administers the adopted budget of the city.
- Advises the City Commission of financial conditions and current and future city needs.
- Attends all meetings of the City Commission at which attendance may be required by the Commission.

#### **EDUCATION, TRAINING, AND EXPERIENCE REQUIRED**

Graduation from an accredited four-year college or university with a degree in public administration, political science, engineering, business management of a closely related field, and five (5) years of experience as a municipal administrator.

Considerable knowledge of modern policies and practices of public administration; working knowledge of municipal finance, human resources, public works, public safety, and community development;

Skilled in preparing and administering municipal budgets; skilled in planning, directing and administering municipal programs; skill in operating the listed tools and equipment.

Ability to prepare and analyze comprehensive reports; ability to carry out assigned projects to their completion; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, city officials and the public; ability to efficiently and effectively administer a municipal government.

#### **SPECIAL CERTIFICATES, REGISTRATIONS, LICENSES REQUIRED**

- Must be bondable

#### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Requires frequent use of personal computer, including word processing and spreadsheet programs; calculator, telephone, copy machine and fax machine.

#### **PHYSICAL/MENTAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

#### **ENVIRONMENTAL CONDITIONS AND SAFETY CONCERNS**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderately quiet.

#### NOTE

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

#### SAFETY SENSITIVE

City Manager is not a designated safety sensitive position under 63 O.S. § 427.8 et seq.

**EXHIBIT 3**  
**Cushing Community Profile**

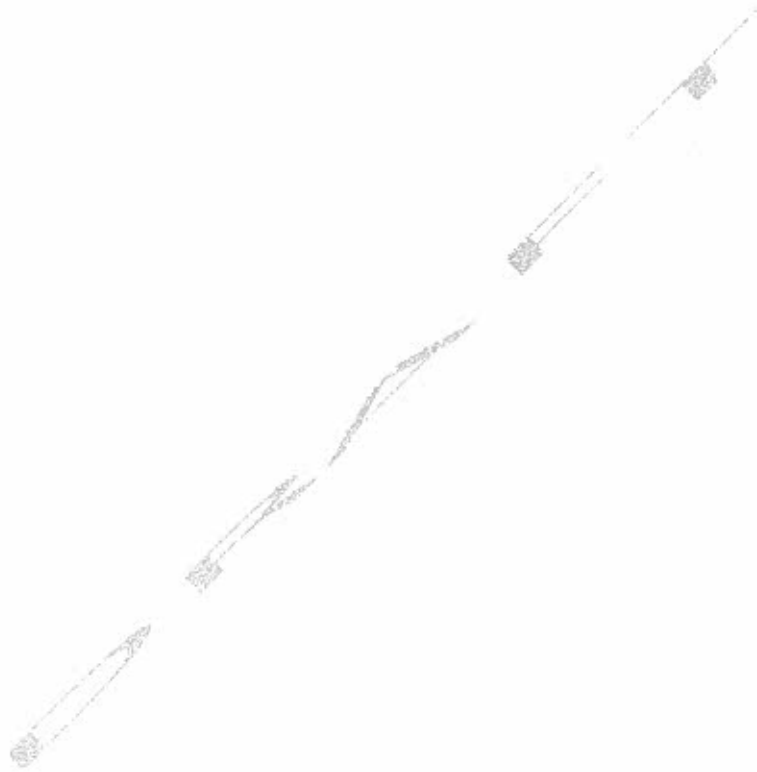


EXHIBIT 4



RESOLUTION NO. 2008-01

**A RESOLUTION OF THE CITY MANAGERS ASSOCIATION OF OKLAHOMA CONCERNING THE PROPER HIRING PROCESSES FOR CITY MANAGERS IN THE STATE OF OKLAHOMA**

**WHEREAS**, a number of entities have proposed guidelines and procedures concerning the hiring process, including the role of the public during the interview and selection of City Managers and Town Administrators in the State of Oklahoma.

**WHEREAS**, the City Managers Association of Oklahoma represents the interest of City Managers, Town Administrators, and other management professionals for municipalities within the State;

**WHEREAS**, the role of the public in the selection and interview process is an important issue for the municipalities and professionals involved in the selection process;

**WHEREAS**, the approval of guidelines concerning the selection process will benefit the public, municipalities, applicants and professionals involved in the selection process;

**NOW, THEREFORE BE IT RESOLVED** by the City Managers Association of the State of Oklahoma, as follows:

The requirement that applicants for vacant management positions be publicly disclosed is not required by law, and said disclosure will discourage good and qualified candidates from applying for vacant positions.

The interest of the public is protected in the selection process by the involvement of an elected body that represents the interest of the municipality and the public in the selection process.

The City Managers Association of Oklahoma recommends that all municipalities in Oklahoma respect the interest of applicants for management positions, create processes that encourage the greatest number of qualified candidates, and acknowledge the significance of confidentiality in the application and interview process for management positions.

All City Manager applicants are encouraged to submit this resolution with their application to inform municipalities of the importance of this issue for the profession in Oklahoma.

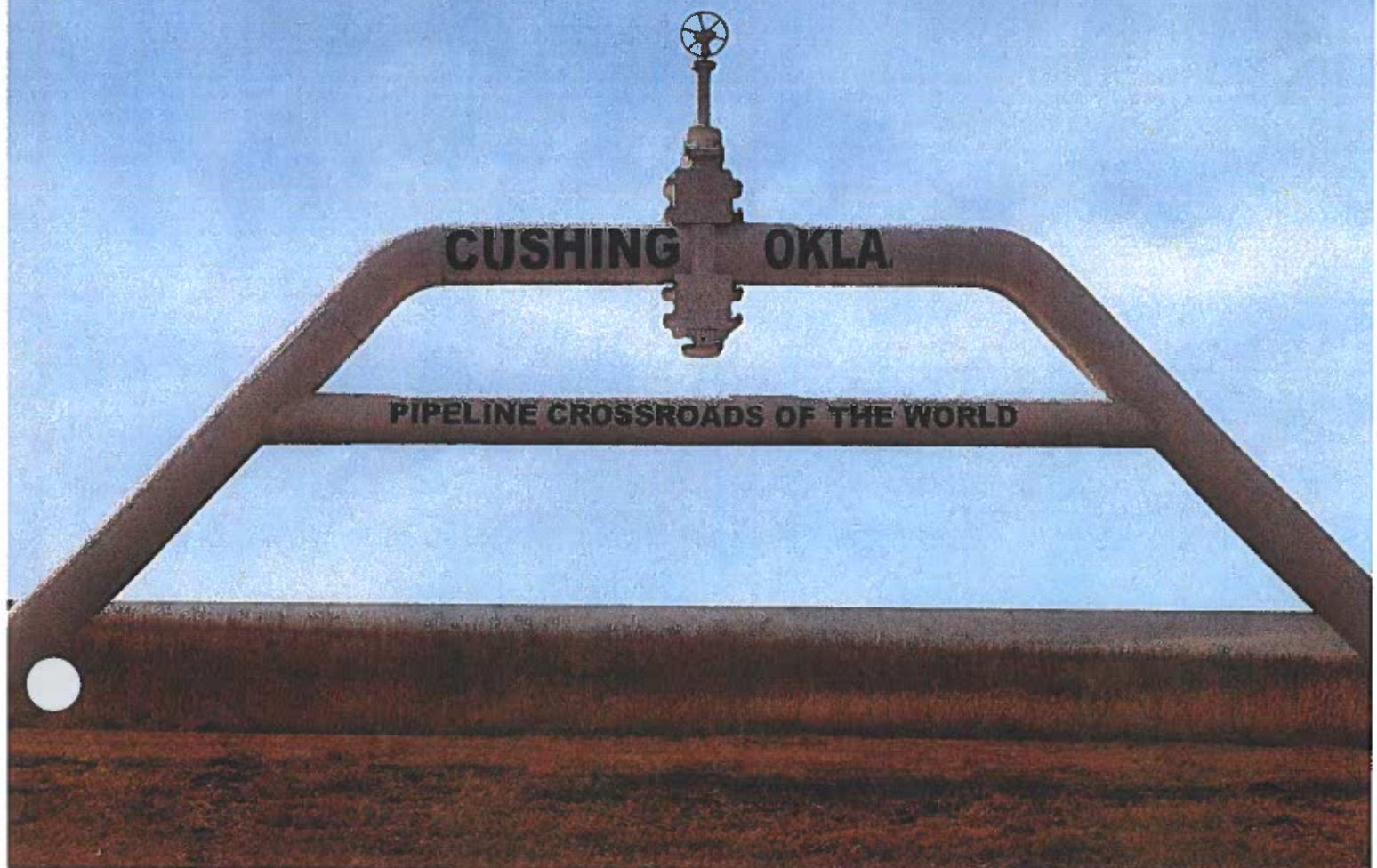
Approved by the membership of the City Managers Association of Oklahoma

Steve Whitlock, President

EXHIBIT 3  
Cushing Community Profile

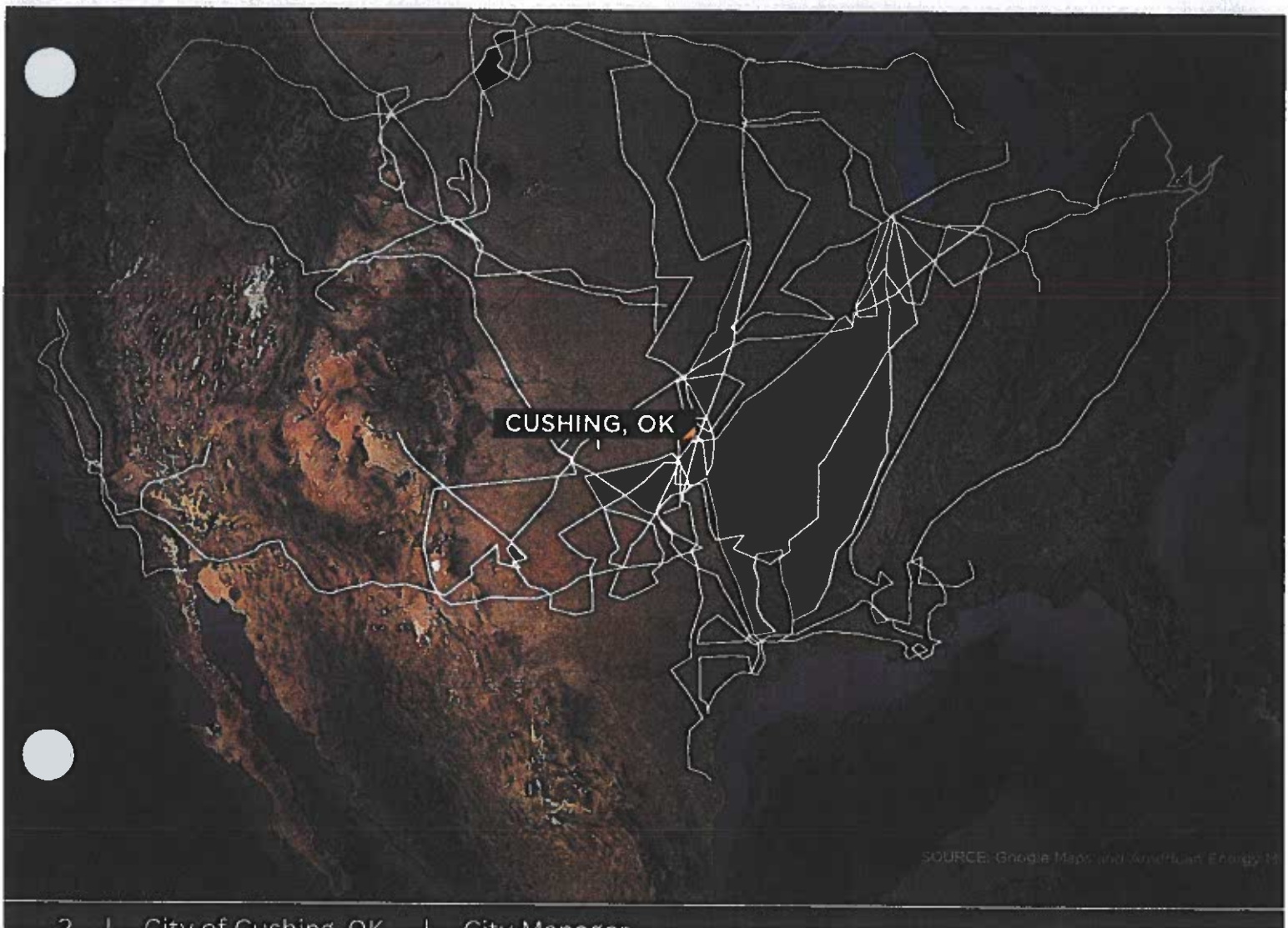
The City of  
*Cushing*  
OKLAHOMA

**CITY MANAGER**  
**CITY OF CUSHING, OK**



# ● The Community

The area now known as Cushing was established after the Land Run in 1891 by William “Billy Rae” Little and the town was named for Marshall Cushing, a private secretary to U.S. Postmaster General John Wanamaker. In 1912 an oil boom led to the city’s development as a refining center, with over 50 refineries operating in Cushing over its history, which led to it being known as the “Pipeline Crossroads of the World”. Today, Cushing is a major trading hub for crude oil and a price settlement point for West Texas Intermediate on the New York Mercantile Exchange.

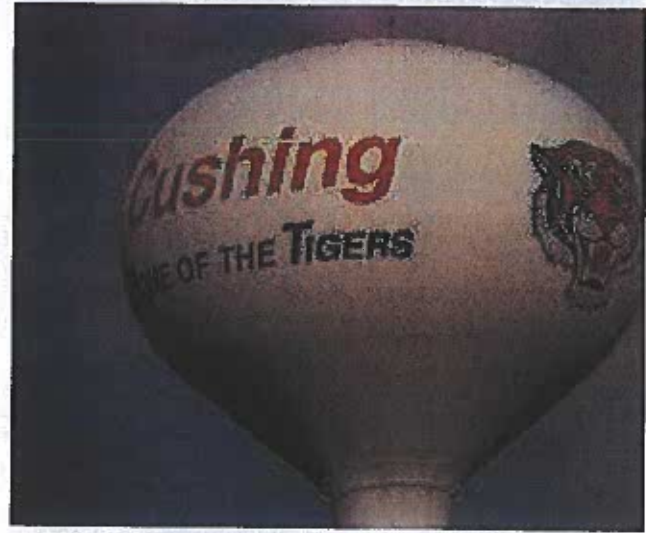


SOURCE: Google Maps and American Energy

# ● The Community

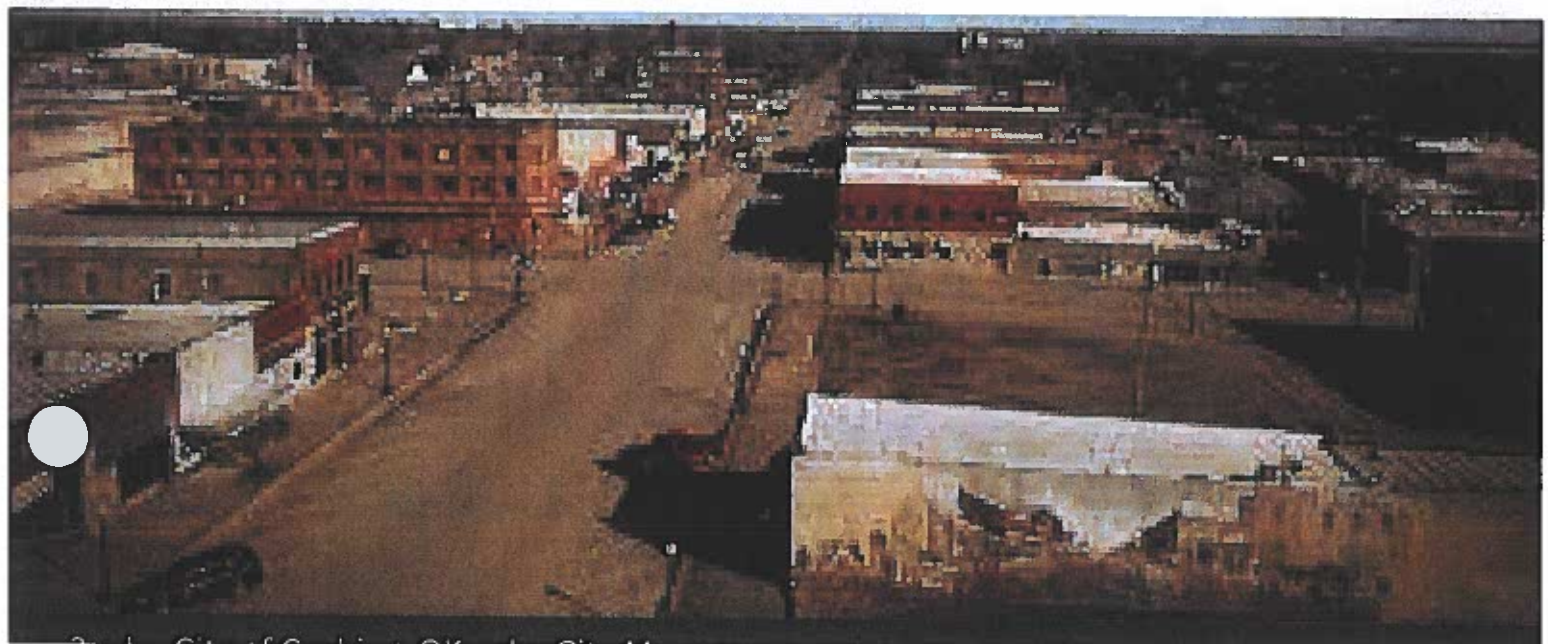
In present day, Cushing is a city in Payne County, Oklahoma. The population was 8,327 at the time of the 2020 census and is part of the Census Bureau's Stillwater-Cushing, Oklahoma Micropolitan Statistical Area. This micropolitan statistical area includes both Payne County and Lincoln County. In 2020, the estimated population of the Stillwater-Cushing Micropolitan Statistical Area was approximately 126,473. Additionally, the 2022 population estimate for Cushing is

8,336. Cushing Public School District is a highly rated, public school with around 1,632 students in grades PK-12 with a student-teacher ratio of 14 to 1, according to [www.niche.com](http://www.niche.com).



The City Sales tax rate is 4% and totaled over \$7 million in the 2022-2023 Fiscal Year.

Given that the overall population of Cushing increased 6.4% from the 2010 to the 2020 Census, it is safe to say that Cushing is a growing community with strong historical ties.





# Governance and Organization

Incorporated in 1929, the City of Cushing operates under the Commissioner-Manager form of government with a Charter. The City Commission is composed of 5 members, one of which is designated by the board as Chairman. The Commissioners are set up on staggered terms, two Commissions are filled one year, and then followed by one Commission seat, which is then followed by the next two seats, the year after. All terms are three-year terms. The City Commission sets policy for the City, approves the annual budget, and enacts legislation to provide for the safety and welfare of the City. The elected governing board members of the City Commission also serve as the Trustees of the Cushing Municipal Authority, Cushing Hospital Authority, and the Cushing Industrial Authority.

Cushing is a full-service municipal corporation that provides water, wastewater, electric, library, police, fire/EMS, municipal airport, senior citizens center, youth center, and parks and recreation services to the citizens of Cushing.





# Major Projects

## Cooling Towers

Installation of new cooling towers at the Cushing Power Plant. Expected to be in commission in Summer 2024.

## 69kV Underbuild

Construction of a new 69kV underbuild, which will connect the Little Street Substation to the new Harmony Road Substation. Completion is expected in May 2024.

## Highway Rehabilitation Project

Nearing completion of a new highway rehabilitation project, consisting of two miles of new road through Cushing's main economic corridor. This project currently has over \$20 million invested to date by the State of Oklahoma and the City of Cushing.

## Water Production Plant Upgrade

Completed significant upgrades at the Water Production Plant by installing a new state-of-the-art liquid alum feeder system.

## Updated Comprehensive Plans

A new Comprehensive Plan and Land Use Plan is currently under development and is expected to be completed in late 2024.

## Southern Rock Energy Partners

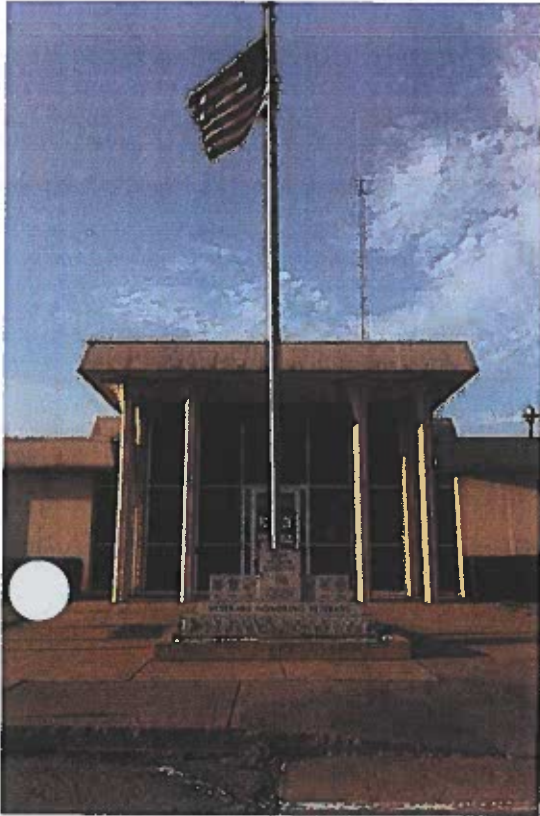
In support of the Southern Rock Energy Partners and following their announcement of a refinery slated to be built in Cushing, the city secured private activity bond funding in an amount up to \$75 million with a multiplier of 4, meaning the project could receive more than \$300 million in funding.

## Road Rehabilitation

Major road rehabilitation is planned for various city roads. This project has started and is currently in the design phase.



# About the Position

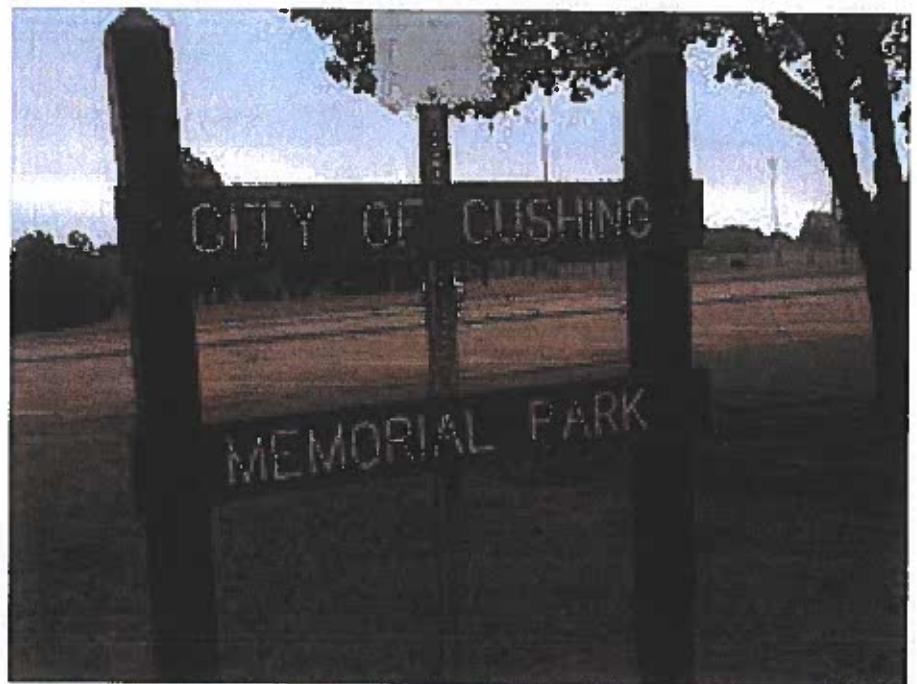


In Cushing, the City Manager works closely with the:

- Cushing Economic Development Foundation
- Hillcrest Hospital  
Cushing Governing Board
- Cushing Chamber of Commerce

In Cushing, the City Manager is a community manager with essential functions and duties that include:

- Provide leadership and direction in the development of short and long-range plans.
- Provides professional advice to the Commission and general public.
- Communicates official plans, policies, and procedures to staff.
- Assures that the assigned areas of responsibility are performed within budget.
- Determines work procedures, schedules, and workflows.
- Prepares a variety of studies, reports and related information for decision-making purposes.
- Oversee all 139 Full-time Employees, with assistance from Department Heads



# ● Ideal Candidate

The selected candidate will direct and manage the functions of the City while performing high-level administrative, technical, and professional work in directing and supervising the administration of city government. They will work under the broad policy guidance of the City Commission and will exercise supervision over all municipal employees either directly or through subordinate supervisors excluding the City Attorney, City Treasurer, City Judge, and City Doctor, as these employees are employed directly by the City Commission.

The City Manager does not need to be a resident of the City or state at the time of appointment, but shall reside within the City while in Office.



## Education and Experience

The Commission, by a majority vote of its total membership, shall appoint a City Manager for an indefinite term and shall be appointed solely on the basis of education and experience in the accepted competencies and practices of local government management. The minimum qualifications are:

- Graduation from an accredited four-year college or university with a degree in public administration, political science, engineering, business management, or a closely related field.
- Five (5) years of experience as a municipal administrator.

# ● Compensation & Benefits

The City of Cushing is offering a competitive salary to the area and will be dependent upon qualifications. The City's benefits package includes medical, dental, vision, life insurance with vacation and sick leave and an Employee Assistance Program.

The City participates in the Oklahoma Municipal Retirement Fund with a 0% employer contribution and the employee makes no required contributions. Additional elective retirement plans are available. Employees are vested after 10 years and are eligible for retirement at 60 years of age.

## Application Process:

● Interested applicants must submit a cover letter, resume, five work-related references, salary history and salary expectations to OMMS, Cushing City Manager Executive Search, 7633 East 73rd Place, Suite 507, Tulsa, OK 74133 or by email to [recruiter@okmms.org](mailto:recruiter@okmms.org) no later than \_\_\_\_, 2024.

## Oklahoma Municipal Management Services

The City of Cushing provides equal employment opportunities to all applicants without regard of race, color, sex, age, religion, political beliefs, national origin, ancestry, age, disability, or sexual orientation or any other terms, conditions or privileges of employment with applicable Federal and State laws to include Title VII, Civil Rights Act of 1964.

## Resources:

● City of Cushing  
[www.cityofcushing.com](http://www.cityofcushing.com)

● Cushing Chamber of Commerce  
[www.cushingchamberofcommerce.org](http://www.cushingchamberofcommerce.org)

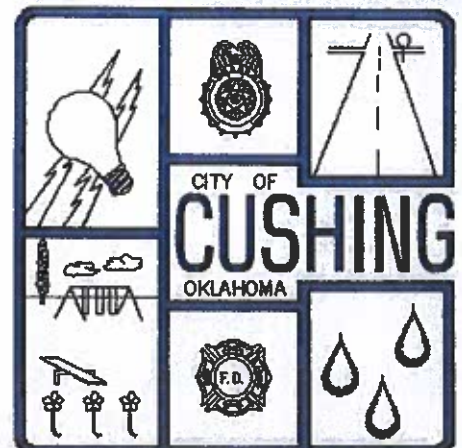


EXHIBIT 4



RESOLUTION NO. 2008-01

**A RESOLUTION OF THE CITY MANAGERS ASSOCIATION OF OKLAHOMA CONCERNING THE PROPER HIRING PROCESSES FOR CITY MANAGERS IN THE STATE OF OKLAHOMA**

**WHEREAS**, a number of entities have proposed guidelines and procedures concerning the hiring process, including the role of the public during the interview and selection of City Managers and Town Administrators in the State of Oklahoma.

**WHEREAS**, the City Managers Association of Oklahoma represents the interest of City Managers, Town Administrators, and other management professionals for municipalities within the State;

**WHEREAS**, the role of the public in the selection and interview process is an important issue for the municipalities and professionals involved in the selection process;

**WHEREAS**, the approval of guidelines concerning the selection process will benefit the public, municipalities, applicants and professionals involved in the selection process;

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The City Managers Association of Oklahoma recommends that all municipalities in Oklahoma respect the interest of applicants for management positions, create processes that encourage the greatest number of qualified candidates, and acknowledge the significance of confidentiality in the application and interview process for management positions.

All City Manager applicants are encouraged to submit this resolution with their application to inform municipalities of the importance of this issue for the profession in Oklahoma.

Approved by the membership of the City Managers Association of Oklahoma

Steve Whitlock, President



## Agenda Item Cover Sheet

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BOARD OF COMMISSIONERS /  
BOARD OF TRUSTEES OF THE CMA / CHA / CIA / CEFA

**Date of Meeting:** April 15, 2024

**Agenda Item No:** 6B

**Subject:** Resolutions Adopting a new Employee Personnel Handbook

**Staff Resources:** City Attorney; Human Resources

### I. Summary

The current City Employee Personnel Handbook was drafted in 2013. There have only been a few minor amendments to it since that time. While it has served the City well, it is past time to update the handbook with changes in City practices and federal and state laws. The updated handbook is a streamlined document compared to the previous version.

There are a few substantive changes: employees are allowed to carry-over a few more hours of vacation each year, clarification on exempt/non-exempt employees, language regarding safety-sensitive positions, adding reduced sick leave buyback as a formal policy, etc. There are also several editorial changes in an attempt to make the handbook more accessible to employees.

### II. Fiscal Impact

Minimal, but changes in vacation carry-over and the clarification of exempt/non-exempt employees will result have some fiscal impact. The total amount of such is unknown at this time, but not expected to be significant.

### III. Recommended Action

Motion to approve.

CITY OF CUSHING  
RESOLUTION NO. 06-2024

A RESOLUTION ADOPTING THE PERSONNEL HANDBOOK FOR THE CITY OF CUSHING AND CUSHING MUNICIPAL AUTHORITY; ESTABLISHING AN EFFECTIVE DATE; AND REPEALING AND SUPERSEDING FORMER PERSONNEL POLICIES.

WHEREAS, the City of Cushing Personnel Manual for Municipal Employees was originally adopted December 30, 1974, and was revised September 6, 1983 and May 4, 1998, and was further revised and adopted June 1, 2013, and was further amended in December 16, 2019 and August 16, 2021; and,

WHEREAS, the Board of Commissioners deem it to be in the best interest of the citizens and employees of the City of Cushing that a new Personnel handbook for the City of Cushing and Cushing Municipal Authority be adopted setting forth the current personnel policies of the City of Cushing, including Appendices I-IV; and,

BE IT NOW THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF CUSHING AS FOLLOWS:

Section 1.: The Personnel Handbook for the City of Cushing and Cushing Municipal Authority be and hereby is adopted, effective July 1, 2024.

Section 2.: All personnel policies, rules, regulations and procedures, formerly adopted, be and hereby are repealed and superseded by the Personnel Handbook for the City of Cushing and Cushing Municipal Authority (Revised April 15, 2024).

Section 3.: Each City employee shall be provided with a copy of such handbook not less than thirty (30) days prior to the effective date and such employee shall acknowledge receipt thereof in writing.

Section 4.: Not less than three (3) copies of such handbook shall be kept on file in the office of the City Clerk and made available during regular business hours for review upon request.

PASSED, APPROVED AND ADOPTED this 15<sup>th</sup> day of April, 2024.

ATTEST:

\_\_\_\_\_  
Ricky Lofton, Chairman  
Board of Commissioners

\_\_\_\_\_  
Jerrica A. Worthy,  
City Clerk

Approved as to form:

\_\_\_\_\_  
Jonathan Huseman,  
City Attorney