

**NOTICE OF SPECIAL MEETING AND AGENDA  
OF THE BOARD OF TRUSTEES OF THE  
CUSHING HOSPITAL AUTHORITY,  
CUSHING INDUSTRIAL AUTHORITY  
AND THE  
CUSHING EDUCATIONAL FACILITIES AUTHORITY  
JUNE 20, 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. Consent Agenda**

- a. Approve CIA claims totaling: \$8,333.33
- b. Approve minutes: May 1, 2023 (CEFA Annual Organizational Meeting)  
May 15, 2023 (Special joint meeting of Cushing Hospital and  
Cushing Industrial Authority)
- c. Approve budget amendment: Amend the FY 2022-2023 Cushing Hospital  
Authority budget, Cushing Industrial Authority budget and the Cushing  
Educational Facilities Authority Budget
- d. Authorize the Chairman, Board of Trustees of the Cushing Hospital Authority,  
Cushing Industrial Authority and Cushing Educational Facilities Authority to  
execute an audit engagement letter with CBEW Professional Group, LLP to  
perform the FY 2022-2023 audit.

**3. General Business**

- a. Hospital update from CEO Jonathan Schell.
- b. Authorize the Chairman, Board of Trustees, to execute an employment  
agreement with Jonathan Huseman for the position of City Attorney for the  
Cushing Hospital Authority, Cushing Industrial Authority and the Cushing  
Educational Facilities Authority.

**4. Resolutions**

- a. **CUSHING HOSPITAL AUTHORITY RESOLUTION NO. 09-2023:** A resolution  
to adopt the FY 2023-2024 Cushing Hospital Authority budget.
- b. **CUSHING INDUSTRIAL AUTHORITY RESOLUTION NO. 04-2023:** A  
resolution to adopt the FY 2023-2024 Cushing Industrial Authority budget.
- c. **CUSHING EDUCATIONAL FACILITIES AUTHORITY RESOLUTION NO. 02-  
2023:** A resolution to adopt the FY 2023-2024 Cushing Educational Facilities  
Authority budget.

**5. Executive Session**

- a. Executive Session pursuant to 25 O.S. §307(B)(1) to discuss and take possible  
action concerning the employment of City Attorney.

- 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. Presentation by Economic Development Director Bruce Johnson.

**6. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 3:20 PM on June 15, 2023.



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Terry Brannon, City Manager



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Jenica Worthy, City Clerk

## MAY 2023 CLAIMS

CUSHING INDUSTRIAL AUTHORITY

\*\* CLAIMS \*\*

OPERATING FUND (475)	\$8,333.33
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TOTAL	\$8,333.33

PACKET: 21199 CIA 05/2023

VENDOR SET: 01

FUND : 475 CUSHING INDUSTRIAL AUTH.

DEPARTMENT: 00 NON-DEPARTMENTAL

BANK: 6

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4356	CUSHING ECONOMIC DEVELO	I-68	475-500-3420	CONTRACT - CE JUNE CEDF	001824	8,333.33
				DEPARTMENT 00 NON-DEPARTMENTAL	TOTAL:	8,333.33
				FUND 475 CUSHING INDUSTRIAL AUTH, TOTAL:		8,333.33
					REPORT GRAND TOTAL:	8,333.33

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA  
WAS POSTED APRIL 27, 2023, AT 8:10 A.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE ANNUAL ORGANIZATIONAL MEETING  
CUSHING EDUCATIONAL FACILITIES AUTHORITY  
HELD AT 100 JUDY ADAMS BLVD.  
MAY 1, 2023  
10:00 A.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 Annual Organizational Meeting of the Cushing Educational Facilities Authority was called to order on May 1, 2023, by Vice-Chairman Lofton.

PRESENT: ROBERSON, BRANYAN, ORTON, LOFTON  
ABSENT: GRIFFITH

- 2. Election of Officers.**
  - a. Chairman**

MOTION: A MOTION WAS MADE BY TRUSTEE ORTON TO ELECT RICKY LOFTON AS CHAIRMAN OF THE CUSHING EDUCATIONAL FACILITIES AUTHORITY. THE MOTION WAS SECONDED BY TRUSTEE BRANYAN AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- b. Vice-Chairman**

MOTION: A MOTION WAS MADE BY CHAIRMAN LOFTON TO ELECT STEVE ORTON AS VICE-CHAIRMAN OF THE CUSHING EDUCATIONAL FACILITIES AUTHORITY. THE MOTION WAS SECONDED BY TRUSTEE BRANYAN AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- 3. Adjournment.**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE MAY 1, 2023, ANNUAL ORGANIZATIONAL MEETING OF THE CUSHING EDUCATIONAL FACILITIES AUTHORITY AT 10:12 A.M. THE MOTION WAS SECONDED BY TRUSTEE BRANYAN AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

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RICKY LOFTON, CHAIRMAN  
CUSHING EDUCATIONAL FACILITIES  
AUTHORITY

( S E A L )

ATTEST:

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JERRICA WORTHY, SECRETARY

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA  
WAS POSTED MAY 11, 2023, AT 2:13 P.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA

MINUTES OF THE SPECIAL JOINT MEETING  
CUSHING INDUSTRIAL AUTHORITY  
AND THE  
CUSHING HOSPITAL AUTHORITY  
HELD AT 100 JUDY ADAMS BLVD.  
MAY 15, 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 Special Joint Meeting of the Cushing Industrial Authority and the Cushing Hospital Authority was called to order on May 15, 2023, by Chairman Lofton.

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

2. Consent Agenda
  - a. Approve CIA claims totaling: \$8,333.33
  - b. Approve minutes: April 17, 2023 (Special Meeting of the CHA and CIA Boards of Trustees)  
May 1, 2023 (CHA Annual Organizational Meeting)  
May 1, 2023 (CIA Annual Organizational Meeting)
  - c. Authorize the Chairman of the Board of Trustees to execute Change Order No. 1 to increase the contract by \$14,532.00 with J Lee Enterprises for the Memorial Park Walking Trail, and to authorize payment.

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

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

3. Items Removed from Consent Agenda

4. General Business

- a. Acknowledge that any donations or contributions made to the Cushing Pride program since May 1, 2023, belong to Cushing Pride Foundation, a not-for-profit Oklahoma corporation, and that the Cushing Industrial Authority will no longer accept donations on behalf of Cushing Pride.

Item 4A has been stricken from the docket.

**5. 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. Special presentation by Economic Development Director, Bruce Johnson**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ENTER INTO THE EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AGENDA ITEM 5A. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ORTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

EXECUTIVE SESSION: ENTERED INTO EXECUTIVE SESSION AT 7:55 P.M. RETURNED FROM EXECUTIVE SESSION AT 9:25 P.M.

**6. Adjournment**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE MAY 15, 2023, SPECIAL JOINT MEETING OF THE CUSHING INDUSTRIAL AUTHORITY AND THE CUSHING HOSPITAL AUTHORITY AT 9:27 P.M. THE MOTION WAS SECONDED BY TRUSTEE BRANYAN AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

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RICKY LOFTON, CHAIRMAN  
CUSHING INDUSTRIAL AUTHORITY  
AND THE  
CUSHING HOSPITAL AUTHORITY

( S E A L )

ATTEST:

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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:** June 20, 2023      **Agenda Item No:** 2D

**Subject:** Audit Engagement Letter for FY 2022-2023 Audit

**Staff Resources:** Jerrica Worthy, Finance Director

### **I. Summary**

This is the authorization that is signed each year for CBEW Professional Group, LLP to perform the annual audit for the City of Cushing, Cushing Municipal Authority, Cushing Hospital Authority, Cushing Industrial Authority and the Cushing Educational Facilities Authority. The proposed engagement letter has been reviewed and it has been determined that the total of the proposed fee appear to be the same as last year. Staff proposes approval of the audit engagement, including proposed fees.

### **II. Fiscal Impact**

Audit fees have been budgeted and adopted in the FY 23/24 budget. There are no additional fees projected at this time.

### **III. Recommended Action**

Suggested Motion: Motion to approve as part of the consent agenda.

CUSHING HOSPITAL AUTHORITY  
RESOLUTION NO. 09-2023

A RESOLUTION TO ADOPT THE FISCAL YEAR 2023-2024 BUDGET  
FOR THE CUSHING HOSPITAL AUTHORITY.

WHEREAS, the Board of Trustees of the Cushing Hospital Authority has conducted a budget work session with City staff to review and analyze the fiscal year 2023-2024 projections of revenue and expenditures; and

WHEREAS, the Board of Trustees of the Cushing Hospital Authority has conducted a public hearing on the fiscal year 2023-2024 City of Cushing and related trust authorities budgets on June 12, 2023 to specifically provide the opportunity for input from the general public.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY, that the Fiscal Year 2023-2024 Cushing Hospital Authority Budget be and is hereby adopted.

PASSED AND APPROVED THIS 20<sup>th</sup> DAY OF JUNE, 2023.

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RICKY LOFTON, CHAIRMAN  
BOARD OF TRUSTEES

ATTEST:

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JERRICA WORTHY, SECRETARY

APPROVED AS TO FORM AND LEGALITY:

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JONATHAN HUSEMAN  
CITY ATTORNEY

**CUSHING INDUSTRIAL AUTHORITY  
RESOLUTION NO. 04-2023**

**A RESOLUTION TO ADOPT THE FISCAL YEAR 2023-2024 BUDGET  
FOR THE CUSHING INDUSTRIAL AUTHORITY**

WHEREAS, the Board of Trustees of the Cushing Industrial Authority has conducted a budget work session with City staff to review and analyze the fiscal year 2023-2024 projections of revenue and expenditures; and

WHEREAS, the Board of Trustees of the Cushing Industrial Authority has conducted a public hearing on the fiscal year 2023-2024 City of Cushing and related trust authorities budgets on June 12, 2023 to specifically provide the opportunity for input from the general public.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CUSHING INDUSTRIAL AUTHORITY, that the Fiscal Year 2023-2024 Cushing Industrial Authority Budget be and is hereby adopted.

PASSED AND APPROVED THIS 20<sup>th</sup> DAY OF JUNE, 2023.

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**RICKY LOFTON, CHAIRMAN  
BOARD OF TRUSTEES**

ATTEST:

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**JERRICA WORTHY, SECRETARY**

APPROVED AS TO FORM AND LEGALITY:

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**JONATHAN HUSEMAN  
CITY ATTORNEY**

CUSHING EDUCATIONAL FACILITIES AUTHORITY  
RESOLUTION NO. 02-2023

A RESOLUTION TO ADOPT THE FISCAL YEAR 2023-2024 BUDGET  
FOR THE CUSHING EDUCATIONAL FACILITIES AUTHORITY

WHEREAS, the City of Cushing Board of Commissioners and its related authorities have conducted a budget work session with City staff to review and analyze the fiscal year 2023-2024 projections of revenue and expenditures; and

WHEREAS, a public hearing was held on the fiscal year 2023-2024 City of Cushing and related trust authorities budgets on June 12, 2023 to specifically provide the opportunity for input from the general public.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CUSHING EDUCATIONAL FACILITIES AUTHORITY, that the Fiscal Year 2023-2024 Cushing Educational Facilities Authority Budget be and is hereby adopted.

PASSED AND APPROVED THIS 20<sup>th</sup> DAY OF JUNE, 2023.

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RICKY LOFTON, CHAIRMAN  
BOARD OF TRUSTEES

ATTEST:

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JERRICA WORTHY, SECRETARY

APPROVED AS TO FORM AND LEGALITY:

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JONATHAN HUSEMAN, CITY ATTORNEY