

The City of Muskogee encourages participation from all its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made (ADA 28 CFR/36).

(Public Comment during Public Hearing or Agenda item comment)

Council Rules of Decorum limit citizen comments on agenda items and public hearings to five (5) minutes and general comments for non-agenda items to three (3) minutes. Any person desiring to address the Committee during such period is required to sign in with the City Clerk prior to the meeting between 3:30 p.m. and 3:45 p.m. on the third floor of City Hall or anytime between 8:00 a.m. and 5:00 p.m. in the Office of the City Clerk. They shall provide their name, address and specify the agenda item they wish to address. Remarks shall be directed to the matter being considered and the speaker is allowed to speak only one time. If written materials are to be submitted twelve (12) copies should be made available, and may not be returned.

Agenda
Public Works Committee
December 5, 2017
4:00 P.M. - City Council Chambers

1. Consider approval of Public Works Committee minutes of November 21, 2017.
2. Hold a Public Hearing and take action on the approval of Ordinance No. 4035-A to close the twenty (20) foot alley running north and south, located within Block 61, of the Muskogee Original Townsite (MOT), more particularly described in the ordinance, or take other necessary action. (Gary D. Garvin)

THE ALLEY RUNNING NORTH AND SOUTH, 12' ON THE NORTH END, EXTENDING TO 20' WIDE ON THE SOUTH END. LOCATED BETWEEN LOTS 1-15, LOT 61, of the Muskogee Original Townsite (MOT), LOCATED IN THE SOUTHWEST QUARTER (SW1/4) OF SECTION 26, TOWNSHIP 15 NORTH, RANGE 18 EAST, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

3. Consider approval of Ordinance 4036-A amending the City of Muskogee Code of Ordinances by amending Chapter 22, Business Regulations, Article XIII, Wrecker and Towing Service, by amending Section 22-584, Wrecker Permit Fee, modifying the permit fee and adding surcharge; providing for repealer and severability, or take other necessary action. (Councilor Patrick Cale)
4. Receive an update on the Wastewater Treatment and Collection projects to be funded by a series of loans from the Oklahoma Water Resources Board, or take other necessary action. (Greg Riley)
5. Receive report on findings and recommendations from the Healthy Food Retail Task Force, a subcommittee of the Muskogee Wellness Initiative, and take any necessary action. (Roy D. Tucker)
6. Consider approval of the appointment of Dan Hall to the Airport Board, to serve a four (4) year term beginning January 1, 2018, and ending December 30, 2022, succeeding Ben Robinson, or take other necessary action. (Councilor Dan Hall)

RECOGNIZE CITIZENS WISHING TO SPEAK TO CHAIRMAN AND COMMITTEE MEMBERS.

Council Rules of Decorum limit citizen comments to three (3) minutes. Any person desiring to speak is required to sign-in with the City Clerk, provide their name, address, and the particular issue they wish to address. Under Oklahoma law, the Committee Members are prohibited from discussing or taking any action on items not on today's agenda. If written materials are to be submitted to the Committee twelve (12) copies should be made available, and may not be returned.

Public Works Committee

1.

Meeting Date: 12/05/2017
Initiator: Ashley Wallace, Office Adm 1
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Public Works Committee minutes of November 21, 2017.

BACKGROUND:

RECOMMENDED ACTION:

Fiscal Impact

Attachments

11-21-2017 pwmin

MINUTES
PUBLIC WORKS COMMITTEE
November 21, 2017

The Public Works Committee of the City of Muskogee, Oklahoma, met at 4:00 p.m. on Tuesday, November 21, 2017, in Council Chambers, Third Floor, Municipal Building, with the following in attendance:

Present: Mayor John R. Coburn; Deputy Mayor James Gulley; Committee Member Janey Boydston; Committee Member Marlon Coleman; Committee Member Wayne Johnson; Committee Member Derrick Reed; Committee Member Ivory Vann

Absent: Committee Member Patrick Cale; Committee Member Dan Hall

Staff Mike Miller, City Manager; Mike Stewart, Asst City Manager; Roy Tucker, City Attorney; Tammy

Present: L. Tracy, City Clerk; Gary Garvin, City Planner; Greg Riley, Public Works Director; Matthew Beese, Assistant City Attorney; Donnie Wimbely, Purchasing Manager; Mark Wilkerson, Parks & Recreation Director; Jean Kingston, City Treasurer; Michael O'Dell, Fire Chief; Kelly Plunkett, Human Resources Director; Rex Eskridge, Police Chief; Drew Saffell, Airport Manager; Chad Farmer, Deputy Police Chief; Abigail Wright, Environmental Technician

1. Consider approval of Public Works Committee minutes of November 7, 2017.

Motion was made by Committee Member Janey Boydston, seconded by Committee Member Wayne Johnson to approve Public Works Committee minutes of November 7, 2017.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Marlon Coleman, Committee Member Wayne Johnson, Committee Member Derrick Reed, Committee Member Ivory Vann

Carried - Unanimously

2. Hold a Public Hearing and take action on the approval of Ordinance 4033-A rezoning the property located at 3123 Gibson Street, more particularly described in the ordinance, from "C-2" General Commercial District to "R-1" Single-Family Residential, and if approved, authorize Staff to revise the Official Zoning Map of the City to reflect said change, or take other necessary action. (Gary D. Garvin)

Deputy Mayor James Gulley opened the Public Hearing.

Planning Director Gary Garvin stated the applicant, Anthony Cox, is requesting the property located at 3123 Gibson Street, to be rezoned from "C-2" General Commercial District to "R-1" Single-Family Residential District to allow a new single-family dwelling to be located on the property.

The Comprehensive Plan/Land Use Map, adopted by the City of Muskogee, indicates single-family residential within this area. Therefore, the request to rezone to "R-1" Single-Family complies with the Comprehensive Plan and Land Use Map.

Notices have been sent to the property owners within a 300 foot radius, as required, and published in the newspaper twenty (20) days prior to the Public Hearing. A Public Hearing will be held on the following days:

November 20, 2017 at 9:00 a.m.: City of Muskogee Planning & Zoning Commission
November 21, 2017 at 4:00 p.m.: Public Works Committee
November 27, 2017 at 7:00 p.m.: Muskogee City Council Meeting

Deputy Mayor James Gulley Closed the Public Hearing.

Motion was made by Committee Member Wayne Johnson, seconded by Committee Member Janey Boydston to approve Ordinance 4033-A rezoning the property located at 3123 Gibson Street, more particularly described in the Ordinance, from "C-2" General Commercial District to "R-1" Single-Family Residential, and if approved authorize Staff to revise the Official Zoning Map of the City to reflect said change.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Marlon Coleman, Committee Member Wayne Johnson, Committee Member Derrick Reed, Committee Member Ivory Vann

Carried - Unanimously

3. Consider approval of Ordinance No. 4034-A repealing Article 16, Hospitals and Ambulatory Surgical Care Facilities, including Sections 22-674 through 22-675, all contained within Chapter 22, Business Regulations, of the City of Muskogee Code of Ordinances, and reserving said section and article numbers for future use, or take other necessary action. (Roy D. Tucker)

City Attorney Roy D. Tucker stated pursuant to direction given to Staff, a proposed ordinance repealing the regulations for hospital and ambulatory surgical care facilities has been proposed. This existing ordinance requires any newly created or expanded hospital or surgical care facility to obtain a permit requiring a deposit of \$10,000.00, as well as a possible feasibility/impact study. Mr. Tucker stated an amended ordinance originated in 2005. During that time, Council found a need to investigate possible impacts on new and expanded medical care for hospital and ambulatory care services and that unregulated growth could have a negative impact on the healthcare within Muskogee. Mr. Tucker had conversations with the Muskogee Medical Center Executive Director Jim Blair and found out in 2005, when this amendment was last proposed, hospitals were being expanded and built all over the state. There was a fear at that time that the market could be saturated. When there are multiple hospitals providing the same level of service, the hospitals will not bring more people in, but will divide the same level of care, possibly causing one facility to succeed and multiple facilities to fail. As time has passed, the City has noticed the medical expansion has somewhat stabilized, so in Mr. Blair's perspective, that fear is no longer something to be concerned about. If passed, the ordinance would repeal permitting requirements that were included. The only thing that would impair the location of the hospital would be any zoning requirements. Removing this ordinance will allow Saint Francis Hospital to do expansions for its capital improvement plan that it has been

working on without any hindrance from the City or ordinance.

Committee Member Marlon Coleman stated when he first wanted this ordinance to be considered, he wanted the City to keep in mind anything that could be done to enhance and attract technical jobs. With the evolution of the Affordable Care Act, most hospitals would tell you that on any night, they are filled to capacity and more bed space is needed for the patients. This would open doors for anyone wanting to come to Muskogee for additional medical opportunities.

Motion was made by Committee Member Marlon Coleman, seconded by Committee Member Janey Boydston to approve Ordinance No. 4034-A repealing Article 16, Hospitals and Ambulatory Surgical Care Facilities, including Sections 22-674 through 22-675, all contained within Chapter 22, Business Regulations, of the City of Muskogee Code of Ordinances, and reserving said section and article numbers for future use.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Marlon Coleman, Committee Member Wayne Johnson, Committee Member Derrick Reed, Committee Member Ivory Vann

Carried - Unanimously

4. Consider approval of Resolution No. 2709 to participate in a project with the Oklahoma Department of Transportation (ODOT) to replace the traffic signal at US-62 (Shawnee Bypass) and Country Club Road, or take other necessary action. (Greg Riley)

Public Works Director Greg Riley stated Traffic Engineering Consultants (TEC) completed a study on the traffic signal at US 62 (Shawnee Bypass) and Country Club Road; signal improvements are warranted. The Oklahoma Department of Transportation (ODOT) has agreed to provide funding for 80% of the traffic signal costs which are estimated at \$200,000.00. This would make the estimated split at the amounts of \$160,000.00 for ODOT and \$40,000.00 for the City. The City will also be responsible for the street construction costs that are estimated at \$250,000.00. The left turn lanes will be lengthened in three directions (northbound, southbound and eastbound) which will provide for much needed improvements to the intersection. ODOT has the funding proposed in their 2018 budget. The attached resolution is required for ODOT to proceed with funding of the project.

Motion was made by Committee Member Marlon Coleman, seconded by Committee Member Wayne Johnson to approve Resolution No. 2709 to participate in a project with the Oklahoma Department of Transportation (ODOT) to replace the traffic signal at US-62 (Shawnee Bypass) and Country Club Road.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Marlon Coleman, Committee Member Wayne Johnson, Committee Member Derrick Reed, Committee Member Ivory Vann

Carried - Unanimously

5. **(No Action Taken:)** Receive annual report on Industrial Pretreatment Program Performance Summary, and take any necessary action. (Greg Riley)
6. Consider approval of an agreement with Garver, LLC., for professional services for the Terminal Apron Handstand Construction Project #17031561 at Muskogee-Davis Regional Airport, or take other necessary action. (Drew Saffell)

Airport Manager Drew Saffell stated this Agreement for Professional Services will provide grant administration, bidding, and construction services for the Muskogee-Davis Regional Airport Terminal Apron Hardstand construction project #17031561. The proposed Terminal Apron Hardstand will consist of a 175' x 50' concrete parking area that can accommodate at least three (3) small, two (2) midsize, or one (1) large jet. This hardstand will minimize damage from heavy aircraft on the newly rehabilitated terminal parking apron and provide premium parking for our corporate customers. The project will be funded with a state grant from the Oklahoma Aeronautics Commission for 95% of the cost. The remaining \$2,250.00 will be funded using airport funds. The total cost of the design project is \$45,000.00 which has been negotiated down from the original cost of \$58,000.00. The plan is to go to bid with the actual project after approval is received. Once the Oklahoma Aeronautics Commission signs off on the bids, then the airport will move forward with the project when the grant is approved.

Motion was made by Committee Member Marlon Coleman, seconded by Committee Member Janey Boydston to approve agreement with Garver, LLC., for professional services for the Terminal Apron Handstand Construction Project #17031561 at Muskogee-Davis Regional Airport.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Marlon Coleman, Committee Member Wayne Johnson, Committee Member Derrick Reed, Committee Member Ivory Vann

Carried - Unanimously

7. Discuss and provide necessary direction to staff to prepare a plan to solicit a state fair, or similar type of event, to the City. (Councilor Marlon Coleman)

Committee Member Marlon Coleman stated he has given a lot of thought to the energy and excitement Muskogee citizens have when attending Tulsa's State Fair. He would like for the City to "think big" in providing something for our citizens that is similar to the Tulsa State Fair as people in Muskogee want a place where they can live, work, and play. He feels something like the state fair would lead the City in a direction that will come close to meeting the desires of the citizens. Mr. Coleman would like to direct Staff to begin the investigation process to explore that option and report back to Council. He stated he realizes there is going to be a cost and partnership.

Mayor Bob Coburn stated he would like to see the fair happen at Hatbox Sports Complex.

City Manager Mike Miller stated he feels this is a worthy opportunity for the community to investigate.

Motion was made by Deputy Mayor James Gulley, seconded by Mayor John R. Coburn to approve to direct Staff to research the possibilities of a state fair or similar type of event.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Marlon Coleman, Committee Member Wayne Johnson, Committee Member Derrick Reed, Committee Member Ivory Vann

Carried - Unanimously

8. **(No Action Taken:)** Discuss and provide direction to Staff on existing and future means and methods for repair of potholes. (Councilor Marlon Coleman)

Committee Member Marlon Coleman stated he would like to see when the City has street repairs, there is follow-up on the repairs and removal of gravel that is used to fill potholes by replacing it with asphalt or concrete, whichever is deemed appropriate.

City Manager Mike Miller stated there are a lot of circumstances regarding road repair that involve weather conditions, road conditions, and availability of materials; however during discussions regarding the topic, he has found there may be better internal processes that can be implemented to make sure the City gets from step A to step B as quickly as possible.

Public Works Director Greg Riley stated typically when there is a pothole, the City initially fills the hole with gravel and later repairs the hole with the material used prior to the pothole, either being asphalt or concrete. In the winter time and depending on the weather, asphalt cannot be used so concrete will be used instead. Changes are being made internally and Public Works is compiling lists to prioritize the extremity of the pothole damage to determine what damages need repaired first.

RECOGNIZE CITIZENS WISHING TO SPEAK TO CHAIRMAN AND COMMITTEE MEMBERS.

Council Rules of Decorum limit citizen comments to three (3) minutes. Any person desiring to speak is required to sign-in with the City Clerk, provide their name, address, and the particular issue they wish to address. Under Oklahoma law, the Council Members are prohibited from discussing or taking any action on items not on today's agenda. If written materials are to be submitted to the Council twelve (12) copies should be made available, and may not be returned.

CHAIRMAN JAMES GULLEY
PUBLIC WORKS COMMITTEE

Public Works Committee

2.

Meeting Date: 12/05/2017

Initiator: Susan Ross, Office Adm 1

Information

AGENDA ITEM TITLE:

Hold a Public Hearing and take action on the approval of Ordinance No. 4035-A to close the twenty (20) foot alley running north and south, located within Block 61, of the Muskogee Original Townsite (MOT), more particularly described in the ordinance, or take other necessary action. (Gary D. Garvin)

LEGAL DESCRIPTION:

THE ALLEY RUNNING NORTH AND SOUTH, 12' ON THE NORTH END, EXTENDING TO 20' WIDE ON THE SOUTH END. LOCATED BETWEEN LOTS 1-15, LOT 61, of the Muskogee Original Townsite (MOT), LOCATED IN THE SOUTHWEST QUARTER (SW1/4) OF SECTION 26, TOWNSHIP 15 NORTH, RANGE 18 EAST, MUSKOGEE COUNTY, STATE OF OKLAHOMA.

BACKGROUND:

The applicant, City of Muskogee, is requesting approval to close the alley located within Block 61 of the Muskogee Original Townsite (between South 2nd & 3rd Street and Fremont & Elgin Avenue). The City is requesting to close the alley to create a new public green space within the Depot District. The Subdivision Review Committee reviewed the request and recommended approval.

Notices have been sent to the abutting property owners, as required, and published in the paper twenty (20) days prior to the Public Hearing. A Public Hearing will be held on the following days:

December 4, 2017 at 9:00 a.m.: City of Muskogee Planning & Zoning Commission

December 5, 2017 at 4:00 p.m.: City of Muskogee Public Works Committee

December 11, 2017 at 7:00 p.m.: City Council Meeting

RECOMMENDED STAFF ACTION:

Approve the Ordinance No. 4035-A to close the North/South alley located within Block 61, Muskogee Original Townsite.

Fiscal Impact

Attachments

4035-A 12-11-2017 Muskogee Original Townsite Alley Closure

Notice/Site Plan

Rendering - Depot District Green Space

ORDINANCE NO. 4035-A

AN ORDINANCE CLOSING THE 20 FOOT ALLEY RUNNING NORTH AND SOUTH BETWEEN FREMONT AND ELGIN AVENUE. LOCATED BETWEEN LOTS 1-15 BLOCK 61, IN THE ORIGINAL TOWN SITE OF MUSKOGEE (MOT), LOCATED IN THE SOUTHWEST QUARTER (SW1/4) OF SECTION 26, TOWNSHIP 15 NORTH, RANGE 18 EAST, MUSKOGEE COUNTY, STATE OF OKLAHOMA; SUBJECT TO RETAINING UTILITY EASEMENT; AND PROVIDING FOR SEVERABILITY. (City of Muskogee, Petitioners)

WHEREAS, a petition has been filed by the property owner requesting said 20 foot alley be closed and discontinued from public use, and;

WHEREAS, the City of Muskogee Planning & Zoning Commission in a meeting held December 4, 2017, did approve the petition and did recommend approval of official action by closing a public utility easement Right of Way as stated;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA,

Section 1: THAT THE 20 FOOT ALLEY RUNNING NORTH AND SOUTH BETWEEN FREMONT AND ELGIN AVENUE. LOCATED BETWEEN LOTS 1-15 BLOCK 61, IN THE ORIGINAL TOWN SITE OF MUSKOGEE (MOT), LOCATED IN THE SOUTHWEST QUARTER (SW1/4) OF SECTION 26, TOWNSHIP 15 NORTH, RANGE 18 EAST IN THE ORIGINAL TOWN SITE OF MUSKOGEE (MOT), MUSKOGEE COUNTY, STATE OF OKLAHOMA; SUBJECT TO RETAINING UTILITY EASEMENT; AND PROVIDING FOR SEVERABILITY is hereby closed, annulled and discontinued from public use.

AND that this change be so ordered and declared by the City Council.

Section 2: REPEALER. All other ordinances or parts of ordinances in direct conflict herewith are repealed to the extent of the conflict only.

Section 3: SEVERABILITY. Should any part, section, subsection, sentence, provision, clause, or phrase hereof be held invalid, void, or unconstitutional for any reason, such holding shall not render invalid, void, or unconstitutional any other section, subsection, sentence, provision, clause, or phrase of this Ordinance, and the same are deemed severable for this purpose.

Section 4: EFFECTIVE DATE. This ordinance shall take effect thirty (30) days after date of publication.

Ordinance No. _____

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA THIS 11th DAY OF DECEMBER, 2017.

JOHN R. COBURN, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK
(SEAL)

APPROVED as to form and legality this ____ day of _____, 2017.

ROY D. TUCKER, CITY ATTORNEY

Public Hearing Notice



Proposal: To close the alley running North and South between Lots 1 through 15 in Block 61, of the *Original Town Site of Muskogee (MOT)*. The property is located between Fremont and Elgin Avenue, being more particularly described as:

The alley running North and South, 12' on the North end, extending to 20' wide on the south end. The alley is located between Lots 1-15 Block 61, in the Original Town Site of Muskogee (MOT), located in the Southwest Quarter (SW1/4) of Section 26, Township 15 North, Range 18 East, Muskogee County, State of Oklahoma.

Applicant: City of Muskogee

This notice is provided to property owners lying adjacent to the above site to inform them of the following public hearings regarding the above proposal:

December 4, 2017 at 9:00 a.m.: City of Muskogee Planning & Zoning Commission

December 5, 2017 at 4:00 p.m.: City of Muskogee Public Works Committee

December 11, 2017 at 7:00 p.m.: City Council

All of the public hearings will be held in the Council Chambers, 3rd Floor of the City Municipal Building, Muskogee, Oklahoma. The purpose of the public hearing is to discuss the above proposal. You are welcome to attend the meeting and express your opinion. If you have questions about the proposal, please contact the Planning Department at (918) 684-6232.



(City of Muskogee, Applicant)

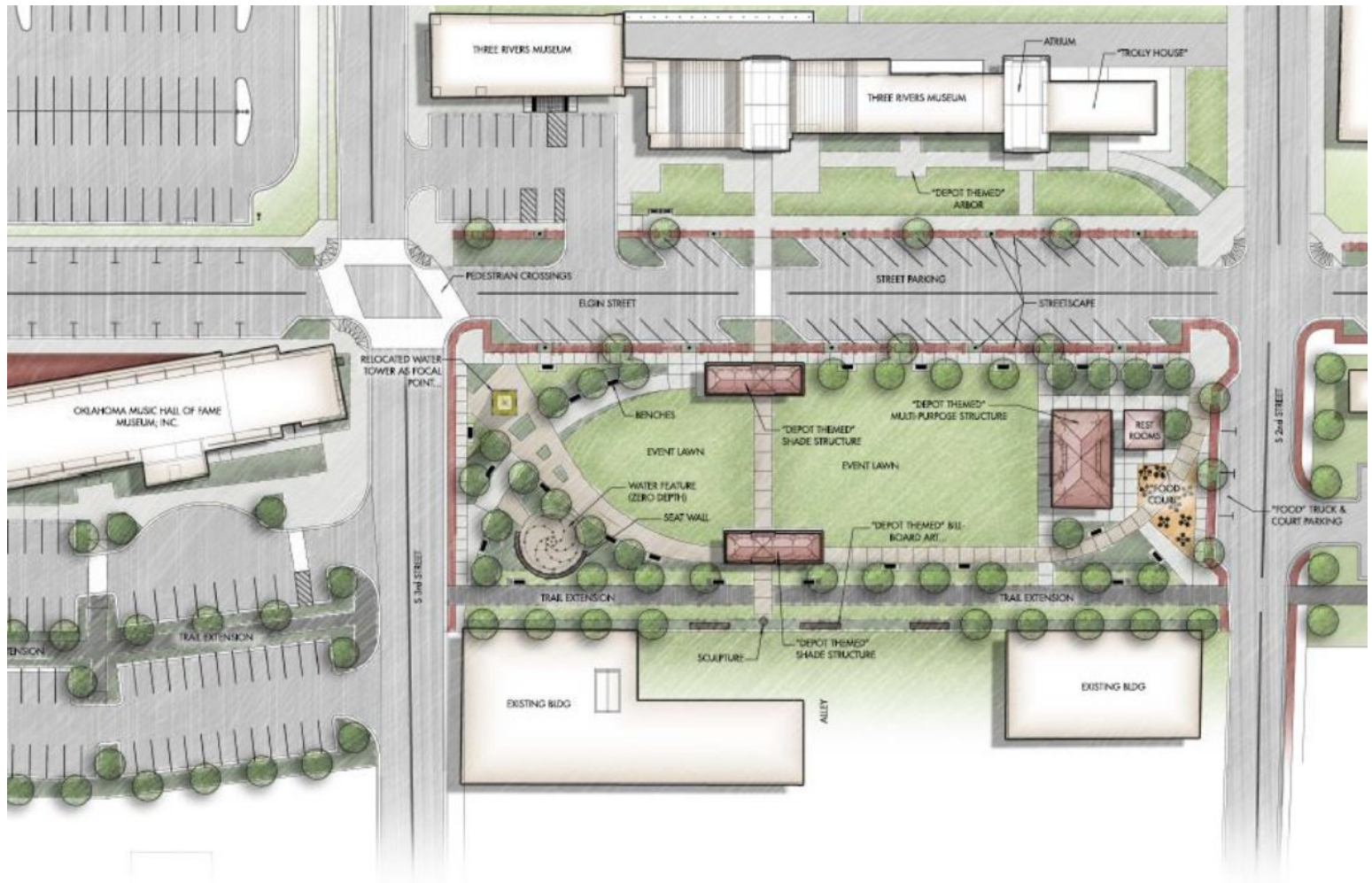
PUBLIC NOTICE

Notice is hereby given that on **December 4, 2017 at 9:00 a.m.** in the Council Chambers of the Municipal Building, Muskogee, Oklahoma, a public hearing will be conducted by the City of Muskogee Planning & Zoning Commission, on **December 5, 2017 at 4:00 p.m.** by the Public Works Committee, and on **December 11, 2017 at 7:00 p.m.** by the City Council to consider an application to close **the alley running North and South between Lots 1 through 15 in Block 61, of the *Original Town Site of Muskogee (MOT)***. The property is located between Fremont and Elgin Avenue, being more particularly described as follows:

The alley running North and South, 12' on the North end, extending to 20' wide on the south end. The alley is located between Lots 1-15 Block 61, in the Original Town Site of Muskogee (MOT), located in the Southwest Quarter (SW1/4) of Section 26, Township 15 North, Range 18 East, Muskogee County, State of Oklahoma.

And for taking any other actions as authorized by law, of which all interested persons will take notice.

Mark Luttrull, Chairman
City of Muskogee Planning & Zoning Commission



Public Works Committee

3.

Meeting Date: 12/05/2017
Initiator: Matthew Beese, Deputy City Attorney
Department: City Attorney
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Ordinance 4036-A amending the City of Muskogee Code of Ordinances by amending Chapter 22, Business Regulations, Article XIII, Wrecker and Towing Service, by amending Section 22-584, Wrecker Permit Fee, modifying the permit fee and adding surcharge; providing for repealer and severability, or take other necessary action. (Councilor Patrick Cale)

BACKGROUND:

Council has previously discussed the need for greater review and oversight of the permitted towing services operating within the City. The proposed amendment of the fee for the required permit and the addition of the per tow fee are specifically related to necessary expenditures of the City for review, permitting and administrative oversight of towing and wrecker services and as such the funds generated will offset the additional cost.

RECOMMENDED ACTION:

Approve the amendment to the Ordinance.

Fiscal Impact

Attachments

4036-A Ord Wrecker and Towing

ORDINANCE NO. 4036-A

AN ORDINANCE AMENDING THE CITY OF MUSKOGEE CODE OF ORDINANCES BY AMENDING CHAPTER 22, BUSINESS REGULATIONS, ARTICLE XIII, WRECKER AND TOWING SERVICE, BY AMENDING SECTION 22-584, WRECKER PERMIT FEE; PROVIDING FOR REPEALER AND SEVERABILITY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, AS FOLLOWS:

Section 1. Section 22-584, Wrecker Permit Fee, in the City of Muskogee Code of Ordinances is hereby amended as follows:

Sec. 22-584. Wrecker ~~Permit~~ Fees.

A. Permit Fee

~~A permit fee according to a schedule of fees, as shall be modified from time to time by the council, and made available for public viewing in the city clerk's office, of \$250.00 shall be paid to the city annually by all persons receiving a permit to engage in the wrecker service business.~~

B. Tow Fee

For each tow dispatched from the rotation, the wrecker service shall pay a fee to the City in the amount of \$30.00 per vehicle towed. Said fee shall be remitted to the City Quarterly. Should wrecker service fail to remit amount due their permit will be suspended, they will be removed from the rotation list and a penalty of 10% of the total amount due shall accrue daily.

Section 2. REPEALER. All other ordinances or parts of ordinances in direct conflict herewith are repealed to the extent of the conflict only.

Section 3. SEVERABILITY. Should any part section, subsection, sentence, provision, clause or phrase hereof be held invalid, void, or unconstitutional for any reason, such holding shall not render invalid, void, or unconstitutional any other section, subsection, sentence, provision, clause, or phrase of this ordinance, and the same are deemed severable for this purpose.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, THIS _____ DAY OF _____, 2017.

CITY OF MUSKOGEE

JOHN R. COBURN, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

(seal)

Approved as to form and legality this _____ day of _____, 2017.

ROY TUCKER, CITY ATTORNEY

Public Works Committee

4.

Meeting Date: 12/05/2017

Submitted For: Greg Riley, Public Works Initiator: Christy Byrd, Office Administrator I

Department: Public Works

Staff Information Source: Greg Riley, Director of Public Works; George Kingston, Assistant Director of Public Works, Jay Updike, Holloway, Updike and Bellen

Information

AGENDA ITEM TITLE:

Receive an update on the Wastewater Treatment and Collection projects to be funded by a series of loans from the Oklahoma Water Resources Board, or take other necessary action. (Greg Riley)

BACKGROUND:

The City entered into a loan from the Oklahoma Water Resources Board in May of 2017. Holloway, Updike and Bellen (HUB) were retained as the consulting engineer to complete the design work on the projects. Jay Updike with HUB is presenting an update on the status of the projects.

RECOMMENDED ACTION:

Receive update.

Fiscal Impact

Attachments

Update

Project Updates

Wastewater Treatment and Collection System Improvements

OWRB Loan No. ORF-17-0019-CW



November 7, 2017



Holloway, Updike and Bellen

Consulting Engineers
Muskogee - Broken Arrow

List of Projects

- ▶ Port Lift Stations 1, 2, 3 and 4 Replacement
- ▶ Junction Area Collection System
- ▶ Westside Collection System
- ▶ Northside Collection System
- ▶ Northeast Lift Station Elimination
- ▶ Wastewater Treatment Plant Rehabilitation



R-19-E

T-15-N



HOLLOWAY, UPHAM AND MILLER INC.
 500-A SOUTH 8TH STREET, FORTSMITH, ARKANSAS, OR
 500-201-5077, FAX 501-501-0786
 OR 4718, EXPRES 08/28/11

TITLE:	PORT LIFT STATION LOCATION MAP	
PROJECT:	17MMAPSR15	
OWNER:	CITY OF MUSKOGEE	
DATE:	08/15/2017	REVISION:

Project Status

Port Lift Stations

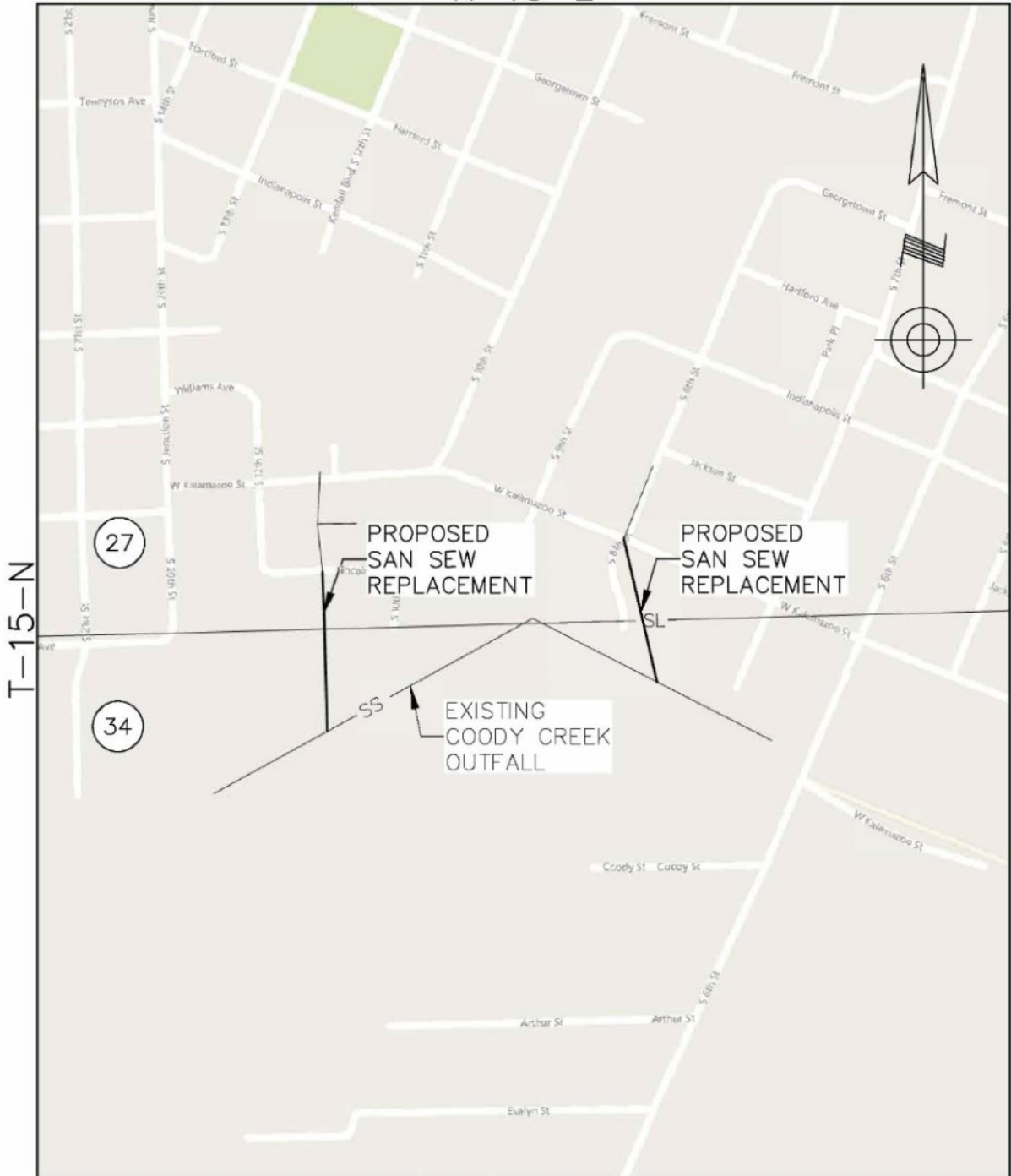
Stations 1, 2 and 3

- ▶ Design Completed
- ▶ Environmental Clearance Received
- ▶ Approved by ODEQ
- ▶ Bid Opening – November 21, 2017
(Low Bidder Cook Consulting, LLC)
- ▶ Completion Date – February 2019

Station No. 4

- ▶ Design Completed
- ▶ Approved by ODEQ
- ▶ Environmental Review Underway
- ▶ Target Bid Date Early 2019

R-18-E



T-15-N

27

34



HOLLOWAY, UPDIKE AND BELLEN INC.
 905-A SOUTH 9TH STREET, BROKEN ARROW, OK
 918-251-0717, FAX 918-251-0754
 CA #219, EXPIRES 06/30/19

TITLE:	WEST SIDE LOCATION MAP		
PROJECT:	17MUSKWSES		
OWNER:	CITY OF MUSKOGEE		
DATE:	08/15/2017	REVISION:	

Project Status

Junction Area Collection System

- ▶ Design Completed
- ▶ Environmental Clearance Received
- ▶ Plans and Specifications Submitted to ODEQ
- ▶ Need One Easement
- ▶ Bid Target Date – April 1, 2018
- ▶ Completion Date – December 1, 2018

R-18-E



hb
ENGINEERS

HOLLOWAY, UPOIKE AND BELLEN INC.
905-A SOUTH 9TH STREET, BROKEN ARROW, OK
918-251-0717, FAX 918-251-0754
CA #219, EXPIRES 06/30/19

TITLE:	WEST SIDE LOCATION MAP		
PROJECT:	17MUSKWSSES		
OWNER:	CITY OF MUSKOGEE		
DATE:	08/15/2017	REVISION:	

R-18-E

T-15-N



HOLLOWAY, UPIKE AND BELLEN INC.
 900-A SOUTH 9TH STREET, BROKEN ARROW, OK
 918-251-0717, FAX 918-251-0754
 GA #216, EXPIRES 08/30/11

TITLE:	WEST SIDE LOCATION MAP		
PROJECT:	17MUSKWSES		
OWNER:	CITY OF MUSKOGEE		
DATE:	08/15/2017	REVISION:	

Project Status

Westside Collection System

- ▶ Design Completed
- ▶ Environmental Clearance Received
- ▶ Plans and Specifications Submitted to ODEQ
- ▶ Need One Easement
- ▶ Target Bid Date – April 1, 2018
- ▶ Completion Date – June 1, 2019

R-18-E

T-15-N



hb
ENGINEERS

HOLLOWAY, UPGRADE AND BELLEN INC.
905-A SOUTH 6TH STREET, BROKEN ARROW, OK
918-281-0717, FAX 918-281-0764
OK #218, EXPIRES 08/30/11

TITLE:	NORTH AREA LOCATION MAP	
PROJECT:	17MUSKISSSES	
OWNER:	CITY OF MUSKOGEE	
DATE:	08/15/2017	REVISION:

R-18-E



FIGURE NO. 1



HOLLOWAY, UPPIKE AND BELLEN INC.
 906-A SOUTH 6TH STREET, BROKEN ARROW, OK
 918-251-0717, FAX 918-251-0754
 CA #219, EXPIRES 06/30/11

TITLE:	NORTH AREA LOCATION MAP		
PROJECT:	17MUSKNSSES		
OWNER:	CITY OF MUSKOGEE		
DATE:	08/15/2017	REVISION:	

Project Status

Northside Collection System

- ▶ Plans 80% Complete
- ▶ Target Date for Plan Submittal to ODEQ
April 1, 2018
- ▶ Environmental Studies Underway
- ▶ Plans and Specifications Submitted to ODEQ
- ▶ Need 6 Easements
- ▶ Target Bid Date – September 1, 2018
- ▶ Completion Date – December 1, 2019

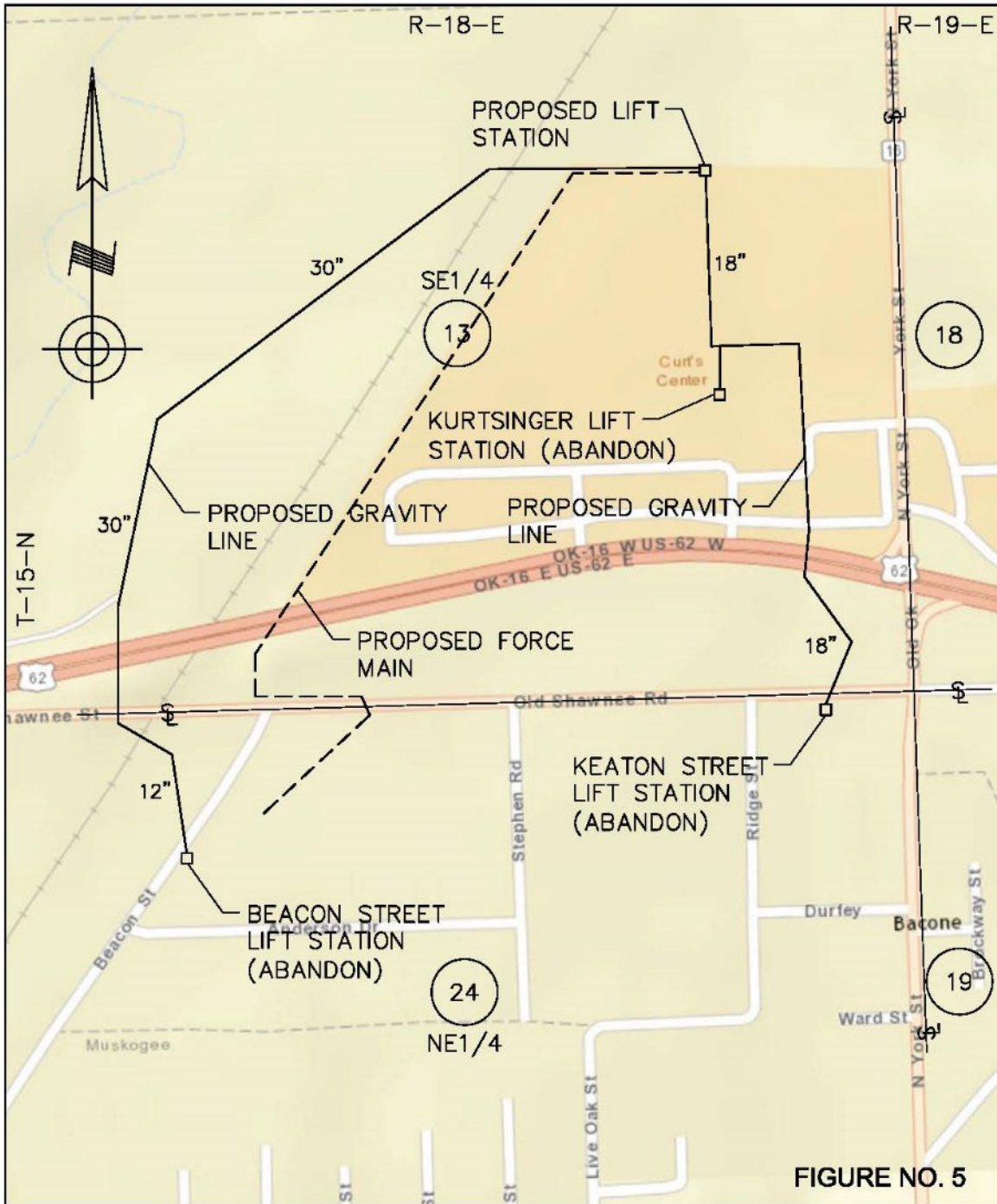



FIGURE NO. 5


HOLLOWAY, URDIKE AND BELLEN INC.
 905-A SOUTH 9TH STREET, BROKEN ARROW, OK
 918-251-0717, FAX 918-251-0754
 CA #219, EXPIRES 06/30/19

TITLE:	NORTHEAST LIFT STATION ELIMINATION	
PROJECT:	17MUSKNSSES	
OWNER:	CITY OF MUSKOGEE	
DATE:	09/19/2017	REVISION:

Project Status

Northeast Collection System

- ▶ Plans 40% Complete
- ▶ Target Date for Plan Submittal to ODEQ
June 1, 2018
- ▶ Environmental Studies Underway
- ▶ Plans and Specifications Submitted to ODEQ
- ▶ Need Easements
- ▶ Target Bid Date – December 1, 2018
- ▶ Completion Date – April 1, 2020

Project Status

Wastewater Treatment Plant Rehabilitation

- ▶ Phase I – Raw Sewage Pump Station and Recirculation Pumps – Design 65% Complete
- ▶ Phase II – SCADA – Design Initiated
- ▶ Phase III – Headworks and More!



Construction Cost Estimates

**Muskogee Wastewater and Storm Water Improvements
CWSRF Project No. ORF-17-0019-CW
October 27, 2017**

Project	Loan Amount	Revised Amount
Junction Wastewater Area	\$286,000	\$311,200
Northside Wastewater Area	3,150,000	2,115,000
Northeast Lift Station Elimination	6,030,000	5,654,100
Westside Wastewater Area	2,800,000	1,992,500
Port Lift Stations	4,850,000	3,500,000
Civitan Drainage Improvements	1,363,636	1,330,000
Wastewater Treatment Plant	2,054,000	5,630,836
Total Construction Cost	\$20,533,636	\$20,533,636

Public Works Committee

5.

Meeting Date: 12/05/2017

Submitted For: Roy Tucker, City Attorney Initiator: Roy Tucker, City Attorney

Department: City Attorney

Staff Information Source:

Information

AGENDA ITEM TITLE:

Receive report on findings and recommendations from the Healthy Food Retail Task Force, a subcommittee of the Muskogee Wellness Initiative, and take any necessary action. (Roy D. Tucker)

BACKGROUND:

In 2016, the City Council passed a resolution that created the Healthy Food Retail Task Force to study and make recommendations on how to improve availability of healthy food choices in the local diet of our citizens. The task force has now completed its work. Doug Walton will present the findings and recommendations of the task force.

RECOMMENDED ACTION:

Receive report and take any necessary action.

Fiscal Impact

Attachments

Muskogee HFRTF Report

Muskogee Healthy Food Retail Taskforce 2017 Report

Executive Summary

Background

The Healthy Food Retail Taskforce was formed by the City of Muskogee Wellness Initiative in January 2017, upon passage of Resolution # 2667 by the Muskogee City Council in November 2016. The Resolution recognized “the substantial impact of the retail food environment on the economy and the health and wellbeing of the citizens of Muskogee.” The Resolution also called for the formation of the taskforce “to study and make recommendations regarding the retail food environment, ...to effect positive change related to both the availability and quality of food to the citizens of Muskogee.”¹

The taskforce met monthly throughout 2017 to review and discuss topics including: data about healthy food access and consumption; nutrition-related health outcomes in the county; and programs addressing food insecurity, availability of culturally appropriate foods, transportation, and the marketing of healthy foods.

The Healthy Food Retail Taskforce created and conducted a survey of Muskogee area residents to learn more about possible barriers to purchasing and eating healthy foods. Nearly 700 people responded to the survey, both online and by hand.

The taskforce also inventoried and documented current food assistance resources and transportation services within the City.

Lastly, the taskforce created and has begun conducting a survey of food retailers to learn more about possible barriers and opportunities for marketing healthy foods in Muskogee.

Findings

The proximity of a person’s residence to retailers offering healthy foods such as fruits and vegetables is one of several factors affecting their ability to make healthy choices.² The City of Muskogee contains several census tracts with a significant number of people living more than 1 mile from a large grocery store, areas frequently referred to as food deserts.³

One question on the survey conducted in the fall of 2017 asked residents if household members have trouble getting and eating enough healthy food. Thirty-five percent of respondents living in the city selected a 5 or higher on a scale from 0 (never) to 10 (always). This key finding seems to resonate throughout the survey results.

In terms of household food security and the ability of families to have enough food for an active healthy life, survey participants were asked if members of their household had cut meal size or skipped meals because there wasn’t enough money. On a scale from 0 (never) to 10 (always), 29 % of city residents selected a 5 or higher, suggesting some degree of food insecurity.

Survey results showed transportation is not a barrier to grocery store access for many people in Muskogee. However, over half of those using Muskogee County Transit to get groceries in the past year indicated that household members sometimes or always have trouble getting and eating enough healthy food. This association between public transit use and struggles with eating healthy, suggests possible benefits from improving transportation services for this vulnerable population.

The survey also found that 20% of Muskogee residents completing the survey have walked to get groceries within the past year, and that 5% had bicycled. Meanwhile, over 50% of residents surveyed indicated they could not safely or conveniently walk to a store in their neighborhood where they could purchase healthy foods.

Even if distance to a grocery store isn't a barrier to purchasing healthy foods for some people, the pricing of healthy foods was identified as a concern by most Muskogee area residents who completed a survey. When asked what would help them eat more healthy foods, 60% of all those surveyed chose "if they were more affordable."

Regarding efforts to address affordability, well over half the survey respondents living in the city indicated they had participated in one or more of the following food assistance programs during the past year: SNAP (39% of respondents), WIC (13%), food pantries (22%), community meals (16%) or veggie bucks (10%). Over sixty percent of those who had utilized any of these resources indicated those programs were important for helping them have enough healthy foods to eat.

Of those surveyed who had not received any food assistance during the past year, 23% said that "more time for shopping or fixing" would help them eat more healthy foods. While time isn't a resource suited for easy distribution, perhaps time-saving tips for selecting and preparing healthy foods could be shared within the community.

Another measure of how well we're eating is our volume of vegetable consumption. According to data collected by the CDC and the Oklahoma State Department of Health, one out of four adults in Muskogee County eats less than one vegetable per day.⁴

At the same time, heart disease, diabetes and obesity all occur at higher rates in Muskogee County than in the state of Oklahoma or the U.S.^{5,6} The link between these preventable health outcomes and factors such as low intake of healthy foods is well documented.⁷

As declared in the Resolution which formed the taskforce, "the health and well-being of the residents of Muskogee are critical for a prosperous and sustainable City,...and employers are increasingly including workforce health in decisions about where to locate..."

When asked if there were healthy food items they are looking for, 26% of respondents indicated they couldn't find those foods at the places they shop in Muskogee. Likewise, 35% of all those surveyed said that better variety or quality where they shop would help them eat more healthy foods.

Growing one's own food can also help improve access, and the City of Muskogee is recognized across the state for our successful community gardens.⁸ However, with nearly 55 city residents selecting "somewhere to have a garden," as one way to help them eat more healthy foods, it may be worthwhile to consider creation of additional space for residents to grow food.

Returning to the issue of food deserts and low access to healthy options, it is worth acknowledging the number of vacant convenient stores or markets in Muskogee. There are currently at least three empty food stores within the original town site, and three more outside that area. Given that 13% of residents said a new or improved store near where they live would help them eat more healthy foods, these vacant venues could possibly serve as future sites for healthy neighborhood stores.

Recommendations

Based on these findings and other supporting information, the Healthy Food Retail Taskforce and the Muskogee Wellness Initiative are making the following recommendations:

1. Adjust fixed-transit routes to better meet residents' needs for convenient grocery access; Ensure user-friendly route maps and schedules for Muskogee Transit are easily accessible throughout the community and online
2. Strengthen community gardening, by assessing usage of existing gardens and demand for additional plots; possibly utilize vacant city lots for new garden areas; Identify existing fruit trees available for harvest, and plant others at parks, schools and public housing sites
3. Expand the availability of Veggie Bucks or other similar "coupons", good towards the purchase of fresh produce from the farmers market and/or area grocers
4. Utilize Channel 14 for providing information addressing findings such as: time-saving cooking tips, brief instructional videos, testimonials and other resources to support healthy eating; food assistance resources and transportation services; info from this report; Okie 411 app availability
5. Promote and support the efforts of food pantries in providing healthy foods to their clients, such as through the Salvation Army's fresh produce program
6. Ensure that zoning ordinances or other permitting requirements don't create barriers to the development of healthy corner stores in or near residential areas. Also consider possible incentive programs to attract or grow healthy food retailers
7. Update, maintain and promote Okie 411 as the clearinghouse for information about transportation and food assistance resources available in Muskogee
8. Review pedestrian and bicycle accommodations in public right of ways near grocery stores, to identify opportunities for improving safety and convenience
9. Continue the Healthy Food Retail Taskforce to: coordinate the implementation of these recommendations; convene and engage partners and programs necessary to improve healthy food access and consumption; determine other barriers to healthy food access and consumption; identify and recommend programs, policies or actions for addressing barriers; and create a plan for systematically implementing and evaluating healthy food initiatives in Muskogee

¹ City of Muskogee, City Council Resolution #2667, 2016.

² Access to Healthy Food and Why it Matters: A Review of the Research. PolicyLink. 2013.

³ Food Access Research Atlas, USDA Economic Research Service, ESRI. 2017

⁴ Oklahoma State Department of Health, Center for Health Statistics, Health Care Information, Behavioral Risk Factor Surveillance System, 2015.

⁵ Ibid.

⁶ Behavioral Risk Factor Surveillance System, Prevalence and Trends Data, accessed Nov 2017

⁷ Health Benefits of Fruits and Vegetables, Joanne L. Slavin, Beate Lloyd, *Advances in Nutrition*, 2012 Jul; 3(4).

⁸ Grow Healthy Oklahoma: A Guide to Community Gardening in the Sooner State, OK Public Health Leadership Institute, 2013.

Public Works Committee

6.

Meeting Date: 12/05/2017
Initiator: Tammy Tracy, City Clerk
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the appointment of Dan Hall to the Airport Board, to serve a four (4) year term beginning January 1, 2018, and ending December 30, 2022, succeeding Ben Robinson, or take other necessary action. (Councilor Dan Hall)

BACKGROUND:

The is appointment is to replace the expired term of Ben Robinson on the Airport Board.

RECOMMENDED ACTION:

Approve appointment.

Fiscal Impact

Attachments

No file(s) attached.
