

**NOTICE OF REGULAR MEETING AND AGENDA
OF THE BOARD OF COMMISSIONERS
CITY OF CUSHING, OKLAHOMA
NOVEMBER 19, 2018
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 Senior Citizens Center Advisory Board.

4. Consent Agenda

- a. Approve claims and payroll totaling: \$1,758,852.27
- b. Approve minutes: October 15, 2018 (Regular)
- c. Approve budget amendment:
Amend FY 2018-19 Airport Special Activity Fund Budget (Fund 126) for Airport Project – Taxiway Rehabilitation Engineering and DBE Plan.
- d. Authorize the purchase of aviation fuel and expend up to \$40,000.00.
- e. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.
- f. Denial of Marie Greenfield claim.
- g. Approve payment to McCool and Associates, P.C. in the sum of \$12,679.86 for Invoice #2579 on the Cushing Animal Shelter project.
- h. Approve payment to BDB Engineering Group, LLC in the sum of \$900.00 for Invoice #1056-4 on the Hangar Taxiway Project at the Cushing Regional Airport.
- i. Acknowledge expiring terms on the Cushing Housing Authority.
- j. Acknowledge expiring terms and a vacancy on the Airport Advisory Board.
- k. Recognize statement of cash and investments as of October 31, 2018.

5. Items Removed from Consent Agenda

6. General Business

- a. Presentation and acceptance of the FY 2017-18 City of Cushing audit.
- b. Discuss and take action on bids received for the construction of the animal shelter.
- c. Discuss the Oklahoma Municipal Assurance Group (OMAG) Recognition Program.

7. Resolutions

a. RESOLUTION NO. 30-2018

A resolution authorizing the Chairman, Board of Commissioners of the City of Cushing, to execute the Request for Release of Funds and Certification for CDBG Contract #17291 CDBG 18.

b. RESOLUTION NO. 31-2018

A resolution approving an Anti-Displacement and Relocation Assistance Plan for the Sanitary Sewer Rehab Project #4 CDBG Grant Project (17291 CDBG 18) and further, to authorize the Chairman, Board of Commissioners, to execute any and all documents related to the Release of Funds.

c. RESOLUTION NO. 32-2018

A resolution designating the Chairman, Board of Commissioners of the City of Cushing, as the Certifying Officer under the National Environmental Policy Act of 1969 to assume overall responsibility for the environmental review process and, further, to document the finding of categorically excluded activity for the Sanitary Sewer Rehab Project #4 (17291 CDBG 18) and to convert said activity/project to exempt per 24 CFR 58.35(a)(12).

d. RESOLUTION NO 33-2018

A resolution to award a contract for 17291 CDBG 18 for a sanitary sewer improvement project to McGuire Brothers Construction in the sum of \$126,630.00 contingent on release of funds from the Department of Commerce and further to authorize the Chairman to execute a contract with McGuire Brothers Construction.

e. RESOLUTION NO. 34-2018

A resolution authorizing the Chairman, Board of Commissioners, to execute a contract with BDB Engineering Group, LLC.

f. RESOLUTION NO. 35-2018

A resolution adopting a Budgeting and Financial Planning Policy for the City of Cushing and related entities.

g. RESOLUTION NO. 36-2018

A resolution declaring a City owned Fire Department vehicle to be obsolete or surplus and authorizing and directing the City Manager to donate and transfer such vehicle to the Northeast Lincoln County Fire Department.

8. City Manager's Communications

9. Commissioners Community Announcements

10. Executive Session.

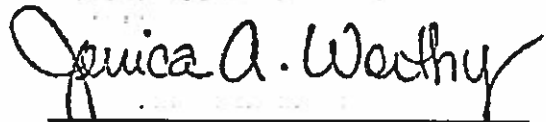
- a) Executive Session pursuant to 25 O.S. §307(B)(4) for the purpose of discussing Marie Greenfield vs. The City of Cushing.

11. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 1:00 Pm on November 16, 2018.



Terry Brannon, City Manager



Jerrica A. Worthy, City Clerk

**NOTICE OF REGULAR MEETING AGENDA
OF THE BOARD OF TRUSTEES
CUSHING MUNICIPAL AUTHORITY
NOVEMBER 19, 2018
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: \$787,836.31
- b. Approve minutes: October 15, 2018 (Regular)
 October 29, 2018 (Special)
- c. Approve payment to Professional Engineering Consultants, P.A. in the sum of \$800.00 for payment of Invoice No. 518699 on the Sanitary Sewer Interceptor Project 4.
- d. Approve Budget Amendment:
Amend the FY 2018-19 Cushing Municipal Authority Engineering Departmental budget for contractual services to conduct a rate analysis, cost of service and rate design study.
- e. Recognize non-pay utility report for City operations and public facilities for 10/31/18 billing period.
- f. Recognize statement of cash and investments as of October 31, 2018.

4. Items Removed from Consent Agenda

5. General Business

- a. Presentation and acceptance of the FY 2017-18 Cushing Municipal Authority Audit.

6. Resolutions

a. RESOLUTION NO. 09-2018

A resolution to award a contract for 17291 CDBG 18 for a sanitary sewer improvement project to McGuire Brothers Construction in the sum of \$126,630.00 contingent on release of funds from the Department of Commerce and further to authorize the Chairman to execute a contract with McGuire Brothers Construction.

b. RESOLUTION NO. 10-2018

A resolution authorizing the Chairman, Board of Trustees, to execute Leverage/Match Certification for Grant Contract No. 17291 CDBG 18.

c. RESOLUTION NO. 11-2018

A resolution adopting a Budgeting and Financial Planning Policy for the Cushing Municipal Authority.

d. RESOLUTION NO. 12-2018

A resolution authorizing the Chairman, Board of Trustees, to execute a Consulting Services Agreement with C.H. Guernsey & Company in the sum of \$18,000.00 to perform a Rate Analysis, Cost of Service and Rate Design Study.

7. Executive Session

- a. Executive Session pursuant to 25 O.S. §307(C)(10) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit.

8. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 1:00 pm on November 16, 2018.



Terry Brannon, City Manager



Jerica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING HOSPITAL AUTHORITY
NOVEMBER 19, 2018
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: October 15, 2018 (Special)

- 3. Items Removed from Consent Agenda**

- 4. General Business**
 - a. Presentation and acceptance of FY 17-18 Cushing Hospital Authority Audit.
 - b. Update on HHC infrastructure improvements.

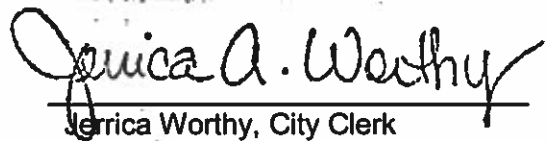
- 5. Resolutions**
 - a. **RESOLUTION NO. 04-2018**
A resolution adopting a Budget and Financial Planning Policy for the Cushing Hospital Authority.

- 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 November 15, 2018.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING INDUSTRIAL AUTHORITY
NOVEMBER 19, 2018
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: October 15, 2018
 - b. Approve payment of claims.

- 3. Items Removed from Consent Agenda**

- 4. General Business**
 - a. Presentation and acceptance of FY 2017-18 Cushing Industrial Authority Audit.


- 5. Resolution**
 - a. **RESOLUTION NO. 02-2018**
A resolution adopting a Budget and Financial Planning Policy for the Cushing Industrial Authority.

- 6. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 1:30 pm on November 15, 2018.



Terry Brannon, City Manager



Tracie Rose, Deputy City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING EDUCATIONAL FACILITIES AUTHORITY
November 19, 2018
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: June 21, 2018 (Special)


- 3. Items Removed from the Consent Agenda**

- 4. General Business**
 - a. Presentation and acceptance of the FY 2017-18 Cushing Educational Facilities Authority audit.

- 5. Resolutions**
 - a. **RESOLUTION NO. 02-2018**
A resolution adopting a Budget and Financial Planning Policy for the Cushing Educational Facilities Authority.

- 6. Adjournment.**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 1:30 PM on November 15, 2018.



Terry Brannon, City Manager



Tracie Rose, Deputy City Clerk