

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF COMMISSIONERS
CITY OF CUSHING, OKLAHOMA
January 22, 2019
5:30 PM 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. General Business**
 - a. Presentation of OMAG Recognition Program.

- 3. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:05 Am on January 17, 2019.



Terry Brannon, City Manager



Jerrica A. Worthy, City Clerk

**NOTICE OF REGULAR MEETING AND AGENDA
OF THE BOARD OF COMMISSIONERS
CITY OF CUSHING, OKLAHOMA
JANUARY 22, 2019
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. Opening Prayer
- d. Pledge of Allegiance

2. Public Input and Unscheduled Personal Appearances

Each person will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens' comments 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. Report from Youth and Community Center Advisory Board.

4. Consent Agenda

- a. Approve claims and payroll totaling: \$781,760.00
- b. Approve minutes: December 20, 2018 (Special)
- c. Approve Budget Amendment: Amend the FY 2018-19 Grant Fund Budget to include the EMPG Grant award and corresponding expenditures.
- d. Approve Budget Amendment: Amend the FY 2018-19 City Manager department budget for Tier 1 personnel expense.
- e. Authorize the purchase of aviation fuel and expend up to \$40,000.00.
- f. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.
- g. Appoint Mamie McBride to serve a new three year term on the Housing Authority.
- h. Acknowledge three expiring terms and one vacant unexpired term on the Senior Citizens Center Advisory Board.
- i. Approve payment to Gose & Associates in the amount of \$2,195.00 for Invoice No. 2106 for the OWRB Annual Dam Inspection and Report.
- j. Approve payment to McCool and Associates, P.C. in the amount of \$7,756.72 for payment of Invoice #2582 on the Animal Shelter Project.
- k. Approve payment to The BDB Engineering Group LLC in the amount of \$1,500.00 for payment of Invoice No. 1056-6 on the Cushing Regional Airport Hangar Taxiway Project.
- l. Approve payment to The BDB Engineering Group LLC in the amount of \$8,100.00 for payment of Invoice No. 1064-2 on the Cushing Regional Airport Taxiway Rehab Project.
- m. Approve payment to Ellsworth Construction in the amount of \$26,932.50 for Pay Request No. 1 on the Cushing Regional Airport Hangar Taxiway Project.
- n. Approve payment to Innovative Interfaces, Inc. in the amount of \$11,635.37 for Polaris software maintenance, user licenses, and system support for the Cushing Public Library from January 1, 2019 thru December 31, 2019.

- o. Authorize Chairman, Board of Commissioners, to execute a FY 2019 Emergency Management Performance Grant with the State of Oklahoma Department of Emergency Management.
- p. Recognize statement of cash and investments as of December 31, 2018.

5. Items Removed from Consent Agenda

6. General Business

- a. Authorize the Chairman, Board of Commissioners, to execute an Apparatus Use Agreement between the City of Cushing and the Safety Alliance of Cushing.

7. Resolutions

a. RESOLUTION NO. 01-2019

A resolution adopting a governing body Best Practices Handbook for the City of Cushing Board of Commissioners and related authorities.

b. RESOLUTION NO. 02-2019

A resolution authorizing participation in the OMAG Recognition Program.

c. RESOLUTION NO. 03-2019

A resolution adopting a Records Information Management and Retention Policy for the City of Cushing and its authorities; authorizing City Attorney to update the records retention schedule on an annual basis; establishing an effective date; repealing and superseding any former policy in conflict; providing for copies for public review.

8. City Manager's Communications

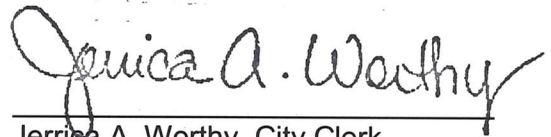
9. Commissioners Community Announcements

10. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 10:55 Am on January 18, 2019.



Terry Brannon, City Manager



Jerrica A. Worthy, City Clerk

**NOTICE OF REGULAR MEETING AGENDA
OF THE BOARD OF TRUSTEES
CUSHING MUNICIPAL AUTHORITY
JANUARY 22, 2019
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

Each person will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens' comments 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: \$700,104.56
- b. Approve minutes: December 14, 2018 (Special)
 December 20, 2018 (Special)
- c. Approve budget amendment: Amend the FY 2018-19 Engineering Department Budget for Contractual Services with PEC related to the Highway 18 Utility Relocation and Highway 33 Intersection Utility Relocation.
- d. Approve payment to Wiley Transformer Company in the amount of \$9,530.00 for the repair of seventeen transformers.
- e. Approve payment to Professional Engineering Consultants, P.A. (PEC) in the amount of \$1,150.00 for payment of Invoice No. 519081 on the Cushing Sanitary Sewer Improvement Project 4.
- f. Approve request for special assistance on refuse carry-out at 406 East 2nd St.
- g. Approve request for special assistance on refuse carry-out at 617 East Oak.
- h. Authorize Chairman to execute a professional services agreement with Professional Engineering Consultants (PEC) for professional services for utility relocation associated with State Highway 18 widening within city limits.
- i. Authorize Chairman to execute a professional services agreement with Professional Engineering Consultants (PEC) for professional services for utility relocation associated with State Highway 33 Intersection improvements.
- j. Recognize non-pay utility report for City operations and public facilities for 12/31/18 billing period.
- k. Recognize statement of cash and investments as of December 31, 2018.

4. Items Removed from Consent Agenda

5. Resolutions

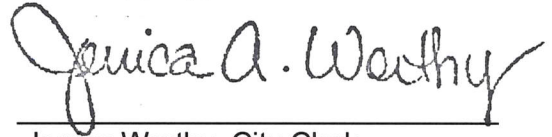
- a. **Resolution No. 01-2019**
A resolution adopting a governing body Best Practices Handbook for the Cushing Municipal Authority.

6. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 10:55 Am on January 18, 2019.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING HOSPITAL AUTHORITY
January 22, 2019**

7:00 PM Cushing City Hall
100 Judy Adams Blvd.

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

1. Call to Order

- a. Roll Call
- b. Declaration of Quorum

2. Consent Agenda

- a. Approve Minutes: December 20, 2018 (Special)

3. Items Removed from Consent Agenda

4. Resolutions

a. Resolution No. 01-2019

A resolution adopting a governing body Best Practices Handbook for the Cushing Hospital Authority.

b. Resolution No. 02-2019

A resolution approving the purchase of certain real property in the City of Cushing, for the amount of \$78,630.00; said property generally described as: Lots Twenty-five (25), Twenty-six (26), Twenty-seven (27), and Twenty-eight (28), in Block Three (3), Broadway Square Addition to the City of Cushing, Payne County, Oklahoma (1002 E. 3rd St.); and further approving expending an additional amount not to exceed \$1,000 for other closing costs related to said purchase; and further authorizing the Chairman, Board of Trustees, to execute any documents necessary for the purchase thereof.

5. Executive Session

- a. Executive Session pursuant to 25 O.S. §307(B)(3) to discuss the purchase or appraisal of real property.

6. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 3:53 PM on January 17, 2019.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING INDUSTRIAL AUTHORITY**

January 22, 2019

7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.

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

1. Call to Order

- a. Roll Call
- b. Declaration of Quorum

2. Consent Agenda

- a. Approve minutes: December 20, 2018 (Special)
- b. Approve payment of claims: \$1,039.53

3. Items Removed from Consent Agenda

4. Resolutions

a. Resolution No. 01-2019

A resolution adopting a governing body Best Practices Handbook for the Cushing Industrial Authority.

5. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:05 Am
on January 17, 2019.



Terry Brannon, City Manager



Jerrida Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING EDUCATIONAL FACILITIES AUTHORITY
January 22, 2019
7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.**

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

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


- 2. Consent Agenda**
 - a. Approve minutes: December 20, 2018 (Special)

- 3. Items Removed from the Consent Agenda**

- 4. Resolutions**
 - a. **Resolution No. 01-2019**
A resolution adopting a governing body Best Practices Handbook for the Cushing Educational Facilities Authority Board of Trustees.

- 5. Adjournment.**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:05 Am on January 17, 2019.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk