

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF COMMISSIONERS
CITY OF CUSHING, OKLAHOMA
JULY 22, 2019
5:30 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
- d. Opening Prayer
- e. Special presentation to Lee and Johna Skinner
- f. Special presentation to Donnie Hoover
- g. Swearing in of Officer Taylor Ballard

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: \$781,214.86
- b. Approve minutes: June 3, 2019 (Special Joint Meeting with the Cushing Municipal Authority, Cushing Hospital Authority, Cushing Industrial Authority and the Cushing Educational Facilities Authority Board of Trustees)
June 17, 2019 (Regular)
June 20, 2019 (Special Joint Meeting with the Board of Trustees of the Cushing Hospital Authority and the Cushing Industrial Authority)
- c. Authorize the purchase of aviation fuel and expend up to \$40,000.00.
- d. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.
- e. Approve payment to Oklahoma Municipal League (OML) in the sum of \$8,233.94 for the 2019-2020 annual service fees.
- f. Approve payment to Cushing Chamber of Commerce in the sum of \$5,250.00 for the 2019 membership investment.
- g. Approve payment to Central Oklahoma Economic Development District (COEDD) in the sum of \$3,687.00 for the 2019-2020 assessment.
- h. Authorize the Chairman, Board of Commissioners, to execute the FY 2019-2020 Lease Agreement with Project H.E.A.R.T. for meals at the Senior Citizens Center.
- i. Approve payment to ESO Solutions, Inc. in the amount of \$6,527.63 for EMS reporting software annual fee.
- j. Approve payment to Professional Engineering Consultants, P.A. in the amount of \$7,500.00 for Invoice Number 520100 for services through May 25, 2019 on the Street Overlay project.

- k. Authorize the Chairman, Board of Commissioners, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2018-19 audit.
- l. Approve payment to Gose & Associates in the amount of \$7,107.50 for professional services on the Cushing Lake earthen dam repair.
- m. Approve payment to TKO Construction, Welding & Fabrication LLC in the amount of \$84,509.15 for pay application #3 on the Animal Shelter project.
- n. Approve payment to BDB Engineering Group, LLC in the amount of \$300.00 for Invoice Number 1056-10 for services through June 30, 2019 on the Cushing Municipal Airport Hangar Taxiway project.
- o. Approve payment to BDB Engineering Group, LLC in the amount of \$4,600.00 for Invoice Number 1064-7 for services through June 30, 2019 on the Cushing Municipal Airport Taxiway Rehab Project #3-40-091-019-2019.
- p. Approve change in Library Advisory Board bylaws.
- q. Appoint Frank Denney and Bekkah Cooper to new three year terms on the Library Board.
- r. Recognize one expiring term on the Planning Commission.
- s. Recognize one expiring term on the Board of Adjustment.
- t. Approve retirement for Donnie Hoover.
- u. Recognize statement of cash and investments as of June 30, 2019.

4. Items Removed from Consent Agenda

5. General Business

- a. Authorize the City Manager to execute an Agreement for Use of Subscription Material with Lexipol, LLC for the Cushing Fire Department and further, to authorize payment thereof in the amount of \$6,762.00 to Lexipol, LLC for an annual (12 months) fire police manual and daily training bulletins.
- b. Consider and take action on granting a Conditional Use Permit for the purpose of placing a mobile home on property located at 1701 South Harmony Rd.
- c. Discuss and take action on five year review of Conditional Use Permit at 805 North Noble.
- d. Discuss and take action on five year review of Conditional Use Permit at 703 East Bressy.

6. Resolutions

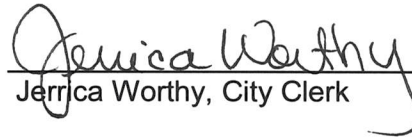
- a. **RESOLUTION NO. 15-2019:** A resolution authorizing the Chairman, Board of Commissioners, to execute a Federal Aviation Administration (FAA) Grant Offer for Airport Improvement Program (AIP) Project 3-40-0023-019-2019 for Taxiway Rehabilitation Project at the Cushing Regional Airport.
- b. **RESOLUTION NO. 16-2019:** A resolution declaring a City owned Fire Department vehicle (1992 E One fire engine) to be obsolete or surplus and authorizing and directing the City Manager to donate and transfer such vehicle to the Pawnee Fire Department.
- c. **RESOLUTION NO. 17-2019:** A resolution to authorize the appointment of Bruce Johnson as the City of Cushing's representative to the Central Oklahoma Economic Development District (COEDD) Board of Directors.

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. **City Manager's Communications**
9. **Commissioners Community Announcements**
10. **Executive Session**
 - a. Executive Session Pursuant to 25 O.S. §307(B)(4) to discuss claim of Nancy Parks.
11. **Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 4:15 PM on July 18, 2019.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AGENDA
OF THE BOARD OF TRUSTEES
CUSHING MUNICIPAL AUTHORITY
July 22, 2019
5:30 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

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3. Consent Agenda

- a. Approve claims and payroll totaling: \$900,113.16
- b. Approve minutes: June 17, 2019 (Regular)
- c. Approve budget amendment: Amend the FY 2019-2020 CMA Capital Improvement Fund (Fund 252) Budget for the rollforward of funds for two (2) F250 trucks previously budgeted for in the FY 18/19 budget.
- d. Approve payment to C.H. Guernsey & Company in the amount of \$1,410.75 for Invoice #132376 for professional services through May 31, 2019 on the Cost of Services and Rate Study.
- e. Approve payment to Andy Armstrong Consulting, LLC in the amount of \$948.72 for Invoice Number 3290, final payment for administrative services on the CDBG Sewer Improvement Project 4.
- f. Approve payment to Professional Engineering Consultants, P.A. in the amount of \$500.00 for Invoice Number 520099 for services through May 25, 2019 on the Sanitary Sewer Improvements Project 4.
- g. Approve payment to Professional Engineering Consultants, P.A. in the amount of \$5,364.29 for Invoice Number 520098 for services through May 25, 2019 on the SH33 Utility Relocation project.
- h. Approve payment to Professional Engineering Consultants, P.A. in the amount of \$790.00 for Invoice Number 520097 for services through May 25, 2019 on the SH18 Utility Relocation project.
- i. Approve payment to Interworks in the amount of \$10,656.00 for the purchase of Microsoft 365 GCC G3 with Microsoft Exchange Online Plan 1 for GCC.
- j. Approve payment to Interworks for the purchase of Ruckus Wireless Equipment and Software Support in the amount of \$14,424.70.
- k. Approve payment to Interworks for the purchase of Datta backup with infinite cloud retention in the amount of \$8,383.20.
- l. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2018-19 audit.

- m. Authorize the City Manager to issue a purchase order to B&B Transformer in the amount of \$23,955.00 for three (3) 50 KVA dual voltage polemount transformers, ten (10) 37.5 KVA dual voltage polemount transformers, three (3) 75 KVA dual voltage polemount transformers and three (3) 100 dual voltage KVA transformers for the Electric Distribution Department.
- n. Authorize the City Manager to issue a purchase order to McFarland Cascade in an amount not to exceed \$10,850.00 for wood poles for the Electric Distribution Department.
- o. Acknowledgement of Oklahoma Department of Environmental Quality Permit No. WL000060190432 on the State Highway 18 Waterline.
- p. Acknowledgement of Oklahoma Department of Environmental Quality Permit No. SL000060190431 on the State Highway 18 Sanitary Sewer line.
- q. Recognize non-pay utility report for City operations and public facilities for 06/30/19 billing period.
- r. Recognize statement of cash and investments as of June 30, 2019.

4. Items Removed from Consent Agenda

5. Resolutions

- a. **RESOLUTION NO. 09-2019:** A resolution authorizing and directing the City Manager to execute a professional services agreement with Myers Engineering, Consulting Engineers, Inc. in the sum of \$46,200.00 for professional engineering services for the UV Disinfection System Replacement at the Waste Water Treatment Plant.
- b. **RESOLUTION NO. 10-2019:** A resolution authorizing and directing the Chairman, Board of Trustees to execute a State of Oklahoma Department of Transportation Utility Relocation Agreement for the relocation of approximately 860 LF of 6" PVC waterline for the Highway 18 widening project.
- c. **RESOLUTION NO. 11-2019:** A resolution authorizing and directing the Chairman, Board of Trustees to execute a State of Oklahoma Department of Transportation Utility Relocation Agreement for the relocation of approximately 90 LF of 12" PVC Sanitary sewer line for the Highway 18 widening project.
- d. **RESOLUTION NO. 12-2019:** A resolution authorizing the City Manager to execute a License and Service Agreement with CivicPlus, LLC for website redesign and hosting services.
- e. **RESOLUTION NO. 13-2019:** A resolution to authorize the Chairman, Board of Trustees, to sign offer letters for property and easements necessary and required to construct planned improvements along Main Street (SH 33) from Little Avenue to Harmony Road specifically parcels 1.1, 2.1, 3.1, 4.1, 5.1, 6.1, 7.1, 8, 8.1, 9, 10, 10.1, 11, 11.1, 12, 13, 14, 15.1, 16, 16.1, 17, 17.1, 18.1, 19, 21, 21.1, 22, 22.1, 23, 23.1, 24, 24.1, 25, 25.1, 26, 26.1, 27, 28, 29, 29.1, 30, 31.1, 44.1, 45.1, 46, 46.1, 47, 48, 49, 20, 20.1, 34.1, 35.1, 36.1, 37.1, 38, 39, 40.1, 41.1, 50.1, 51.1, 52.1, 53.1, 54.1, 55.1, 56.1, 57, 57.1, 58, 58.1, 59.1, 60, 60.1, 61, 61.1, 62, 62.1, 63, 63.1, 64, 64.1, 65, 65.1, 66, 66.1, 67, 68, 69, 70, 71, 72, 72.1, and 73 as set forth in Oklahoma Department of Transportation Project Number 28983(04).

6. Executive Session

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

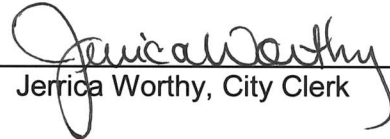
7. Other New Business, if any, which has arisen since the posting of the Agenda and could not have been anticipated prior to the time of the posting (25 O.S. §311 (9))

8. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 4:10 PM on July 18, 2019.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

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

July 22, 2019

5:30 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: March 11, 2019 (Special)
 June 12, 2019 (Special)
 June 17, 2019 (Regular)
- b. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2018-19 audit.
- c. Approve payment to McCool and Associates P.C. in the amount of \$10,337.40 for payment of Invoice #2591 for services through May 28, 2019 on the Hillcrest Hospital Cushing roof replacement and elevator repair project.
- d. Approve payment to Professional Engineering Consultants, P.A. in the amount of \$6,563.75 for Invoice Number 520101 for services through May 25, 2019 on the Memorial Park Trail project.

3. Items Removed from Consent Agenda

4. Resolutions

- a. **RESOLUTION NO. 05-2019:** A resolution authorizing the Chairman, Board of Trustees, to execute a Medical Building Lease with SMC for the property located at 1030 East Cherry.
- b. **RESOLUTION NO. 06-2019:** A resolution approving the purchase of certain real property in the City of Cushing, for the amount of \$15,000.00; said property generally described as Lots Forty-seven (47) and Forty-Eight (48) in Block Three (3), Broadway Square Addition to the City of Cushing, Payne County, Oklahoma (1046 East 3rd); and further authorizing the Chairman, Board of Trustees, to execute any documents necessary for the purchase thereof.

5. Executive Session

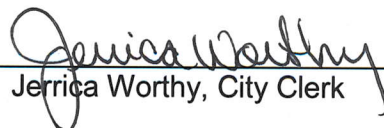
- a. Executive Session Pursuant to 25 O.S. §307(B)(3) to discuss the purchase or appraisal of real property

6. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 4:15 Pm on July 18, 2019.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING INDUSTRIAL AUTHORITY
JULY 22, 2019
5:30 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 claims totaling: \$8,333.33
- b. Approve minutes: June 17, 2019 (Regular)
- c. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2018-19 audit.

3. Items Removed from Consent Agenda

4. Executive Session

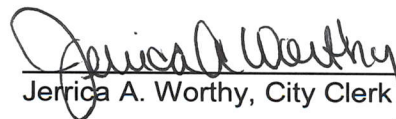
- a. Executive Session Pursuant to 25 O.S. §307(C)(11) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit. Economic Development Director Bruce Johnson will address the Board on this item.
- b. Executive Session Pursuant to 25 O.S. §307(C)(11) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit. Economic Development Director Bruce Johnson will address the Board on this item.
- c. Executive Session Pursuant to 25 O.S. §307(C)(11) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit.
- d. Executive Session Pursuant to 25 O.S. §307(C)(11) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit.
- e. Executive Session Pursuant to 25 O.S. §307(C)(11) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit.
- f. Executive Session Pursuant to 25 O.S. §307(B)(3) to discuss the purchase or appraisal of real property.

5. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 4:10 pm on July 18, 2019.



Terry Brannon, City Manager



Jerrica A. Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING EDUCATIONAL FACILITIES AUTHORITY
JULY 22, 2019
5:30 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: January 22, 2019 (Special)
 June 17, 2019 (Special)
- b. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2018-19 audit.

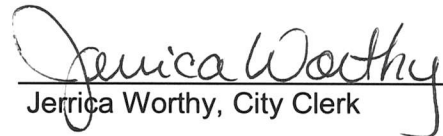
3. Items Removed from the Consent Agenda

4. Adjournment.

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Terry Brannon, City Manager



Jerrica Worthy, City Clerk