

**NOTICE OF REGULAR MEETING AGENDA  
OF THE BOARD OF TRUSTEES  
CUSHING MUNICIPAL AUTHORITY  
December 18, 2023  
7:00 PM CUSHING CITY HALL  
100 JUDY ADAMS BLVD.**

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

**1. Call to Order**

- a. Roll Call
- b. Declaration of Quorum

**2. Public Input and Unscheduled Personal Appearances**

Citizens wishing to participate in Public Input may do so by emailing their comments to [citymanager@cityofcushing.org](mailto:citymanager@cityofcushing.org) by 12:00 pm (noon) on December 18, 2023. Comments must include the citizen's full name and address (addresses will not be read aloud). Comments received by the deadline and meeting criteria will be read into the record. Comments will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens to comment on agenda items. Trustees do not engage in discussion under this agenda item, and staff members are directed not to, as well. If you seek discussion or inquiry, please contact a Trustee or the office of City Manager. Responses to citizens' comments, if any, will occur under the applicable agenda item or may be reserved for further responses by phone call, personal meeting, or a posting on the City's website.

**3. Consent Agenda**

- a. Approve claims and payroll totaling: \$1,162,161.41
- b. Approve minutes: November 20, 2023 (Regular)
- c. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.
- d. Authorize the City Manager to issue a purchase order to Fleet Fuels in an amount up to \$25,000.00 for the purchase of engine oil for Engine #10 at the Power Plant, and to authorize payment.
- e. Approve request for special assistance on refuse carry-out at 2001 North Kings Highway.
- f. Authorize the City Manager to enter into a contract with Coates Field Service, Inc. in an amount up to \$9,250.00 for all work associated with the acquisition of easements for the 69 kV under build to the Harmony Substation, and to authorize payment.
- g. Authorize the City Manager to issue a purchase order to Myer Pump and Supply in the amount of \$13,280.20 for the replacement of the motor and pump for water well #1, and to authorize payment.
- h. Recognize non-pay utility report for City operations and public facilities for 11/30/23 billing period.
- i. Recognize statement of cash and investments as of November 30, 2023.

**4. Items Removed from Consent Agenda**

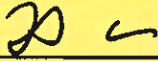
**5. Resolutions**

- a. **RESOLUTION NO. 18-2023:** A resolution establishing and modifying a domestic violence utility deposit waiver policy; defining programs operated by federally recognized tribes as certifying agencies; establishing qualifications for said waiver; declaring an emergency; and establishing an effective date.

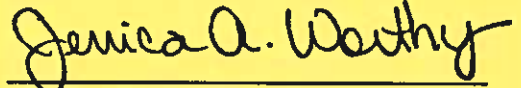
6. **Other New Business, if any, which has arisen since the posting of the Agenda and could not have been anticipated prior to the time of the posting (25 O.S. §311 (9)).**

7. **Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 10:07 AM on December 15, 2023.



\_\_\_\_\_  
Terry Brannon, City Manager



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

# NOVEMBER 2023 PAYROLL

## CUSHING MUNICIPAL AUTHORITY

### \*\* NOVEMBER 15, 2023 \*\*

REGULAR PAYROLL

\$112,468.95

**TOTAL**

**\$112,468.95**

### \*\* NOVEMBER 30, 2023 \*\*

REGULAR PAYROLL

\$110,972.32

CMA HEALTH INSURANCE REIMBURSEMENT TO CITY

**\$99,471.94**

**TOTAL**

**\$210,444.26**

**TOTAL CMA PAYROLL FOR MONTH OF NOVEMBER 2023**

**\$322,913.21**

## NOVEMBER 2023 CLAIMS

### CUSHING MUNICIPAL AUTHORITY

OPERATING FUND (250)	\$552,954.60
OPERATING FUND (250) ADDED TO CLAIMS	\$0.00
POSTAGE FOR UTILITY BILLS (250)	\$1,238.52
CAPITAL IMPROVEMENT FUND (252)	\$285,055.08
FUND (252) ADDED TO CLAIMS	\$0.00
<b>TOTAL</b>	<b>\$839,248.20</b>

PACKET : 22121 22122  
VENDOR SET: Mult  
FUND : 250 CMA OPERATING FUND  
DEPARTMENT: 00 CMA OPERATING FUND  
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00	OKLAHOMA DEPT OF COMMER	I-232	250-500-0896	DEBT SERVICE- CDBG-CUSHING CONTRACT	042897	520.83
			DEPARTMENT 00	CMA OPERATING FUND	TOTAL:	520.83

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 01 BILLING & COLLECTION  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01	AMERICAN WELDING SUPPLY	I-547525	250-501-3540	MISCELLANEOUS FORMED TAILGATE MR-1	042856	103.29
01-0135	JOHN DEERE FINANCIAL (A)	I-B17427	250-501-3540	MISCELLANEOUS MATTING, LOCK NUTS	042858	87.86
01-0413	J.P. COOKE COMPANY	I-807398	250-501-3440	OFFICE SUPPLI ANIMAL TAGS	042888	86.35
01-0540	QUILL CORPORATION	I-35673707	250-501-3440	OFFICE SUPPLI THERMAL PAPER ROLLS	042902	331.98
		I-35726742	250-501-3440	OFFICE SUPPLI RIBBON REGISTER TAPE	042902	38.76
01-1293	WALMART	I-05376A	250-501-3440	OFFICE SUPPLI WATER, SHOP TOWELS	042915	94.50
01-2250	B & C BUSINESS PRODUCTS	I-0523805-001	250-501-3440	OFFICE SUPPLI OFFICE CHAIR	042860	385.00
01-2808	DELTA DENTAL OF OKLAHOM	I-1897728	250-501-1050	MEDICAL/LIFE BILLINGS & COLLECTIONS	042874	305.97
01-4550	TELADOC HEALTH, INC.	I-3022281 CMA	250-501-1050	MEDICAL/LIFE BILLINGS & COLLECTIONS	042910	29.78
01-5174	SUN LIFE	I-11/2023 CMA	250-501-1050	MEDICAL/LIFE BILLINGS & COLLECTIONS	042908	48.82
DEPARTMENT 01 BILLING & COLLECTION					TOTAL:	1,512.31

PACKET: 22040 POSTAGE FOR BILLING  
 VENDOR SET: 01 CITY OF CUSHING  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
0 6		U.S. POST OFFICE				
I-NOV 23 BILLING	11/27/2023	U.S. POST OFFICE	1,238.52			
	2	DUE: 11/27/2023 DISC: 11/27/2023		1099: N		
		U.S. POST OFFICE		250 501-3450	POSTAGE/FREIGHT	1,238.52
		--- VENDOR TOTALS ---	1,238.52			
		--- PACKET TOTALS ---	1,238.52			

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 02 GENERAL GOVERNMENT  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-009	TERRY BRANNON	I-11/2023	250-502-3440	OFFICE SUPPLI BREAKFAST MEETING	042862	32.29
01-0411	CONTINGENT FUND	I-24053	250-502-3540	MISCELLANEOUS EMPLOYEE TEAM BREAKFAST	042868	40.93
01-0875	GRAND RIVER DAM AUTHORI	I-FTIN-000421	250-502-3540	MISCELLANEOUS WIND STORM MILEAGE	042881	2,991.12
01-1293	WALMART	I-09090B	250-502-3540	MISCELLANEOUS EMPLOYEE HOLIDAY HAMS	042915	1,607.85
01-2250	B & C BUSINESS PRODUCTS	I-0524475-001	250-502-3540	MISCELLANEOUS TABLES-COURTROOM	042860	2,918.00
01-2570	OMAG	I-BND722291004	250-502-3380	INSURANCE/BON OMAG BOND-DARLA HUCKABAY	042898	525.00
01-2663	VISA	I-1018222	250-502-3440	OFFICE SUPPLI PIZZAS/SP COMMISSION MTG	042914	52.52
		I-11/2023 GG	250-502-3341	EQUIPMENT PAR ADOBE PRO-NOVEMBER 2023	042914	19.99
		I-11/6/2023	250-502-3440	OFFICE SUPPLI FOOD FROM PIZZA HUT/MTG	042914	118.38
		I-12/05/2023	250-502-3540	MISCELLANEOUS EMPLOYEE DINNER	042914	979.12
01-2840	AMERICAN DOCUMENT SHRED	I-135838	250-502-3440	OFFICE SUPPLI CONSOLE SHREDDING	042854	75.00
01-4550	TELADOC HEALTH, INC.	I-3022281 CMA	250-502-1050	MEDICAL/LIFE GENERAL GOVT/RETIREE	042910	98.00
DEPARTMENT 02 GENERAL GOVERNMENT					TOTAL:	9,458.20



PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 03 I.T. ADMINISTRATOR  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2663	INTERWORKS, INC.	I-246801	250-503-3320	CONSULTING SE DATTO RMM AGENT ANNU COST	042885	3,900.00
		I-248539	250-503-3320	CONSULTING SE NOVEMBER MAINT AGREEMENT	042886	2,800.00
		I-249114	250-503-3320	CONSULTING SE MICROSOFT 365 BUSINESS	042887	687.50
		I-249114	250-503-3320	CONSULTING SE MICROSOFT 0365 EXCHANGE	042887	88.00
01-2663	VISA	I-11/2023 D. BIRD	250-503-3341	EQUIPMENT PAR USB 10FT USB-USB MALE	042914	8.95
01-2808	DELTA DENTAL OF OKLAHOM	I-1897728	250-503-1050	MEDICAL/LIFE IT ADMIN	042874	43.18
01-4550	TELADOC HEALTH, INC.	I-3022281 CMA	250-503-1050	MEDICAL/LIFE IT ADMIN	042910	4.26
01-5174	SUN LIFE	I-11/2023 CMA	250-503-1050	MEDICAL/LIFE IT ADMIN	042908	6.89
DEPARTMENT 03 I.T. ADMINISTRATOR					TOTAL:	7,538.78

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 04 ENGINEERING  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-50	B & C BUSINESS PRODUCTS	I-0524541-001	250-504-3421	MAPPING EXPEN BLUEPRINTS	042860	84.00
01-2368	DEREK GRIFFITH	I-11/2023	250-504-3302	AUTO ALLOWANC AUTO ALLOWANCE	042882	350.00
01-2808	DELTA DENTAL OF OKLAHOM	I-1897728	250-504-1050	MEDICAL/LIFE ENGINEERING	042874	87.60
01-3505	PROFESSIONAL ENGINEERIN	I-531024	250-504-3320	CONTRACT/CONS ON CALL SERVICES	042900	405.00
01-4550	TELADOC HEALTH, INC.	I-3022281 CMA	250-504-1050	MEDICAL/LIFE ENGINEERING	042910	8.53
01-5174	SUN LIFE	I-11/2023 CMA	250-504-1050	MEDICAL/LIFE ENGINEERING	042908	13.98
DEPARTMENT 04 ENGINEERING					TOTAL:	949.11

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 05 ELECTRIC DISTRIBUTION  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0055	ALLGEIER, MARTIN & ASSO	I-CMA6022001-1023	250-505-3344	ENGINEERING ENG ASST ON LTC-HARM	042852	325.92
01-0085	AMERICAN SAFETY UTILITY	I-493136	250-505-3345	EQUIPMENT/TOO TWINTEX SLINGS/SHIPPING	042855	301.02
01-0091	AMERICAN WELDING SUPPLY	I-547960	250-505-3489	SYSTEM MAINTN NITROGEN FOR SUBSTATIONS	042856	25.33
01-0111	SUMMIT UTILITIES OKLAHO	I-11/2023 ELECT DIST	250-505-3310	BUILDING MAIN ACCT#210100290434	042907	97.24
01-0135	JOHN DEERE FINANCIAL (A	I-B21580	250-505-3489	SYSTEM MAINTN DCK SCR, WASHER	042858	12.88
		I-N34742	250-505-3489	SYSTEM MAINTN BRUSH, CHAIN	042858	22.01
01-0411	CONTINGENT FUND	I-24052	250-505-3491	TRAINING/TRAV RE-IM MILEAGE/GRDA MTG	042868	111.35
01-0464	CUSHING LUMBER COMPANY	I-257577	250-505-3489	SYSTEM MAINTN 4X8 BOARD	042871	16.99
01-1099	STUART C IRBY CO	I-S013470717.001	250-505-3489	SYSTEM MAINTN #6-6 INSULINKS	042906	252.00
		I-S013736080.001	250-505-3489	SYSTEM MAINTN WEDGE CLAMPS	042906	492.00
		I-S013736080.002	250-505-3489	SYSTEM MAINTN WEDGE CLAMPS	042906	492.00
		I-S013815898.001	250-505-3483	STREET/SECURI 50 WATT LED LIGHTS	042906	3,870.00
		I-S013815898.002	250-505-3483	STREET/SECURI 160-180 WATT LED LIGHTS	042906	3,310.00
01-1275	VASSAR WHOLESALE PLUMBI	I-144971	250-505-3341	EQUIPMENT PAR NIPPLES, COLLAR, BALL VALVE	042913	35.83
01-1293	WALMART	I-05573	250-505-3489	SYSTEM MAINTN BAR SOAP, WINDEX, HOSE	042915	262.62
01-0044	MESO	I-03-12153	250-505-3491	TRAINING/TRAV MESO FALL CONFERENCE	042892	368.00
		I-03-12197	250-505-3330	DUES/MEMBERSH JT&S DUES	042893	771.14
01-1578	CHICKASAW PERSONAL COMM	I-85034	250-505-3341	EQUIPMENT PAR ANT & COAX FOR UNIT 20	042865	138.00
01-2781	ANIXTER INC.	I-5561978-00	250-505-3323	CONST/MAINT ( 6-HOLE TRANSFORMER	042857	2,097.60
		I-5684267-00	250-505-3524	WIRE 48 COUNT FIBER CABLE	042857	13,340.00
01-2808	DELTA DENTAL OF OKLAHOM	I-1897728	250-505-1050	MEDICAL/LIFE ELEC DISTRIBUTION	042874	437.36

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 05 ELECTRIC DISTRIBUTION  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
055	GROUP 6 LLC	I-5558	250-505-3423	METER/METER P METER TEST	042883	38.20
01-3483	MANNCO INC	I-36584	250-505-3501	CHRISTMAS DEC RED AND WHITE LED LAMPS	042890	1,466.12
01-3704	BROKEN ARROW ELECTRIC S	I-S3128407.001	250-505-3458	POLE HDWR/ELE MILWAUKEE PIN KIT	042863	14.27
		I-S3130537.001	250-505-3458	POLE HDWR/ELE AUX CNT KT	042863	24.18
		I-S3134878.001	250-505-3458	POLE HDWR/ELE CONN	042863	7.17
		I-S3137628.001	250-505-3458	POLE HDWR/ELE BLK CONN,PULL CHN SKT	042863	43.07
		I-S3137721.001	250-505-3458	POLE HDWR/ELE BLK PLUG	042863	7.18
		I-S3138726.001	250-505-3458	POLE HDWR/ELE LED LAMPS	042863	181.31
		I-S3138909.001	250-505-3458	POLE HDWR/ELE COND BND,CONDUIT	042863	142.84
		I-S3139259.001	250-505-3458	POLE HDWR/ELE BUSHING CORD CONN	042863	23.60
		I-S3139270.001	250-505-3489	SYSTEM MAINTE MAGNETIC STRIP KIT	042863	100.81
		I-S3139807.001	250-505-3489	SYSTEM MAINTE CHARGER,NIPPLE,HUB	042863	205.83
		I-S3139916.001	250-505-3489	SYSTEM MAINTE BUSHINGS	042863	8.60
01-4418	AMAZON CAPITAL SERVICES	I-1NJK-N3CF-4VG3	250-505-3440	OFFICE SUPPLI CALENDARS/ROPE LIGHTS	042853	62.25
		I-1NJK-N3CF-4VG3	250-505-3440	OFFICE SUPPLI CREDIT-ROPE LIGHTS	042853	26.99-
01-4550	TELADOC HEALTH, INC.	I-3022281 CMA	250-505-1050	MEDICAL/LIFE ELEC DISTRIBUTION	042910	42.64
01-4965	4IMPRINT, INC.	I-11887049	250-505-3460	PROMOTION AND WATER BOTTLES	042850	633.62
01-5174	SUN LIFE	I-11/2023 CMA	250-505-1050	MEDICAL/LIFE ELEC DISTRIBUTION	042908	69.78
DEPARTMENT 05 ELECTRIC DISTRIBUTION					TOTAL:	29,823.77

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 06 ELECTRIC PRODUCTION  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-011	SUMMIT UTILITIES OKLAHO	I-11/2023 PWR PLANT	250-506-3361	GAS ACCT#210100212287	042907	435.93
01-0135	JOHN DEERE FINANCIAL (A	I-B16026	250-506-3341	EQUIPMENT PAR FR CLOTHING	042858	419.94
		I-B20603	250-506-3341	EQUIPMENT PAR BUSHINGS	042858	2.38
		I-B21329	250-506-3341	EQUIPMENT PAR P-TRAP, TRASH BAGS	042858	37.98
01-0466	CUSHING PLUMBING	I-51957	250-506-3310	BUILDING MAIN ADA MANSFIELD TOILET	042872	459.44
01-0600	NAPA AUTO PARTS	I-928624	250-506-3341	EQUIPMENT PAR PT2748JA 27X48 TRUCK	042895	579.99
01-0619	RYAN CHEMICAL CO. INC	I-13177	250-506-3328	CHEMICALS CORROSION INHIBITOR	042904	1,540.00
01-0680	SOONER RUBBER PRODUCTS	I-769431	250-506-3341	EQUIPMENT PAR HYD HOSE, BALL VALVE, CRIMP	042905	287.90
		I-769437	250-506-3341	EQUIPMENT PAR MJ1C X M NPT STR	042905	16.74
01-0804	FECHNER PUMP & SUPPLY I	I-1440015	250-506-3341	EQUIPMENT PAR NIPPLES, PLUGS	042877	71.78
01-0875	GRAND RIVER DAM AUTHORI	I-67,634	250-506-3369	GRDA (POWER P NOVEMBER ELECTRIC BILL	042880	368,820.01
01-1293	WALMART	I-07284	250-506-3540	MISC. SUPPLIE MOP HANDLE, COFFEE, CLNR	042915	141.56
01-1440	MID-CONTINENT SALES	I-34411	250-506-3341	EQUIPMENT PAR FILTERS 2-06C-011-009	042894	2,988.00
		I-34411	250-506-3341	EQUIPMENT PAR FREIGHT	042894	330.99
01-018	DELTA DENTAL OF OKLAHOM	I-1897728	250-506-1050	MEDICAL/LIFE POWER PLANT	042874	393.56
01-3704	BROKEN ARROW ELECTRIC S	I-S3138815.001	250-506-3341	EQUIPMENT PAR REEL #6 BLACK STRANDED	042863	121.72
01-4550	TELADOC HEALTH, INC.	I-3022281 CMA	250-506-1050	MEDICAL/LIFE POWER PLANT	042910	38.38
01-5059	CONCENTRIC, LLC	I-60-300917	250-506-3315	CONTRACTUAL S BATTERIES, CHARGER, CABINET	042867	18,500.00
01-5105	M&M ENERGY SUPPLY COMPA	C-0015-019380	250-506-3345	EQUIPMENT/TOO CR-RETURNED CLOTHING	042889	17.63-

PACKET : 22121 22122  
VENDOR SET: Mult  
FUND : 250 CMA OPERATING FUND  
DEPARTMENT: 06 ELECTRIC PRODUCTION  
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
074	SUN LIFE	I-11/2023 CMA	250-506-1050	MEDICAL/LIFE POWER PLANT	042908	62.80
DEPARTMENT 06 ELECTRIC PRODUCTION					TOTAL:	395,231.47

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 07 WATER PRODUCTION  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/I, ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
000007	ACCURATE ENVIRONMENTAL					
		I-FK15170	250-507-3412	LAB FEES/TEST TOTAL COLIFORM P/A	042851	150.00
		I-FK29120	250-507-3412	LAB FEES/TEST FLUORIDE	042851	35.00
		I-FK29121	250-507-3412	LAB FEES/TEST TOTAL COLIFORM P/A	042851	120.00
		I-SU37152	250-507-3413	LAB SUPPLIES BUFFER POWDER PILLOWS	042851	31.05
01-0135	JOHN DEERE FINANCIAL (A					
		I-B21726	250-507-3550	WELL MAINTENA HOLLOW TRI-BALL, CONCRETE	042858	126.65
01-0790	EWING ELECTRIC MOTOR LL					
		I-0088303	250-507-3341	EQUIPMENT PAR BOOSTER PUMP #2 REBUILD	042876	322.32
01-0874	GRAINGER INC					
		I-9911622760	250-507-3310	BUILDING MAIN PLEATED AIR FILTERS	042879	295.44
		I-9917675341	250-507-3328	CHEMICALS MOTOR STARTERS 1H513	042879	1,168.20
		I-9918066995	250-507-3328	CHEMICALS CIRCUIT BREAKER	042879	530.41
		I-9919304775	250-507-3341	EQUIPMENT PAR SFTY GLASSES, FACESHIELDS	042879	138.02
01-1293	WALMART					
		I-03896C	250-507-3310	BUILDING MAIN BIC WITEOUT	042915	1.54
		I-11/07/23	250-507-3310	BUILDING MAIN COFFEE, SUGAR, LYSOL	042915	81.15
01-1417	MCMASTER-CARR SUPPLY CO					
		I-17903670	250-507-3341	EQUIPMENT PAR PRESSURE GAUGE, SWITCH, OIL	042891	328.44
01-2086	USABLUEBOOK					
		I-INV00209229	250-507-3328	CHEMICALS PH PROBE 28392	042911	683.35
		I-INV00209229	250-507-3328	CHEMICALS SHIPPING	042911	86.07
01-2250	B & C BUSINESS PRODUCTS					
		I-0524569-001	250-507-3440	OFFICE SUPPLI VR-1 PARTS RETURN	042860	16.11
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1897728	250-507-1050	MEDICAL/LIFE WATER TREATMENT PLAN	042874	175.19
000004	BROKEN ARROW ELECTRIC S					
		I-S3135475.001	250-507-3310	BUILDING MAIN LED LIGHTS	042863	85.12
		I-S3135664.001	250-507-3310	BUILDING MAIN LED LIGHTS	042863	170.24
01-4550	TELADOC HEALTH, INC.					
		I-3022281 CMA	250-507-1050	MEDICAL/LIFE WATER TREATMENT PLAN	042910	17.06
01-5049	HAWKINS INC					
		I-6626715	250-507-3328	CHEMICALS CHLORINE	042884	10.00
		I-6632659	250-507-3328	CHEMICALS CHLORINE	042884	1,564.00
01-5174	SUN LIFE					
		I-11/2023 CMA	250-507-1050	MEDICAL/LIFE WATER PRODUCTION	042908	27.95
DEPARTMENT 07 WATER PRODUCTION					TOTAL:	6,163.31

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 08 WATER MAINTENANCE  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0025	JOHN DEERE FINANCIAL (A					
		I-B15621	250-508-3489	SYSTEMS MAINT TARP, STABILIZER	042858	31.97
		I-B15880	250-508-3489	SYSTEMS MAINT TRASH CAN	042858	49.99
		I-N33084	250-508-3489	SYSTEMS MAINT WATER	042858	251.16
		I-N33088	250-508-3489	SYSTEMS MAINT RATCHET STRAP	042858	38.99
01-0464	CUSHING LUMBER COMPANY					
		I-257505	250-508-3489	SYSTEMS MAINT GRAVEL MIX	042871	23.96
01-0804	FECHNER PUMP & SUPPLY I					
		I-1439681	250-508-3352	FITTINGS SPRAY PAINT	042877	35.52
		I-1439782	250-508-3352	FITTINGS SPRAY PAINT	042877	44.40
01-1275	VASSAR WHOLESALE PLUMBI					
		I-144959	250-508-3352	FITTINGS STRAINER	042913	11.99
		I-144972	250-508-3352	FITTINGS 90 ELBOW	042913	2.29
01-1293	WALMART					
		I-01590A	250-508-3489	SYSTEMS MAINT PAPER TOWELS, FBZ AIR FIRE	042915	103.92
01-1512	O'REILLY AUTOMOTIVE STO					
		I-491335	250-508-3489	SYSTEMS MAINT TIREWET, TIRESHINE	042896	20.12
		I-492220	250-508-3489	SYSTEMS MAINT 5 GALLON BUCKET	042896	5.99
		I-493926	250-508-3489	SYSTEMS MAINT HDLT RESTORE, SANDING KIT	042896	51.22
01-1987	CORE & MAIN LP					
		I-T869677	250-508-3352	FITTINGS 1" CPLG	042869	30.10
		I-T929907	250-508-3326	CLAMPS 4X15 REP CPLG	042869	140.00
		I-T937712	250-508-3326	CLAMPS 4X12.5 REP CPLG	042869	345.00
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1897728	250-508-1050	MEDICAL/LIFE WATER MAINTENANCE	042874	218.99
01-3897	CUSTOM SIGNS					
		I-16715	250-508-3489	SYSTEMS MAINT 48X43 SEWER MAP	042873	75.00
01-4550	TELADOC HEALTH, INC.					
		I-3022281 CMA	250-508-1050	MEDICAL/LIFE WATER MAINTENANCE	042910	21.32
01-5105	M&M ENERGY SUPPLY COMPA					
		I-0015-019667	250-508-3352	FITTINGS RIGID PIPE WRENCH	042889	180.17
01-5130	DIRECT DISCOUNT TIRE OF					
		I-438852	250-508-5611	WATER LINE RE 6 TIRES	042875	910.68
01-5174	SUN LIFE					
		I-11/2023 CMA	250-508-1050	MEDICAL/LIFE WATER MAINTENANCE	042908	34.94
DEPARTMENT 08 WATER MAINTENANCE					TOTAL:	2,627.72



PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 09 SEWER PLANT  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
017	ACCURATE ENVIRONMENTAL					
		I-FK02009	250-509-3344	ENGINEERING AMMONIA, BOD5	042851	165.00
		I-FK07038	250-509-3344	ENGINEERING AMMONIA, BOD5	042851	165.00
		I-FK14017	250-509-3344	ENGINEERING AMMONIA, BOD5	042851	165.00
		I-FK22037	250-509-3344	ENGINEERING AMMONIA, BOD5	042851	165.00
		I-FK28023	250-509-3344	ENGINEERING AMMONIA, BOD5	042851	165.00
01-0091	AMERICAN WELDING SUPPLY					
		I-547772	250-509-3456	PLANT IMPROVE METAL FABRICATIONS	042856	12.75
01-0141	AUTOMATIC ENGINEER INC.					
		I-5579319	250-509-3475	SLUDGE MANAGE TROUBLESHOOTING BLOWER	042859	2,441.00
01-0804	FECHNER PUMP & SUPPLY I					
		I-1439957	250-509-3489	SYSTEM MAINTE GASKETS	042877	56.18
		I-1440089	250-509-3489	SYSTEM MAINTE NUTS	042877	11.16
		I-1440255	250-509-3489	SYSTEM MAINTE FERNCO COUPLING/BLOWER	042877	20.41
01-1512	O'REILLY AUTOMOTIVE STO					
		I-493276	250-509-3489	SYSTEM MAINTE TANK REPAIR, JB WELD STIK	042896	43.97
		I-494203	250-509-3489	SYSTEM MAINTE TANK REPAIR, JB WELD STIK	042896	26.98
01-2086	USABBLUEBOOK					
		I-INV00195750	250-509-3413	LAB SUPPLIES TEST STRIPS, PWD PILLOWS	042911	246.78
		I-INV00199023	250-509-3413	LAB SUPPLIES SODIUM THIOSULFATE	042911	24.49
01-2663	VISA					
		I-AR58-01012544	250-509-3489	SYSTEM MAINTE PILLOW BLOCK BEARINGS	042914	292.52
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1897728	250-509-1050	MEDICAL/LIFE SEWER PLANT	042874	175.19
01-4550	TELADOC HEALTH, INC.					
		I-3022281 CMA	250-509-1050	MEDICAL/LIFE SEWER PLANT	042910	17.06
014	SUN LIFE					
		I-11/2023 CMA	250-509-1050	MEDICAL/LIFE SEWER PLANT	042908	27.95
DEPARTMENT 09 SEWER PLANT					TOTAL:	4,221.44

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 10 SEWER MAINTENANCE  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
054	CUSHING LUMBER COMPANY	I-257199	250-510-5612	INFILTRATION SABERDRIVE, BITS, STAKES	042871	98.60
		I-257218	250-510-5612	INFILTRATION 30 BAGS OF GRAVEL MIX	042871	149.70
		I-257230	250-510-5612	INFILTRATION 20 BAGS OF GRAVEL MIX	042871	99.80
01-1269	UTILITY SUPPLY CO	I-184936	250-510-5612	INFILTRATION 3 MIN SMOKE BOMB	042912	416.88
01-1275	VASSAR WHOLESALE PLUMBI	I-144990	250-510-5612	INFILTRATION SPRAY FOAM	042913	6.99
01-1434	MESO	I-03-12197	250-510-3491	TRAINING/TRAV JT&S DUES-2N QUARTER	042893	123.62
01-1741	FRANK'S DIESEL SERVICE,	I-135867	250-510-5612	INFILTRATION FRONT END REPAIR F-550	042878	2,176.21
01-1987	CORE & MAIN LP	I-U031425	250-510-5612	INFILTRATION 8" PVC SDR26 SEWER PIPE	042869	1,427.16
		I-U031425	250-510-5612	INFILTRATION 8" HYMAX CPLG	042869	851.98
01-2808	DELTA DENTAL OF OKLAHOM	I-1897728	250-510-1050	MEDICAL/LIFE SEWER MAINTENANCE	042874	262.79
01-4550	TELADOC HEALTH, INC.	I-3022281 CMA	250-510-1050	MEDICAL/LIFE SEWER MAINTENANCE	042910	25.59
01-4849	CLEAN UNIFORM COMPANY	I-11/2023 CMA	250-510-3500	UNIFORMS UNIFORMS	042866	91.96
01-5174	SUN LIFE	I-11/2023 CMA	250-510-1050	MEDICAL/LIFE SEWER MAINTENANCE	042908	41.93
DEPARTMENT 10 SEWER MAINTENANCE					TOTAL:	5,773.21

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 250 CMA OPERATING FUND  
 DEPARTMENT: 11 REFUSE  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
075	REPUBLIC SERVICES #789					
		C-6/30/2023	250-511-3320	CONTRACTUAL CREDIT-BAG CHARGES 6/30/2	042903	60.23-
		I-789000404253	250-511-3320	CONTRACTUAL NOVEMBER 2023 SERVICES	042903	89,194.68
DEPARTMENT 11 REFUSE					TOTAL:	89,134.45
FUND 250 CMA OPERATING FUND					TOTAL:	552,954.60

PACKET : 22121 22122  
 VENDOR SET: Mult  
 FUND : 252 CMA-CAPITAL IMPROVEMENT  
 DEPARTMENT: 00 CMA-CAPITAL IMPROVEMENT  
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5	ALLGEIER, MARTIN & ASSO	I-CMA6022001-1023	252-500-5555	HARMONY SUBST HARMONY SUB CONSTRUCTION	042852	895.62
01-3505	PROFESSIONAL ENGINEERIN	I-531023	252-500-5488	CDBG PROJECT CDBG PROJECT 4 EXT 2	042899	12,600.00
		I-531025	252-500-5559	COPPER/LEAD I LEAD SVC LINE INVENTORY	042901	4,845.50
01-4523	CROSSROADS SURVEY COMPA	I-2881	252-500-5555	HARMONY SUBST STAKE RIGHT OF WAY	042870	940.00
01-5166	TECHLINE, INC.	I-7061836-00	252-500-5555	HARMONY SUBST 69 LINE MATERIALS	042909	234,918.75
01-5169	BERENDSEN FLUID POWER	I-07692976	252-500-5550	HILCO UNIT (P TRITON OIL RECLAIMER	042861	30,855.21
					DEPARTMENT 00 CMA-CAPITAL IMPROVEMENT TOTAL:	285,055.08
					FUND 252 CMA-CAPITAL IMPROVEMENT TOTAL:	285,055.08
					REPORT GRAND TOTAL:	947,042.38

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA  
WAS POSTED NOVEMBER 17, 2023, AT 10:07 A.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA

MINUTES OF THE REGULAR MEETING  
CUSHING MUNICIPAL AUTHORITY  
HELD AT 100 JUDY ADAMS BLVD.  
NOVEMBER 20, 2023  
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

The Regular Meeting of the Cushing Municipal Authority was called to order on November 20, 2023, by Chairman Lofton.

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

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 November 20, 2023. Comments must include the citizen's full name and address (addresses will not be read aloud). Comments received by the deadline and meeting criteria will be read into the record. Comments will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens to comment on agenda items. Trustees do not engage in discussion under this agenda item, and staff members are directed not to, as well. If you seek discussion or inquiry, please contact a Trustee or the office of City Manager. Responses to citizens' comments, if any, will occur under the applicable agenda item or may be reserved for further responses by phone call, personal meeting, or a posting on the City's website.
3. Consent Agenda
  - a. Approve claims and payroll totaling: \$1,550,303.50
  - b. Approve minutes: October 16, 2023 (Regular)
  - c. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.
  - d. Authorize the Chairman to execute Change Order No. 3 with Cooper Machinery Services in the amount of \$191,358.00 for continued repair of Unit #10 at the Cushing Power Production Plant, and to authorize payment.
  - e. Authorize the City Manager to issue a purchase order to Fleet Fuels of Cushing in an amount up to \$26,000.00 for the purchase of heavy duty diesel engine 40 weight oil for Power Plant Unit #10, and to authorize payment.
  - f. Approve request for special assistance on refuse carry-out at 818 East Oak.
  - g. Approve request for special assistance on refuse carry-out at 401 East 8th Street.
  - h. Approve request for special assistance on refuse carry-out at 825 East 5<sup>th</sup> Street.
  - i. Approval of payment to CBEW Professional Group, LLP in the amount of \$7,750.00 for the FY 2022-23 audit.
  - j. Authorize the City Manager to enter into a contract with Minsalt Advance Communication System (ACS) out of Peachtree Corners, Georgia for the purchase

of software and hardware in the amount up to \$38,000.00 and to authorize payment.

- k. **Authorize the City Manager to execute Work Order No. 23-08 with Professional Engineering Consultants (PEC) in an amount up to \$30,000.00 for preparation of a Sanitary Sewer Collection System Targeted Master Plan for the Michigan Sewer Trunk Line, and to authorize payment.**
- l. **Authorize the City Manager to execute Work Order No. 23-10 with Professional Engineering Consultants (PEC) in an amount up to \$23,100.00 for design and construction administration services related to lime disposal at the Cushing Water Treatment Plant, and to authorize payment.**
- m. **Authorize the City Manager to issue a purchase order to Myer Pump and Supply in an amount up to \$13,000.00 for the replacement of the motor and pump for water well #1, and to authorize payment.**
- n. **Authorize the City Manager to issue a purchase order to City Transformer Service Company from St. Paul, Texas in the amount of \$9,970.00 for testing of the Harmony Substation Transformer and to authorize payment.**
- o. **Recognize non-pay utility report for City operations and public facilities for 10/31/23 billing period.**
- p. **Recognize statement of cash and investments as of October 31, 2023.**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE BRANYAN AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

#### **4. Items Removed from Consent Agenda**

#### **5. Resolutions**

- a. **RESOLUTION NO. 16-2023: A resolution authorizing the Chairman, Board of Trustees, to execute final ODEQ Consent Order 23-286 following review by the City Attorney and authorize payment in an amount up to \$35,000.00 for the purpose of satisfying the fine assessed by the Oklahoma Department of Environmental Quality for unpermitted discharges from Manhole #509.**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO APPROVE RESOLUTION NO. 16-2023 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- b. **RESOLUTION NO. 17-2023: A resolution authorizing the Chairman, Board of Trustees, to execute an Offer Valuation Form prepared by our agent, Coates Field Service, Inc. of Oklahoma City, Oklahoma, in an amount up to \$27,350.00, for easement acquisition and damages related to land lying in part of the NE ¼ of Section 2, Township 17N, Range 5E, and to authorize payment.**

MOTION: A MOTION WAS MADE BY TRUSTEE DOWELL TO APPROVE RESOLUTION NO. 17-2023 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

**6. Execute Session**

- a. **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.**

RECESS: THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS RECESSED AT 7:39 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS RECONVENED AT 7:40 P.M.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ORTON TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING EXECUTIVE SESSION ITEM 6A. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

EXECUTIVE SESSION: ENTERED INTO EXECUTIVE SESSION AT 7:41 P.M. RETURNED FROM EXECUTIVE SESSION AT 8:00 P.M.

No action taken.

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

**8. Adjournment**

MOTION: A MOTION WAS MADE BY TRUSTEE DOWELL TO ADJOURN THE NOVEMBER 20, 2023, REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 8:01 P.M. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

---

RICKY LOFTON, CHAIRMAN  
CUSHING MUNICIPAL AUTHORITY

(SEAL)

ATTEST:

---

JERRICA WORTHY, SECRETARY

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: December 18<sup>th</sup>, 2023      Agenda Item No: 3D

Subject: **Purchase Oil for Power Generation Engine #10**

Staff Resources: Terry Brannon, City Manager  
Derek Griffith, Assistant City Manager  
Willie Green, Superintendent Power Production

**I. Summary**

During the recent overhaul work being done on Unit # 10, it was determined that new oil would be required for the unit due to the damage caused during the overspeed condition that was addressed in the last change order approved by the commission. This is a complete oil change and requires 1,625 gallons of heavy duty 40 weight oil to complete the work. Pricing for the last change out is being utilized and the bid tab is included below.

VENDOR	COST PER GALLON
Fleet Fuels of Cushing, Oklahoma	\$15.25
Hooten Oil, LLC of Seminole, Oklahoma	\$16.35
Penley Oil Company of Oklahoma City, Oklahoma	\$17.20

**II. Fiscal Impact**

This purchase will not create a negative budget impact. Funding was included and approved in the FY 23 -24 budget under the Engine #10 Repairs. (252-500-5519)

**III. Recommended Action**

Authorize the City Manager to issue a purchase order to Fleet Fuels in an amount up to \$25,000.00 for the purchase engine oil for Engine #10, and to authorize payment.





<b>INVOICE</b>
----------------

**Cushing Branch Remittance Address**  
 2609 N Little Ave  
 Cushing OK 74023

Invoice Date : 12/8/23  
 Invoice No. : 23143117  
 P.O. No. :  
 Due Date: 1/7/24

CUSHING OFFICE 918-225-2759

**\*\*Please Note Our Updated Remittance Address \*\***

Sold to:

Ship to:

CITY OF CUSHING  
 PO Box 311  
 Cushing, OK 74023

Municipal Power Plant  
 300 W Maple St  
 Cushing, OK 74023

<u>Location</u>	<u>Product</u>	<u>Quantity</u>	<u>Price</u>	<u>Total</u>	<u>Sales Tax</u>	<u>Amount</u>
TULSA OK	FFL HD DIESEL ENGINE 40W - BULK	1,625.000	15.25000	24,781.25	0.00	\$24,781.25

LESS CREDITS/DISC	0.00
LESS PREPAYMENT	0.00
<b>INVOICE TOTAL</b>	<b>\$24,781.25</b>

Inv. Terms: Net 30

Discount of \$0.00 may be taken if Paid by: 12/8/2023

To ensure proper payment posting, please include invoice number with payment. Thank you!

***THANK-YOU FOR YOUR BUSINESS, WE APPRECIATE IT !!!***

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: December 18, 2023 Agenda Item No: 3F

Subject: **69 kV Line Construction Easement Acquisition**

Staff Resources: Terry Brannon, City Manager  
Mike Starks, Electric Distribution Superintendent

### **I. Summary**

A new 69kV line will be constructed between the existing Little Avenue 69kV Line and the new Harmony Road Substation. The line is assumed to follow Ninth Street to the Cushing Middle School property where it will proceed generally north to the new Harmony Substation for a total assumed length of approximately 2.5 miles in public rights-of-way or rights-of-way obtained by CMA. The proposal assumes a 69kV single pole design with one 12.47kV distribution under build circuit.

Following a survey by Crossroads Survey Company, LLC of Cushing, we have identified parcels of property that will require more easement. The first involves the intersection of 9<sup>th</sup> and Linwood Streets, specifically the Southeast corner on property owned by the Church of Christ. The final easement involves property situated across from the new middle school, which is owned by Jacob and Crystal Ruddell. The Ruddell's have donated their easement to the Cushing Municipal Authority and the supporting documents have been returned by our agent Coates Field Service. No action Trustee action will be required on the Ruddell property.

Given the timeliness of this project, we have obtained a signed right of entry so work can continue until a settlement is reached with the Church of Christ.

### **II. Fiscal Impact:**

This project was not budgeted nor was it anticipated. Funding for this project will come from the Harmony Road Substation line item (252-500-5555), which is sufficiently funded therefore this project will not cause a negative budget impact.

### **III. Recommended Action:**

Authorize the City Manager to execute an agreement with Coates Field Service, Inc., in an amount up to \$9,250.00 for all work associated with the acquisition of easements for the 69 kV under build to the Harmony Substation, and to authorize payment.

# **COATES FIELD SERVICE, INC.**



## **Proposal for Services**

### **Cushing Municipal Authority Cushing, OK Electrical Easement Acquisition**

**Prepared for Cushing Municipal Authority | November 29th, 2023.**

**Coates Field Service, Inc.**  
Corporate Headquarters  
3150 NW 149<sup>th</sup> Street  
Oklahoma City, OK 73134  
(405) 528-5676  
Chris Mach  
Right of Way Program Manager  
chris.mach@coatesfs.com

**PROPRIETARY INFORMATION** - This document contains information proprietary to Coates Field Service. This document is to be used exclusively for the purpose for which it is furnished. This document, and all copies thereof, are to be returned or destroyed when no longer required for that purpose. This document, nor any information obtained there from, shall be reproduced, transmitted, disclosed, or used other than expressly permitted herein, in whole or in part, without the prior written authorization of Coates Field Service, Inc.

## I. OVERVIEW

The Cushing Municipal Authority is developing a Power Distribution Project.

The Cushing Municipal Authority ("CMA") requests right-of-way services from Coates Field Service, Inc. ("Coates").

## II. PREPARED FOR CUSHING MUNICIPAL AUTHORITY

This proposal has been prepared by Coates for the CMA key personnel involved are listed below.

Coates personnel involved in the creation of this proposal:  
**Chris Mach, Right of Way Program Manager**

Cushing Municipal Authority personnel involved in requesting this proposal:  
**Terry Brannon, City Manager**

## III. SERVICES

Coates is prepared to perform in accordance with good professional right-of-way acquisition, title service and appraisal service practices and in the best interest of the CMA all of the work as set out herein, including but not limited to the following:

### A. Appraisal Services

- (1) Perform an appraisal of each parcel, utilizing qualified and experienced personnel approved in advance by the CMA.
- (2) Make a detailed inspection of the properties and make such investigations as are necessary to derive sound conclusions for the preparation of appraisal reports.
- (3) All appraisals will be prepared in accordance with State law and acceptable appraisal standards, and in accordance with judicially recognized methods of property evaluation.
- (4) Each written appraisal will be reviewed, and sufficient copies submitted to the CMA for authorization for the amount of the fair market value offer prior to the initiation of the negotiation process.
- (5) The appraisal reports shall be based upon plans as furnished by the CMA for said project, showing areas of land and interests therein to be acquired by the CMA, and showing each parcel designated by a parcel number. Copies of such plans will be furnished by the CMA to the Right-of-Way Consultant, and the individual appraisal report prepared by the Right-of-Way Consultant shall make use of the parcel number for proper reference. The Right-of-Way Consultant shall review the project plans, including field reconnaissance for items such

as property lines, improvements, out conveyances, etc., to familiarize the Right-of-Way Consultant with the project scope.

- (6) Ensure that all appraisals comply with the Uniform Standards of Professional Appraisal Practice (USPAP) as pertains to limited restricted and/or mass appraisals.

**B. Acquisition/Negotiation Services**

- (1) Provide value find/appraisal waiver for non-complex acquisitions as necessary.
- (2) Perform abstracting and title search services through a search of courthouse records to determine ownerships, encumbrances, etc.
- (3) Conduct negotiations, including explanations to each owner regarding the acquisition of the property interest to be acquired and give the owner the opportunity to donate said property or interest therein.
- (4) Conduct negotiations with each owner for the acquisition of the property interest to be acquired and give the owner the opportunity to sell said property or interest therein.
- (5) Secure all documentation necessary to convey title to the CMA and coordinate the examination of title with the CMA's legal counsel.
- (6) If negotiations with the property owner fail, provide an affidavit to the CMA stating that the property owner has refused the CMA's offer.
- (7) Process all documentation for closing through the CMA and coordinate delivery of settlement checks to property owners (for Federally funded projects)
- (8) Attendance at meetings as requested by the CMA to explain any aspect of the right-of way process.
- (9) Coordinate relocation of signs, structures, encroachments, etc., from existing right-of-way as necessary.

**C. Title Services**

Provide Ownership Title Report on subject properties (the ownership shall include the following):

- (1) Current owner(s), estate (joint tenants, tenants in common, etc.) and address of record.
- (2) Five (5) -year chain of title.
- (3) Mortgages and mortgage releases that affect the parcel.

- (4) Easements of record, subject to the CMA and or project.
- (5) Liens, judgments, suits pending, special assessments, or other recorded filings that affect the parcel, if applicable.
- (6) Perform real estate closings, filings of deeds and instruments.
- (7) Provide “gap check” and re-certification (cover letter) on subject property.

**D. Survey/Mapping/Documents**

- (1) Complete a full boundary survey and legal exhibit.
- (2) Verify the accuracy of the legal descriptions and prepare the conveying instruments.
- (3) Produce any Property Maps necessary to assist the project.

**E. Condemnation Support**

- (1) Assist the CMA’s legal counsel in all condemnation actions required to obtain title to the required right-of-way.

**F. Changes in Work**

- (1) In any case where the Right-of-Way Consultant believes additional compensation and/or time is due for work and services not clearly covered by a project-specific work order, the Right-of-Way Consultant shall promptly notify the CMA in writing of its intention to negotiate for such additional compensation and/or time. The Right-of-Way Consultant shall give this notice prior to exceeding work order compensation and/or time limits. If such notification is not given, no claim for such extra compensation and/or time will be considered. Such notice by the Right-of-Way Consultant shall not in any way be construed as proving the validity of the claim. The claim must be approved by the CMA. In such case where the claim is found to be just, it shall be allowed and paid as Extra Work in accordance with the Compensation paragraph of this Contract and hourly rates specifically identified therein.
- (2) Exhaustion of the administrative procedure outlined herein above is a prerequisite of and not a substitute for the right of judicial review of the dispute.

**G. Maintenance of Records**

- (1) Maintain a Project Database for reporting of all project right-of-way services.

- (2) Develop and maintain permanent records and files regarding all right-of-way activities. All files will be retained and kept in a secure place in the project office of the Right-of-Way Consultant until such time as the parcel activities are completed. Upon completion of all parcel activities, the file(s) will be turned over to the CMA.
- (3) All records and files shall be made available for inspection by authorized representatives of the CMA at any time.
- (4) Maintain project-scheduling information of all right-of-way acquisition activities to show progress on each parcel and project segment against established Milestone Schedules.
- (5) Develop and maintain detailed information of all costs associated with right-of-way acquisition and property management.
- (6) Upon completion of the project, the Right-of-Way Consultant shall provide all project-related documents in an ordered manner and broken down by parcel.

L. Other Right of Way Related Services

Other right of way related services necessary or requested by the CMA shall be requested by the CMA in writing and shall be subject to such terms, conditions and compensation as are agreed upon by both parties.

IV. **Project Analysis**

Projected Project Summary:

Title Reports: 2  
Ownership Acquisitions: 2  
Appraisal / Reviews: 2

**(See Corresponding Table on Following Page)**

**V. COST ESTIMATE**

TASK:	FEE:	PARCELS:	TOTAL:
Project Management	\$900.00	2	\$1,800.00
Title Reports	\$600.00	2	\$1,200.00
R/W Acquisition	\$3,000.00	2	\$6,000.00
Mileage/Expenses			250.00
		<b>TOTAL NTE</b>	<b>\$9,250.00</b>

Compensation for requested services not described in Services, the CMA agrees to pay the Right-of-Way Consultant as compensation for professional services described therein at the following hourly rates:

<u>Position</u>	<u>Hourly Rate</u>
Project Manager	\$ 95
Expert Witness	\$115
Appraiser	\$ 95
Right-of-Way Agent I	\$ 72
Right-of-way Agent II	\$ 89
Title Agent	\$ 70
Document Clerk	\$ 62
Clerical	\$ 50

**VI. RESOURCES**

Coates has the resources available to adapt to the peaks and valleys in workloads by adjusting staff and resources to optimize efficiency and speed while maintaining accuracy. Due to the unit price nature of this proposal, staffing and resources will be directed by Coates. Adjustments requested by the CMA or made in response to changes in scope and/or deliverables may impact costs.

Coates also utilizes many remote services that increase cost-savings and efficiency. Examples of remote services that may be employed include: remote title research (when possible), remote negotiation, e-recording (additional fee), and remote online notarization (additional fee).

**VII. PROPOSAL EXPIRATION**

The contents of this proposal, including but not limited to the rates herein, are valid from the date submitted as shown below and for ninety (90) days after said date or until the end of the calendar year of said date, whichever occurs first. Once expired, the proposal can be renewed/amended upon request.

**VIII. SUBMISSION DATE AND SIGNATURE**



SUBMITTED THIS 29<sup>TH</sup> DAY OF NOVEMBER 2023 BY COATES FIELD SERVICE, INC.

By: Chris Mach  
Chris Mach  
Right of Way Program Manager

Accepted: \_\_\_\_\_  
Terry Brannon  
City Manager

# Easement Exhibit A

## Page 1 of 2

of  
Part of the NE/4 NE/4  
Section 11, T-17-N, R-5-E  
Payne County, Oklahoma

NORTHWEST CORNER  
NE/4, SECTION 11  
P.O.C.

NORTH LINE NE/4  
N 88°55'55" E  
2606.65'

NORTHEAST CORNER  
NE/4, SECTION 11

550.63'

S 01°04'05" E  
33.00'

9th Street

P.O.B. N 88°55'55" E  
8.00'

33' R/W

GALINA B. DONOVAN  
BOOK 2717, PAGE 5

N 01°04'05" W  
4.00'

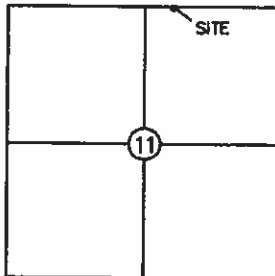
8.00'  
S 88°55'55" W

S 01°04'05" E  
4.00'

### Legend

P.O.C. POINT OF COMMENCEMENT  
P.O.B. POINT OF BEGINNING

R 5 E



Location Map

### Crossroads Survey Company, LLC

P.O. BOX 1772  
CUSHING, OKLAHOMA 74023  
PHONE: (918) 225-0345  
C.A. NO. 6841 EXPIRES 6/30/2024

FILE: 1705.11	SURVEY BY:	DATE: 11/29/2023
ORDER: 2242.01	DRAWN BY: CKC	SCALE: 1"=10'
BOOK:	CHECKED BY: CKC	SHEET 1 OF 2

# Easement Exhibit A

## Page 2 of 2

of  
Part of the NE/4 NE/4  
Section 11, T-17-N, R-5-E  
Payne County, Oklahoma

### Legal Description

A TRACT OF LAND THAT IS PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE/4 NE/4) OF SECTION 11, TOWNSHIP 17 NORTH, RANGE 5 EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, SAID TRACT OF LAND BEING DESCRIBED AS FOLLOWS:

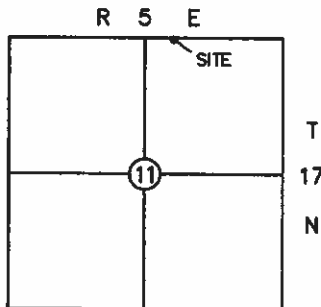
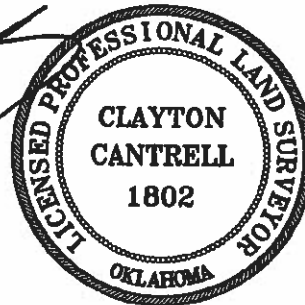
COMMENCING AT THE NORTHWEST CORNER OF SAID NE/4 NE/4; THENCE NORTH 88°55'55" EAST ALONG THE NORTH LINE OF SAID NE/4 NE/4 FOR 550.63 FEET; THENCE SOUTH 01°04'05" EAST FOR 33.00 FEET TO THE POINT OF BEGINNING OF SAID TRACT OF LAND; THENCE NORTH 88°55'55" EAST PARALLEL WITH THE NORTH LINE OF SAID NE/4 NE/4 FOR 8.00 FEET; THENCE SOUTH 01°04'05" EAST FOR 4.00 FEET; THENCE SOUTH 88°55'55" WEST PARALLEL WITH THE NORTH LINE OF SAID NE/4 NE/4 FOR 8.00 FEET; THENCE NORTH 01°04'05" WEST FOR 4.00 FEET TO THE POINT OF BEGINNING OF SAID TRACT OF LAND.

SAID TRACT OF LAND CONTAINS 32 SQUARE FEET.

I, CLAYTON CANTRELL, CERTIFY THAT THE ABOVE LEGAL DESCRIPTION CLOSES IN ACCORD WITH EXISTING RECORDS AND IS A TRUE REPRESENTATION OF EASEMENT AS DESCRIBED.

BY:

CLAYTON CANTRELL  
LICENSED PROFESSIONAL LAND SURVEYOR  
OKLAHOMA NO. 1802



Location Map

### Crossroads Survey Company, LLC

P.O. BOX 1772  
CUSHING, OKLAHOMA 74023  
PHONE: (918) 225-0345  
C.A. NO. 6841 EXPIRES 6/30/2024

FILE: 1705.11	SURVEY BY:	DATE: 11/29/2023
ORDER: 2242.01	DRAWN BY: CKC	SCALE: 1"=10'
BOOK:	CHECKED BY: CKC	SHEET 2 OF 2

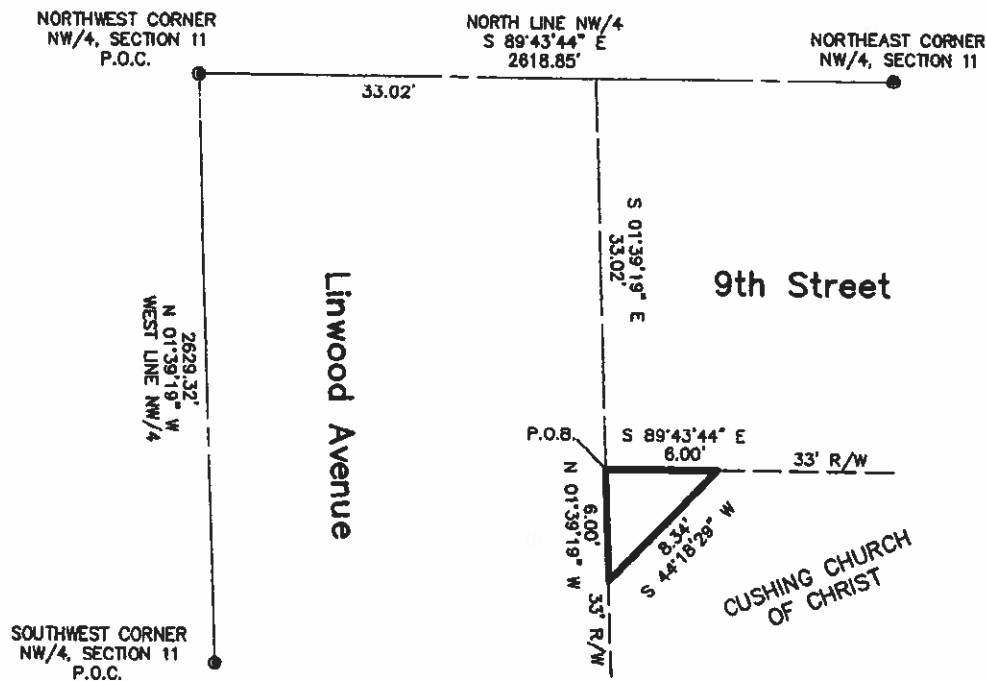
# Easement Exhibit A

## Page 1 of 2

of  
Part of the NW/4 NW/4  
Section 11, T-17-N, R-5-E  
Payne County, Oklahoma

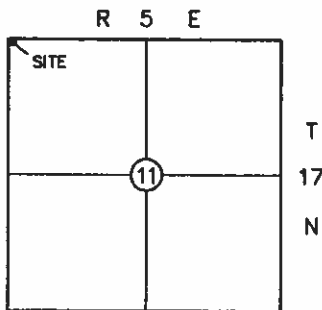


Scale: 1"=10'



### Legend

P.O.C. POINT OF COMMENCEMENT  
P.O.B. POINT OF BEGINNING



Location Map

### Crossroads Survey Company, LLC

P.O. BOX 1772  
CUSHING, OKLAHOMA 74023  
PHONE: (918) 225-0345  
C.A. NO. 6841 EXPIRES 6/30/2024

FILE: 1705.11	SURVEY BY:	DATE: 11/29/2023
ORDER: 2242.01	DRAWN BY: CKC	SCALE: 1"=10'
BOOK:	CHECKED BY: CKC	SHEET 1 OF 2

# Easement Exhibit A

## Page 2 of 2

of  
Part of the NW/4 NW/4  
Section 11, T-17-N, R-5-E  
Payne County, Oklahoma

### Legal Description

A TRACT OF LAND THAT IS PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW/4 NW/4) OF SECTION 11, TOWNSHIP 17 NORTH, RANGE 5 EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, SAID TRACT OF LAND BEING DESCRIBED AS FOLLOWS:

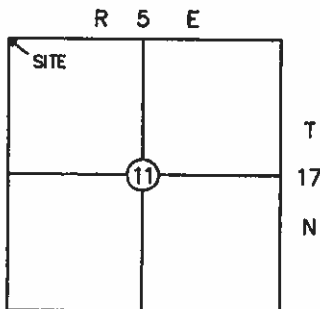
COMMENCING AT THE NORTHWEST CORNER OF SAID NW/4 NW/4; THENCE SOUTH 89°43'44" EAST ALONG THE NORTH LINE OF SAID NW/4 NW/4 FOR 33.02 FEET; THENCE SOUTH 01°39'19" EAST FOR 33.02 FEET TO THE POINT OF BEGINNING OF SAID TRACT OF LAND; THENCE SOUTH 89°43'44" EAST PARALLEL WITH AND 33 FEET SOUTHERLY OF THE NORTH LINE OF SAID NW/4 NW/4 FOR 6.00 FEET; THENCE SOUTH 44°18'29" WEST FOR 8.34 FEET; THENCE NORTH 01°39'19" WEST PARALLEL WITH AND 33 FEET EASTERLY OF THE WEST LINE OF SAID NW/4 NW/4 FOR 6.00 FEET TO THE POINT OF BEGINNING OF SAID TRACT OF LAND.

SAID TRACT OF LAND CONTAINS 18 SQUARE FEET.

I, CLAYTON CANTRELL, CERTIFY THAT THE ABOVE LEGAL DESCRIPTION CLOSES IN ACCORD WITH EXISTING RECORDS AND IS A TRUE REPRESENTATION OF EASEMENT AS DESCRIBED.

BY:

  
CLAYTON CANTRELL  
LICENSED PROFESSIONAL LAND SURVEYOR  
OKLAHOMA NO. 1802



Location Map

### Crossroads Survey Company, LLC

P.O. BOX 1772  
CUSHING, OKLAHOMA 74023  
PHONE: (918) 225-0345  
C.A. NO. 6841 EXPIRES 6/30/2024

FILE: 1705.11	SURVEY BY:	DATE: 11/29/2023
ORDER: 2242.01	DRAWN BY: CKC	SCALE: 1"=10'
BOOK:	CHECKED BY: CKC	SHEET 2 OF 2

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:** December 18, 2023      **Agenda Item No:** 36

**Subject:** Well #1 Invoice Amount Adjustment-----Water Treatment Plant

**Staff Resources:** Terry Brannon, City Manager  
James Landis, Water Treatment Plant Superintendent

**I. Summary**

In the November regular meeting the commission approved the repair of water well #1 in the amount of \$13,000.00. During completion of the work, it was determined several small items needed replaced that weren't originally accounted for in the approval action. Staff is seeking approval to pay the overage for the additional repairs which totals \$280.20.

**II. Fiscal Impact**

This action will not create a negative impact. Adequate funds exist within the well maintenance expenditure line for the water treatment plant to cover the expense. (252-507-3550).

**III. Recommended Action**

Authorize the City Manager to issue a purchase order to Myer Pump and Supply in the amount of \$13,280.20 for the replacement of the motor and pump for water well #1, and to authorize payment.

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:** December 18, 2023      **Agenda Item No:** 3H

**Subject:** Non-Pay Utility Report

**Staff Resources:** Diane Barnett, Utility Office Supervisor

**I. Summary**      Report is attached for your review

**II. Fiscal Impact**      NA

**III. Recommended Action**      None necessary

# Statement Summary

CITY OF CUSHING  
PO BOX 311  
CUSHING OK 74023-0311

Statement ID  
Statement Date  
Total Due  
Total Due After 12/15/2023

CITY  
11/30/2023  
\$ 69,232.32  
\$ 73,526.34

CM CITY HALL  
PO BOX 311  
CUSHING OK

07000-0000

CLOSED DEC 22 & 25

## Account Summary

Account	Name	Property	Total Due	After 12/15/2023
01-1200-00	CLM HEMPHILL PARK	N CENTRAL	28.69	31.56
02-0230-00	CLM TRAFFIC LIGHT	419 E MAIN 1/2	68.23	75.05
02-0455-00	CLM STREET LIGHT	745 E MAIN 1/2	220.91	243.01
02-0770-00	CLM TRAFFIC LIGHT	MAIN & HIGHLAND	91.47	100.62
03-0125-00	CLM STREET LIGHTS	LITTLE & WALNUT	158.72	174.59
05-0230-02	CM FIRE DEPT TRAINING	CE218 W MAPLE	47.23	51.96
05-0235-00	CM FIRE DEPT TRAINING	TO218 W MAPLE TOWER	7.96	8.76
05-0267-01	CM PUBLIC SAFETY CENTER	211 W MAIN	4,451.82	4,451.82
05-0268-00	CLM SAFETY CENTER LIGHTS	211 W MAIN	92.00	92.00
05-0350-00	CM POWER PLANT COOLING	T300 N DEPOT	73.10	80.41
05-0390-00	CM POWER PLANT	314 N DEPOT	67.17	73.89
05-0400-00	CM POWER PLANT	314 N DEPOT	6.00	6.60
05-0410-00	CM POWER PLANT	314 N DEPOT	5,571.56	6,128.72
05-0420-00	CM POWER PLANT	314 N DEPOT	4,375.97	4,813.57
05-0430-00	CM ELECTRIC SHOP	314 N DEPOT	296.22	325.84
05-0690-00	CM POWER PLANT CONTROL	R300 N SEAY	161.01	177.11
05-0770-00	CLM TRAFFIC LIGHT	MOSES & CLEVELAND	81.62	89.78
05-1160-00	CLM TRAFFIC LIGHT	102 E BROADWAY	7.28	8.01
05-1170-00	CLM DECORATIVE LIGHTS	100 N CLEVELAND	256.65	282.32
05-1190-00	CLM DOWNTOWN INTERSECTIOW	BROADWAY & MOSES	185.90	204.49
05-1630-00	CLM DECORATIVE LIGHTS	100 S CLEVELAND	214.59	236.05
05-1640-00	CLM DOWNTOWN INTERSECTIOW	BROADWAY & CHERRY	185.90	204.49
06-0160-00	CM LIBRARY	215 N STEELE	994.37	1,093.82
06-0800-00	CM WATER WELL # 4	1249 E ASH	8.00	8.80
06-1880-00	CM FIRE DEPT.	323 N HARRISON	137.04	150.75
06-1890-00	CM CITY HALL	100 E OAK	2,391.90	2,631.10
06-1900-00	CM CITY HALL COMPUTER	100 E OAK	50.22	55.24
07-0170-00	CM OLD BUS DEPOT	114 N HARRISON	59.27	65.21
07-0180-00	CLM PARKING LOT	N HARRISON	30.75	33.83
08-0190-00	CLM TRAFFIC LIGHT	BROADWAY & HARRISON	7.24	7.96
08-2115-01	CM DOWNTOWN WATERING	105 E BROADWAY	11.25	12.38
09-1210-00	CLM STREET LIGHTS	1000 E CHERRY	59.23	65.15
09-2190-00	CM SENIOR CITIZENS	203 E CHERRY	1,369.71	1,506.68
10-0190-00	CLM BALL FIELD (BOWL)	MEMORIAL PARK (BOWL)	129.82	142.80
10-0200-00	CLM T BALL FIELD MEMORIA	MEMORIAL PARK	22.80	25.09
10-0500-00	CM STORM SIREN	E SECOND & WILSON	6.00	6.60
10-1140-02	CITY OF CUSHING	1102 E SECOND A	48.81	48.81
10-1510-02	CM ARMORY	500 E SECOND	30.00	30.00
11-0400-00	CM BFI TRANSFER STATION	515 N LUELLA	57.42	63.16
11-1810-00	CM DOG POUND	500 W CHERRY	8.00	8.80
11-1820-00	CM SERVICE CENTER	514 W CHERRY	455.38	500.93
11-1830-00	CM TRUCK BARN	514 W CHERRY BARN	72.98	80.28



# Statement Summary

CITY OF CUSHING  
 PO BOX 311  
 CUSHING OK 74023-0311

Statement ID  
 Statement Date  
 Total Due  
 Total Due After 12/15/2023

CITY  
 11/30/2023  
 \$ 69,232.32  
 \$ 73,526.34

CM CITY HALL  
 PO BOX 311  
 CUSHING OK

07000-0000

CLOSED DEC 22 & 25

## Account Summary

Account	Name	Property	Total Due	After 12/15/2023
11-1835-00	CM WATER DEPT	518 W CHERRY	239.70	263.67
11-1840-00	CM SWEEPER BARN	514 W CHERRY	6.54	7.19
11-1860-01	CM STREET DEPT. OFFICE	514 W CHERRY	384.45	422.90
11-1870-00	CM PARKS DEPT.	514 W CHERRY	619.29	681.22
11-1880-00	CM WELDING SHOP	514 W CHERRY	40.73	44.80
11-1910-00	CM GAS PUMPS	PUCKETT ST	24.20	26.62
11-1920-00	CLM UNMETERED SEC LTS	PUCKETT ST	9.71	10.68
11-1940-00	CM WATER DEPT.	508 W MOSES	91.17	100.29
12-1290-00	CM YOUTH CENTER	800 S LITTLE	2,239.00	2,462.91
12-1300-00	CM BATTING CAGES AT PARK	800 S LITTLE	6.00	6.60
12-1310-01	CM CUSHING DAY CARE	711 S THOMPSON	32.80	32.80
12-1310-00	CM CUSHING DAY CARE	711 S THOMPSON	6.00	6.60
12-1310-00	CM AMPHITHEATER	CITY PARK	85.30	93.83
12-1350-00	CM FESTIVAL IN THE PARK	MEMORIAL PARK	7.16	7.88
12-1360-00	CLM TENNIS CT. S. MEMORIMEMORIAL PARK		6.00	6.60
12-1675-00	CITY OF CUSHING	612 S LITTLE POLE	107.05	107.05
12-1740-00	CM AQUATIC CENTER	MEMORIAL PARK	235.52	259.08
12-1760-00	CM PICNIC GROUNDS	MEMORIAL PARK	142.85	157.14
12-1790-00	CLM E. PAVILLION MEMORIAMEMORIAL PARK		36.35	39.99
12-1815-00	CLM STREET LIGHTS	FIFTH & LITTLE	165.24	181.76
12-1850-00	CM SEWER LIFT PUMP	403 S LITTLE	6.12	6.73
13-0035-00	CM WATER WELL # 2	CITY PARK	288.80	288.80
14-0980-00	CLM STREET LIGHT	S HOWERTON & NINTH	212.96	234.26
14-1910-00	CM 9TH ST SUBSTATION	1100 E NINTH	23.04	23.04
14-1915-00	CM ROTARY PARK GAZEBO LI	1100 E NINTH	6.35	6.99
15-0065-00	CLM STREET LIGHTS	NINTH & LINWOOD	25.43	27.97
16-0800-00	CLM STREET LIGHT	E NINTH & THOMPSON	207.63	228.39
16-1131-00	CM STORM SIREN	1400 S LITTLE	15.59	15.59
17-0180-00	CLM LIONS PARK	1320 S LINWOOD	61.17	67.29
18-0080-01	CM ELECTRIC DISTRIBUTION	101 N HARMONY RD	948.46	948.46
18-0081-01	CM ELECTRIC DISTRIBUTION	101 N HARMONY RD GATE	6.66	6.66
18-0085-00	CM NORTH SUBSTATION	101 N HARMONY N SUB	114.23	114.23
18-0090-01	CM ELECTRIC DISTRIBUTION	101 N HARMONY RD	11.25	11.25
18-0093-00	CM CUSHING SPORTS COMPLE	229 S HARMONY RD	336.82	336.82
18-0094-00	CM CUSHING SPORTS COMPLE	229 S HARMONY GRN	18.05	18.05
18-0095-00	CM CUSHING SPORTS COMPLE	229 S HARMONY RD	39.75	39.75
18-0097-00	CM STORM SIREN	200 S HARMONY RD	17.64	17.64
18-0350-00	CM WATER WELL # 97-4	823 S HARMONY RD	1,682.74	1,851.01
18-0415-00	CLM SCHOOL FLASHING LIGH	1600 S HARMONY RD	6.93	6.93
18-0535-00	CM AIRPORT GATE	AIRPORT RD & LITTLE	11.25	11.25
18-0608-01	CM AIRPORT HANGER	2508 TOM MALONEY DR	6.93	6.93
18-0610-03	CM CITY OF CUSHING	2512 TOM MALONEY DR	99.42	99.42

# Statement Summary

CITY OF CUSHING  
 PO BOX 311  
 CUSHING OK 74023-0311

Statement ID  
 Statement Date  
 Total Due  
 Total Due After 12/15/2023

CITY  
 11/30/2023  
 \$ 69,232.32  
 \$ 73,526.34

CM CITY HALL  
 PO BOX 311  
 CUSHING OK

07000-0000

CLOSED DEC 22 & 25

## Account Summary

Account	Name	Property	Total Due	After 12/15/2023
18-0627-02	CM AIRPORT INCUBATOR	2414 TOM MALONEY DR	304.45	304.45
18-0628-01	CM CUSHING MUNICIPAL AIR	2414 TOM MALONEY DR	33.56	36.92
18-0630-03	CM CUSHING MUNICIPAL AIR	2420 TOM MALONEY DR	110.68	121.76
18-0635-02	CM CITY OF CUSHING	3 W AIRPORT RD	6.04	6.64
18-0695-00	CM AIRPORT PLAYGROUND	AIRPORT	11.63	12.79
18-0750-00	CM MUNICIPAL AIRPORT	AIRPORT	304.69	335.16
18-0760-00	CLM AIRPORT LIGHT	AIRPORT	51.07	56.18
18-0990-00	CM WATER WELL # 97-6	2515 E ESECO RD	487.58	536.34
18-1000-00	CM SEWER DISPOSAL PLANT	2701 E ESECO RD	30.00	33.00
18-1008-01	CM SEWER DISPOSAL PLANT	2701 E ESECO RD	18,881.22	18,881.22
18-1010-00	CM SEWER DISPOSAL PLANT	2701 E ESECO RD	6.00	6.60
18-1010-00	CM WATER WELL # 97-7	2406 S NORFOLK RD	340.41	374.45
18-1010-00	CM WATER WELL # 97-8	2401 S EUCHEE VALLEY RD	3,601.77	3,961.95
18-1200-00	CM WATER WELL # 97-5	912 S NORFOLK RD	1,801.86	1,982.05
18-1570-00	CLM STREET LIGHT	1327 E MAIN 1/2	146.55	161.21
18-1850-00	CLM SCHOOL FLASHING LIGH	1513 E MAIN 1/2	141.12	155.23
18-1940-00	CLM SOFTBALL FIELD	1513 E MAIN 1/2	147.53	162.28
18-1970-00	CM WATER WELL # 97-1	1500 E PINE	38.99	42.89
18-1990-00	CLM FOOTBALL FIELD LIGHT	1700 E WALNUT	208.50	229.35
18-2000-00	CM FOOTBALL FIELD SCORE	FOOTBALL FIELD	30.62	33.68
18-2020-00	CM CHS FOOTBALL LIGHTS	E1700 E WALNUT	151.33	166.46
18-2071-01	CLM HIGH SCHOOL PKG LOT	1700 E WALNUT	65.06	65.06
18-2072-01	CLM HIGH SCHOOL PKG LOT	1700 E WALNUT	87.70	87.70
18-2125-00	CLM STREET LIGHTS	1737 E MAIN	33.92	37.31
18-2300-00	CLM STREET LIGHTS	MAIN & STEWART	158.51	174.36
18-2440-00	CM WATER WELL # 97-2	2319 E MAIN	887.12	975.83
18-2458-00	CLM WALMART TRAFFIC LIGH	2905 E MAIN	31.36	31.36
18-2470-00	CLM PIPELINE CROSSROADS	2405 E MAIN	6.66	7.33
18-2490-00	CM WATER WELL # 56-9	2826 E MAIN A	14.00	15.40
18-2518-00	CM SEWER LIFT STATION	3206 E MAIN	52.74	58.01
18-2520-00	CM WATER WELL # 97-3	3540 E MAIN	14.62	16.08
18-3920-00	CM WATER PLANT	1175 MAITLEN	8,765.02	9,641.53
18-3925-00	CM ANIMAL SHELTER	1150 MAITLEN DR	219.70	241.67
18-3930-08	CM RODEO GROUNDS	1175 MAITLEN	17.25	18.98
19-1773-00	CM STORM SIREN	1000 E GRANDSTAFF	18.59	18.59
19-2100-00	CM N. DISPOSAL PLANT	2114 N EDGEWOOD CIR	221.76	243.94
19-2256-00	CM BARBEQUE & BLUES	213 E GRANDSTAFF WA	16.88	18.57
19-3090-00	CLM PIPELINE CROSSROADS	N HWY 18 & DEEP ROCK	83.68	92.05
20-1870-00	CM WATER PL. HOUSE # 3	W OF CITY	8.00	8.80
20-1950-00	CM LAKE BOAT HOUSE	W OF WATER PLANT	20.00	22.00
20-2470-00	CLM PIPELINE CROSSROADS	W HWY 33	6.00	6.60
20-2640-00	CM RESERVOIR	201 S KINGS HWY	60.32	66.35

# Statement Summary

CITY OF CUSHING  
PO BOX 311  
CUSHING OK 74023-0311

Statement ID CITY  
Statement Date 11/30/2023  
Total Due \$ 69,232.32  
Total Due After 12/15/2023 \$ 73,526.34

CM CITY HALL  
PO BOX 311  
CUSHING OK

07000-0000

CLOSED DEC 22 & 25

## Account Summary

Account	Name	Property	Total Due	After 12/15/2023
20-2650-00	CM RESERVOIR	201 S KINGS HWY	6.00	6.60
20-2660-00	CM WEATHER TOWER	201 S KINGS HWY	172.66	172.66
20-2670-00	CM RESERVOIR RADIO REPEA	201 S KINGS HWY	28.30	31.13
20-2800-00	CM RESERVOIR	201 S KINGS HWY	143.07	157.38
50-3480-00	CM POLICE PISTOL RANGE	100 W TEXACO RD	25.33	25.33
<b>Total Due</b>			<b>69,232.32</b>	<b>73,526.34</b>
<b>Total Credit Balances</b>			<b>0.00</b>	<b>0.00</b>

## 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:** December 18, 2023

**Agenda Item No:** 5A

**Subject:** A RESOLUTION ESTABLISHING AND MODIFYING A DOMESTIC VIOLENCE UTILITY DEPOSIT WAIVER POLICY; DEFINING PROGRAMS OPERATED BY FEDERALLY RECOGNIZED TRIBES AS CERTIFYING AGENCIES; ESTABLISHING QUALIFICATIONS FOR SAID WAIVER; DECLARING AN EMERGENCY; AND ESTABLISHING AN EFFECTIVE DATE.

**Staff Resources:** Utilities Department; Cushing Police Department

### I. Summary

In June, the CMA Board of Trustees passed a Domestic Violence Deposit Waiver program that implemented a new state law, 11 O.S. §35-107 (E), that allows victims of domestic violence to have their utility deposit waived.

Recently, the City Attorney and Utilities Supervisor were approached by representatives of the Iowa Tribe of Oklahoma regarding their services to domestic violence victims (both tribal citizens and non-tribal members). As the state law is written, only agencies certified by the State of Oklahoma can attest to a victim's status as victim of domestic violence. Programs run by most tribal governments are not certified by the State of Oklahoma but are certified or operate under grants from the US Department of Justice and/or Bureau of Indian Affairs. Under the policy (and state law) adopted in June, these tribal programs do not qualify as certifying agencies.

City staff believes it is in the best interest of the citizens of Cushing and the State of Oklahoma to allow Federally Recognized Tribes who operate domestic violence shelters and programs either certified by the US government or operating under grants from the DOJ or BIA to qualify as a certified agencies for the purposes of the Domestic Violence Deposit Waiver program.

This resolution simply modifies the previous policy to allow for programs operated by Federally Recognized Tribes to be considered certifying agencies.

### II. Fiscal Impact

The fiscal impact on the City is unknown; it will likely be *de minimis*.

### III. Recommended Action

Motion to approve Resolution.

**CUSHING MUNICIPAL AUTHORITY  
RESOLUTION NO. 18-2023**

**A RESOLUTION ESTABLISHING AND MODIFYING A DOMESTIC VIOLENCE UTILITY DEPOSIT WAIVER POLICY; DEFINING PROGRAMS OPERATED BY FEDERALLY RECOGNIZED TRIBES AS CERTIFYING AGENCIES; ESTABLISHING QUALIFICATIONS FOR SAID WAIVER; DECLARING AN EMERGENCY; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the Cushing Municipal Authority ("CMA") is a public trust whose beneficiary is the City of Cushing, Oklahoma; and

WHEREAS, the CMA is the owner and operator of municipal electrical systems, municipal water and municipal wastewater systems within and surrounding the boundaries of the City of Cushing; and

WHEREAS, the CMA sets certain utility rates and deposit amounts; and

WHEREAS, 11 O.S. § 35-107 (E) calls for waivers of certain utility deposits for victims of domestic violence, stalking, or harassment as defined by Oklahoma statutes; and

WHEREAS, the Board of Trustees of the CMA passed a Family Violence Utility Deposit Waiver policy in June 2023; and

WHEREAS, the CMA desires to modify said policy to include domestic violence shelters and programs operated by Federally Recognized Indian Tribes that are certified by or operating under grants from the United States Department of Justice or Bureau of Indian Affairs.

NOW THEREFORE, BET IT RESOLVED by the Board of Trustees of the Cushing Municipal Authority as follows:

**Section 1. Domestic Violence Waiver Program Created.** A Domestic Violence Utility Deposit Waiver Program ("Domestic Violence Waiver") is hereby created.

**Section 2. Program Overview.** Oklahoma consistently ranks in the top five worst states for domestic violence. Over 40% of Oklahoma women and nearly 38% of Oklahoma men will be victims of some type of domestic violence in their lifetimes.<sup>1</sup> Often times, economic circumstances are barriers to victims leaving an abusive situation. This Domestic Violence Waiver program seeks to assist victims overcoming financial constraints that prevent them from escaping abusive relationships.

**Section 3. Waiver Eligibility.** A person seeking to have his or her deposit waived may do so by completing the Domestic Violence Waiver Form and submitting verification in one of the following ways:

1. By providing the completed form along with a protective order of an incident of such violence within thirty (30) days of the date of the order; or.
2. By providing the completed form signed by a representative of a certified domestic violence shelter or certified violence program pursuant to 74 O.S. § 18p-6 within 30 days of signature or providing the completed form signed by a representative of a Federally Recognized Tribe's domestic violence shelter or program certified or operating under

---

<sup>1</sup> Source: National Coalition Against Domestic Violence

grants from the United States Department of Justice or Bureau of Indian Affairs within 30 days of signature.

3. By providing the form signed by a representative of the Cushing Police Department within 30 days of signature.

**Section 4. Declaration of Emergency.** Whereas, in the judgment of the CMA Board of Trustees, the public peace, health, safety, and welfare of the City of Cushing, Oklahoma, and the inhabitants thereof demand the immediate passage of this Resolution, an emergency is hereby declared, the rules are suspended, and this Resolution shall be in full force and effective on its passage.

This Resolution is PASSED and APPROVED this 18<sup>th</sup> day of December, 2023.

---

Ricky Lofton, Chairman  
Board of Trustees

ATTEST:

---

Jerrica Worthy, City Clerk

Approved as to form:

---

Jonathan Huseman, City Attorney

## DOMESTIC VIOLENCE WAIVER FORM

A victim of domestic violence<sup>1</sup> may be eligible to have their utility deposit waived when starting or transferring certain utility services provided by the City of Cushing/Cushing Municipal Authority. This form serves to certify that the person listed below is a victim of domestic violence and has demonstrated satisfactory credit for the purposes of starting or transferring electric and/or water service. This completed form may be used in lieu of a deposit for electric and/or water utilities provided by the City of Cushing/Cushing Municipal Authority. It is NOT applicable to Summit Utilities or to any other utility provider.

Requirement of deposit must be waived for the Applicant below for electric, water, sewer and refuse service, subject to submission of this completed form.

A person seeking to have their deposit waived may do so in one of the following ways:

1. By providing this form along with a protective order<sup>2</sup> of an incident of such violence within thirty (30) days of the date of the order; or
2. By providing this completed form signed by a representative of the Wings of Hope Family Crisis Services or other State or Tribal certified agency (“Certifying Agency”)<sup>3</sup> within thirty (30) days of signature; or
3. By providing this form signed by a representative of the Cushing Police Department within thirty (30) days of signature.<sup>4</sup>

Applicant Name: \_\_\_\_\_

Applicant Date of Birth: \_\_\_\_\_

Account Number (if applicable): \_\_\_\_\_

**IF A VALID PROTECTIVE ORDER IS ATTACHED TO THIS FORM, A CERTIFYING AGENCY OR OFFICER DOES NOT NEED TO COMPLETE THE FOLLOWING SECTIONS.**

By my signature I certify that the following Certifying Agency has determined that, based on the information gathered at the time of intake/assessment/provision of services, the above-named Applicant reported experiences of domestic violence<sup>1</sup> and was assessed to be a victim of domestic violence.

**Certifying Agency**

Agency Name: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

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

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

**Cushing Police Department**

By my signature I certify that I have personally responded to or have confirmed via internal records that an officer of the Cushing Police Department has responded to an incident occurring within the municipal boundaries of the City of Cushing where the above-named Applicant was reported to be a victim of domestic violence.

Department Representative Signature: \_\_\_\_\_

Department Representative Printed Name: \_\_\_\_\_

Badge Number (if applicable): \_\_\_\_\_

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

<sup>1</sup> For the purposes of this waiver, "domestic violence" means the threat of the infliction of physical injury, any act of physical harm or the creation of a reasonable fear thereof, the intentional infliction of emotional distress by a present or former member of the household, against any member of the household, including coercive control by involving physical, sexual, psychological, emotional, economic or financial abuse. This definition is meant to encompass all scenarios contemplated by 43 O.S. § 109(1)(2)(a), 21 O.S. § 644.1, and 22 O.S. § 60.1 *et seq.*

<sup>2</sup> Both a victim protective order (VPO) or emergency protective order (EPO) qualify. This is meant to mirror the requirements of 41 O.S. § 111(F).

<sup>3</sup> Only one Certifying Agency is required.

<sup>4</sup> A representative of the Cushing Police Department may certify if the following circumstances are present: (1) the officer has personally responded to or who can confirm through internal records that another officer has responded to (2) an incident that occurred within the City of Cushing where (3) the applicant was reported to be a victim of domestic violence.