

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).

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 Council during such period is required to sign in with the City Clerk prior to the Council meeting between 5:00 p.m. and 5:15 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
MUSKOGEE CITY COUNCIL
May 14, 2018

REGULAR SESSION - 5:30 P.M., 3RD FLOOR, COUNCIL CHAMBERS MUNICIPAL BUILDING,
229 W. OKMULGEE, MUSKOGEE, OKLAHOMA

INVOCATION - COUNCILMEMBER MARLON COLEMAN

FLAG SALUTE - MAYOR BOB COBURN

ROLL CALL - MAYOR BOB COBURN

APPROVAL OF MINUTES: SPECIAL CALL CITY COUNCIL APRIL 16, 2018 AND APRIL 20,
2018 AND CITY COUNCIL REGULAR SESSION APRIL 23, 2018.

CONSENT AGENDA

The following items are considered to be routine by the City Council and will not be read aloud. The Consent Agenda will be enacted with one motion and should discussion be desired on an item, that item will be removed from the Consent Agenda prior to action and considered separately prior to the Regular Agenda.

1. Approval of claims for all City departments April 12, 2018 through May 2, 2018.
2. Approval of the Groupon Merchant Agreement for marketing and promotional services at River Country Family Water Park, or take other necessary action. (Mark Wilkerson)
3. Approval of final payment for Muskogee Project No. 2017023, Pollution Control Basket Screen, to KBC Construction in the amount of \$16,067.35, or take other necessary action. (Greg Riley)

4. Approval of the contract Change Order and Final Payment to Dirt Work Done Right, LLC, for the Demolition Contract 16756 CDBG 16 Bid Group 38, in the amount of \$1,375.00, or take other necessary action. (Tish Callahan)
5. Approval of awarding the mowing contracts as follows: Base Bid No. One (1) , No. Two (2) and No. Five (5) to SB Services; Base Bid No. Three (3) and No. Four (4) to Grass Monkey; and the Turnpike Mowing Contract to D & D Ag Services, or take other necessary action. (Greg Riley)
6. Approval authorizing the Mayor to cast a ballot on behalf of the City of Muskogee for the OMAG Board of Trustees, or take other necessary action. (Mike Miller)
7. Approval to update the Muskogee 2020 Strategic Plan as discussed at the April 20, 2018 Special Call Council meeting, or take other necessary action. (Mike Miller)
8. Approval of receiving donated funds for the month of March 2018, in the amount of \$409.00 for the City's Animal Shelter Sponsorship Program as per the attached list, or take other necessary action. (Rex Eskridge)
9. Approval of the appointment of Mary Beth Hicks, to serve on the Muskogee County Transit Authority, replacing Lisa Benjamin, subject to a term to be established in the bylaws, or take other necessary action. (Councilor Wayne Johnson)
10. Approval of Resolution No. 2722 supporting the enactment of Senate Bill 86 and opposing a State Highway 69 Bypass, or take other necessary action. (Mayor Bob Coburn and Councilor Marlon Coleman)

REGULAR AGENDA

11. Hold a Public Hearing and take action on the approval of Ordinance No. 4045-A rezoning the property located on the northwest corner of 3rd and Kalamazoo, more particularly described in the Ordinance, from "C-2" General Commercial District to "R-1" Single-Family Residential District, 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)

LOT 10, BLOCK 75, in the MUSKOGEE ORIGINAL TOWNSHIP, CITY OF MUSKOGEE, LOCATED IN THE NORTHEAST QUARTER (NE1/4) OF SECTION 34, TOWNSHIP 15 NORTH, RANGE 18 EAST, Muskogee County, State of Oklahoma

12. Hold a Public Hearing and take action on the approval of Resolution No. 2721 amending the Land Use Map regarding property located within part of Sections 2 and 3, T14N, R18E, more particularly described in the resolution from Industrial to Transitional Residential, and if approved, authorize Staff to revise the Land Use Map of the City to reflect said change. (Gary D. Garvin)

PART OF SECTIONS 2 AND 3, T14N, R18E, MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE NE CNR OF THE SE ¼ OF SECTION 3 THENCE S88D29'01"W A DISTANCE OF 632.82' THENCE; S01D42'32"E A DISTANCE OF 2604.36' THENCE; N42D18'32"E A DISTANCE OF 101.66' THENCE; N87D55'08"E A DISTANCE OF 121.19' THENCE; N32D51'10"E A DISTANCE OF 2556.10' THENCE; N58D24'17"W A DISTANCE OF 755.73' THENCE; S 89D32'07"W A DISTANCE OF 384.42' TO POB

13. Hold a Public Hearing to discuss the City of Muskogee Budget for Fiscal Year 2018-2019, and take any necessary action. (Mike Miller)
14. Consider approval of Ordinance No. 4044-A amending the City of Muskogee Code of Ordinances, Chapter 58, Parks and Recreation, Section 58-21, Fees Generally; Authorizing the City Manager to Establish or Modify certain fees; providing for Repealer, Severability, and Setting an Effective Date, or take other necessary action. (Mike Stewart)
15. Consider approval to direct staff to perform additional research relating to home day cares, as discussed in the Public Works Committee of May 6, 2018, or take other necessary action. (Councilor Vann)
16. Discuss a potential future signage project acknowledging nationally-known Muskogee citizens at entry points to Muskogee, and provide direction to staff. (Councilor Dan Hall)

RECOGNIZE CITIZENS WISHING TO SPEAK TO THE MAYOR AND COUNCIL.

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.

17. Consider an Executive Session to discuss and take possible action on the following:
 - a. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss the worker's compensation claim of Philip Blair, and if necessary, take appropriate action in open session. (Roy D. Tucker)

ADJOURN

Regular City Council

Meeting Date: 05/14/2018
Initiator: Ashley Wallace, Office Adm 1
Department: City Clerk
Staff Information Source:

Information**AGENDA ITEM TITLE:**

APPROVAL OF MINUTES: SPECIAL CALL CITY COUNCIL APRIL 16, 2018 AND APRIL 20, 2018 AND CITY COUNCIL REGULAR SESSION APRIL 23, 2018.

BACKGROUND:**RECOMMENDED ACTION:**

Fiscal Impact**Attachments**

04-16-2018 spccmin
04-20-2018 spccmin
04-23-2018 ccmin

MINUTES

OF THE COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, MET IN A SPECIAL CALL SESSION, IN THE COUNCIL CHAMBERS OF CITY HALL MONDAY, APRIL 16, 2018

The Council of the City of Muskogee, Oklahoma, met in a Special Call Session in Council Chambers of City Hall, Monday, April 16, 2018, at 5:30 p.m., with Mayor Coburn presiding.

Meeting was called to order by Mayor John R. Coburn and the City Clerk called the roll as follows:

Present: John R. Coburn, Mayor; Janey Boydston, Deputy Mayor; Jaime Stout, Councilmember; Patrick Cale, Councilmember; Marlon Coleman, Councilmember; Dan Hall, Councilmember; Wayne Johnson, Councilmember; Derrick Reed, Councilmember; Ivory Vann, Councilmember; Jaime Stout, Councilmember

Staff Present: Mike Miller, City Manager; Mike Stewart, Assistant City Manager; Roy Tucker, City Attorney; Tammy L. Tracy, City Clerk; Gary Garvin, City Planner; Greg Riley, Public Works Director; Matthew Beese, Assistant City Attorney; Michael O'Dell, Fire Chief; Kelly Plunkett, Human Resources Director; Rex Eskridge, Police Chief; Marcie Gilliam, Strategic Financial Analyst; Brent Trout, Executive Director, Batfish

1 Executive Session

Motion was made by Deputy Mayor Janey Boydston, seconded by Councilmember Dan Hall to approve an Executive Session.

AYE: Mayor John R. Coburn, Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Marlon Coleman, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann, Councilmember Jaime Stout

Carried - Unanimously

2 Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss the pending litigation involving Catherine Phillips, and Orlin Phillips, filed in the District Court, case number CV-2012-165, in and for Muskogee County, Oklahoma, and if necessary, take appropriate action in open session. (Roy D. Tucker)

Council reconvened to Regular Session at 7:10 p.m.

Motion was made by Councilmember Wayne Johnson, seconded by Councilmember Marlon Coleman to consider the approval to appoint Dan Hall as settlement representative with Janey Boydston as an alternative representative in said case, as well as, to approve settlement authority within the range discussed in Executive Session.

AYE: Mayor John R. Coburn, Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Marlon Coleman, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann, Councilmember Jaime Stout

Carried - Unanimously

- 3 **(No action taken):** Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss the negotiations with the International Association of Fire Fighters, Local #57, and if necessary, take appropriate action in open session. (Kelly Plunkett)

JOHN R. COBURN, MAYOR

TAMMY L. TRACY, CITY CLERK

MINUTES

OF THE COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, MET IN A SPECIAL CALL SESSION, IN THE MUSKOGEE-DAVIS REGIONAL AIRPORT CONFERENCE ROOM

FRIDAY, April 20, 2018

The Council of the City of Muskogee, Oklahoma, met in a Special Call Session in the Muskogee-Davis Regional Airport Conference Room, Friday, April 20, 2018, at 12:00 p.m., with Mayor Coburn presiding.

Meeting was called to order by Mayor John R. Coburn and the City Clerk called the roll as follows:

Present: John R. Coburn, Mayor; Janey Boydston, Deputy Mayor; Jaime Stout, Councilmember; Patrick Cale, Councilmember; Wayne Johnson, Councilmember; Derrick Reed, Councilmember; Ivory Vann, Councilmember

Absent: Marlon Coleman, Councilmember; Dan Hall, Councilmember

Staff Present: Mike Miller, City Manager; Mike Stewart, Assistant City Manager; Roy Tucker, City Attorney; Tammy 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; Michael O'Dell, Fire Chief; Kelly Plunkett, Human Resources Director; Rex Eskridge, Police Chief; Reggie Cotton, Deputy Police Chief; Kevin Hammons, Lieutenant; Jean Kingston, Treasurer; Marci Gilliam, Strategic Financial Analyst; Marsha Wiseman, Executive Secretary

Attendees: Scott Robinson, Press

- 1 **(No action taken):** Discuss, review, and update the Muskogee 2020 Strategic Plan, as well as discuss other current and future needs of the City, and if necessary, provide direction to Staff. (Mike Miller)

City Manager Mike Miller began the meeting by reviewing the City's Strategic Plan that was originally adopted in 2014 and explained it has been updated every year since that time. He presented a road map for major initiatives and discussed three (3) focus areas: Improve City's Team and Image; Economic Development; and Improved Quality of Life.

He provided to Council a handout relating to a proposed Property Maintenance Program. He explained Staff is currently looking at what other cities are doing to address rundown and unsafe housing in their communities. The handout provided both the benefits and challenges if such a program were implemented within the City of Muskogee.

Discussion followed.

City Manager Miller reviewed the FY 2017-2018 successes within the City. These items included: 30-Year Award for Tree City USA; Certified Healthy City Excellence

Award; Water Line Improvements/Water Model Completed; Muskogee CARES Program; Insurance Fund; Second Year of Insurance Premium Holiday; Doctor on Demand; Time and Attendance System; Safety Program; GPS Pilot Program; Fire Department New Hiring Process; Fire Department Intervention Training; AFG Props; and City Hall Security Cameras.

Discussion followed.

City Manager Miller stated the total budget funds are \$79,532,285.00. He explained that 47.2% of the budget is funded by Sales/Use Tax. The second largest contribution comes from the sale of water, sewer, and sanitation services. He also provided detail of the City's expenses. He explained we will not be using "carryover" funds to balance this year's budget. He also provided Council with an overview of General Fund Revenues and General Fund Expenses for the upcoming FY.

Other items discussed were Strategic Initiatives, Tourism/Economic Development, Growth Initiatives, and Capital Outlay Projects.

In summation, the General Fund for FY 2019 Revenues are \$33,552,344.00 and Expenditures are \$33,540,793.00; generating a Surplus of \$11,551.00.

Discussion followed.

City Manager Miller explained a 2014 sales tax passed by the voters supporting past Capital Improvement projects will expire in September of 2019. It is a 1/2 cent sales tax and generates approximately \$3 million/year. He asked Council to consider future projects they feel are important to the City to accomplish if we are to ask the voters to pass another Capital Improvement Plan sales tax in the future.

Discussion followed.

JOHN R. COBURN, MAYOR

TAMMY L. TRACY, CITY CLERK

MINUTES

OF THE COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, MET IN REGULAR SESSION, IN THE COUNCIL CHAMBERS OF CITY HALL MONDAY, APRIL 23, 2018

The Council of the City of Muskogee, Oklahoma, met in Regular Session in Council Chambers of City Hall, Monday, April 23, 2018, at 5:30 p.m., with Mayor Coburn presiding.

Invocation was given by Deputy Mayor Janey Boydston

Flag Salute was led by Deputy Mayor Janey Boydston

Meeting was called to order by Deputy Mayor Janey Boydston and the City Clerk called the roll as follows:

Present: Deputy Mayor Janey Boydston; Councilmember Jaime Stout; Councilmember Patrick Cale; Councilmember Dan Hall; Councilmember Wayne Johnson; Councilmember Derrick Reed; Councilmember Ivory Vann

Absent: Mayor John R. Coburn; Councilmember Marlon Coleman

Staff Mike Miller, City Manager; Mike Stewart, Assistant City Manager; Roy Tucker, City

Present: Attorney; Tammy L. Tracy, City Clerk; Gary Garvin, City Planner; Greg Riley, Public Works Director; Matthew Beese, Assistant City Attorney; Michael O'Dell, Fire Chief; Kelly Plunkett, Human Resources Director; Rex Eskridge, Police Chief; Marcie Gilliam, Strategic Financial Analyst; Chad Farmer, Deputy Police Chief

1 Excuse members not present.

Motion was made by Councilmember Dan Hall, seconded by Councilmember Wayne Johnson to approve excusing members not present.

AYE: Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann

Carried - Unanimously

APPROVAL OF MINUTES: SPECIAL CALL CITY COUNCIL APRIL 2, 2018 AND REGULAR CITY COUNCIL APRIL 9, 2018.

Motion was made by Councilmember Dan Hall, seconded by Councilmember Wayne Johnson to approve Special Call City Council Minutes April 2, 2018 and Regular City Council Minutes April 9, 2018.

AYE: Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann

Carried - Unanimously

CONSENT AGENDA

Motion was made by Councilmember Dan Hall, seconded by Councilmember Jaime Stout to approve the Consent Agenda.

AYE: Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann

Carried - Unanimously

The following items are considered to be routine by the City Council and will not be read aloud. The Consent Agenda will be enacted with one motion and should discussion be desired on an item, that item will be removed from the Consent Agenda prior to action and considered separately prior to the Regular Agenda.

- 1 Approval of claims for all City departments March 29, 2018 through April 11, 2018.
- 2 Approval of awarding the lowest and best bid to Cook Construction and Crane Services for Stormwater System Improvements to the Civitan Drainage Basin for the Debby Jane Lane and Bonnie Avenue Project, in the amount of \$64,125.00, or take other necessary action. (Greg Riley)
- 3 Approval to accept Engineering Services Agreement from Holloway, Updike, and Bellen, Inc. (HUB), for professional services for the plans and specifications for Roadway Improvements at U.S. 62 and Country Club Road, in the amount of \$56,750.00, or take other necessary action. (Greg Riley)
- 4 Approval of the appointment of Wayne Divelbiss to serve on the City Facilities Board, filling the unexpired term of Stacy Simpson, beginning April 24, 2018 and ending August 31, 2021, or take other necessary action. (Councilor Jaime Stout)
- 5 Approval of the appointment of Jennifer Crotty to serve on the Roxy Theater Community Trust, subject to a term to be established in the bylaws, or take other necessary action. (Councilor Wayne Johnson)
- 6 Approval of the appointment of Kim Lynch to serve on the Roxy Theater Community Trust, subject to a term to be established in the bylaws, or take other necessary action. (Councilor Derrick Reed)

- 7 Approval of the appointment of David Ragsdale, to serve on the Parks and Recreation Board, replacing Alan Foster, beginning April 24, 2018 and ending March 31, 2022, or take other necessary action. (Councilor Derrick Reed)
- 8 Approval of the appointment of Charles Moore to serve on the Roxy Theater Community Trust, subject to a term to be established in the bylaws, or take other necessary action. (Councilor Ivory Vann)
- 9 Approval of the appointment of Wren Stratton to serve on the Roxy Theater Community Trust, subject to a term to be established in the bylaws, or take other necessary action. (Councilor Janey Boydston)
- 10 Approval of the appointment of Roger Bell to serve on the Roxy Theater Community Trust, subject to a term to be established in the bylaws, or take other necessary action. (Councilor Patrick Cale)
- 11 Approval of the appointment of Jaime Stout to the City Facilities Board, to serve a term commensurate with her term on City Council, or take other necessary action. (Councilor Patrick Cale)
- 12 Approval of the appointment of James Gulley, to serve on the Street Improvement Advisory Commission, replacing Kem Frix, beginning April 24, 2018 and ending March 31, 2023, or take other necessary action. (Mayor Bob Coburn)
- 13 Approval of the appointment of Brent Trout, to serve on the Parks and Recreation Board, replacing Jimmy Stinson, beginning April 24, 2018 and ending March 31, 2022, or take other necessary action. (Mayor Bob Coburn)

REGULAR AGENDA

- 14 Consider approval of Resolution No. 2720 establishing an administrative process and fee for the issuance of a Certificate of Compliance for Interim Licensing of the sale of Strong Beer and Wine by certain retailers in accordance with Title 37A, of the Oklahoma Statutes. (Roy Tucker)

Motion was made by Councilmember Dan Hall, seconded by Councilmember Jaime Stout to approve Resolution No. 2720 establishing an administrative process and fee for the issuance of a Certificate of Compliance for Interim Licensing of the sale of Strong Beer and Wine by certain retailers in accordance with Title 37A.

AYE: Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed

NAY: Councilmember Ivory Vann

Carried

- 15 Consider the appointment of Dan Hall to the Chamber of Commerce Committee for Convention and Tourism, to serve a term commensurate with his term on City Council, replacing James Gulley, or take other necessary action. (Councilor Derrick Reed)

Motion was made by Councilmember Derrick Reed, seconded by Councilmember Patrick Cale to approve the appointment of Dan Hall to the Chamber of Commerce Committee for Convention and Tourism, to serve a term commensurate with his term on City Council, replacing James Gulley.

AYE: Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann

Carried - Unanimously

- 16 Consider the appointment of Sharon Thomas Ray to serve on the Roxy Theater Community Trust, subject to a term to be established in the bylaws, or take other necessary action. (Councilor Dan Hall)

Motion was made by Councilmember Dan Hall, seconded by Councilmember Ivory Vann to approve appointment of Sharon Thomas Ray to serve on the Roxy Theater Community Trust, subject to a term to be established in the bylaws

AYE: Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann

Carried - Unanimously

- 17 Discuss and consider providing City Council support for submission of a grant to the City of Muskogee Foundation by the Muskogee County E911 Trust Authority for a Text-to-911 system, or take other necessary action. (Mike O'Dell)

Fire Chief Mike O'Dell stated Darryl Maggard the E911 Coordinator has requested that the Fire Chief submit a Letter of Support for a grant to the City of Muskogee Foundation. The grant is to help fund a Text-to-911 Program. This program will allow people the opportunity to text 911 instead of calling. The benefit is if your hearing impaired, incapacitated, and during active shooter situations where a person needs to be quiet. This is a system that is being put into place all over the Country.

Councilmember Patrick Cale asked Mr. O'Dell how the program will work and how will 911 coordinators know where the phone or person is located.

Mr. O'Dell stated he is not familiar with how the program works, but he assumes the phone provider will be able to locate the area in which the phone is located.

Motion was made by Councilmember Dan Hall, seconded by Councilmember Jaime Stout to approve providing City Council support for submission of a grant to the City of Muskogee Foundation by the Muskogee County E911 Trust Authority for a Text-to-911 system.

AYE: Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann

Carried - Unanimously

RECOGNIZE CITIZENS WISHING TO SPEAK TO THE MAYOR AND COUNCIL.

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.

Stephen Ezell, 6121 S. 6th St. East, Muskogee, Oklahoma stated he is there to speak about membership between citizens and the American Legion. The American Legion has been in existence since 1919. The American Legion has a lot of wonderful projects; supporting the Boy Scouts and Girl Scouts, encouraging people to vote, and providing family support for Veterans and their families who may be struggling. The American Legion meets the first Tuesday of every month, 6:00 p.m. and 7:00 p.m., at the American Legion Post, 4021 W. Broadway, Muskogee, Oklahoma.

- 18 Consider an Executive Session to discuss and take possible action on the following:

Motion was made by Councilmember Wayne Johnson, seconded by Councilmember Patrick Cale to approve an Executive Session.

AYE: Deputy Mayor Janey Boydston, Councilmember Jaime Stout, Councilmember Patrick Cale, Councilmember Dan Hall, Councilmember Wayne Johnson, Councilmember Derrick Reed, Councilmember Ivory Vann

Carried - Unanimously

- a Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss the negotiations with the International Association of Fire Fighters, Local #57, and if necessary, take appropriate action in open session. (Kelly Plunkett)

Council reconvened to Regular Session at 5:52 p.m.

Motion was made by Councilmember Dan Hall, seconded by Councilmember Wayne Johnson to approve a 2018-2019 Collective Bargaining Agreement between the City of Muskogee and the International Association of Fire Fighters, Local # 57.

Aye: Deputy Mayor Janey Boydston, Councilmembers; Jaime Stout, Patrick Cale, Dan Hall, Wayne Johnson, Derrick Reed, Ivory Vann

Carried - Unanimously

ADJOURN

JANEY BOYDSTON, DEPUTY MAYOR

TAMMY L. TRACY, CITY CLERK

Regular City Council

1.

Meeting Date: 05/14/2018
Initiator: Tammy Tracy, City Clerk
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Approval of claims for all City departments April 12, 2018 through May 2, 2018.

BACKGROUND:

RECOMMENDED ACTION:

Fiscal Impact

Attachments

Claims List

Claims List

CITY OF MUSKOGEE CLAIMS
APRIL 12, 2018 TO May 2, 2018

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
198319	121	RANSON, GEORGIA A	4/12/2018	44.81
198320	121	STRICKLAND, TINA LYNN	4/12/2018	51.85
198321	2	ACCURATE LABS & TRAINING CENTE	4/13/2018	230.00
198322	155	ACECO RENTAL AND SALES	4/13/2018	797.00
198323	127	ACOM SOLUTIONS INC	4/13/2018	237.50
198324	2713	ACTION GROUP STAFFING	4/13/2018	6,945.61
198325	2461	ADVANCE AUTO PARTS 64771111001	4/13/2018	965.40
198326	3	AIRGAS USA LLC	4/13/2018	316.40
198327	6	AMERICAN INDUSTRIAL SUPPLY CO	4/13/2018	483.22
198328	1911	AMERICAN MUNICIPAL SERVICES	4/13/2018	541.85
198329	3024	ANTHONY BROWN	4/13/2018	325.00
198330	11	B & J OIL CO INC	4/13/2018	2,120.00
198331	3746	B & R ELECTRIC SERVICE INC	4/13/2018	500.00
198332	4543	VIDA BERRY	4/13/2018	458.33
198333	780	BG PRODUCTS INC	4/13/2018	652.80
198334	5096	BLAKE RUSSELL REACTIONS WRAPS	4/13/2018	2,000.00
198335	862	BOB'S AUTOMOTIVE ELECTRIC	4/13/2018	235.00
198336	3238	BROKEN ARROW ELECTRIC	4/13/2018	235.40
198337	2552	BROWN'S SHOE FIT CO #87	4/13/2018	275.00
198338	1057	BSN SPORTS	4/13/2018	72.19
198339	992	CARE AROUND THE CLOCK INC	4/13/2018	150.00
198340	3640	CHARBONNEAU, BILLY JO	4/13/2018	72.00
198341	125	CHRIS BROWN	4/13/2018	250.00
198342	3024	CHRIS ROCHELL	4/13/2018	0.00
198343	3024	CHRISTON WARD	4/13/2018	60.00
198344	3442	CITY OF MUSKOGEE FOUNDATION	4/13/2018	120,955.89
198345	4738	CITYWIDE PROPERTY MAINTENANCE	4/13/2018	3,090.00
198346	3626	CLARK EQUIPMENT	4/13/2018	515.00
198347	3066	COMMUNITY CARE EAP	4/13/2018	323.05
198348	5013	COOK CONSULTING LLC	4/13/2018	108,727.50
198349	3154	CREATIVE APPAREL AND MORE INC	4/13/2018	1,385.86
198350	101	CROWL OIL CO INC	4/13/2018	16,615.96
198351	3024	DAKOTA JONES	4/13/2018	255.00
198352	117	DAVID THOMPSON	4/13/2018	59.77
198353	4311	DAVID'S DISCOUNT TIRES INC	4/13/2018	1,102.28
198354	262	DEPARTMENT OF ENVIRONMENTAL QU	4/13/2018	62.00
198355	4786	DIGI SECURITY SYSTEMS LLC	4/13/2018	11,782.50
198356	3024	DON JOHNSON	4/13/2018	470.00
198357	125	DONNA PILLARS	4/13/2018	81.00

198358	4862 SARAH EATON	4/13/2018	90.00
198359	125 ELISHA MOORE	4/13/2018	32.00
198360	953 EXPRESS EMPLOYMENT PROFESSIONA	4/13/2018	2,838.66
198361	29 FASTENAL COMPANY	4/13/2018	154.80
198362	5308 MEGAN FILANDA	4/13/2018	202.00
198363	3509 FLEETPRIDE INC	4/13/2018	115.35
198364	5335 FORREST SHOEMAKER AC INC. DBA	4/13/2018	54,238.00
198365	4407 FRANKLIN DIGITAL, INC	4/13/2018	324.50
198366	3024 GARY GARVIN	4/13/2018	336.00
198367	5247 NIKYA GIVENS	4/13/2018	216.00
198368	3294 GLOVER & ASSOCIATES INC	4/13/2018	159,108.87
198369	40 HARRISON TIRE & SUPPLY	4/13/2018	10.00
198370	42 HOGLE COMPANY	4/13/2018	1,328.10
198371	289 HOLLOWAY UPDIKE AND BELLEN INC	4/13/2018	163,988.65
198372	1414 HOMELAND STORES INC	4/13/2018	91.22
198373	45 IBT INC	4/13/2018	9.93
198374	427 INCOR	4/13/2018	2,187.00
198375	5103 JACK HOOPES	4/13/2018	6.90
198376	5305 JOHN V TEDESCO DO PA	4/13/2018	2,000.00
198377	369 LAKELAND FLORIST	4/13/2018	67.00
198378	4742 KAREN LAUDERDALE	4/13/2018	72.00
198379	726 LIBERTY FLAGS	4/13/2018	313.00
198380	5310 PETER J. LIIMATTA	4/13/2018	330.00
198381	399 LOCKE SUPPLY CO	4/13/2018	16.87
198382	964 LOVE BOTTLING CO - #111902	4/13/2018	34.00
198383	56 LOWES	4/13/2018	480.55
198384	2967 MAIN STREET MUSKOGEE, INC	4/13/2018	2,500.00
198385	5291 ALLISON MARTINEZ	4/13/2018	14.00
198386	3024 MARVIN FENNELL	4/13/2018	12.00
198387	4246 MARVIN'S MOWERS AND OUTDOOR LL	4/13/2018	245.00
198388	2654 MATLOCK SECURITY SERVICES	4/13/2018	60.00
198389	194 MORGAN SERVICES COMPANY LLC	4/13/2018	100.00
198390	5195 MUSKOGEE STAFFING SOLUTIONS, L	4/13/2018	759.50
198391	110 MUSKOGEE CHAMBER OF COMMERCE	4/13/2018	1,000.00
198392	110 MUSKOGEE CHAMBER OF COMMERCE	4/13/2018	51,541.66
198393	61 MUSKOGEE COMMUNICATIONS, INC.	4/13/2018	468.30
198394	195 MUSKOGEE COUNTY CLERK	4/13/2018	26.00
198395	63 MUSKOGEE DAILY PHOENIX	4/13/2018	1,217.42
198396	847 MUSKOGEE FENCE & DECK CO	4/13/2018	800.00
198397	1728 MUSKOGEE LITTLE THEATER, INC.	4/13/2018	2,188.57
198398	341 MUSKOGEE LOCK & KEY	4/13/2018	12.50
198399	3652 NEWTON EQUIPMENT LLC	4/13/2018	4.81
198400	4754 NEWTON, BRYCE DBA	4/13/2018	295.00
198401	5357 NOAH'S PARK & PLAYGROUNDS LLC	4/13/2018	10,187.05
198402	1944 OFFICE CONNECTIONS LLC	4/13/2018	394.95
198403	114 OFFICE DEPOT	4/13/2018	351.69
198404	4760 OG&E - ACCT #35947999-5	4/13/2018	108,980.24

198405	5210 OHD, LLLP	4/13/2018	810.00
198406	821 OKLAHOMA CORPORATION COMMISSIO	4/13/2018	50.00
198407	917 OKLAHOMA EAGLE LLC	4/13/2018	92.50
198408	67 OKLAHOMA NATURAL GAS	4/13/2018	2,173.13
198409	5288 OKLAHOMA STATE UNIVERSITY	4/13/2018	225.00
198410	5288 OKLAHOMA STATE UNIVERSITY	4/13/2018	225.00
198411	3471 OKLAHOMA UNIFORM BUILDING CODE	4/13/2018	464.00
198412	2763 ONE SOURCE WATER LLC	4/13/2018	216.50
198413	70 OREILLY AUTO PARTS	4/13/2018	2,750.50
198414	2786 OZARK LASER & SHORING, INC.	4/13/2018	150.00
198415	73 PATE INDUSTRIAL SUPPLY INC	4/13/2018	149.68
198416	1597 PIONEER'S JANITORIAL SVC	4/13/2018	345.00
198417	4408 PRAIRIE PRODUCTION COMPANY	4/13/2018	79.48
198418	5008 PREMIER USA INC.	4/13/2018	906.24
198419	4748 QUALITY LOGO PRODUCTS INC	4/13/2018	868.52
198420	5263 MARYAH REAVIS	4/13/2018	42.00
198421	4538 RETAIL ATTRACTIONS LLC	4/13/2018	4,000.00
198422	3024 ROBERT DOBBS	4/13/2018	40.00
198423	3024 RODNEY BROOK	4/13/2018	167.86
198424	149 ROSSON WHEEL SERVICE	4/13/2018	100.00
198425	84 SADLER PAPER COMPANY	4/13/2018	187.03
198426	2503 SAFETY FIRE EXTINGUISHERS	4/13/2018	1,813.65
198427	125 SELAMAWIT NEGOSSE	4/13/2018	30.00
198428	3739 SLAPE, INETTE	4/13/2018	162.00
198429	5267 STAUB INVESTMENTS INC. DBA GAL	4/13/2018	32.00
198430	4985 STOP SIGNS & MORE	4/13/2018	119.70
198431	92 STUART C IRBY CO	4/13/2018	1,142.40
198432	93 SUPERIOR LINEN SERVICE INC	4/13/2018	97.99
198433	2435 TAHLEQUAH DAILY PRESS	4/13/2018	130.30
198434	94 TECHNICAL PROGRAMMING SERVICES	4/13/2018	2,885.26
198435	362 TENDER TOUCH AUTO WASH INC	4/13/2018	566.00
198436	271 THYSSENKRUPP ELEVATOR CORP	4/13/2018	2,100.00
198437	4572 TRANSUNION RISK & ALTERNATIVE	4/13/2018	110.00
198438	805 TWIN CITIES READY MIX INC	4/13/2018	282.00
198439	97 UNIFIRST HOLDINGS LP	4/13/2018	1,071.21
198440	2398 UNIQUE DRY CLEANERS	4/13/2018	259.65
198441	796 UTILITY SUPPLY CO	4/13/2018	12,398.30
198442	4492 VISION SERVICES PLAN, OKLAHOMA	4/13/2018	10,068.75
198443	382 WALMART STORES	4/13/2018	111.92
198444	717 WAYMAN, CINDY	4/13/2018	482.00
198445	309 WEST GROUP	4/13/2018	766.94
198446	99 WHEELER METALS	4/13/2018	245.29
198447	691 WHITE STAR MACHINERY & SUPPLY	4/13/2018	1,351.50
198448	4901 LAURA WICKIZER	4/13/2018	72.00
198449	4242 WORLD MEDIA ENTERPRISES INC	4/13/2018	599.00
198450	4468 BLUECROSS/BLUE SHIELD OF OK	4/16/2018	57,068.60
198451	3024 CHRIS ROCHELL	4/17/2018	78.00

198452	121 COLLINS, MYRTLE	4/18/2018	48.15
198453	121 COLWELL- BANKER	4/18/2018	62.94
198454	121 COX, JAYCIE	4/18/2018	90.00
198455	121 DURAN, JENNIFER M	4/18/2018	40.67
198456	121 E & S PROPERTIES	4/18/2018	54.15
198457	121 KIMREY, BARBARA L	4/18/2018	8.29
198458	121 KXM INVESTMENTS LLC	4/18/2018	59.05
198459	121 LARRISON, LORRAINE A	4/18/2018	5.77
198460	121 PALMER, KENNY	4/18/2018	7.19
198461	121 SPURLOCK, DENNIS	4/18/2018	42.39
198462	121 TIMS, KAYLA	4/18/2018	53.14
198463	121 WATTS, NATALIE L	4/18/2018	57.58
198464	121 WHITE, NICHOLAS A	4/18/2018	10.26
198465	3952 BANK OF AMERICA	4/18/2018	0.00
198466	3952 BANK OF AMERICA	4/18/2018	8,903.30
198467	3024 ABIGAIL WRIGHT	4/20/2018	12.00
198468	2 ACCURATE LABS & TRAINING CENTE	4/20/2018	4,530.62
198469	155 ACECO RENTAL AND SALES	4/20/2018	95.95
198470	2713 ACTION GROUP STAFFING	4/20/2018	0.00
198471	3 AIRGAS USA LLC	4/20/2018	56.21
198472	6 AMERICAN INDUSTRIAL SUPPLY CO	4/20/2018	308.00
198473	319 AMERICAN PLANNING ASSOCIATION	4/20/2018	354.00
198474	5166 ANIMAL MEDICAL CENTER #15597	4/20/2018	1,630.00
198475	5167 ANIMAL MEDICAL CENTER #15603	4/20/2018	1,009.00
198476	3458 APPLIED CONCEPTS INC	4/20/2018	118.00
198477	3976 AT&T #918 A04-0694 003 3	4/20/2018	935.47
198478	4267 AT&T #918 147-0140 002 4	4/20/2018	1,247.00
198479	4406 AT&T #918 682-2825 211 0	4/20/2018	1,029.48
198480	52 AUFFENBERG CHEVROLET CADILLAC	4/20/2018	25.48
198481	11 B & J OIL CO INC	4/20/2018	16,324.68
198482	438 BOB HOWARD DODGE	4/20/2018	44,484.00
198483	862 BOB'S AUTOMOTIVE ELECTRIC	4/20/2018	290.00
198484	2072 BRAINERD CHEMICAL COMPANY INC	4/20/2018	4,468.00
198485	117 BRANDON SIMMONS	4/20/2018	15.00
198486	3238 BROKEN ARROW ELECTRIC	4/20/2018	28.97
198487	3024 BRUCE WILLIAMS	4/20/2018	61.83
198488	294 CDW GOVERNMENT INC	4/20/2018	427.52
198489	117 CHRIS DEAN	4/20/2018	44.99
198490	3024 CHRIS DEAN	4/20/2018	324.00
198491	261 CITY OF MUSKOGEE	4/20/2018	216.72
198492	4738 CITYWIDE PROPERTY MAINTENANCE	4/20/2018	2,160.00
198493	1650 CORAL SWIMMING POOL SUPPLY CO	4/20/2018	661.05
198494	2292 CORE & MAIN LP	4/20/2018	419.40
198495	5020 COWAN GROUP ENGINEERING LLC	4/20/2018	5,800.00
198496	3154 CREATIVE APPAREL AND MORE INC	4/20/2018	1,730.89
198497	5075 CYNMAR LLC	4/20/2018	416.10
198498	125 DAVID GRAY	4/20/2018	75.00

198499	4311 DAVID'S DISCOUNT TIRES INC	4/20/2018	192.70
198500	26 DELL MARKETING LP	4/20/2018	715.55
198501	262 DEPARTMENT OF ENVIRONMENTAL QU	4/20/2018	347.71
198502	3024 DREW BRANAN	4/20/2018	324.00
198503	170 EAST CENTRAL ELECTRIC	4/20/2018	759.25
198504	953 EXPRESS EMPLOYMENT PROFESSIONA	4/20/2018	6,990.61
198505	29 FASTENAL COMPANY	4/20/2018	370.48
198506	133 FIVE STAR OFFICE SUPPLY	4/20/2018	1,560.88
198507	1424 FRONTIER EQUIPMENT	4/20/2018	1,036.00
198508	1041 GREEN EQUIPMENT CO	4/20/2018	232.90
198509	2764 GRISSOMS LLC	4/20/2018	99.63
198510	337 HACH COMPANY	4/20/2018	2,153.96
198511	4561 HACHETTE BOOK GROUP INC	4/20/2018	149.93
198512	40 HARRISON TIRE & SUPPLY	4/20/2018	70.00
198513	5194 HAWKINS, INC.	4/20/2018	16,512.00
198514	42 HOGLE COMPANY	4/20/2018	52.05
198515	289 HOLLOWAY UPDIKE AND BELLEN INC	4/20/2018	5,350.00
198516	43 HOLLOWAYS BLUEPRINT & COPY SHO	4/20/2018	15.00
198517	1414 HOMELAND STORES INC	4/20/2018	101.53
198518	4857 I 40 RACE SERVICE LLC	4/20/2018	280.00
198519	45 IBT INC	4/20/2018	50.16
198520	321 INTEGRIS	4/20/2018	475.00
198521	2899 INTERSTATE ELECTRIC CORPORATIO	4/20/2018	4,103.25
198522	125 JESSICA NGUYEN	4/20/2018	175.00
198523	3024 JIM HARRIS	4/20/2018	1,320.00
198524	3024 JOSHUA SMITH	4/20/2018	474.00
198525	3024 KAREN COKER	4/20/2018	12.00
198526	3024 KELLY PLUNKETT	4/20/2018	291.97
198527	4467 KEVIN HERON TOOLS - SNAP ON	4/20/2018	500.00
198528	53 LAKE REGION ELECTRIC COOPERATI	4/20/2018	300.00
198529	726 LIBERTY FLAGS	4/20/2018	313.00
198530	399 LOCKE SUPPLY CO	4/20/2018	36.87
198531	56 LOWES	4/20/2018	534.81
198532	5368 MARLER, JIMMY L. DBA WHISTLE C	4/20/2018	372.00
198533	4246 MARVIN'S MOWERS AND OUTDOOR LL	4/20/2018	421.82
198534	3024 MIKE HEDGE	4/20/2018	44.91
198535	194 MORGAN SERVICES COMPANY LLC	4/20/2018	130.00
198536	921 MOTION INDUSTRIES INC	4/20/2018	190.19
198537	1992 MUNICIPALH2O.COM	4/20/2018	125.00
198538	5195 MUSCOGEE STAFFING SOLUTIONS, L	4/20/2018	65.63
198539	110 MUSKOGEE CHAMBER OF COMMERCE	4/20/2018	59.00
198540	61 MUSKOGEE COMMUNICATIONS, INC.	4/20/2018	131.87
198541	195 MUSKOGEE COUNTY CLERK	4/20/2018	104.00
198542	63 MUSKOGEE DAILY PHOENIX	4/20/2018	30.15
198543	645 NSI SOLUTIONS INC	4/20/2018	402.00
198544	114 OFFICE DEPOT	4/20/2018	254.03
198545	2352 OG&E #127846305-2	4/20/2018	25.68

198546	2484 OG&E #127926402-0	4/20/2018	187.88
198547	67 OKLAHOMA NATURAL GAS	4/20/2018	2,070.45
198548	349 OKLAHOMA SECRETARY OF STATE	4/20/2018	25.00
198549	2763 ONE SOURCE WATER LLC	4/20/2018	139.70
198550	70 OREILLY AUTO PARTS	4/20/2018	663.86
198551	73 PATE INDUSTRIAL SUPPLY INC	4/20/2018	670.55
198552	204 PIONEER ABSTRACT & TITLE COMPA	4/20/2018	0.00
198553	2154 PITNEY BOWES GLOBAL FINANCIAL	4/20/2018	1,000.00
198554	3666 PITNEY BOWES INC	4/20/2018	200.28
198555	2078 PONTEM SOFTWARE	4/20/2018	1,200.00
198556	4795 PREMIER TRUCK GROUP	4/20/2018	368.94
198557	5008 PREMIER USA INC.	4/20/2018	807.12
198558	4610 PRIME AUTOMOTIVE WAREHOUSE LLC	4/20/2018	1,876.52
198559	84 SADLER PAPER COMPANY	4/20/2018	120.94
198560	435 SAFETY-KLEEN SYSTEMS INC	4/20/2018	238.82
198561	87 SHERWIN-WILLIAMS	4/20/2018	2,100.00
198562	358 SIRCHIE FINGER PRINT	4/20/2018	93.20
198563	3506 SPRINGFIELD GROCER COMPANY	4/20/2018	683.75
198564	1248 SPRINT PCS	4/20/2018	7,824.78
198565	2104 SUDDENLINK	4/20/2018	8,363.81
198566	93 SUPERIOR LINEN SERVICE INC	4/20/2018	89.29
198567	117 TARAH MOUTRAY	4/20/2018	80.62
198568	3102 TIGER NATURAL GAS INC	4/20/2018	4,324.14
198569	152 TOMAHAWK LIVE TRAP LLC	4/20/2018	199.21
198570	267 TONTO CONSTRUCTION INC	4/20/2018	16,495.00
198571	4183 TONY'S TIRE SERVICE INC	4/20/2018	300.00
198572	3636 TYLER TECHNOLOGIES INC	4/20/2018	1,480.00
198573	572 USA BLUEBOOK	4/20/2018	368.76
198574	215 WASTE MANAGEMENT OF OKLAHOMA I	4/20/2018	21.83
198575	329 WELDON PARTS - MUSKOGEE	4/20/2018	26.88
198576	99 WHEELER METALS	4/20/2018	77.90
198577	691 WHITE STAR MACHINERY & SUPPLY	4/20/2018	720.36
198578	3024 BILL PETERS	4/20/2018	3,348.00
198579	121 EASY PARTNERS II LLC	4/23/2018	116.00
198580	121 MAYER, MELANIE	4/23/2018	0.69
198581	121 REDO PROPERTIES	4/23/2018	51.87
198582	121 SHINN, PHILLIP M	4/23/2018	62.03
198583	121 STATLER, JERRY	4/23/2018	40.81
198584	121 WIEDEL, JERI	4/23/2018	8.71
198585	331 JOEL EVERETT	4/23/2018	300.00
198586	4468 BLUECROSS/BLOCK SHIELD OF OK	4/24/2018	54,689.25
198587	121 ARNOLD, KENNEDY LEANN	4/25/2018	55.92
198588	121 CHRISTENSEN, SHAWN	4/25/2018	24.60
198589	121 COLE, JAMES CARL	4/25/2018	41.27
198590	121 CROSBY, CINDY	4/25/2018	55.71
198591	121 CSR, LLC	4/25/2018	49.80
198592	121 HAMPTON, JODIE L	4/25/2018	42.59

198593	121 HENSON, NOLON R	4/25/2018	13.43
198594	121 HULBERT, BRYAN J	4/25/2018	49.00
198595	121 KIRK, ELADA	4/25/2018	100.00
198596	121 MIDWEST FERTILIZER	4/25/2018	36.28
198597	121 NEWELL, JUSTIN W	4/25/2018	9.47
198598	121 PETTIT, JARROD	4/25/2018	61.05
198599	121 POPE, GWENDOLYN S	4/25/2018	18.84
198600	121 PRICE, KLAIRE M	4/25/2018	64.39
198601	121 ROSARIO, PAULA R	4/25/2018	6.44
198602	121 SIMPSON, ALFRED	4/25/2018	52.38
198603	121 SKAGGS, MARY C	4/25/2018	19.05
198604	121 TIMMONS, ROYCE & JENNIFER	4/25/2018	23.05
198605	121 TURNER TANK TRUCKS	4/25/2018	516.78
198606	121 VANHOFF, MICHAEL P	4/25/2018	21.81
198607	121 WORTH, DAVID/JIMMIE	4/25/2018	15.09
198608	121 WRIGHT, PATRICK & LORI	4/25/2018	30.22
198609	3024 ABIGAIL WRIGHT	4/27/2018	43.55
198610	2 ACCURATE LABS & TRAINING CENTE	4/27/2018	620.00
198611	2713 ACTION GROUP STAFFING	4/27/2018	4,092.14
198612	3 AIRGAS USA LLC	4/27/2018	83.75
198613	1369 ALL-STATE ELECTRIC MOTORS INC	4/27/2018	320.00
198614	6 AMERICAN INDUSTRIAL SUPPLY CO	4/27/2018	73.56
198615	3984 AMERICAN RED CROSS-HEALTH & SA	4/27/2018	432.00
198616	4982 ANCHOR PAINT MFG CO	4/27/2018	769.52
198617	5400 TYLER ANDERSON	4/27/2018	160.00
198618	3967 ANIMAL HEALTH INTERNATIONAL IN	4/27/2018	7.78
198619	914 APAC CENTRAL INC	4/27/2018	964.00
198620	5401 ROBERT VAN APPELGATE	4/27/2018	80.00
198621	4612 AT&T MOBILITY #918-577-2585 (C	4/27/2018	17.81
198622	52 AUFFENBERG CHEVROLET CADILLAC	4/27/2018	186.57
198623	5326 AUTO FX/FX TECHNOLOGIES	4/27/2018	261.84
198624	3746 B & R ELECTRIC SERVICE INC	4/27/2018	95.00
198625	4361 BANCFIRST	4/27/2018	13,125.00
198626	5046 BANCFIRST	4/27/2018	151,970.58
198627	3928 BANK OF OKLAHOMA - VISA	4/27/2018	429.81
198628	5395 CAMERON BELL	4/27/2018	80.00
198629	1703 BEN E. KEITH	4/27/2018	1,565.04
198630	780 BG PRODUCTS INC	4/27/2018	303.60
198631	5096 BLAKE RUSSELL REACTIONS WRAPS	4/27/2018	2,000.00
198632	259 BRENNTAG SOUTHWEST INC	4/27/2018	15,469.20
198633	3238 BROKEN ARROW ELECTRIC	4/27/2018	130.00
198634	1057 BSN SPORTS	4/27/2018	478.89
198635	488 CAMPBELL WHOLESALE CO INC	4/27/2018	249.05
198636	3640 CHARBONNEAU, BILLY JO	4/27/2018	36.00
198637	5385 CHUPP IMPLEMENT COMPANY	4/27/2018	124.62
198638	167 CINCINNATI RADIATOR SERVICE IN	4/27/2018	178.00
198639	4933 CINTAS CORPORATION #2	4/27/2018	113.54

198640	4738 CITYWIDE PROPERTY MAINTENANCE	4/27/2018	2,057.13
198641	5013 COOK CONSULTING LLC	4/27/2018	1,800.00
198642	2292 CORE & MAIN LP	4/27/2018	35.71
198643	522 CORPORATE TO CASUAL SCREEN PRI	4/27/2018	3,479.20
198644	4311 DAVID'S DISCOUNT TIRES INC	4/27/2018	813.20
198645	25 DEALERS ELECTRICAL SUPPLY	4/27/2018	9.68
198646	125 DEBRA SCOTT	4/27/2018	32.00
198647	262 DEPARTMENT OF ENVIRONMENTAL QU	4/27/2018	23.00
198648	262 DEPARTMENT OF ENVIRONMENTAL QU	4/27/2018	23.00
198649	4263 DIRECTV LLC	4/27/2018	197.99
198650	5393 MARK DREADFULWATER	4/27/2018	80.00
198651	4167 COLLEEN DURBIN	4/27/2018	750.00
198652	4862 SARAH EATON	4/27/2018	108.00
198653	5378 JAMES E. EVANS II	4/27/2018	210.00
198654	29 FASTENAL COMPANY	4/27/2018	1,166.47
198655	5308 MEGAN FILANDA	4/27/2018	90.00
198656	133 FIVE STAR OFFICE SUPPLY	4/27/2018	668.27
198657	125 FLOYD NEWTON	4/27/2018	80.00
198658	5322 KYLAR FOSHEE	4/27/2018	240.00
198659	4407 FRANKLIN DIGITAL, INC	4/27/2018	346.25
198660	4644 ANDRAE FREEMAN	4/27/2018	400.00
198661	5247 NIKYA GIVENS	4/27/2018	234.00
198662	5396 TAYLOR GOODMAN	4/27/2018	80.00
198663	337 HACH COMPANY	4/27/2018	54.59
198664	40 HARRISON TIRE & SUPPLY	4/27/2018	10.00
198665	5392 CAIRL G. HAYES	4/27/2018	160.00
198666	5377 TONY HENSON	4/27/2018	315.00
198667	4443 JASON CRAIG HOLT	4/27/2018	525.00
198668	1414 HOMELAND STORES INC	4/27/2018	163.12
198669	3105 HONOR HEIGHTS VET CLINIC #6530	4/27/2018	338.27
198670	111 HUGHES LUMBER CO	4/27/2018	249.78
198671	45 IBT INC	4/27/2018	102.42
198672	4902 IMPERIAL LLC	4/27/2018	317.30
198673	5103 JACK HOOPES	4/27/2018	42.15
198674	3024 JARED MILLER	4/27/2018	57.00
198675	3024 JEFF WATKINS	4/27/2018	136.50
198676	779 JOHN DEERE FINANCIAL F.S.B.	4/27/2018	82.42
198677	53 LAKE REGION ELECTRIC COOPERATI	4/27/2018	227.00
198678	4855 KELSEY LAMB	4/27/2018	180.00
198679	5185 LATIN COMMUNITY OF MUSKOGEE	4/27/2018	1,000.00
198680	4742 KAREN LAUDERDALE	4/27/2018	72.00
198681	3024 LEWIS BROCK	4/27/2018	136.50
198682	726 LIBERTY FLAGS	4/27/2018	252.00
198683	5391 JOSHUA KEITH LINN	4/27/2018	160.00
198684	5394 GARY LIVELY	4/27/2018	80.00
198685	661 LOVE BOTTLING CO - #170700	4/27/2018	1,821.48
198686	56 LOWES	4/27/2018	1,192.46

198687	4246 MARVIN'S MOWERS AND OUTDOOR LL	4/27/2018	47.08
198688	5379 RODNEY L. MATHEWS	4/27/2018	240.00
198689	1446 CLARENCE MCBRIDE	4/27/2018	80.00
198690	4076 MICHAEL ALLEN RILEY ARCHITECTU	4/27/2018	500.00
198691	194 MORGAN SERVICES COMPANY LLC	4/27/2018	50.00
198692	1992 MUNICIPALH2O.COM	4/27/2018	500.00
198693	1631 MURPHY SANITARY SUPPLY	4/27/2018	419.32
198694	5195 MUSCOGEE STAFFING SOLUTIONS, L	4/27/2018	1,115.98
198695	139 MUSKOGEE CITY-COUNTY PORT AUTH	4/27/2018	60,747.50
198696	195 MUSKOGEE COUNTY CLERK	4/27/2018	52.00
198697	341 MUSKOGEE LOCK & KEY	4/27/2018	71.70
198698	197 MUSKOGEE YOUTH SERVICES	4/27/2018	2,635.88
198699	2036 NATIONAL NOTARY ASSOCIATION	4/27/2018	93.00
198700	901 NATIONAL RECREATION AND PARK	4/27/2018	425.00
198701	3652 NEWTON EQUIPMENT LLC	4/27/2018	407.98
198702	4754 NEWTON, BRYCE DBA	4/27/2018	590.00
198703	5349 NWA PIZZA, LLC	4/27/2018	20.49
198704	712 OCT EQUIPMENT INC	4/27/2018	163.25
198705	1944 OFFICE CONNECTIONS LLC	4/27/2018	177.02
198706	114 OFFICE DEPOT	4/27/2018	521.94
198707	67 OKLAHOMA NATURAL GAS	4/27/2018	1,313.92
198708	349 OKLAHOMA SECRETARY OF STATE	4/27/2018	25.00
198709	349 OKLAHOMA SECRETARY OF STATE	4/27/2018	10.00
198710	349 OKLAHOMA SECRETARY OF STATE	4/27/2018	20.00
198711	68 OKLAHOMA TURNPIKE AUTHORITY (O	4/27/2018	8.25
198712	529 ONE SOURCE MANAGED SVCS	4/27/2018	4,004.06
198713	70 OREILLY AUTO PARTS	4/27/2018	507.38
198714	73 PATE INDUSTRIAL SUPPLY INC	4/27/2018	130.69
198715	3024 PHIL BLAIR	4/27/2018	57.00
198716	5399 NIKOLAUS PLEAS	4/27/2018	160.00
198717	2533 POWER PLAY LLC	4/27/2018	395.00
198718	5008 PREMIER USA INC.	4/27/2018	1,076.16
198719	3420 RIVERSIDE AUTOPLEX OF MUSKOGEE	4/27/2018	648.36
198720	3024 ROGER RUFFNER	4/27/2018	20.71
198721	149 ROSSON WHEEL SERVICE	4/27/2018	50.00
198722	4866 ROXY OPERATING ACCOUNT	4/27/2018	1,000.00
198723	2616 ROYSE PRINTING CO	4/27/2018	325.00
198724	84 SADLER PAPER COMPANY	4/27/2018	511.80
198725	2433 SIGNAL TEK, INC	4/27/2018	2,677.87
198726	209 SIGNS FOR THE TIMES	4/27/2018	119.00
198727	3739 SLAPE, INETTE	4/27/2018	108.00
198728	5267 STAUB INVESTMENTS INC. DBA GAL	4/27/2018	64.00
198729	5397 GREG STIDHAM	4/27/2018	160.00
198730	5388 SUPERION, LLC	4/27/2018	1,200.00
198731	93 SUPERIOR LINEN SERVICE INC	4/27/2018	202.58
198732	94 TECHNICAL PROGRAMMING SERVICES	4/27/2018	5,353.30
198733	108 THREE RIVERS MUSEUM	4/27/2018	4,166.66

198734	4183 TONY'S TIRE SERVICE INC	4/27/2018	300.00
198735	1953 MICHAEL TRIMBLE	4/27/2018	80.00
198736	4446 TULSA ASPHALT LLC	4/27/2018	2,180.88
198737	97 UNIFIRST HOLDINGS LP	4/27/2018	914.61
198738	3386 UTILITY TECHNOLOGY SERVICES IN	4/27/2018	5,600.00
198739	5398 TRISTEN VANDALEY	4/27/2018	240.00
198740	215 WASTE MANAGEMENT OF OKLAHOMA I	4/27/2018	17,742.23
198741	717 WAYMAN, CINDY	4/27/2018	222.00
198742	99 WHEELER METALS	4/27/2018	12.00
198743	4901 LAURA WICKIZER	4/27/2018	54.00
198744	121 ELLER, SARAH ELIZABETH	4/27/2018	16.86
198745	117 ABIGAIL WRIGHT	4/30/2018	20.60
198746	3024 ABIGAIL WRIGHT	4/30/2018	33.85
198747	3024 BRANDON BYCROFT	4/30/2018	108.00
198748	3024 RICKIE KUBIAK	4/30/2018	162.00
198749	4468 BLUECROSS/BLUE SHIELD OF OK	4/30/2018	67,647.75
198750	121 BLOWER, RACHEL/TECUMSEH, MOSES	5/1/2018	29.85
198751	121 BRADLEY, KAREN B	5/1/2018	100.00
198752	121 BRANDT, BETH	5/1/2018	48.50
198753	121 JAYNE, LILLIAN	5/1/2018	42.59
198754	121 ROCKEY, CAROL ANN	5/1/2018	17.18
198755	121 SHEETS, JAMIE RAY	5/1/2018	12.98
198756	121 THREE OAKS PROPERTIES	5/1/2018	60.72
198757	121 VICTORIANO, SUSAN	5/1/2018	6.66
198758	121 WILSON, MARY K	5/1/2018	21.83
198759	5019 RUSSELL BRANAN PLUMBING	5/1/2018	6,919.51
198760	121 CHURCH, TABITHA ANNETTE	5/2/2018	70.12
198761	121 HART, BARBARA	5/2/2018	49.81
198762	121 LEE, ROBERT ZACHARY	5/2/2018	38.15
198763	121 NELSON, ALEXIS	5/2/2018	53.70
198764	121 PALMER, KENNY D	5/2/2018	49.26

CITY OF MUSKOGEE CLAIMS
APRIL 12, 2018 TO May 2, 2018

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
198319	121	RANSON, GEORGIA A	4/12/2018	44.81
198320	121	STRICKLAND, TINA LYNN	4/12/2018	51.85
198321	2	ACCURATE LABS & TRAINING CENTE	4/13/2018	230.00
198322	155	ACECO RENTAL AND SALES	4/13/2018	797.00
198323	127	ACOM SOLUTIONS INC	4/13/2018	237.50
198324	2713	ACTION GROUP STAFFING	4/13/2018	6,945.61
198325	2461	ADVANCE AUTO PARTS 64771111001	4/13/2018	965.40
198326	3	AIRGAS USA LLC	4/13/2018	316.40
198327	6	AMERICAN INDUSTRIAL SUPPLY CO	4/13/2018	483.22
198328	1911	AMERICAN MUNICIPAL SERVICES	4/13/2018	541.85
198329	3024	ANTHONY BROWN	4/13/2018	325.00
198330	11	B & J OIL CO INC	4/13/2018	2,120.00
198331	3746	B & R ELECTRIC SERVICE INC	4/13/2018	500.00
198332	4543	VIDA BERRY	4/13/2018	458.33
198333	780	BG PRODUCTS INC	4/13/2018	652.80
198334	5096	BLAKE RUSSELL REACTIONS WRAPS	4/13/2018	2,000.00
198335	862	BOB'S AUTOMOTIVE ELECTRIC	4/13/2018	235.00
198336	3238	BROKEN ARROW ELECTRIC	4/13/2018	235.40
198337	2552	BROWN'S SHOE FIT CO #87	4/13/2018	275.00
198338	1057	BSN SPORTS	4/13/2018	72.19
198339	992	CARE AROUND THE CLOCK INC	4/13/2018	150.00
198340	3640	CHARBONNEAU, BILLY JO	4/13/2018	72.00
198341	125	CHRIS BROWN	4/13/2018	250.00
198342	3024	CHRIS ROCHELL	4/13/2018	0.00
198343	3024	CHRISTON WARD	4/13/2018	60.00
198344	3442	CITY OF MUSKOGEE FOUNDATION	4/13/2018	120,955.89
198345	4738	CITYWIDE PROPERTY MAINTENANCE	4/13/2018	3,090.00
198346	3626	CLARK EQUIPMENT	4/13/2018	515.00
198347	3066	COMMUNITY CARE EAP	4/13/2018	323.05
198348	5013	COOK CONSULTING LLC	4/13/2018	108,727.50
198349	3154	CREATIVE APPAREL AND MORE INC	4/13/2018	1,385.86
198350	101	CROWL OIL CO INC	4/13/2018	16,615.96
198351	3024	DAKOTA JONES	4/13/2018	255.00
198352	117	DAVID THOMPSON	4/13/2018	59.77
198353	4311	DAVID'S DISCOUNT TIRES INC	4/13/2018	1,102.28
198354	262	DEPARTMENT OF ENVIRONMENTAL QU	4/13/2018	62.00
198355	4786	DIGI SECURITY SYSTEMS LLC	4/13/2018	11,782.50
198356	3024	DON JOHNSON	4/13/2018	470.00
198357	125	DONNA PILLARS	4/13/2018	81.00

198358	4862 SARAH EATON	4/13/2018	90.00
198359	125 ELISHA MOORE	4/13/2018	32.00
198360	953 EXPRESS EMPLOYMENT PROFESSIONA	4/13/2018	2,838.66
198361	29 FASTENAL COMPANY	4/13/2018	154.80
198362	5308 MEGAN FILANDA	4/13/2018	202.00
198363	3509 FLEETPRIDE INC	4/13/2018	115.35
198364	5335 FORREST SHOEMAKER AC INC. DBA	4/13/2018	54,238.00
198365	4407 FRANKLIN DIGITAL, INC	4/13/2018	324.50
198366	3024 GARY GARVIN	4/13/2018	336.00
198367	5247 NIKYA GIVENS	4/13/2018	216.00
198368	3294 GLOVER & ASSOCIATES INC	4/13/2018	159,108.87
198369	40 HARRISON TIRE & SUPPLY	4/13/2018	10.00
198370	42 HOGLE COMPANY	4/13/2018	1,328.10
198371	289 HOLLOWAY UPDIKE AND BELLEN INC	4/13/2018	163,988.65
198372	1414 HOMELAND STORES INC	4/13/2018	91.22
198373	45 IBT INC	4/13/2018	9.93
198374	427 INCOR	4/13/2018	2,187.00
198375	5103 JACK HOOPES	4/13/2018	6.90
198376	5305 JOHN V TEDESCO DO PA	4/13/2018	2,000.00
198377	369 LAKELAND FLORIST	4/13/2018	67.00
198378	4742 KAREN LAUDERDALE	4/13/2018	72.00
198379	726 LIBERTY FLAGS	4/13/2018	313.00
198380	5310 PETER J. LIIMATTA	4/13/2018	330.00
198381	399 LOCKE SUPPLY CO	4/13/2018	16.87
198382	964 LOVE BOTTLING CO - #111902	4/13/2018	34.00
198383	56 LOWES	4/13/2018	480.55
198384	2967 MAIN STREET MUSKOGEE, INC	4/13/2018	2,500.00
198385	5291 ALLISON MARTINEZ	4/13/2018	14.00
198386	3024 MARVIN FENNELL	4/13/2018	12.00
198387	4246 MARVIN'S MOWERS AND OUTDOOR LL	4/13/2018	245.00
198388	2654 MATLOCK SECURITY SERVICES	4/13/2018	60.00
198389	194 MORGAN SERVICES COMPANY LLC	4/13/2018	100.00
198390	5195 MUSKOGEE STAFFING SOLUTIONS, L	4/13/2018	759.50
198391	110 MUSKOGEE CHAMBER OF COMMERCE	4/13/2018	1,000.00
198392	110 MUSKOGEE CHAMBER OF COMMERCE	4/13/2018	51,541.66
198393	61 MUSKOGEE COMMUNICATIONS, INC.	4/13/2018	468.30
198394	195 MUSKOGEE COUNTY CLERK	4/13/2018	26.00
198395	63 MUSKOGEE DAILY PHOENIX	4/13/2018	1,217.42
198396	847 MUSKOGEE FENCE & DECK CO	4/13/2018	800.00
198397	1728 MUSKOGEE LITTLE THEATER, INC.	4/13/2018	2,188.57
198398	341 MUSKOGEE LOCK & KEY	4/13/2018	12.50
198399	3652 NEWTON EQUIPMENT LLC	4/13/2018	4.81
198400	4754 NEWTON, BRYCE DBA	4/13/2018	295.00
198401	5357 NOAH'S PARK & PLAYGROUNDS LLC	4/13/2018	10,187.05
198402	1944 OFFICE CONNECTIONS LLC	4/13/2018	394.95
198403	114 OFFICE DEPOT	4/13/2018	351.69
198404	4760 OG&E - ACCT #35947999-5	4/13/2018	108,980.24

198405	5210 OHD, LLLP	4/13/2018	810.00
198406	821 OKLAHOMA CORPORATION COMMISSIO	4/13/2018	50.00
198407	917 OKLAHOMA EAGLE LLC	4/13/2018	92.50
198408	67 OKLAHOMA NATURAL GAS	4/13/2018	2,173.13
198409	5288 OKLAHOMA STATE UNIVERSITY	4/13/2018	225.00
198410	5288 OKLAHOMA STATE UNIVERSITY	4/13/2018	225.00
198411	3471 OKLAHOMA UNIFORM BUILDING CODE	4/13/2018	464.00
198412	2763 ONE SOURCE WATER LLC	4/13/2018	216.50
198413	70 OREILLY AUTO PARTS	4/13/2018	2,750.50
198414	2786 OZARK LASER & SHORING, INC.	4/13/2018	150.00
198415	73 PATE INDUSTRIAL SUPPLY INC	4/13/2018	149.68
198416	1597 PIONEER'S JANITORIAL SVC	4/13/2018	345.00
198417	4408 PRAIRIE PRODUCTION COMPANY	4/13/2018	79.48
198418	5008 PREMIER USA INC.	4/13/2018	906.24
198419	4748 QUALITY LOGO PRODUCTS INC	4/13/2018	868.52
198420	5263 MARYAH REAVIS	4/13/2018	42.00
198421	4538 RETAIL ATTRACTIONS LLC	4/13/2018	4,000.00
198422	3024 ROBERT DOBBS	4/13/2018	40.00
198423	3024 RODNEY BROOK	4/13/2018	167.86
198424	149 ROSSON WHEEL SERVICE	4/13/2018	100.00
198425	84 SADLER PAPER COMPANY	4/13/2018	187.03
198426	2503 SAFETY FIRE EXTINGUISHERS	4/13/2018	1,813.65
198427	125 SELAMAWIT NEGOSSE	4/13/2018	30.00
198428	3739 SLAPE, INETTE	4/13/2018	162.00
198429	5267 STAUB INVESTMENTS INC. DBA GAL	4/13/2018	32.00
198430	4985 STOP SIGNS & MORE	4/13/2018	119.70
198431	92 STUART C IRBY CO	4/13/2018	1,142.40
198432	93 SUPERIOR LINEN SERVICE INC	4/13/2018	97.99
198433	2435 TAHLEQUAH DAILY PRESS	4/13/2018	130.30
198434	94 TECHNICAL PROGRAMMING SERVICES	4/13/2018	2,885.26
198435	362 TENDER TOUCH AUTO WASH INC	4/13/2018	566.00
198436	271 THYSSENKRUPP ELEVATOR CORP	4/13/2018	2,100.00
198437	4572 TRANSUNION RISK & ALTERNATIVE	4/13/2018	110.00
198438	805 TWIN CITIES READY MIX INC	4/13/2018	282.00
198439	97 UNIFIRST HOLDINGS LP	4/13/2018	1,071.21
198440	2398 UNIQUE DRY CLEANERS	4/13/2018	259.65
198441	796 UTILITY SUPPLY CO	4/13/2018	12,398.30
198442	4492 VISION SERVICES PLAN, OKLAHOMA	4/13/2018	10,068.75
198443	382 WALMART STORES	4/13/2018	111.92
198444	717 WAYMAN, CINDY	4/13/2018	482.00
198445	309 WEST GROUP	4/13/2018	766.94
198446	99 WHEELER METALS	4/13/2018	245.29
198447	691 WHITE STAR MACHINERY & SUPPLY	4/13/2018	1,351.50
198448	4901 LAURA WICKIZER	4/13/2018	72.00
198449	4242 WORLD MEDIA ENTERPRISES INC	4/13/2018	599.00
198450	4468 BLUECROSS/BLUE SHIELD OF OK	4/16/2018	57,068.60
198451	3024 CHRIS ROCHELL	4/17/2018	78.00

198452	121 COLLINS, MYRTLE	4/18/2018	48.15
198453	121 COLWELL- BANKER	4/18/2018	62.94
198454	121 COX, JAYCIE	4/18/2018	90.00
198455	121 DURAN, JENNIFER M	4/18/2018	40.67
198456	121 E & S PROPERTIES	4/18/2018	54.15
198457	121 KIMREY, BARBARA L	4/18/2018	8.29
198458	121 KXM INVESTMENTS LLC	4/18/2018	59.05
198459	121 LARRISON, LORRAINE A	4/18/2018	5.77
198460	121 PALMER, KENNY	4/18/2018	7.19
198461	121 SPURLOCK, DENNIS	4/18/2018	42.39
198462	121 TIMS, KAYLA	4/18/2018	53.14
198463	121 WATTS, NATALIE L	4/18/2018	57.58
198464	121 WHITE, NICHOLAS A	4/18/2018	10.26
198465	3952 BANK OF AMERICA	4/18/2018	0.00
198466	3952 BANK OF AMERICA	4/18/2018	8,903.30
198467	3024 ABIGAIL WRIGHT	4/20/2018	12.00
198468	2 ACCURATE LABS & TRAINING CENTE	4/20/2018	4,530.62
198469	155 ACECO RENTAL AND SALES	4/20/2018	95.95
198470	2713 ACTION GROUP STAFFING	4/20/2018	0.00
198471	3 AIRGAS USA LLC	4/20/2018	56.21
198472	6 AMERICAN INDUSTRIAL SUPPLY CO	4/20/2018	308.00
198473	319 AMERICAN PLANNING ASSOCIATION	4/20/2018	354.00
198474	5166 ANIMAL MEDICAL CENTER #15597	4/20/2018	1,630.00
198475	5167 ANIMAL MEDICAL CENTER #15603	4/20/2018	1,009.00
198476	3458 APPLIED CONCEPTS INC	4/20/2018	118.00
198477	3976 AT&T #918 A04-0694 003 3	4/20/2018	935.47
198478	4267 AT&T #918 147-0140 002 4	4/20/2018	1,247.00
198479	4406 AT&T #918 682-2825 211 0	4/20/2018	1,029.48
198480	52 AUFFENBERG CHEVROLET CADILLAC	4/20/2018	25.48
198481	11 B & J OIL CO INC	4/20/2018	16,324.68
198482	438 BOB HOWARD DODGE	4/20/2018	44,484.00
198483	862 BOB'S AUTOMOTIVE ELECTRIC	4/20/2018	290.00
198484	2072 BRAINERD CHEMICAL COMPANY INC	4/20/2018	4,468.00
198485	117 BRANDON SIMMONS	4/20/2018	15.00
198486	3238 BROKEN ARROW ELECTRIC	4/20/2018	28.97
198487	3024 BRUCE WILLIAMS	4/20/2018	61.83
198488	294 CDW GOVERNMENT INC	4/20/2018	427.52
198489	117 CHRIS DEAN	4/20/2018	44.99
198490	3024 CHRIS DEAN	4/20/2018	324.00
198491	261 CITY OF MUSKOGEE	4/20/2018	216.72
198492	4738 CITYWIDE PROPERTY MAINTENANCE	4/20/2018	2,160.00
198493	1650 CORAL SWIMMING POOL SUPPLY CO	4/20/2018	661.05
198494	2292 CORE & MAIN LP	4/20/2018	419.40
198495	5020 COWAN GROUP ENGINEERING LLC	4/20/2018	5,800.00
198496	3154 CREATIVE APPAREL AND MORE INC	4/20/2018	1,730.89
198497	5075 CYNMAR LLC	4/20/2018	416.10
198498	125 DAVID GRAY	4/20/2018	75.00

198499	4311 DAVID'S DISCOUNT TIRES INC	4/20/2018	192.70
198500	26 DELL MARKETING LP	4/20/2018	715.55
198501	262 DEPARTMENT OF ENVIRONMENTAL QU	4/20/2018	347.71
198502	3024 DREW BRANAN	4/20/2018	324.00
198503	170 EAST CENTRAL ELECTRIC	4/20/2018	759.25
198504	953 EXPRESS EMPLOYMENT PROFESSIONA	4/20/2018	6,990.61
198505	29 FASTENAL COMPANY	4/20/2018	370.48
198506	133 FIVE STAR OFFICE SUPPLY	4/20/2018	1,560.88
198507	1424 FRONTIER EQUIPMENT	4/20/2018	1,036.00
198508	1041 GREEN EQUIPMENT CO	4/20/2018	232.90
198509	2764 GRISSOMS LLC	4/20/2018	99.63
198510	337 HACH COMPANY	4/20/2018	2,153.96
198511	4561 HACHETTE BOOK GROUP INC	4/20/2018	149.93
198512	40 HARRISON TIRE & SUPPLY	4/20/2018	70.00
198513	5194 HAWKINS, INC.	4/20/2018	16,512.00
198514	42 HOGLE COMPANY	4/20/2018	52.05
198515	289 HOLLOWAY UPDIKE AND BELLEN INC	4/20/2018	5,350.00
198516	43 HOLLOWAYS BLUEPRINT & COPY SHO	4/20/2018	15.00
198517	1414 HOMELAND STORES INC	4/20/2018	101.53
198518	4857 I 40 RACE SERVICE LLC	4/20/2018	280.00
198519	45 IBT INC	4/20/2018	50.16
198520	321 INTEGRIS	4/20/2018	475.00
198521	2899 INTERSTATE ELECTRIC CORPORATIO	4/20/2018	4,103.25
198522	125 JESSICA NGUYEN	4/20/2018	175.00
198523	3024 JIM HARRIS	4/20/2018	1,320.00
198524	3024 JOSHUA SMITH	4/20/2018	474.00
198525	3024 KAREN COKER	4/20/2018	12.00
198526	3024 KELLY PLUNKETT	4/20/2018	291.97
198527	4467 KEVIN HERON TOOLS - SNAP ON	4/20/2018	500.00
198528	53 LAKE REGION ELECTRIC COOPERATI	4/20/2018	300.00
198529	726 LIBERTY FLAGS	4/20/2018	313.00
198530	399 LOCKE SUPPLY CO	4/20/2018	36.87
198531	56 LOWES	4/20/2018	534.81
198532	5368 MARLER, JIMMY L. DBA WHISTLE C	4/20/2018	372.00
198533	4246 MARVIN'S MOWERS AND OUTDOOR LL	4/20/2018	421.82
198534	3024 MIKE HEDGE	4/20/2018	44.91
198535	194 MORGAN SERVICES COMPANY LLC	4/20/2018	130.00
198536	921 MOTION INDUSTRIES INC	4/20/2018	190.19
198537	1992 MUNICIPALH2O.COM	4/20/2018	125.00
198538	5195 MUSCOGEE STAFFING SOLUTIONS, L	4/20/2018	65.63
198539	110 MUSKOGEE CHAMBER OF COMMERCE	4/20/2018	59.00
198540	61 MUSKOGEE COMMUNICATIONS, INC.	4/20/2018	131.87
198541	195 MUSKOGEE COUNTY CLERK	4/20/2018	104.00
198542	63 MUSKOGEE DAILY PHOENIX	4/20/2018	30.15
198543	645 NSI SOLUTIONS INC	4/20/2018	402.00
198544	114 OFFICE DEPOT	4/20/2018	254.03
198545	2352 OG&E #127846305-2	4/20/2018	25.68

198546	2484 OG&E #127926402-0	4/20/2018	187.88
198547	67 OKLAHOMA NATURAL GAS	4/20/2018	2,070.45
198548	349 OKLAHOMA SECRETARY OF STATE	4/20/2018	25.00
198549	2763 ONE SOURCE WATER LLC	4/20/2018	139.70
198550	70 OREILLY AUTO PARTS	4/20/2018	663.86
198551	73 PATE INDUSTRIAL SUPPLY INC	4/20/2018	670.55
198552	204 PIONEER ABSTRACT & TITLE COMPA	4/20/2018	0.00
198553	2154 PITNEY BOWES GLOBAL FINANCIAL	4/20/2018	1,000.00
198554	3666 PITNEY BOWES INC	4/20/2018	200.28
198555	2078 PONTEM SOFTWARE	4/20/2018	1,200.00
198556	4795 PREMIER TRUCK GROUP	4/20/2018	368.94
198557	5008 PREMIER USA INC.	4/20/2018	807.12
198558	4610 PRIME AUTOMOTIVE WAREHOUSE LLC	4/20/2018	1,876.52
198559	84 SADLER PAPER COMPANY	4/20/2018	120.94
198560	435 SAFETY-KLEEN SYSTEMS INC	4/20/2018	238.82
198561	87 SHERWIN-WILLIAMS	4/20/2018	2,100.00
198562	358 SIRCHIE FINGER PRINT	4/20/2018	93.20
198563	3506 SPRINGFIELD GROCER COMPANY	4/20/2018	683.75
198564	1248 SPRINT PCS	4/20/2018	7,824.78
198565	2104 SUDDENLINK	4/20/2018	8,363.81
198566	93 SUPERIOR LINEN SERVICE INC	4/20/2018	89.29
198567	117 TARAH MOUTRAY	4/20/2018	80.62
198568	3102 TIGER NATURAL GAS INC	4/20/2018	4,324.14
198569	152 TOMAHAWK LIVE TRAP LLC	4/20/2018	199.21
198570	267 TONTO CONSTRUCTION INC	4/20/2018	16,495.00
198571	4183 TONY'S TIRE SERVICE INC	4/20/2018	300.00
198572	3636 TYLER TECHNOLOGIES INC	4/20/2018	1,480.00
198573	572 USA BLUEBOOK	4/20/2018	368.76
198574	215 WASTE MANAGEMENT OF OKLAHOMA I	4/20/2018	21.83
198575	329 WELDON PARTS - MUSKOGEE	4/20/2018	26.88
198576	99 WHEELER METALS	4/20/2018	77.90
198577	691 WHITE STAR MACHINERY & SUPPLY	4/20/2018	720.36
198578	3024 BILL PETERS	4/20/2018	3,348.00
198579	121 EASY PARTNERS II LLC	4/23/2018	116.00
198580	121 MAYER, MELANIE	4/23/2018	0.69
198581	121 REDO PROPERTIES	4/23/2018	51.87
198582	121 SHINN, PHILLIP M	4/23/2018	62.03
198583	121 STATLER, JERRY	4/23/2018	40.81
198584	121 WIEDEL, JERI	4/23/2018	8.71
198585	331 JOEL EVERETT	4/23/2018	300.00
198586	4468 BLUECROSS/BLOCK SHIELD OF OK	4/24/2018	54,689.25
198587	121 ARNOLD, KENNEDY LEANN	4/25/2018	55.92
198588	121 CHRISTENSEN, SHAWN	4/25/2018	24.60
198589	121 COLE, JAMES CARL	4/25/2018	41.27
198590	121 CROSBY, CINDY	4/25/2018	55.71
198591	121 CSR, LLC	4/25/2018	49.80
198592	121 HAMPTON, JODIE L	4/25/2018	42.59

198593	121 HENSON, NOLON R	4/25/2018	13.43
198594	121 HULBERT, BRYAN J	4/25/2018	49.00
198595	121 KIRK, ELADA	4/25/2018	100.00
198596	121 MIDWEST FERTILIZER	4/25/2018	36.28
198597	121 NEWELL, JUSTIN W	4/25/2018	9.47
198598	121 PETTIT, JARROD	4/25/2018	61.05
198599	121 POPE, GWENDOLYN S	4/25/2018	18.84
198600	121 PRICE, KLAIRE M	4/25/2018	64.39
198601	121 ROSARIO, PAULA R	4/25/2018	6.44
198602	121 SIMPSON, ALFRED	4/25/2018	52.38
198603	121 SKAGGS, MARY C	4/25/2018	19.05
198604	121 TIMMONS, ROYCE & JENNIFER	4/25/2018	23.05
198605	121 TURNER TANK TRUCKS	4/25/2018	516.78
198606	121 VANHOFF, MICHAEL P	4/25/2018	21.81
198607	121 WORTH, DAVID/JIMMIE	4/25/2018	15.09
198608	121 WRIGHT, PATRICK & LORI	4/25/2018	30.22
198609	3024 ABIGAIL WRIGHT	4/27/2018	43.55
198610	2 ACCURATE LABS & TRAINING CENTE	4/27/2018	620.00
198611	2713 ACTION GROUP STAFFING	4/27/2018	4,092.14
198612	3 AIRGAS USA LLC	4/27/2018	83.75
198613	1369 ALL-STATE ELECTRIC MOTORS INC	4/27/2018	320.00
198614	6 AMERICAN INDUSTRIAL SUPPLY CO	4/27/2018	73.56
198615	3984 AMERICAN RED CROSS-HEALTH & SA	4/27/2018	432.00
198616	4982 ANCHOR PAINT MFG CO	4/27/2018	769.52
198617	5400 TYLER ANDERSON	4/27/2018	160.00
198618	3967 ANIMAL HEALTH INTERNATIONAL IN	4/27/2018	7.78
198619	914 APAC CENTRAL INC	4/27/2018	964.00
198620	5401 ROBERT VAN APPELGATE	4/27/2018	80.00
198621	4612 AT&T MOBILITY #918-577-2585 (C	4/27/2018	17.81
198622	52 AUFFENBERG CHEVROLET CADILLAC	4/27/2018	186.57
198623	5326 AUTO FX/FX TECHNOLOGIES	4/27/2018	261.84
198624	3746 B & R ELECTRIC SERVICE INC	4/27/2018	95.00
198625	4361 BANCFIRST	4/27/2018	13,125.00
198626	5046 BANCFIRST	4/27/2018	151,970.58
198627	3928 BANK OF OKLAHOMA - VISA	4/27/2018	429.81
198628	5395 CAMERON BELL	4/27/2018	80.00
198629	1703 BEN E. KEITH	4/27/2018	1,565.04
198630	780 BG PRODUCTS INC	4/27/2018	303.60
198631	5096 BLAKE RUSSELL REACTIONS WRAPS	4/27/2018	2,000.00
198632	259 BRENNTAG SOUTHWEST INC	4/27/2018	15,469.20
198633	3238 BROKEN ARROW ELECTRIC	4/27/2018	130.00
198634	1057 BSN SPORTS	4/27/2018	478.89
198635	488 CAMPBELL WHOLESALE CO INC	4/27/2018	249.05
198636	3640 CHARBONNEAU, BILLY JO	4/27/2018	36.00
198637	5385 CHUPP IMPLEMENT COMPANY	4/27/2018	124.62
198638	167 CINCINNATI RADIATOR SERVICE IN	4/27/2018	178.00
198639	4933 CINTAS CORPORATION #2	4/27/2018	113.54

198640	4738 CITYWIDE PROPERTY MAINTENANCE	4/27/2018	2,057.13
198641	5013 COOK CONSULTING LLC	4/27/2018	1,800.00
198642	2292 CORE & MAIN LP	4/27/2018	35.71
198643	522 CORPORATE TO CASUAL SCREEN PRI	4/27/2018	3,479.20
198644	4311 DAVID'S DISCOUNT TIRES INC	4/27/2018	813.20
198645	25 DEALERS ELECTRICAL SUPPLY	4/27/2018	9.68
198646	125 DEBRA SCOTT	4/27/2018	32.00
198647	262 DEPARTMENT OF ENVIRONMENTAL QU	4/27/2018	23.00
198648	262 DEPARTMENT OF ENVIRONMENTAL QU	4/27/2018	23.00
198649	4263 DIRECTV LLC	4/27/2018	197.99
198650	5393 MARK DREADFULWATER	4/27/2018	80.00
198651	4167 COLLEEN DURBIN	4/27/2018	750.00
198652	4862 SARAH EATON	4/27/2018	108.00
198653	5378 JAMES E. EVANS II	4/27/2018	210.00
198654	29 FASTENAL COMPANY	4/27/2018	1,166.47
198655	5308 MEGAN FILANDA	4/27/2018	90.00
198656	133 FIVE STAR OFFICE SUPPLY	4/27/2018	668.27
198657	125 FLOYD NEWTON	4/27/2018	80.00
198658	5322 KYLAR FOSHEE	4/27/2018	240.00
198659	4407 FRANKLIN DIGITAL, INC	4/27/2018	346.25
198660	4644 ANDRAE FREEMAN	4/27/2018	400.00
198661	5247 NIKYA GIVENS	4/27/2018	234.00
198662	5396 TAYLOR GOODMAN	4/27/2018	80.00
198663	337 HACH COMPANY	4/27/2018	54.59
198664	40 HARRISON TIRE & SUPPLY	4/27/2018	10.00
198665	5392 CAIRL G. HAYES	4/27/2018	160.00
198666	5377 TONY HENSON	4/27/2018	315.00
198667	4443 JASON CRAIG HOLT	4/27/2018	525.00
198668	1414 HOMELAND STORES INC	4/27/2018	163.12
198669	3105 HONOR HEIGHTS VET CLINIC #6530	4/27/2018	338.27
198670	111 HUGHES LUMBER CO	4/27/2018	249.78
198671	45 IBT INC	4/27/2018	102.42
198672	4902 IMPERIAL LLC	4/27/2018	317.30
198673	5103 JACK HOOPES	4/27/2018	42.15
198674	3024 JARED MILLER	4/27/2018	57.00
198675	3024 JEFF WATKINS	4/27/2018	136.50
198676	779 JOHN DEERE FINANCIAL F.S.B.	4/27/2018	82.42
198677	53 LAKE REGION ELECTRIC COOPERATI	4/27/2018	227.00
198678	4855 KELSEY LAMB	4/27/2018	180.00
198679	5185 LATIN COMMUNITY OF MUSKOGEE	4/27/2018	1,000.00
198680	4742 KAREN LAUDERDALE	4/27/2018	72.00
198681	3024 LEWIS BROCK	4/27/2018	136.50
198682	726 LIBERTY FLAGS	4/27/2018	252.00
198683	5391 JOSHUA KEITH LINN	4/27/2018	160.00
198684	5394 GARY LIVELY	4/27/2018	80.00
198685	661 LOVE BOTTLING CO - #170700	4/27/2018	1,821.48
198686	56 LOWES	4/27/2018	1,192.46

198687	4246 MARVIN'S MOWERS AND OUTDOOR LL	4/27/2018	47.08
198688	5379 RODNEY L. MATHEWS	4/27/2018	240.00
198689	1446 CLARENCE MCBRIDE	4/27/2018	80.00
198690	4076 MICHAEL ALLEN RILEY ARCHITECTU	4/27/2018	500.00
198691	194 MORGAN SERVICES COMPANY LLC	4/27/2018	50.00
198692	1992 MUNICIPALH2O.COM	4/27/2018	500.00
198693	1631 MURPHY SANITARY SUPPLY	4/27/2018	419.32
198694	5195 MUSCOGEE STAFFING SOLUTIONS, L	4/27/2018	1,115.98
198695	139 MUSKOGEE CITY-COUNTY PORT AUTH	4/27/2018	60,747.50
198696	195 MUSKOGEE COUNTY CLERK	4/27/2018	52.00
198697	341 MUSKOGEE LOCK & KEY	4/27/2018	71.70
198698	197 MUSKOGEE YOUTH SERVICES	4/27/2018	2,635.88
198699	2036 NATIONAL NOTARY ASSOCIATION	4/27/2018	93.00
198700	901 NATIONAL RECREATION AND PARK	4/27/2018	425.00
198701	3652 NEWTON EQUIPMENT LLC	4/27/2018	407.98
198702	4754 NEWTON, BRYCE DBA	4/27/2018	590.00
198703	5349 NWA PIZZA, LLC	4/27/2018	20.49
198704	712 OCT EQUIPMENT INC	4/27/2018	163.25
198705	1944 OFFICE CONNECTIONS LLC	4/27/2018	177.02
198706	114 OFFICE DEPOT	4/27/2018	521.94
198707	67 OKLAHOMA NATURAL GAS	4/27/2018	1,313.92
198708	349 OKLAHOMA SECRETARY OF STATE	4/27/2018	25.00
198709	349 OKLAHOMA SECRETARY OF STATE	4/27/2018	10.00
198710	349 OKLAHOMA SECRETARY OF STATE	4/27/2018	20.00
198711	68 OKLAHOMA TURNPIKE AUTHORITY (O	4/27/2018	8.25
198712	529 ONE SOURCE MANAGED SVCS	4/27/2018	4,004.06
198713	70 OREILLY AUTO PARTS	4/27/2018	507.38
198714	73 PATE INDUSTRIAL SUPPLY INC	4/27/2018	130.69
198715	3024 PHIL BLAIR	4/27/2018	57.00
198716	5399 NIKOLAUS PLEAS	4/27/2018	160.00
198717	2533 POWER PLAY LLC	4/27/2018	395.00
198718	5008 PREMIER USA INC.	4/27/2018	1,076.16
198719	3420 RIVERSIDE AUTOPLEX OF MUSKOGEE	4/27/2018	648.36
198720	3024 ROGER RUFFNER	4/27/2018	20.71
198721	149 ROSSON WHEEL SERVICE	4/27/2018	50.00
198722	4866 ROXY OPERATING ACCOUNT	4/27/2018	1,000.00
198723	2616 ROYSE PRINTING CO	4/27/2018	325.00
198724	84 SADLER PAPER COMPANY	4/27/2018	511.80
198725	2433 SIGNAL TEK, INC	4/27/2018	2,677.87
198726	209 SIGNS FOR THE TIMES	4/27/2018	119.00
198727	3739 SLAPE, INETTE	4/27/2018	108.00
198728	5267 STAUB INVESTMENTS INC. DBA GAL	4/27/2018	64.00
198729	5397 GREG STIDHAM	4/27/2018	160.00
198730	5388 SUPERION, LLC	4/27/2018	1,200.00
198731	93 SUPERIOR LINEN SERVICE INC	4/27/2018	202.58
198732	94 TECHNICAL PROGRAMMING SERVICES	4/27/2018	5,353.30
198733	108 THREE RIVERS MUSEUM	4/27/2018	4,166.66

198734	4183 TONY'S TIRE SERVICE INC	4/27/2018	300.00
198735	1953 MICHAEL TRIMBLE	4/27/2018	80.00
198736	4446 TULSA ASPHALT LLC	4/27/2018	2,180.88
198737	97 UNIFIRST HOLDINGS LP	4/27/2018	914.61
198738	3386 UTILITY TECHNOLOGY SERVICES IN	4/27/2018	5,600.00
198739	5398 TRISTEN VANDALEY	4/27/2018	240.00
198740	215 WASTE MANAGEMENT OF OKLAHOMA I	4/27/2018	17,742.23
198741	717 WAYMAN, CINDY	4/27/2018	222.00
198742	99 WHEELER METALS	4/27/2018	12.00
198743	4901 LAURA WICKIZER	4/27/2018	54.00
198744	121 ELLER, SARAH ELIZABETH	4/27/2018	16.86
198745	117 ABIGAIL WRIGHT	4/30/2018	20.60
198746	3024 ABIGAIL WRIGHT	4/30/2018	33.85
198747	3024 BRANDON BYCROFT	4/30/2018	108.00
198748	3024 RICKIE KUBIAK	4/30/2018	162.00
198749	4468 BLUECROSS/BLUE SHIELD OF OK	4/30/2018	67,647.75
198750	121 BLOWER, RACHEL/TECUMSEH, MOSES	5/1/2018	29.85
198751	121 BRADLEY, KAREN B	5/1/2018	100.00
198752	121 BRANDT, BETH	5/1/2018	48.50
198753	121 JAYNE, LILLIAN	5/1/2018	42.59
198754	121 ROCKEY, CAROL ANN	5/1/2018	17.18
198755	121 SHEETS, JAMIE RAY	5/1/2018	12.98
198756	121 THREE OAKS PROPERTIES	5/1/2018	60.72
198757	121 VICTORIANO, SUSAN	5/1/2018	6.66
198758	121 WILSON, MARY K	5/1/2018	21.83
198759	5019 RUSSELL BRANAN PLUMBING	5/1/2018	6,919.51
198760	121 CHURCH, TABITHA ANNETTE	5/2/2018	70.12
198761	121 HART, BARBARA	5/2/2018	49.81
198762	121 LEE, ROBERT ZACHARY	5/2/2018	38.15
198763	121 NELSON, ALEXIS	5/2/2018	53.70
198764	121 PALMER, KENNY D	5/2/2018	49.26

Regular City Council**2.**

Meeting Date: 05/14/2018
Submitted For: Brooke Hall, Parks & Recreation
Initiator: Brooke Hall, Assistant Director of Parks and Recreation
Department: Parks & Recreation
Staff Information Source: Brooke Hall

Information**AGENDA ITEM TITLE:**

Approval of the Groupon Merchant Agreement for marketing and promotional services at River Country Family Water Park, or take other necessary action. (Mark Wilkerson)

BACKGROUND:

Groupon is a deal-of-the-day recommendation service for consumers which, broadcasts an electronic coupon, recommending a local service while also offering you a 40% to 60% discount if you purchase that service.

Groupon is a middleman service that promotes local restaurants, stores and entertainment venues. Groupon encourages people to try a different restaurant or store each day, and earns a commission whenever they successfully refer a customer.

Under this agreement, the River Country gets a portion of the revenue when Groupon sells the discount tickets. Under the proposed contract, 556 tickets will be reserved. Assuming all tickets are sold, the face value of all tickets is \$6,069; Groupon will receive \$2,790, leaving the City to receive \$3,279.

RECOMMENDED ACTION:

Approve staff recommendation of Groupon Merchant Agreement for marketing and promotional services at River Country Family Water Park.

Fiscal Impact**Attachments**

Groupon

**GROUPON
MERCHANT SERVICES, LLC.**

GROUPON MERCHANT AGREEMENT

Effective Date: April 20, 2018

This Groupon Merchant Agreement (together with the Terms and Conditions (as defined herein), this "Agreement") is entered into by:

Groupon Merchant Services, LLC. ("GMS")
600 West Chicago Ave., Suite 400
Chicago, IL 60654

City of Muskogee ("Merchant")
566 N 6th Street
Muskogee, OK, 74401

This Groupon Merchant Agreement is governed by the Ticketed Events and Admissions Merchant Terms and Conditions, located at <https://www.groupon.com/merchant/ticketed-events-and-admissions-terms> ("Terms and Conditions"), which are incorporated into this Agreement. Capitalized terms not defined herein shall have the meanings assigned to them in the Terms and Conditions. GMS may contract with affiliates or third-parties to fulfill its obligations under this Agreement. As used in the Agreement, the term "Groupon" includes GMS and its affiliates with which GMS contracts to fulfill its obligations under this Agreement.

Merchant wishes to sell the Merchant Offering (as described below) and issue vouchers ("Vouchers"). Vouchers can be purchased through Groupon's service at www.groupon.com and/or any other websites owned, controlled, or operated by Groupon, and their mobile applications (together, "Website") or through other platforms or distribution channels owned, controlled, or operated by Groupon, and redeemed for the Merchant Offering at River Country Water Park located at 3600 Arline Ave. Muskogee, OK 74401 ("Venue"). Groupon may promote the Merchant Offering through its advertising and promotional services on behalf of Merchant. In consideration of the mutual covenants of the parties and other valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties agree as follows:

DEAL TERMS	
MERCHANT OFFERING	\$10 for Admission for 2
MAXIMUM NUMBER OF VOUCHERS	350
FULL OFFER VALUE	\$ 16.00
AMOUNT PAID	\$ 10.00
PROMOTIONAL VALUE	\$ 6.00
REMITTANCE AMOUNT	\$ 6.90
EVENT DATE(S)	September 3, 2018
FINE PRINT	Expiration Date: 9/3/2018. Limit 2 per person, may buy 2 additional as a gift. Valid for option purchased. Redeem at River Country Water Park for 2018 Summer Season. 7 and under must be accompanied by a guardian. Subject to weather.

DEAL TERMS	
MERCHANT OFFERING	\$19 for Family Pack Admission (2 Adults / 2 Kids)
MAXIMUM NUMBER OF VOUCHERS	350
FULL OFFER VALUE	\$ 30.00
AMOUNT PAID	\$ 19.00
PROMOTIONAL VALUE	\$ 11.00
REMITTANCE AMOUNT	\$ 13.11

GROUPON
MERCHANT SERVICES, LLC.

EVENT DATE(S)	September 3, 2018
FINE PRINT	Expiration Date: 9/3/2018. Limit 2 per person, may buy 2 additional as a gift. Valid for option purchased. Redeem at River Country Water Park for 2018 Summer Season. 7 and under must be accompanied by a guardian. Subject to weather.

**GROUPON
MERCHANT SERVICES, LLC.**

BUSINESS AND BANKING INFORMATION

Merchant Data On File:
MERCHANT LEGAL NAME: City of Muskogee
STREET ADDRESS: 566 N 6th Street
CITY: Muskogee
STATE: OK
ZIP/POSTAL CODE: 74401

U.S. FEDERAL TAX ID NUMBER (9-DIGIT EIN/SSN): *****5340

BANK NAME: N/A

CHECKING ACCOUNT NUMBER: N/A

ROUTING NUMBER: N/A

Updates:

Contact your Acct. Mgr. or Sales Rep to Update
Contact your Acct. Mgr. or Sales Rep to Update
Contact your Acct. Mgr. or Sales Rep to Update
Contact your Acct. Mgr. or Sales Rep to Update

Contact your Acct. Mgr. or Sales Rep to Update
Contact your Acct. Mgr. or Sales Rep to Update
Contact your Acct. Mgr. or Sales Rep to Update

NAME ADDRESS CITY, STATE ZIP		0123 01-23456789
DATE		
PAY TO THE ORDER OF		\$
BANK NAME ADDRESS CITY, STATE ZIP		DOI LARS
FOR		
00123456789	012345678901234	0123
Bank Routing Number	Bank Account Number	Check Number

PAYMENT TERMS

Subject to the possible Refund-based adjustments set out below, Groupon shall pay Merchant the Net Remittance Amount (as defined herein) less any Promotional Adjustment (as defined herein) for each Voucher that Merchant redeems and records in its Merchant Center account (or other redemption process as pre-approved by Groupon). The "Net Remittance Amount" for each Voucher redeemed and recorded as such in Merchant's Merchant Center account (or other redemption process as pre-approved by Groupon) is the Remittance Amount less the Service Fee (as defined herein). The "Service Fee" includes a credit card processing fee and other marketing-related fees and is 4% of the advertised price. Groupon shall process payments to the Merchant twice each month on the dates specified in the Merchant's Merchant Center Account. For the initial payment, Groupon shall pay Merchant for each Voucher recorded as redeemed through the initial payment processing date, and thereafter, Groupon shall pay Merchant for each Voucher recorded as redeemed after the previous payment processing date.

GROUPON
MERCHANT SERVICES, LLC.

If any payment processing date falls on a holiday or weekend, the payment will be processed on the next business day. If any payment processing date falls within the last 5 business days of the month, the payment will be processed on the first business day of the following month.

Groupon will withhold the Remittance Amount portion of any refund provided by Groupon to a purchaser ("Refunds"). If Refunds exceed the total Net Remittance Amount less any Promotional Adjustments (as defined herein) for any payment period or at any time if Refunds exceed the total Net Remittance Amount less any Promotional Adjustments (as defined herein), Groupon may do one or a combination of the following to recover any such deficiency: (a) invoice Merchant for the deficiency, (b) sell additional Vouchers for the Merchant Offering, or (c) offset any future payments due to Merchant under any current or future contract between the parties.

In an effort to incentivize Voucher sales, Merchant authorizes Groupon, at any time and in Groupon's sole discretion, to increase or decrease the Amount Paid for the Merchant Offering (any such effort, "Promotional Program(s)"). For each Voucher sold as part of a Promotional Program, the Net Remittance Amount may be adjusted in an amount equal to the percentage increase or decrease in the Amount Paid ("Promotional Adjustment"), provided that, any decrease of the Net Remittance Amount will not exceed 20% of the Net Remittance Amount. Promotional Programs include, but are not limited to, the following:

- a. Promotional Codes - A "Promotional Code" is a code that purchasers may use, in Groupon's sole discretion, to receive a discount on the Amount Paid for a Merchant Offering.
- b. Price Optimization - "Price Optimization" is any change (excluding Promotional Codes) to the Amount Paid for a Merchant Offering.

SIGNATURE

I am a duly authorized representative of Merchant and my signature confirms Merchant's consent to be bound to this Agreement, including the Terms and Conditions located at <https://www.groupon.com/merchant/ticketed-events-and-admissions-terms>.

AGREED AND ACCEPTED BY

Signature:

Date:

Regular City Council

3.

Meeting Date: 05/14/2018

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

Department: Public Works

Staff Information Source: Greg Riley; Director of Public Works

Information

AGENDA ITEM TITLE:

Approval of final payment for Muskogee Project No. 2017023, Pollution Control Basket Screen, to KBC Construction in the amount of \$16,067.35, or take other necessary action. (Greg Riley)

BACKGROUND:

KBC Construction has submitted all information necessary to close out this project which has been accepted as complete and satisfactory to the City. This is the final payment to KBC Construction for the Basket Screen Project. This project was funded as part of the OWRB Loan.

RECOMMENDED ACTION:

Approve final payment to KBC Construction in the amount of \$16,067.35 for the Basket Screen Project.

Fiscal Impact

FUNDING SOURCE:

OWRB Loan

Attachments

Final Pay

Pay Estimate No. 3 (Final)
Date: 4-18-18

Wastewater System Improvements
Raw Sewage Lift Station
Basket Screen Improvements

OWNER:
City of Muskogee
229 W Okmulgee
Muskogee, OK 74401

ENGINEER
Holloway, Updike and Bellen, Inc
905-A, South 9th Street
Broken Arrow, OK 74014

CONTRACTOR:
KBC Construction, Inc
10128 S 259th East Ave
Broken Arrow, OK 74014

Item No.	DESCRIPTION	Quantity & Unit	Unit Price	Amount of Bid	Quantity Complete	Earned to Date	Unused Balance
1	Basket Screen Improvements	1 LS	\$122,132.00	\$122,132.00			
1A	Bonds & Insurance	1 LS	\$10,000.00	\$10,000.00	100%	\$10,000.00	0.00
1B	Jib Crane	1 LS	\$77,132.00	\$77,132.00	100%	\$77,132.00	0.00
1C	Trash Basket	1 LS	\$35,000.00	\$35,000.00	100%	\$35,000.00	0.00
	Allowance	1 LS	\$5,199.75	\$10,000.00			\$ 39.25
	WCD # 1- Install City Provided Pump	1 LS	\$3,600.00	\$3,600.00	100%	\$3,600.00	0.00
	WCD # 3- Sump Pump	1 LS	\$1,399.75	\$1,399.75	100%	\$1,399.75	0.00
	WCD # 4 - Handrail	1 LS	\$4,761.00	\$4,761.00	100%	\$4,761.00	0.00
TOTAL CONTRACT PRICE				\$132,132.00		\$132,092.75	\$39.25

ANALYSIS OF CONTRACT AMOUNT TO DATE

Original Contract Amount	\$132,132.00
Adjustment for Change Orders	\$0.00
Adjusted Contract Amount to Date	\$132,132.00

ANALYSIS OF WORK PERFORMED

Amount Earned to Date of Original Contract	\$132,092.75
Total Amount Earned to Date	\$132,092.75
Percentage Retained This Estimate	0.00
Subtotal of Net Earned Less Retainage	\$132,092.75
Materials Stored	0.00
Subtotal Net Earned Less Retainage plus Materials Stored	\$132,092.75
Less Previous Payments	116,025.40
Total Due Contractor This Estimate	\$16,067.35

Submitted by

Steve Chambers

4/18/2018

KBC Construction, Inc

Date



4.24.2018

Approved by

Holloway, Updike and Bellen, Inc

Date

City of Muskogee

Date

Regular City Council**4.****Meeting Date:** 05/14/2018**Submitted For:** Gary Garvin, Planning**Initiator:** Tish Callahan,
Planning Asst.**Department:** Planning**Staff Information Source:**

Information**AGENDA ITEM TITLE:**

Approval of the contract Change Order and Final Payment to Dirt Work Done Right, LLC, for the Demolition Contract 16756 CDBG 16 Bid Group 38, in the amount of \$1,375.00, or take other necessary action. (Tish Callahan)

BACKGROUND:

Bid Group 38 was awarded to Dirt Work Done Right, LLC in the amount of \$2.50 per square foot. The project consisted of the demolition and removal of remaining debris for nineteen (19) structures. The total contract cost was \$108,756.50 for an average cost of \$5,724/structure. All properties have received a final inspection and are approved for final payment. The Change Order request is for the contract extension due to weather and utility disconnect delays.

RECOMMENDED ACTION:

Approve the Change Order and Final Payment to Dirt Work Done Right, LLC in the amount of \$1,375.00 for the demolition contract 16756 CDBG 16 Bid Group 38.

Fiscal Impact**FUNDING SOURCE:**

GRANT FUNDS CDBG 16756 16:	\$100,000.00
CITY MATCH AS BUDGETED:	<u>\$ 8,756.50</u>
TOTAL PROJECT COST:	\$108,756.50

Attachments

CHANGE ORDER BID GROUP 38



City of Muskogee
Planning and Community Development Department
PO Box 1927
Muskogee, OK 74402
(918) 684-6232 Fax: (918) 684-6233
tcallahan@muskogeeonline.org

Change Order

Project: CDBG Demolition Bid Group 38

Date: May 1, 2018

Contractor: Dirt Work Done Right, LLC
407 South L
Muskogee, OK 74403
918-687-4424

The following changes are hereby made to the Contract Documents and associated agreement dated September 12, 2017.

Change to Contract Time: Additional Forty (40) Calendar Days
Extended contract for completion to February 1, 2018

Approvals:

Accepted by: _____ Date: _____
(Assistant City Planner)

Accepted by: _____ Date: _____
(Dirt Work Done Right, LLC)

Regular City Council**5.**

Meeting Date: 05/14/2018

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

Department: Public Works

Staff Information Source: Greg Riley, Director of Public Works; Jim Wixom, Assistant Director of Public Works/Operations; Jason Green, Environmental Control Supervisor

Information**AGENDA ITEM TITLE:**

Approval of awarding the mowing contracts as follows: Base Bid No. One (1) , No. Two (2) and No. Five (5) to SB Services; Base Bid No. Three (3) and No. Four (4) to Grass Monkey; and the Turnpike Mowing Contract to D & D Ag Services, or take other necessary action. (Greg Riley)

BACKGROUND:

This item is for contractual mowing of drainage easements. Public Works has contracted these services for the last several years. Last year we started contracting the Turnpike Mowing to allow for more use of our forces in other areas of the City. The drainage channel mowing is paid with Storm Water Funds. The Turnpike Mowing is being paid through contractual services.

RECOMMENDED ACTION:

Approve awarding the mowing contract to the lowest bidders Grass Monkey, SB Services and D&D Ag Services.

Fiscal Impact**FUNDING SOURCE:**

Storm water account 504-6010-430-39-90.

FUNDING SOURCE:

Environmental Control Contractual Services 100-6020-441-39-90

Attachments

Bid Sheet

DRAINAGE EASEMENT MAINTENANCE SERVICE AGREEMENT

COMPANY	TURNPIKE	BASE BID 1	BASE BID 2	BASE BID 3	BASE BID 4	BASE BID 5 BATFISH
D & D Ag Services	\$41,600.00 (4 x a year)					
Grass Monkey		\$4684.90 (1 X a month)	\$1314.80 (2 X a month)	\$2800.00 (1 X a month)	\$1188.00 (1 X a month)	No Bid
SB Services		\$4658.00 (1 X a month)	\$1242.00 (2 X a month)	\$2839.80 (1 X a month)	\$1404.70 (1 X a month)	\$1101.00 (2 X a month)
ZLT Contracting LLC.		No Bid	\$875.00 (1 X a month)	No Bid	No Bid	\$700.00 (1 X a month)

Regular City Council

6.

Meeting Date: 05/14/2018

Submitted For: Mike Miller, City Manager

Initiator: Marsha Wiseman,
Admin Assistant

Department: City Manager

Staff Information Source:

Information

AGENDA ITEM TITLE:

Approval authorizing the Mayor to cast a ballot on behalf of the City of Muskogee for the OMAG Board of Trustees, or take other necessary action. (Mike Miller)

BACKGROUND:

The Oklahoma Municipal Assurance Group (OMAG) is the primary provider of insurance and risk management solutions for 500 Oklahoma cities and towns, including Muskogee.

OMAG is governed by a seven member Board of Trustees. Each Trustee must be an elected or appointed official of an OMAG Member Municipality. Member cities, including Muskogee, are asked to vote on open board positions, and this year there are two positions coming open.

RECOMMENDED ACTION:

Authorize the Mayor to cast votes for OMAG Board of Directors vacancies on behalf of the City of Muskogee.

Fiscal Impact

Attachments

No file(s) attached.

Regular City Council

7.

Meeting Date: 05/14/2018
Initiator: Marsha Wiseman, Admin Assistant
Department: City Manager
Staff Information Source:

Information

AGENDA ITEM TITLE:

Approval to update the Muskogee 2020 Strategic Plan as discussed at the April 20, 2018 Special Call Council meeting, or take other necessary action. (Mike Miller)

BACKGROUND:

In 2014, the City prepared and adopted a 5-year strategic plan. Annually this plan is reviewed for progress and modifications or additions if needed. The plan was reviewed with Council at the April 20, 2018 special call meeting and two items were added under Economic Development:

Strategic Item 2 - Achieve Retail and Housing Development - ***2a.** Attract housing development - Analyze, develop, propose and implement policies that promote and attract new housing development and increase Muskogee's population.*

Strategic Item 4 - Infrastructure & Public Works, an item 4e was added - ***4e.** Streets-Have Street Committee review and revise 5 and 10 year street plans, and communicate funding needs to 1) maintain current street quality and 2) bring forward funding proposals for not only maintaining current levels but also improving street maintenance.*

RECOMMENDED ACTION:

Approve updated 2020 Muskogee Strategic Plan and provide direction to staff as needed.

Fiscal Impact

Attachments

2020 Strategic Plan 050718

Goal Objectives	IMPROVE CITY'S TEAM & IMAGE Assess the organization for efficiency, improving communication and outreach, enhancing employee compensation, improving customer service, realigning city office space and conducting a citizen survey.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Achievement
CM	1. Organizational Assessment - Complete department visions, policy and procedures updates by 2014 with customer service emphasis; complete organizational assessment; All departments to review operating structure and provide staffing level assessment mid-year each year; All departments to annually evaluate 3rd party resources beginning October 2016. Implement new policies, rules and best practices in sequence. Request system is funded; other tasks done in-house, so no additional funding.	2014	7	90%	Ordinance No.4017-A was passed, completing the restructuring. Time and attendance system purchased and being installed, fine and fee structures have been presented and passed by city council. FY2019 budget will address strategic plan priorities.
CC	2. Improve Communication & Image - Having evaluated outsourcing to a public relations firm, instead by 2015 budget for and hire a City-employed communications manager whose many duties will include public outreach, messaging, image building and branding, website content management, media and social media management; adopt and implement a corresponding communication policy or guidelines. As part of re-branding, design and adopt a new city logo, possibly by conducting a design contest among staff and/or the local community. In 2015-16, budget for/continue media training for senior staff and City Council. (\$50K/annually estimate)	2015	2	50%	The Port Authority has added a Twitter account to communicate and promote upcoming events and economic development for the City. "City Talk" is on radio station 101.7 weekly. Channel 14 is being update more frequently. IT department is looking to update a new look for the city's website. Possibility to fund a position or contract in FY2019 budget.

Goal Objectives	IMPROVE CITY'S TEAM & IMAGE Assess the organization for efficiency, improving communication and outreach, enhancing employee compensation, improving customer service, realigning city office space and conducting a citizen survey.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Achievement
HR	3. Re-align Compensation - In 2014, implement a new pay policy, setting procedures and policy (a) general employees promotional pay, out of class call back pay, overtime and shift differential, and (b) Department Heads benefits package. By mid 2015, commit to a pay movement plan for all employees which considers competitive market pay. The updated compensation plan should include step system with annual reviews, and may include Enhanced Tuition Reimbursement Program. By January 31 of each year, HR will present a turnover analysis using exit interviews conducted by HR (scheduled by departments).	2014	3	90%	Pay administration policy was finalized on May 22, 2017 with a revised policy approved on February 12, 2018. Benefit package increases have been discussed and a voluntary separation plan was implemented in FY 2017/2018 to possibly eliminate vacated positions by participants and utilize dollar savings for future employee increases; 4 employees participated. Turnover analysis was presented to the City Manager for previous 6 fiscal years. HR and City Manager continue to monitor positions for the need to be refilled once vacated. Position savings of unfilled positions can be used for employee increases across the board. Working to implement changes which restrict increases to long-serving employees. FY2019 proposed budget includes funding for raises.

Goal Objectives	IMPROVE CITY'S TEAM & IMAGE Assess the organization for efficiency, improving communication and outreach, enhancing employee compensation, improving customer service, realigning city office space and conducting a citizen survey.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Achievement
HR	4-. Enhance Customer Service - By December 2014 draft an employee policy on phone etiquette and call response; following evaluation of options, merge with rollout of Code Red/ Reverse 911or other Citizen Request Tracking system; implement by mid-2015 (\$10K estimate). Cross-train all employees by March 2015 so each better understands other departmental responsibilities for improved referral of citizen requests/complaints/problems. With some training complete, continue customer service, supervisory, and Okie Pride training. Evaluate whether Paymentus, a customer-friendly bill payment system, and AquaHawk (a water leak detection system with consumer and insurance benefits) should be purchased and implemented. [See also City hall improved reception strategy, below.]	2014	5	75%	Citizen action center has been implemented. Employee trainings continue with enhanced management training being offered through ICTC. We began a "live" system with Paymentus in 2016. This allows the customers' payments to be applied immediately to their account as opposed to the maximum 48-hour window we previously offered. We currently process approximately 1,150 Payments per month via this system. It continues to increase. AquaHawk program to become more proactive in identifying leaks. The process of recording of phone calls in the Revenue Department was implemented. This has been a great tool to identify issues with customers and/or customer service issues. Payment kiosk proposed in FY2019 budget.
CM	5. Conduct City Hall Office Space Assessment - Assess needs and building space availability - Evaluate feasibility of re-aligning office and building accommodations including for Police, Fire, and City Hall offices; evaluate nearby vacant offices including the mall using prior study and new ideas, reconsider an improved welcoming atmosphere for better customer service including reception area, signage, and staffing/staff protocol; while also accommodating improved security. (cost unknown)	2015	1	85%	Security cameras are being installed in the stairways. Panic buttons are tested regularly. The entrance is going to be improved in the upcoming fiscal year. Some City Hall improvements budgeted in capital outlay for FY2019. Recommend a full facility assessment of City Hall in FY2019.

Goal Objectives	IMPROVE CITY'S TEAM & IMAGE Assess the organization for efficiency, improving communication and outreach, enhancing employee compensation, improving customer service, realigning city office space and conducting a citizen survey.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Achievement
CM	6. Survey the Citizenry - In 2015, evaluate, select preferred means- National Citizen Survey (see www.icma.org/ncs - estimated cost \$8,000/year), local college such as Northeastern State University, or in-house using such services as Survey Monkey. Considering Action In Muskogee planning efforts and using detailed questionnaire, implement survey to yield baseline measure of satisfaction, quality of city service, and other desired opinions from the client public; coordinate with Police Department/ Community Resource Officer's door-to-door opinion sampling. (Estimate \$10K once; or \$8K/year)	2015	1	25%	February of 2018 MPD Officer Brandon Garner participated in blight study with Main Street Muskogee, studying urban decay in the areas between 7th and 8th and Okmulgee and Broadway. Also in February of 2018 repeated same efforts with informal survey for Founders District with emphasis on code enforcement (the areas of 12th to 17th and Court to Martin Luther King Street). In Spring/Summer of 2017 informal surveys of Reeves Addition (Elysium Project), and cleanup efforts in those areas of the study. Expo/Hatbox upgrade implementation developed with extensive community input and listening sessions. AIM and other organizations to assist in community input moving forward.

Goal Objectives	ECONOMIC DEVELOPMENT Focus business and economic development efforts in jobs, ensure reliable infrastructure, provide greater housing choices, increase available jobs and wages, and attract real estate investment beginning with the downtown.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Update
ED	1. Downtown Redevelopment- Using completed market studies and collaborating with others such as Downtown Muskogee Inc., compose a prospectus in 2014 and in Q1 2015 issue RLI for investors/developers to provide a complementary redevelopment vision and master plan; establish facade, landscaping, and signage loan programs in 2015, coordinate with Muskogee Little Theatre rebuilding in 2015 (\$6 M); Provide a traffic/signalization study, a market analysis (in partnership with DMI), and incentives for new businesses and developers. In 2015, create Tax Increment Districts, and complete Streetscape Phase I including 4 entry signage features - Downtown Entry (MLK & Main), 4th St. Pedestrian Corridor, Cultural District, & Antiques District. By 2016, complete Phase I Streetscape, Wayfinding Signage. In 2015 devise funding plan using combination of TIF, CoMF, Private/Public, Private lenders, Grants.	2014	3	80%	Gateways (Public Works & Chamber) - Extended contract with Ron Drake (Downtown Consultant) - Completed downtown masterplan prepared by OU - Downtown Multi-Grant Program approved by Foundation in the amount of \$1,000,000 over three years. Main Street Muskogee (reorganized DMI) has a new board and new executive director. MSM and Urban Renewal Authority are working to develop an Urban Renewal Area within Downtown Muskogee. Depot District Green Space is in grant stage. Traffic Engineering Consultants (TEC) working on the Downtown Four Corners project. Downtown sidewalk and street lighting maintenance has been approved and included in FY2019 proposed budget. Phase II Wayfinding proposed in FY2019 budget.
ED	2. Achieve retail and housing development - through the new RBE Department and public-private-partnerships, securing grants, attracting developers/master developers, etc. (\$328K) (Grant from CoMF downtown housing incentive)	2014	7	40%	Downtown Multi-Grant Program in the amount of \$1,000,000 over three years. Grant includes Loft Apartment Incentive (\$750,000), Business Incentive (\$150,000), and Façade/Exterior Improvements (\$100,000). The City has received 27 applications as of 2/2/2018.
	2a. Attract housing development - Analyze, develop, propose and implement policies that promote and attract new housing development and increase Muskogee's population.	2019	3		Apply for state housing assistance grants in FY2019. Develop and propose plans in FY2019.

Goal Objectives	ECONOMIC DEVELOPMENT Focus business and economic development efforts in jobs, ensure reliable infrastructure, provide greater housing choices, increase available jobs and wages, and attract real estate investment beginning with the downtown.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Update
ED	3. Execute the Urban Renewal Plan - by finalizing development in Phase 1A with construction to begin November 2014 and completed by November 2014. Juvenile Detention Center relocation completed by October 2015. Complete land acquisition for Phases 1B, 2 and 3 by December 2015. Solicit additional RFPs or seek single site development in remaining phases by December 2015. Select area for Second Urban Renewal Area in 2016, with blight study and plan adoption completed by mid-2016. Funding sources: P3, COMF, TIF, Tribal Partnership, CDBG, Federal and State tax credits.	2014	3	60%	Real Estate Purchase Agreement with GBT expired on 1/22/2018. Currently working with several developers interested in purchasing and/or developing property within the URA.
CA, PL	Finalizing development Phase 1A w/Construction by Nov 2015	2014	3	100%	Project Completed
CA, PL	JDC relocation by Oct 2015	2014	3	100%	Project Completed
CA, PL	Land acquisition for Phase 1B, 2 and 3 by Dec 2015	2014	5	70%	Acquiring as Funding becomes available. Anticipate no additional acquisition until a sales agreement is entered into.
CA	Select areas for 2nd URA in 2016 w/blight study & plan by mid-2016	2014	5	10%	Working to designate downtown as additional URA area. Blight Study underway between Main Street Muskogee and City staff. Started in 2017 to finish blight study and to adopt a plan, 18 months to complete.
PW	4. Infrastructure & Public Works - in strategic priority order, considering desire to spur economic development, huge demands for infrastructure repair, maintenance and modernization; and key public works service delivery must be met, with an estimate total cost over 5 years to be determined. The strategic priority in subcategories 4a-4d are as follows:	2014	7	10%	Detailed below.

Goal Objectives	ECONOMIC DEVELOPMENT Focus business and economic development efforts in jobs, ensure reliable infrastructure, provide greater housing choices, increase available jobs and wages, and attract real estate investment beginning with the downtown.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Update
PW	4a. Traffic Flow & Signalization - Using the selected consultant and 5-year maintenance program, through 2018 coordinate and install signalization improvements, namely in the Downtown (\$250K) and Country Club/Shawnee Intersection (\$450K). Total \$700K, which has been funded from CIP, TIGER Federal Grant, and using Non-Profit Resource Center. Seek other funding for emerging additional needs.	2014	4	30%	A request for a TIGER Grant for the Main Street project was submitted in 2017. The Country Club and Shawnee intersection project will start in 2018. ODOT will pay for signalization at 80%. Project has been expanded to include roadway work and drainage.
PW	4b. Drinking Water Distribution System - Through 2015, issue RFP, select firm and complete water distribution analysis (\$100K funded in CIP); Construction/improvement and funding needs to be identified by 2016. Seek grants, bonds, special assessments. In later years (2020 +), commission needs assessment and conceptual design, funding to improve 48" water from river/dam to water treatment plant, and correct/improve/upgrade two 24-inch lines connecting City and Mainstreet, since these are 50+ years old and need replacement. Water Line Improvements for recent annexed area of City (\$175K in CIP).	2014	7	70%	Cowan Group completed the water model in late 2017. The result of the model was a list of needed projects. The main project being a 30" Water line to Honor Heights that will allow for taking the two 24" lines out of service as well as improve our water age problem. DEQ and OWRB have been approached and funding will be obtained and projects will start in 2018. \$18 Million in OWRB loans in process for upcoming projects. \$1.5 million in new money dedicated to these projects in FY2019.
PW	4c. Sanitation/Solid Waste - In 2016, assess the privatization of an automated or semi-automated collection system, and review fees based on forthcoming Rates Analysis. Actively seek grant funding, while determine recurring funding source such as general funds.	2016	1	65%	NewGen Strategies and Solutions was hired in 2017 to complete an analysis of moving to an automated collection system. The analysis will be presented to council with recommendations.
PW	4d. Stormwater - By 2017 or later, compose a stormwater master plan using a consultant by area and surface fee as new funding source, includes conceptual design and funding needs (\$75K rough estimate, not funded.)	2017	1	20%	Will continue to identify projects on a regional basis while working towards a citywide Master Drainage Plan. Projects in the Civitan basin have been identified. Bids were taken on the first one in February of 2018. The remaining projects are in design.
PW	4e. Streets -Have Street Committee review and revise 5 and 10 year street plans, and communicate funding needs to 1) maintain current street quality and 2) bring forward funding proposals for not only maintaining current levels but also improving street maintenance.	2019	1		

Goal Objectives	ECONOMIC DEVELOPMENT Focus business and economic development efforts in jobs, ensure reliable infrastructure, provide greater housing choices, increase available jobs and wages, and attract real estate investment beginning with the downtown.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Update
PW	5. Expand Airport with Phased Development Plan - Realize full potential for improving Davis Field, including existing runway improvements (\$800,000 through 2016). Coordinate with EODD, and complete an Airport Strategic Development Plan in 2015 which should fully analyze feasibility of revitalizing industrial uses, establishing an Airport/Industrial Trust Authority with borrowing ability, flight school, marketing plan, leveraging funds for hangar expansion, new terminal and tower (\$100K for Plan, not funded); Other fund sources -capital and operating include - bonds, grants, fees from managing bonds, CIP,revenue fuel flow fees.	2015	3	50%	Runway 04/22 project is complete but pending litigation due to quality of work completed. Runway 13/31, Apron, and Taxiway Bravo project is underway. Terminal Apron Hardstand project has been approved by OAC. Collaborating with Civil Air Patrol to submit grant for CAP building rehabilitation. Working with IT in order to create an airport website to be used as a tool for pilots and for marketing available airport assets. During the fall of 2017 the airport's name was changed from Davis Field to Muskogee-Davis Regional Airport in order to better reflect the airport's current capacity, services, and to better market the airport to prospective commercial and industrial tenants.
CM	6. Promote Industrial Business Authority, w/improved Port Contract by Mar 2015 encompassing assets including vacant industrial land and Airport to recruit targeted industries for expansion or relocation; complement the Inland Port's needs for additional land. Conduct an aggressive campaign with the partnership of the Chamber of Commerce and others.	2015	1	Ongoing	Port continues to advance industrial economic development
PL	7. Increase available and attractive housing through 7-point actions.	2014	7	75%	
PL	Demolish 200+ structures	2014	7	100%	Project Complete. 782 condemned structures demolished, repaired or in process of being repaired. 337 Foundation, 139 CDBG, 115 Owner, 591 total demolished. 147 repaired 44 under construction - Total of 782 affected structures.
PL	Execute Infill program	2014	7	100%	Incentive program - 20 structures total (14 closed/complete and 2 construction complete and for sale and 4 under construction.

Goal Objectives	ECONOMIC DEVELOPMENT Focus business and economic development efforts in jobs, ensure reliable infrastructure, provide greater housing choices, increase available jobs and wages, and attract real estate investment beginning with the downtown.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Update
PL	Repair dwellings (\$300K COMF; \$600K applied)	2014	7	100%	FY2017-18 - Grant in the amount of \$100,000, repaired 7 structures, with 8 structures remaining, closing this Area 8. Accepting applications in Area 9 (13 applications approved, 2 pending approval). FY2018-19 application for \$300,000 from CoMF
PL	Adopt zoning regulations	2014	7	100%	Completed
PL	Hire demolition project manager	2014	7	100%	Completed
PL	Encourage/Enforce maintenance standards & codes	2015	7	0%	Met with officials from Del City to review their property maintenance program. Property Maintenance program and enforcement to be brought forward in FY2019.
PL	Implement housing closing and down payment cost assistance program (Unfunded)	2015	7	0%	Funded in FY2019 City Budget - OHFA application due May 1, 2018 - Down-payment assistance programs are limited to \$200,000 (25% match required) - Maximum amount per household \$14,999.
PL	Obtain control of targeted vacant properties to market and/or land bank such property for housing construction	2014	7	100%	Surplus Program - 80 properties total with 49 of those required to build new single-family dwellings on property. Prepared a map that includes City, County properties and lien lots to access in the Land Banking Program.
PL	With funding acquired for demolition (\$2M), housing (\$300K), incentives (\$300K); need funding for down payment/closing and land banking (Unfunded)	2014	7	75%	Covered in comments above
CA	7a. Assess Land Banking - Using a real estate/economic consultant, in 2016 assess the legal and financial feasibility of land banking the property from demolished structures and providing incentives and/or P3 funding arrangements to redevelop such property by 2018 (\$30K-not funded).	2015	1	67%	In Progress

Goal Objectives	ECONOMIC DEVELOPMENT Focus business and economic development efforts in jobs, ensure reliable infrastructure, provide greater housing choices, increase available jobs and wages, and attract real estate investment beginning with the downtown.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Update
PR	8. Solicit a Partner to Plan and Expand the Love Hatbox Park & Sports Complex to realize its full potential by composing a prospectus in 2014 to subsequently issue and market a Request for Letters of Interest in 2015 to formulate and implement a Master Plan with theming, programming, investment and funding, and which includes construction of outdoor theater by 2016. Secure operation by a 3rd party, close the airport, and conduct an expo event in 2017. Devise a funding plan to include combination of Bonds, grants, COMF, CIP (\$500K),dedicated portion of Hotel/Motel tax, and private partnership.	2015	3	50%	After 3 years of third party operation Sports Facility Management agreement was terminated and the Parks and Recreation will again manage and maintain the sports complex. VA Hospital shuttle parking lease was completed and parking/shuttle service began November 2017. 440 parking spaces over a 5 year lease. Hatbox Hangars were renovated for multipurpose use allowing for the Muskogee Regional Jr. Livestock Show. Due to an Interlocal Agreement between the Board of County Commissioners and the City of Muskogee, joint work was completed on the Hangar Renovation Project in order to facilitate relocation to Hatbox of the Regional Livestock Show. Livestock show to be hosted there in February 2018. An application has been made to the City of Muskogee Foundation to help fund a \$1,150,000K of improvements to the hangar redevelopment project to be completed in summer of 2019. Possible future events: RV Rally events, Balloon Festival, Fair ,Miniature Golf course development
PR	9. Develop Honor Heights Park (HHP). To enhance the Park's assets, involve an implementation/design committee to steer the Park's redevelopment by completing and implementing a Development Plan in 2015-16 which will include solving traffic issues at Buffalo and 48th Drives. Partner with the Friends of HHP, City Parks Board. (\$1M, funding target COMF, Park Development Fund in the General Fund, other grants TBA).	2015	4	100%	Completed

Goal Objectives	QUALITY OF LIFE Achieve vibrant activity centers, cleanliness, healthy and green environment with trails, improved public safety, and targeted redevelopment areas.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Achievement
PL	1. Demolish Dilapidated Structures- Up to 500 such identified structures using COMF funds (\$1 M), CIP (\$0.9M) and CDBG (\$100K).	2014	3	100%	Project Complete. 782 condemned structures demolished, repaired or in process of being repaired. 337 Foundation, 139 CDBG, 115 Owner, 591 total demolished. 147 repaired 44 under construction - Total of 782 affected structures.
PR	2. Build, Program &. Manage the MLK Center by finishing land acquisition, design & construction for 2016 opening. From the Facilities Board in a recommendation to City Council, receive a recommended comprehensive plan for programming, management, continuing funding, marketing, and governance/operating rules; marketing & programming will highlight value as community-wide amenity. (\$4.5 M CIP, Private Foundation)	2014	2	100%	New playground basketball courts being discussed by MLK/NBN. COMF Grant submitted.
PD, PW	3. Improve cleanliness, appearance of target areas by enforcing/ strengthening codes, using 2 new Community Resource Officers, and enhancing clean ups. By 2016 investigate new landlord fee/code enforcement for unsightly rental properties (state Legislation if needed); in 2015, assign a minimum of 2 new Community Resource Officers (more if fundable) with requisite training for door-to-door contact to enhance code enforcement, Neighborhood Watches, and forthcoming Service Request System. (\$60K-not funded.) Evaluate the multiple clean up programs for effectiveness, consolidation or enhancement; report findings by 2015 (Programs, staff, and partners include Rally organizations, 2 Free Dump Days, Citywide Clean up volunteer efforts-500-person Volunteer Day; Adopt-a-Highway, Street or Block; Azalea Spring Cleaning; Channel 14; Recycling center partnering with Tribe; More Beautiful Muskogee; Home Demo.	2015	3	90%	Project has been funded for \$42,000 by the Department of Environmental Quality to assist with disposal fees, equipment, and overtime allotments. CRO Garner and Karen Coker of Stormwater Division have been completing fire hydrant art and will be completed by the Fall of 2018. Abatement budget proposed to double in FY2019.
PR	4a. Trails- Build Multi-Use Coody Creek. Centennial So. 1-mile extension by 2016, OK Recreational Fund (\$160K) and CIP (\$140K). Design finalized; bids by April 2015.	2015	1	100%	Project Complete
PR	4b. Trails- Build Multi-Use MKT Loop -Centennial Trail No. 3-mile extension by 2018; design services solicitation by April 2015; ODOT grant secured (\$700K); CIP (\$100K)	2018	1	35%	ODOT to submitted the NEPA application. Final plans has been submitted to ODOT by McClellan Engineering.

Goal Objectives	QUALITY OF LIFE Achieve vibrant activity centers, cleanliness, healthy and green environment with trails, improved public safety, and targeted redevelopment areas.				
Lead Department	Strategy (including anticipated funding & cost)	Year Start	Duration	Percent Complete	2018 Achievement
PR	4c. Trails- Build Multi-Use Hatbox Loop - (Completion) By 2017, secure funding from OK Trails Grants (\$128K) and CIP (\$32K). Conceptual plans and budget done.	2017	1	30%	Off street Trail loop connecting East Trail head to north end of Hatbox Loop. Project is on track for completion in 2018. Oklahom Recreation Trail fund providing 50% and Founcnation providing 50% grant; preliminary review completed April 2017.
PR	5. Maintain Swim&. Fitness Center ; eventual addition. Ensure excellent maintenance of the facility, with possible Phase II addition by 2018 if funded.	2017	2	5%	2018-Build additional office space in the area identified for the Red Cross, written approval from Red Cross to utilize this space. PO ready and contractor scheduled. 2018-Improvements necessary to improve the Natatorium Air Quality and Moisture Problem-Repair south AAON unit. Replace north AAON unit. Budgeting quarterly maintenance plan with OK Chiller for 18/19 fy. 2018-Continue to plan for future growth and potential for Phase II addition; assess community need and realistic operating cost of the new facility.
PD	6. Build New Animal Shelter. Fund, design & build by 2020. (\$500 K)	2020	1	15%	NBN seeking additional grants/funding as a match for a private donation for this project. Plans include a new additional building with 32-34 kennels plus vet office and surgical suite, adjoining existing shelter; possible pet crematorium. Grant application resubmitted to the City of Muskogee Foundation. LOI approved and full grant to be submitted.
ED	7. Evaluate feasibility of Community Garden Program. Encourage partnership with others, and using volunteers including veterans through programs such as "Battlefield to the Farmfield".	2018	3	100%	Muskogee Wellness is holding meetings pertaining to community gardens. They are partnering with MLK Center, Civitan Club, and Teen Center. The 5 gardens are: MLK , Civitan, Chandler, Spaulding Park and Teen Center.

Regular City Council

8.

Meeting Date: 05/14/2018

Submitted For: Rex Eskridge, Police

Initiator: Gayle Johnson, Chief
Secretary

Department: Police

Staff Information Source:

Information

AGENDA ITEM TITLE:

Approval of receiving donated funds for the month of March 2018, in the amount of \$409.00 for the City's Animal Shelter Sponsorship Program as per the attached list, or take other necessary action. (Rex Eskridge)

BACKGROUND:

City Council approved a Resolution authorizing a Sponsorship Program for the City's Animal Shelter with said funds to be used for the purpose of neutering and spaying shelter animals.

RECOMMENDED ACTION:

Approve receiving donated funds for the months of March 2018, in the amount of \$409.00 for the City's Animal Shelter Sponsorship Agenda Item Title.

Fiscal Impact

Attachments

March

Animal Shelter Donations

March 2018

Andi Clark	\$	10.00
Cynthia Pearson		15.00
Brandon Todd		30.00
Patsy Upton		40.00
Ashton Dinardo		8.00
Teresa Degardo		20.00
Deborah Cook		8.00
Ashley Byrd		8.00
Autumn Smith		5.00
Samantha Fliesher		8.00
Donna Lawson		60.00
Vera Rose		65.00
Randy Guthrie		20.00
Kisean Milons		5.00
Sabina Gonzales		40.00
Rebecca Reaume		28.00
Jeff Hull		20.00
Avery Clark		14.00
Brittany Swanson		<u>5.00</u>
Total:	\$	409.00

Regular City Council

9.

Meeting Date: 05/14/2018
Initiator: Tammy Tracy, City Clerk
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Approval of the appointment of Mary Beth Hicks, to serve on the Muskogee County Transit Authority, replacing Lisa Benjamin, subject to a term to be established in the bylaws, or take other necessary action. (Councilor Wayne Johnson)

BACKGROUND:

This is to fill the vacated seat of Lisa Benjamin for the Transit Authority.

RECOMMENDED ACTION:

Approval of the appointment.

Fiscal Impact

Attachments

Mary Beth Hicks

APPLICATION FOR APPOINTMENT TO A BOARD OR COMMISSION



**CITY OF MUSKOGEE
CITY COUNCIL**

**APPLICATION FOR CITY COUNCIL APPOINTMENT TO A BOARD
OR COMMISSION**

Application Instructions:

- Complete the entire application form (copies of the form are acceptable).
- Applicants are strongly encouraged to attach a current resume or biography.
- Specifically list the names of the boards or commissions to which you are applying (multiple selections are allowed). Paperwork cannot be appropriately processed unless specific boards or commissions are listed.
- Return application along with your resume to:
Office of the City Clerk, 229 W. Okmulgee, Muskogee, OK 74403 or by fax 918-684-6395.
- This form can be obtained electronically at <http://www.cityofmuskogee.com>, or by calling the City Clerk's Office at: (918) 684-6270.

Board(s) or Commission(s) for which you would like to be considered:

Muskogee County Public Transit Authority

Your Full
Legal Name: Mary Beth Hicks

Your
Preferred Name: Mary

Business Name: Green Country Behavioral Health

Home Address: _____

Job Title/Employment Date: FSP 03/16/2010

City Zip: Muskogee, OK 74403

Business Address: 619 North Main Street

Ward: 1 2 3 4

Muskogee, OK 74401

Home Phone: _____

Business Phone: (918)682-8407

Cell Phone: _____

Fax: (918)682-1480

Home Email: _____

Business Email: mhicks@gcbhs.org

Are you registered to vote in City of Muskogee Elections? Yes No

Are you a citizen of the United States? Yes No

Personal Information:

The Mayor and Council desire a broad representation of backgrounds on boards and commissions.

Education (high school, name and location of college or university, year graduated, and degree):

Basalt High School, Basalt, Colorado (GED Colorado Mountain College January 1989, Glenwood Springs, Colorado)

Rhema Bible Training Center, Broken Arrow, Oklahoma 1992, Youth Ministry

Connors State College, Warner, Oklahoma, 2015, Associate of Art Psychology

Northeastern State University, Tahlequah, Oklahoma, projected graduation December 2018, Bachelor of Science Psychology

APPLICATION FOR APPOINTMENT TO A BOARD OR COMMISSION

Current employment (job description, employment date, supervisor):

Family Support Provider for Systems of Care, provide -support for families who have children with behavioral or emotional difficulties. Community Outreach-provide information to community about our agency and services provided
Physical Intervention Trainer-train new employees in Therapeutic Options PI training, recertify employees each year
March 16, 2010, Andrea Jones Assistant Project Director, Melissa Shofner, Project Director

Previous employment or experience:

Business owner (tire shop, cleaning business)

Retail

Assistant Manager Restaurant

Dog Groomer

Detox Counselor

Landscaping

Librarian

Professional Licenses Held (if applicable):

N/A

Professional References (name, title, contact phone number):

Treasure McKenzie, Director Muskogee Bridges Out of Poverty (918)683-4600

Dr. Angela Martindale PhD, RN, Clinical Assistant Professor, Tulsa University, (918)576-1006

Joy Sloan, CEO Green Country Behavioral Health, (918)869-6507

Memberships in professional or civic organizations (please include offices held and dates of terms):

Former Steering Committee Member, Muskogee Bridges Out of Poverty

Facilitator Muskogee Domestic Violence Prevention Network Membership 2012 Facilitator 2014 to present

Facilitator Muskogee Inter-Agency Council Membership 2011 Facilitator 2014 to present

Facilitator Muskogee Community Anti-Drug Network Membership 2014 Facilitator 2016 to present

Military Service Record (including awards, decorations, etc.):

N/A

Have you ever been elected or appointed to any public office, board or commission in the City of Muskogee? ☒ No ☐ Yes (If yes, please list with dates served)

Do you currently hold a public office? Public offices include elected or appointed officials of a municipality (it does not have to be Muskogee it could be any town or city), elected or appointed official of any county or the state or federal government, are a trustee of a public trust, are employed by any entity as a police officer, fire fighter, deputy sheriff, assistant district attorney or similar position or the member of a school board or appointed official of a school system or any other public or similar position.

No

Do you have any financial or other interests that might present a conflict of interest, or the appearance of such a conflict, if you were to be appointed to the position for which you have applied? ☒ No ☐ Yes (If yes, please explain)

APPLICATION FOR APPOINTMENT TO A BOARD OR COMMISSION

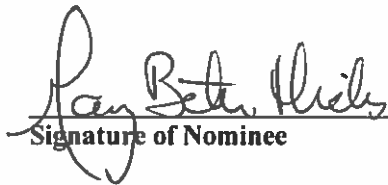
Please list any special interests or characteristics which might be important to serve on a Board or Commission:

Getting Ahead Graduate, Muskogee Bridges Out of Poverty

RELEASE OF INFORMATION

I authorize the use of any information contained in the **APPOINTMENTS APPLICATION** to verify my statements made in the Application. I authorize my past employers, all references, and any other persons to answer all questions asked concerning my ability, character, reputation and previous education or employment record. I release all such persons from any liability or damages on a ccount of having furnished such information. I consent to such investigations as Tammy Tracy, City Clerk or her authorized representatives may make regarding law enforcement records and my general background.

I certify under penalty of perjury under the laws of the State of Oklahoma, that the above information is true, complete and correct to the best of my knowledge.



Signature of Nominee

04/23/2018

Date

Submitted by the Mayor for approval by the City Council this _____ day of _____, 20____

Signature of Sponsor

Regular City Council**10.**

Meeting Date: 05/14/2018

Submitted For: Roy Tucker, City Attorney

Initiator: Roy Tucker, City Attorney

Department: City Attorney

Staff Information Source:

Information**AGENDA ITEM TITLE:**

Approval of Resolution No. 2722 supporting the enactment of Senate Bill 86 and opposing a State Highway 69 Bypass, or take other necessary action. (Mayor Bob Coburn and Councilor Marlon Coleman)

BACKGROUND:

Mayor Coburn requests the City Council adopt Resolution No. 2722 supporting enactment of Senate Bill 86.

RECOMMENDED ACTION:

Approve the Resolution.

Fiscal Impact**Attachments**Res No. 2722



RESOLUTION NO. 2722

A RESOLUTION OF THE CITY OF MUSKOGEE CITY COUNCIL SUPPORTING THE ENACTMENT OF OKLAHOMA SENATE BILL 86 AND OPPOSING HIGHWAY THE HIGHWAY 69 BYPASS.

WHEREAS, State Highway 69 surrounds and intersects through the Western portion of the City of Muskogee corporate limits; and,

WHEREAS, many business, both national and local, flank either side of Highway 69, providing goods and services to our citizens and travelers alike. These businesses additionally provide employment for our citizens, as well as, significant revenue to both our City and the State through the collection of sales tax; and,

WHEREAS, the Oklahoma Department of Transportation (ODOT) Eight-Year Construction Work Plan has recently been amended to include a Highway 69 Bypass, completely bypassing the our City. This proposed Bypass will divert traffic from businesses along the Highway 69 corridor, where almost \$100,000,000 of investment and 913 hotel rooms already exist to a location outside of our corporate limits; and,

WHEREAS, the proposed Highway 69 Bypass will require removal of homes, division of ranch and farm lands making them less accessible by owners, will cost an estimated \$90,000,000 to build, and will be detrimental to our local, and in turn the State economy, which is already challenged; and,

WHEREAS, the original ODOT Eight-Year Construction Work Plan which provided a rehabilitation of existing Highway 69 is much less expensive, is economically more sound for businesses, and is less detrimental to our City.

NOW THEREFORE BE IT RESOLVED THAT, the City Council of Muskogee, Oklahoma, hereby fully supports the passage of Oklahoma Senate Bill 86, and the

original ODOT Eight- Year Work Plan providing for rehabilitation, rather than relocation, of State Highway 69.

ADOPTED THIS _____ DAY OF MAY, 2018.

CITY OF MUSKOGEE

JOHN R. COBURN, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

(SEAL)

Approved as to form and legality this 1ST day of May, 2018.

ROY D. TUCKER, CITY ATTORNEY

Regular City Council

11.

Meeting Date: 05/14/2018

Initiator: Gary Garvin, Planning Director

Information

AGENDA ITEM TITLE:

Hold a Public Hearing and take action on the approval of Ordinance No. 4045-A rezoning the property located on the northwest corner of 3rd and Kalamazoo, more particularly described in the Ordinance, from "C-2" General Commercial District to "R-1" Single-Family Residential District, 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)

LEGAL DESCRIPTION:

LOT 10, BLOCK 75, in the MUSKOGEE ORIGINAL TOWNSHIP, CITY OF MUSKOGEE, LOCATED IN THE NORTHEAST QUARTER (NE1/4) OF SECTION 34, TOWNSHIP 15 NORTH, RANGE 18 EAST, Muskogee County, State of Oklahoma

BACKGROUND:

The applicant, Deshuana "Willis" Dewberry, is requesting the property located on the northwest corner of South 3rd Street and Kalamazoo Avenue be rezoned from "C-2" General Commercial District to "R-1" Single-Family Residential District to allow the property to be developed residentially in the future (see attached site plan/notice).

According to the Land Use Map, the area west of Main Street and south of West Southside Boulevard is classified as residential. Therefore, the request to rezone to "R-1" Single-Family Residential complies with the Comprehensive Plan and Land Use Map adopted by the City of Muskogee.

Notices have been sent to the property owners within 300 foot radius, 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:

May 7, 2018 at 9:00 a.m.: City of Muskogee Planning & Zoning Commission

May 7, 2018 at 4:00 p.m.: Public Works Committee

May 14, 2018 at 7:00 p.m. Muskogee City Council Meeting

RECOMMENDED STAFF ACTION:

Approve the Ordinance rezoning the property from "C-2" General Commercial District to "R-1" Single-Family Residential District, and authorize staff to revise the Official Zoning Map of the City to reflect said change.

Fiscal Impact

Attachments

Ord 4045-A

Notice/Site Plan - Dewberry

ORDINANCE NO. 4045-A

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MUSKOGEE AS PROVIDED BY CHAPTER 90, SECTION 01-03, OF THE MUSKOGEE CITY CODE, SEPTEMBER 2014, BY RE-ZONING LOT 10, BLOCK 75 IN THE MUSKOGEE ORIGINAL TOWNSHIP, CITY OF MUSKOGEE, LOCATED IN THE NORTHEAST QUARTER (NE1/4) OF SECTION 34, TOWNSHIP 15 NORTH, RANGE 18 EAST, MUSKOGEE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE OFFICIAL PLAT THEREOF, MUSKOGEE COUNTY, OKLAHOMA, CONTAINING 13,800 SQUARE FEET, MORE OR LESS, AND PROVIDING FOR SEVERABILITY. (DESHUANA DEWBERRY, Applicant)

FROM “C-2” GENERAL COMMERCIAL DISTRICT

TO

“R-1” SINGLE- FAMILY RESIDENTIAL DISTRICT

WHEREAS, the City of Muskogee Planning and Zoning Commission, in a meeting held MAY 7, 2018, did recommend the approval of the rezoning of the property set out above in the title of the Ordinance, and did authorize the director of the Commission to advise the Council of the City of Muskogee of this recommendation,

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

Section 1. THAT, the official zoning map of the City of Muskogee as provided by Chapter 90, Section 01-03, of the Muskogee City Code, September 2014, is hereby amended by changing the District Classification by rezoning; LOT 10, BLOCK 75, IN THE MUSKOGEE ORIGINAL TOWNSHIP, CITY OF MUSKOGEE, LOCATED IN THE NORTHEAST QUARTER (NE1/4) OF SECTION 34, TOWNSHIP 15 NORTH, RANGE 18 EAST, MUSKOGEE COUNTY, STATE OF OKLAHOMA FROM “C-2” GENERAL COMMERCIAL DISTRICT TO “R-1” SINGLE-FAMILY RESIDENTIAL DISTRICT.

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

Section 2. THAT, the City Clerk is authorized and directed to show such change on the zoning map record.

Section 3: REPEALER. All other ordinances or parts of ordinances in direct conflict herewith are repealed to the extent of the conflict only.

Ordinance No. _____

Section 4: 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 14TH DAY OF MAY, 2018.

JOHN R. COBURN, MAYOR

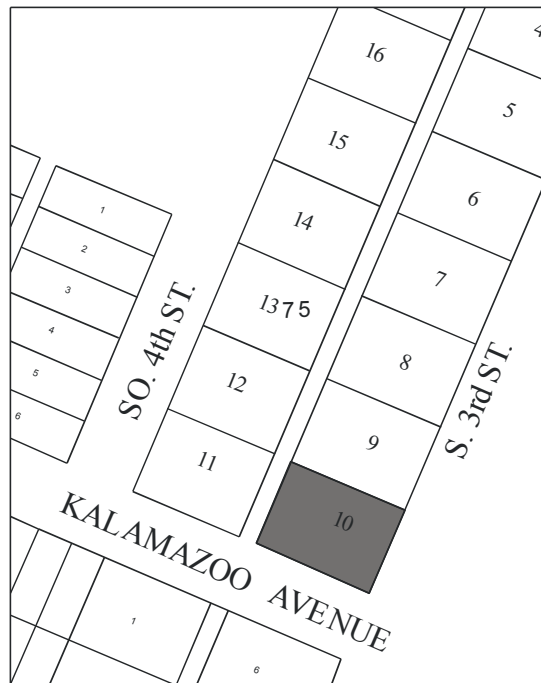
ATTEST:

TAMMY L. TRACY, CITY CLERK
(SEAL)

APPROVED as to form and legality this ____ day of _____, 2018.

ROY D. TUCKER, CITY ATTORNEY

Public Hearing Notice



Proposal: To rezone property located at 310 W Kalamazoo, from “C-2” General Commercial District to “R-1” Single-Family Residential District. The property is more particularly described as:

Lot 10 in Block 75 in the Muskogee Original Township, City of Muskogee, located in the Northeast Quarter (NE1/4) of Section 34, Township 15 North, Range 18 East, according to the official plat thereof, Muskogee County, Oklahoma. Containing 13,800 square feet, more or less.

Applicant: Deshuana Dewberry

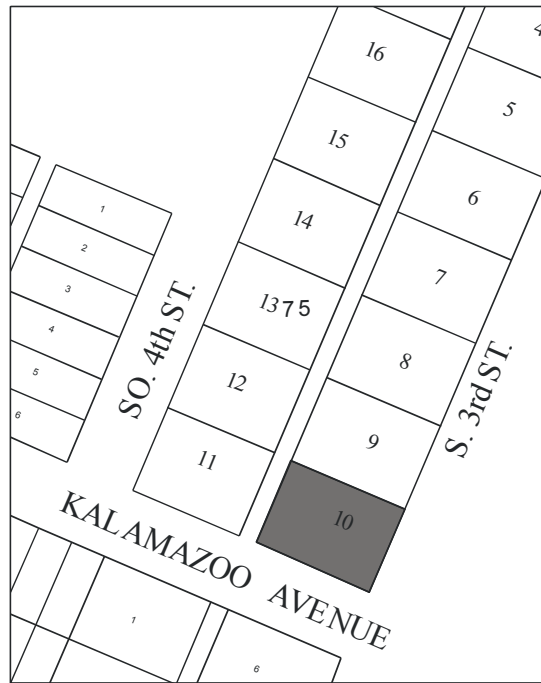
This notice is provided to property owners within 300 feet of the above site to inform them of the following public hearings regarding the above proposal:

May 7, 2018 at 9:00 a.m.: City of Muskogee Planning & Zoning Commission

May 7, 2018 at 5:30 p.m.: City of Muskogee Public Works Committee

May 14, 2018 at 5:30 p.m.: City Council

All of the public hearings will be held in the Council Chambers, 3rd Floor of the City Municipal Building, 3rd Street and Okmulgee, 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, or need additional information prior to the public hearing, please contact the Planning Department at 918.684-6232.



(Deshuana Dewberry, Applicant)

PUBLIC NOTICE

Notice is hereby given that on May 7, 2018, 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 May 7, 2018, at 5:30 p.m., by the Public Works Committee, and on May 14, 2018, at 5:30 p.m., by the City Council to consider an application to rezone property located at 310 W. Kalamazoo Street, from “C-2” *General Commercial* District to “R-1” Single-Family Residential District. The property is more particularly described as:

Lots 10 Block 75 in the Muskogee Original Township, City of Muskogee, located in the Northeast Quarter (NE1/4) of Section 34, Township 15 North, Range 18 East, according to the official plat thereof, Muskogee County, Oklahoma. Containing 13,800 square feet, more or less.

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**

Meeting Date: 05/14/2018**Initiator:** Gary Garvin, Planning Director

Information**AGENDA ITEM TITLE:**

Hold a Public Hearing and take action on the approval of Resolution No. 2721 amending the Land Use Map regarding property located within part of Sections 2 and 3, T14N, R18E, more particularly described in the resolution from Industrial to Transitional Residential, and if approved, authorize Staff to revise the Land Use Map of the City to reflect said change. (Gary D. Garvin)

LEGAL DESCRIPTION:

PART OF SECTIONS 2 AND 3, T14N, R18E, MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE NE CNR OF THE SE ¼ OF SECTION 3 THENCE S88D29'01"W A DISTANCE OF 632.82' THENCE; S01D42'32"E A DISTANCE OF 2604.36' THENCE; N42D18'32"E A DISTANCE OF 101.66' THENCE; N87D55'08"E A DISTANCE OF 121.19' THENCE; N32D51'10"E A DISTANCE OF 2556.10' THENCE; N58D24'17"W A DISTANCE OF 755.73' THENCE; S 89D32'07"W A DISTANCE OF 384.42' TO POB

BACKGROUND:

Previously the City Council denied a request by Phillip and Penny Coppin to rezone the property located on South Cherokee Street, south of Cherokee Drive, from "C-1" Local Commercial to "I-1" Light Industrial to allow a rental business to be located on the property. The request complied with the Land Use Map adopted by the City of Muskogee on June 4, 2012. When the rezoning was denied (2/12/2018), City Council requested that staff review the Land Use Map and consider changing the classification. Property that complies with the Land Use Map should be approved or the Land Use Map amended.

Since the request to rezone by Mr. and Mrs. Coppin was denied, staff has reviewed the Land Use Map and based on the following information has determined that amending the Land Use Map is not recommended for this large industrial area.

The center of the industrial area is located at the intersection of two highways (Highway 64 and Highway 165). The large industrial area also contains two railroad tracks running parallel with each other through the middle of the area. The area classified as industrial by the Land Use Map contains 1,718 acres (2.7 square miles) and consists of several existing industrial uses, large parcels, vacant land, floodplain and is isolated from established residential areas. There is approximately 60 residential structures within the 1,718 acres. The large majority of the area is currently zoned industrial. Additionally, the area where the rezoning was denied and being considered under the proposed resolution (Cherokee Street, Cherokee Drive, Missouri- Pacific Railroad, and Peak Blvd./ Hwy 165) containing 58 +/- acres is all currently zoned commercial or industrial, there is no residential zoning within this area.

Amending the Land Use Map to Transitional Residential would allow new residential structures to be located within this area. Many industrial uses have outdoor storage, repair bays, and fuel whose appearance, light, noise, and odors make them incompatible with residential uses. This area is an ideal

location for industrial uses, due to the existing zoning, large parcels, access to rail and the highway system, and isolation from established residential.

The notice was published in the paper on March 6, 2018. A Public Hearing will be held on the following days:

May 7, 2018 at 9:00 a.m. City of Muskogee Planning & Zoning Commission

May 7, 2018 at 4:00 p.m. City of Muskogee Public Works Committee

May 14, 2018 at 7:00 p.m. Muskogee City Council Meeting

RECOMMENDED STAFF ACTION:

Deny the resolution amending the Land Use Map from Industrial to Transitional Residential and authorize staff to revise the Land Use Map of the City of Muskogee to reflect said change.

Fiscal Impact

Attachments

2721 RES 05-14-2018

Notice/Site Plan

Current Zoning

Land Use Map

RESOLUTION NO. 2721

A RESOLUTION APPROVING AN AMENDMENT TO THE FUTURE LAND USE MAP FOR THE CITY OF MUSKOGEE FROM HEAVY INDUSTRIAL DISTRICT TO TRANSITIONAL RESIDENTIAL DISTRICT.

WHEREAS, the City Planning Commission and the Muskogee City Council have adopted the Future Land Use Map; and

WHEREAS, the Future Land Use Map functions as the comprehensive plan in consideration of matters affecting the orderly urbanization of the community; and

WHEREAS, Title 11, Section 43-103, Oklahoma State Statutes, requires zoning districts to be in accordance with the comprehensive plan (Future Land Use Map); and

WHEREAS, the Future Land Use Map recognizes that changes may occur in the community which may cause the necessity of amending said plan; and,

WHEREAS, a public hearing has been held on MAY 7, 2018, before the City Planning Commission on the property described in Section 1 hereof; and

WHEREAS, in accordance with Title 11 Oklahoma Statutes, Section 43-105, the Muskogee City Council shall approve any amendment to the Land Use Plan.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Muskogee, Oklahoma, that:

SECTION 1. An amendment to the Future Land Use Map from HEAVY INDUSTRIAL District to TRANSITIONAL RESIDENTIAL District located on the tract of land described as:

PART OF SECTIONS 2 AND 3, T14N, R18E, MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE NE CNR OF THE SE ¼ OF SECTION 3 THENCE S88D29'01"W A DISTANCE OF 632.82' THENCE; S01D42'32"E A DISTANCE OF 2604.36' THENCE; N42D18'32"E A DISTANCE OF 101.66' THENCE; N87D55'08"E A DISTANCE OF 121.19' THENCE; N32D51'10"E A DISTANCE OF 2556.10' THENCE; N58D24'17"W A DISTANCE OF 755.73' THENCE; S 89D32'07"W A DISTANCE OF 384.42' TO POB

PASSED and APPROVED by the Mayor and Council of the City of Muskogee this 14th day of MAY, 2018.

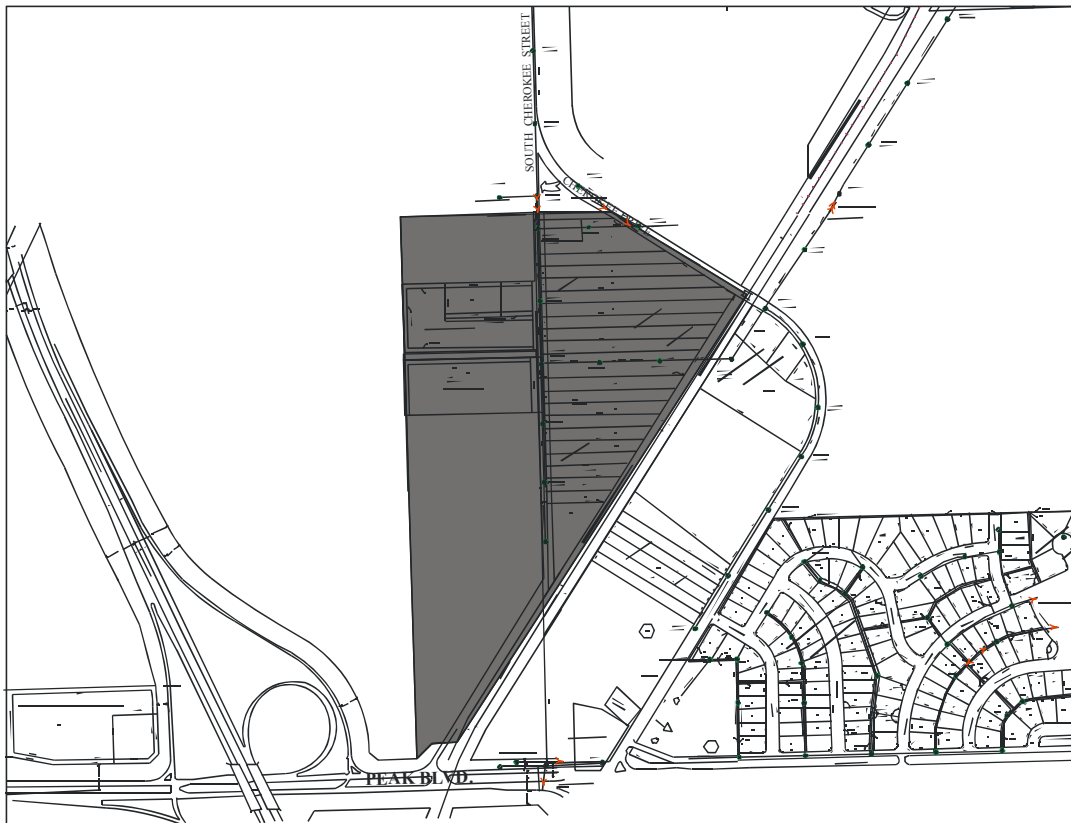
JOHN R. COBURN, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

APPROVED as to form and legality this ____ day of _____, 2018.

ROY D. TUCKER, CITY ATTORNEY



(City of Muskogee, Applicant)

PUBLIC NOTICE

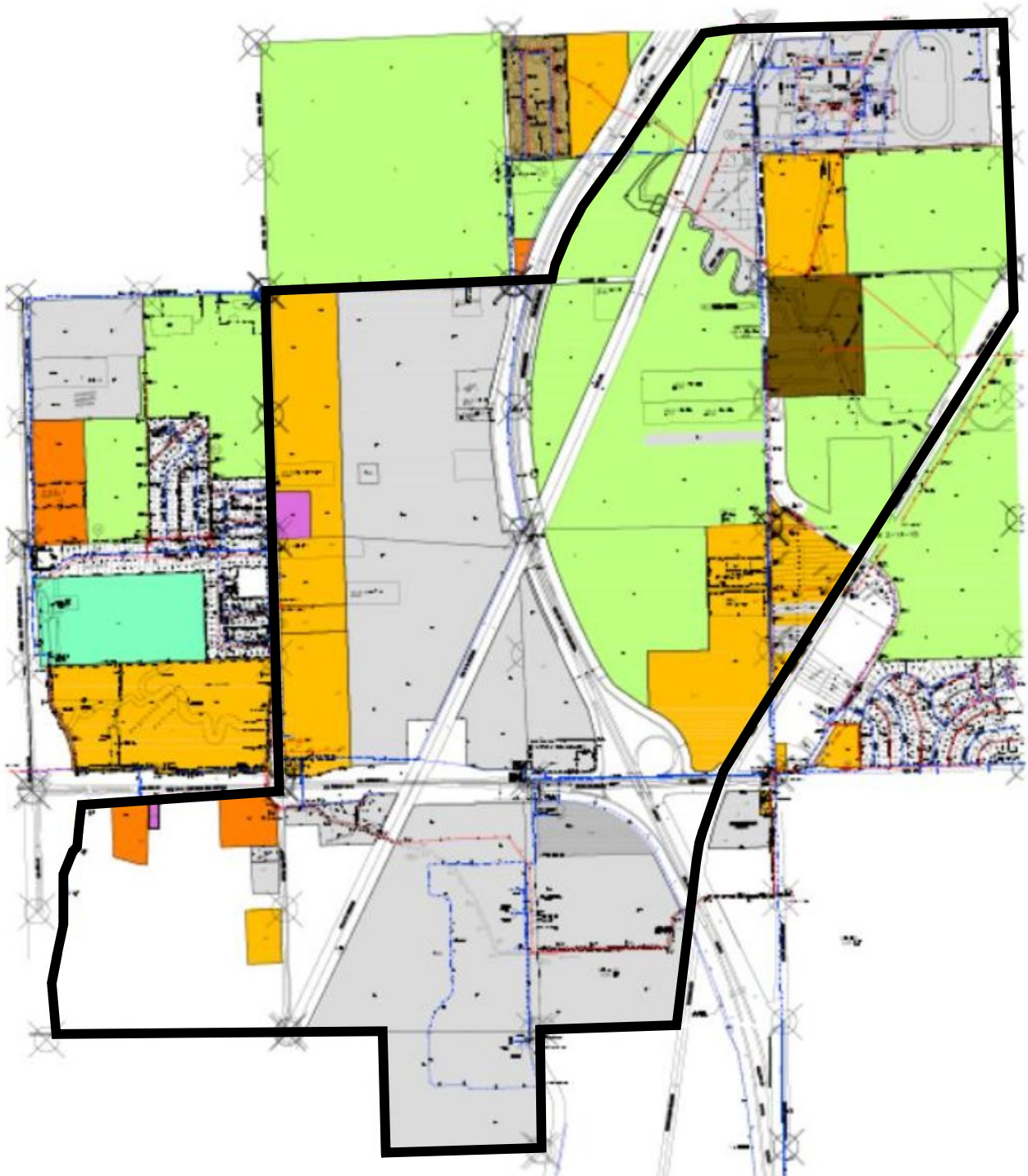
Notice is hereby given that on **May 7, 2018 at 9:00 a.m.** in the Council Chambers of the Municipal Building, Muskogee, Oklahoma, a public hearing will be conducted by the City of Muskogee Planning & Zoning Commission, on **May 7, 2018 at 5:30 p.m.** by the Public Works Committee, and on **May 14, 2018 at 5:30 p.m.** by the City Council to consider a resolution amending the Future Land Use Map. The property is more particularly described in the resolution from Heavy Industrial District to Transitional Residential District, and if approved authorize the staff to revise the Future Land Use Map of the City to reflect change. The property is more particularly described as:

PART OF SECTIONS 2 AND 3, T14N, R18E, MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE NE CNR OF THE SE ¼ OF SECTION 3 THENCE S88D29'01"W A DISTANCE OF 632.82' THENCE; S01D42'32"E A DISTANCE OF 2604.36' THENCE; N42D18'32"E A DISTANCE OF 101.66' THENCE; N87D55'08"E A DISTANCE OF 121.19' THENCE; N32D51'10"E A DISTANCE OF 2556.10' THENCE; N58D24'17"W A DISTANCE OF 755.73' THENCE; S 89D32'07"W A DISTANCE OF 384.42' TO POB

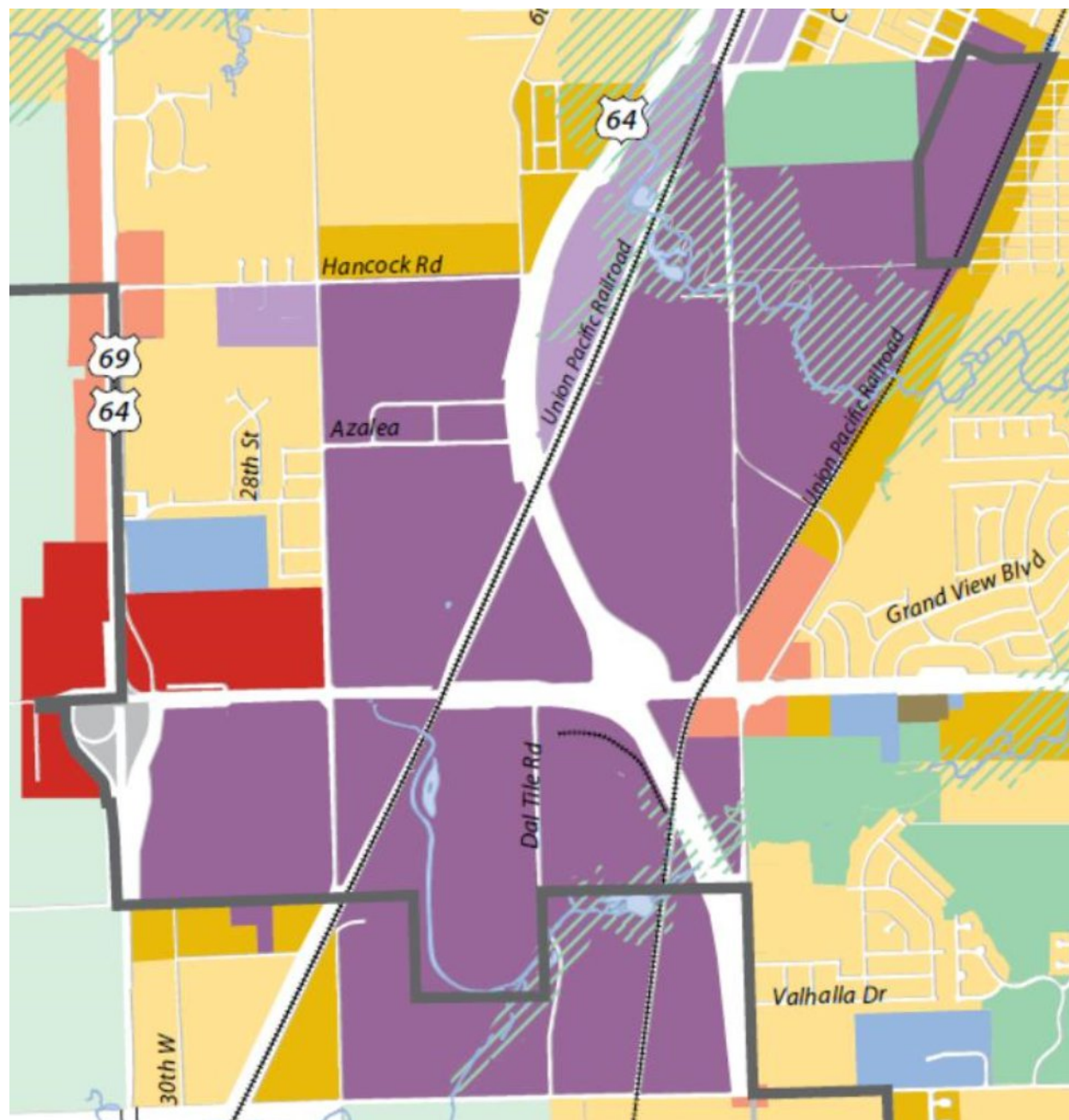
And for taking any other actions as authorized by law, of which all interested persons will take notice.

Mark Luttrull, Chairman
City of Muskogee Planning & Zoning Commission

Current Zoning



Land Use Map



Regular City Council

13.

Meeting Date: 05/14/2018

Submitted For: Mike Miller, City Manager

Initiator: Jean Kingston, City
Treasurer

Department: Finance

Staff Information Source:

Information

AGENDA ITEM TITLE:

Hold a Public Hearing to discuss the City of Muskogee Budget for Fiscal Year 2018-2019, and take any necessary action. (Mike Miller)

BACKGROUND:

Public hearing for fiscal year 2018-2019 budget as required.

RECOMMENDED ACTION:

Hold a public hearing for budget fiscal year 2018-2019

Fiscal Impact

Attachments

2019 Budget Draft



Muskogee

FY2018-2019
Operating &
Capital Budget

*Chris Cummings
Photography*

DRAFT

CITY OF MUSKOGEE

ANNUAL BUDGET PROPOSAL

FISCAL YEAR 2018-2019

PRESENTED TO

Muskogee City Council

Mayor Bob Coburn

Deputy Mayor Janey Cagle-Boydston

Marlon J. Coleman

Jaime Stout

Dan Hall

Wayne Johnson

Patrick Cale

Derrick Reed

Ivory Vann

SUBMITTED BY

Michael Miller

City Manager

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DRAFT

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DRAFT

CITY MANAGER BUDGET MESSAGE

Fiscal Year 2019

Honorable Mayor and Members of the City Council:

It is my pleasure and honor to present the City of Muskogee's recommended Operating Budget and Capital Improvement Program for Fiscal Year 2018-2019. As required by law, the budget presented is balanced with revenue and expenditures.

Budget Approach

In FY2018, we budgeted expenditures less than revenues for the first time in five years, choosing not to rely on our nearly depleted reserves for operation. We have continued that practice in FY2019. Sales tax collections for the current fiscal year have been flat, so we've had to carefully monitor our spending and are not projecting sales tax growth in the coming year.

With that in mind, we kept our budget priorities focused on strategic plan initiatives. Our major initiatives that we addressed this year are improving employee compensation, economic development, streets and infrastructure improvements.

There are several funds totaling \$58,405,210 that are of critical importance to this budget:

- General Fund - \$33,529,558
- Special Revenue & Capital Projects Funds - \$17,152,786
- Enterprise Funds - \$2,259,356
- Internal Service Funds - \$5,063,510
- Sinking Fund - \$400,000

In addition to these funds, the following trust authority funds are also used:

- Muskogee Municipal Authority (Water and Sewer) Trust - \$14,585,552
- Muskogee Parking Authority Trust - \$10,000

Revenues

Each year, the budget includes revenue estimates for the coming 12 months. All such estimates are, by nature, tinged with the uncertainty that comes with any predictive endeavor. For the coming year, we estimate our sales tax revenue, our largest single revenue source, to remain equal to the actual recurring sales tax collections we have seen from this fiscal year to date.

Our budget includes a previously approved increase in utility fees, and those increases to water and sewer rates will remain in the Muskogee Municipal Authority for use on infrastructure improvements, as the City

Council has directed. The MMA also had some loans mature, which cut expenses in MMA and added money to the general fund transfer.

There are several other factors that impact our revenue assumptions for FY2019. We are projecting utility revenue to the general fund to remain the same as the current fiscal year. This is a lower revenue number than we have had in the past, but we are budgeting conservatively on this and other revenue.

Expenses

The city budget accurately depicts known budget expenses for the new fiscal year. This fiscal year, the basic principle was that our operating expense budgets would stay flat, so that any additional money could be spent on strategic priorities. Other areas of increase are largely beyond our control, like the jail expense from the county and support for the 911 dispatch center.

During FY2018, the city resumed operations of Love Hatbox Sports Complex and the Civic Center and by bringing those back in-house, we project more than \$300,000 in savings.

The city must be responsible and cautious with expenditures in the coming year. Should expenses arise in this fiscal year that are not foreseen in this budget, staff and the City Council should work together to identify funding that can be used for those expenses within the current fiscal year budget.

Important Features

The important things to know about the FY2019 budget are:

- 1) Current year expenses are lower than project current year revenues
- 2) Money is set aside for employee salary increases (a strategic plan objective)
- 3) More than \$1.5 million set aside for water and sewer infrastructure improvements
- 4) Tripling our discretionary spending on streets by adding \$300,000 to the budget
- 5) Improving our city's image by doubling our abatement budget for trash, weeds and tall grass
- 6) Setting aside additional money for city council approved economic development projects
- 7) Proactively budgeting \$200,000 for city facility maintenance, which has not been done in the past
- 8) A matching grant fund, which allows our city to pursue state and federal money to turn one city dollar into multiple dollars from other sources

This budget relies on realistic revenue projections and significant expense cuts to make sure that the expenses are less than revenue without using our reserves, which have been diminished over the past five years.

We have maintained our restricted cash reserve for emergencies while following the strategic initiatives set out by the city council: prioritizing infrastructure, economic development and employee compensation. In our capital budget, we are prioritizing the expenditures that will save us money in the long-run and improve

customer service, like a payment kiosk for utility and court related fees and a new fueling system, which saves us money year after year.

I am optimistic now as I look at Muskogee, my home for the past 18 years. The budget the council has asked us to bring forward lays a solid fiscal foundation for our city, and I am grateful for their support as we make decisions that will have a positive impact on our community for years to come. Finally, I wish to thank the city's department heads and their support staff for the hard work they have put into this budget. Of particular note are Jean Kingston, our Treasurer, and Chris Cummings, our IT director, who work on the details of this document.

Sincerely,

Mike Miller
City Manager

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DRAFT

ALL FUNDS

Sound leadership continues to move Muskogee in a positive financial and economic direction. The past years prove that Muskogee's sound fiscal policy and priorities endured the economic instability experienced at a national level. Although sales tax remains flat, Muskogee leaders continue to aggressively pursue retail and industrial growth in order to provide and improve necessary infrastructure and City services.



BUDGET SUMMARY

Fiscal Year 2018 - 2019

	PROJECTED BALANCE JULY 1, 2018	FY2018-2019 PROJECTED REVENUES	FY2018-2109 PROPOSED EXPENDITURES	FY2018-2019 PROPOSED NET TRANSFERS	PROJECTED BALANCE June 30, 2019
GENERAL FUND	6,696,247.82	33,571,344.21	33,529,558.92	-620,200.00	6,738,033.11
ENTERPRISE FUNDS					
Hatbox Waterpark	1,900.94	511,000.00	511,000.00	0.00	1,900.94
Swim and Fitness	220,622.37	503,250.00	503,127.00	0.00	220,745.37
Davis Regional Airport	354,847.52	208,092.00	215,821.00	0.00	347,118.52
Hatbox Sports Complex	99,701.67	488,450.00	467,650.00	90,000.00	120,501.67
Hatbox Field Enterprise	0.00	56,600.00	49,600.00	0.00	7,000.00
Civic Center	77,343.75	609,257.00	512,158.00	305,200.00	174,442.75
Special Revenue & Capital Projects Funds					
Community Clean Up	103,972.70	100,000.00	100,000.00	100,000.00	103,972.70
Street and Alley	396,059.40	509,200.00	456,574.00	0.00	448,685.40
Solid Waste	429,173.20	372,400.00	319,496.00	0.00	482,077.20
Stormwater	3,149,947.90	1,214,669.60	2,156,671.00	0.00	2,207,946.50
Sales Tax Capital Outlay	444,530.42	1,170,530.00	1,576,863.00	0.00	38,197.42
Fire Department 10% Capital Outlay	386,412.49	146,253.00	35,460.00	0.00	497,205.49
Police Department 10% Capital Outlay	242,776.30	348,433.00	354,698.50	0.00	236,510.80
Non Uniform 10% Capital Outlay	31,887.39	146,253.00	172,993.00	0.00	5,147.39
Emergency 911	0.00	0.00			
CDBG Small Cities	156,939.72	200,000.00	356,939.00	100,000.00	0.72
Home Grants	0.00	25,000.00	25,000.00	25,000.00	0.00
Community Development	28,561.82	400,000.00	400,000.00	0.00	28,561.82
Park Development	315,541.66	334,850.00	364,700.00	0.00	285,691.66
Park Development-Papilion	0.00	107,000.00	94,830.00	0.00	12,170.00
Repair and Replacement	44,868.48	65,050.00	80,000.00	0.00	29,918.48
Capital Improvements 3/4 Cent	2,769.95	25.00	0.00	0.00	2,794.95
Economic Development	491,497.25	1,200,100.00	1,668,393.00	0.00	23,204.25
2009 Sales Tax Capital Improvements	100,614.68	0.00	0.00	0.00	100,614.68
2009 Sewer Rehabilitation Sales Tax	11,819.12	0.00	0.00	0.00	11,819.12
2014 Sales Tax Capital Improvements	478,283.03	1,053,027.00	1,157,000.00	0.00	374,310.03
2014 Sewer Rehabilitation Sales Tax	5,389,446.04	1,881,048.00	1,224,000.00	0.00	6,046,494.04
Street Maintenance/Installation	3,328,044.72	1,463,537.00	2,229,669.00	0.00	2,561,912.72
Employee Benefits-Non Uniformed	133,664.97	1,170,130.00	1,201,660.00	0.00	102,134.97
Employee Benefits-Police	146.88	1,170,130.00	1,170,078.00	0.00	198.88
Employee Benefits-Fire	441,400.01	1,170,130.00	1,142,761.00	0.00	468,769.01
Cemetery Perpetual Care	156,179.85	17,000.00	15,000.00	0.00	158,179.85
75 Limited Access B Sales Tax	34,760.66	50.00	0.00	0.00	34,810.66
Hotel/Motel Tax	8,624.45	850,000.00	850,000.00	0.00	8,624.45

Internal Service Funds

Insurance Trust	0.74	12,000.00	12,000.00	0.00	0.74
Sales Tax Employee Benefits Health Insurance	162,051.26	438,761.00	452,500.00	0.00	148,312.26
Life and Medical Insurance	3,103,000.18	4,200,676.00	4,158,800.00	0.00	3,144,876.18
Workers Compensation Self Insured	8,400.62	442,000.00	438,860.00	0.00	11,540.62
C. C. Hultquist Library	0.00	1,350.00	1,350.00	0.00	0.00

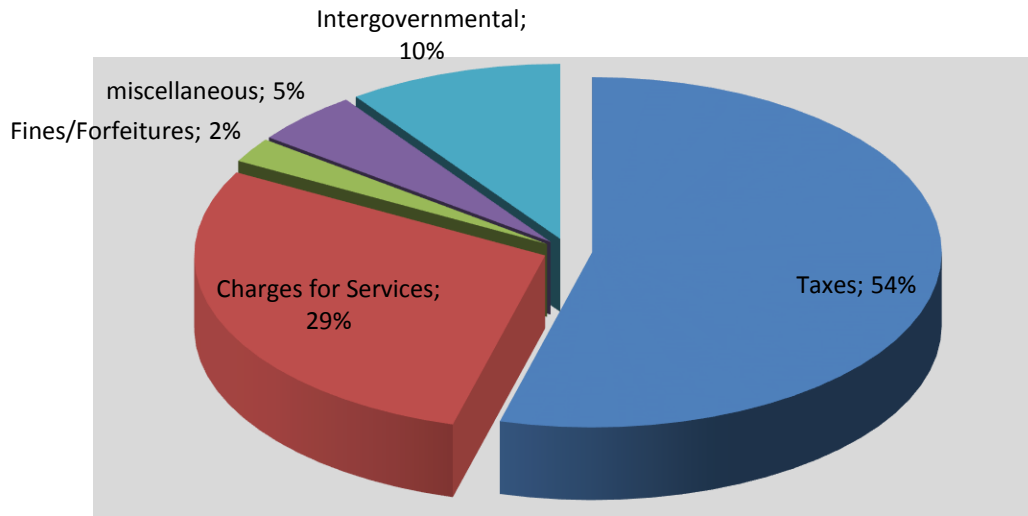
Sinking Fund

35,563.43	400,100.00	400,000.00	0.00	35,663.43
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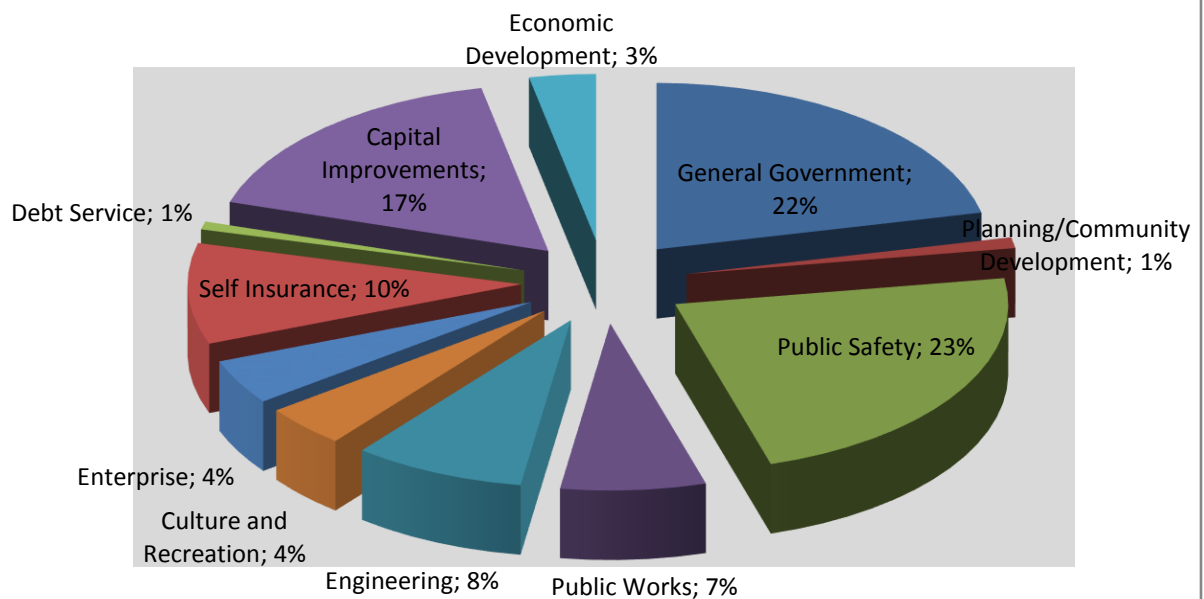
TOTAL - ALL CITY FUNDS

27,067,603.38	56,557,695.81	58,405,210.42	0.00	25,220,088.76
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REVENUES BY SOURCES



EXPENDITURES BY FUNCTION



GENERAL FUND

During FY 2017-2018, the City of Muskogee maintained its position of economic stability. With responsible management of capital needs by a staff dedicated to character and absolute high regard for all citizens, Muskogee provides a desirable environment for growth in residential, commercial, and quality job opportunities.



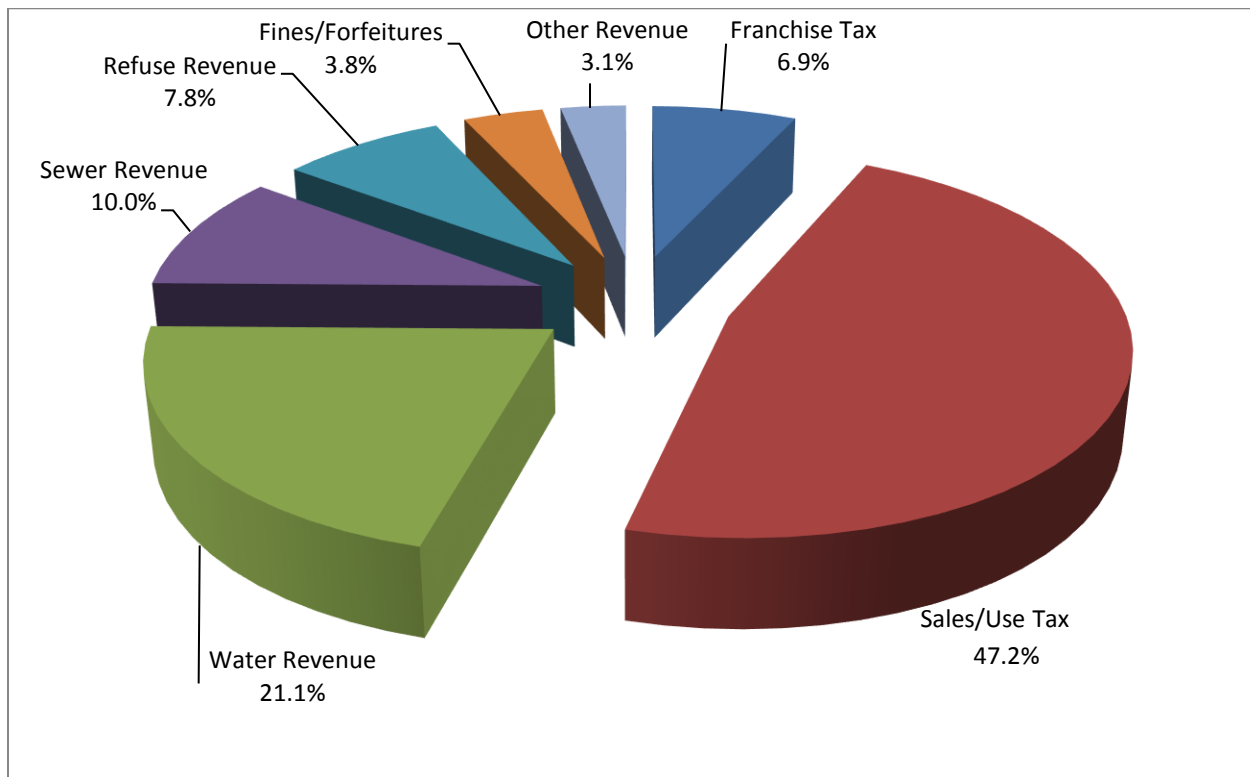
GENERAL FUND SUMMARY

Fiscal Year 2018 – 2019

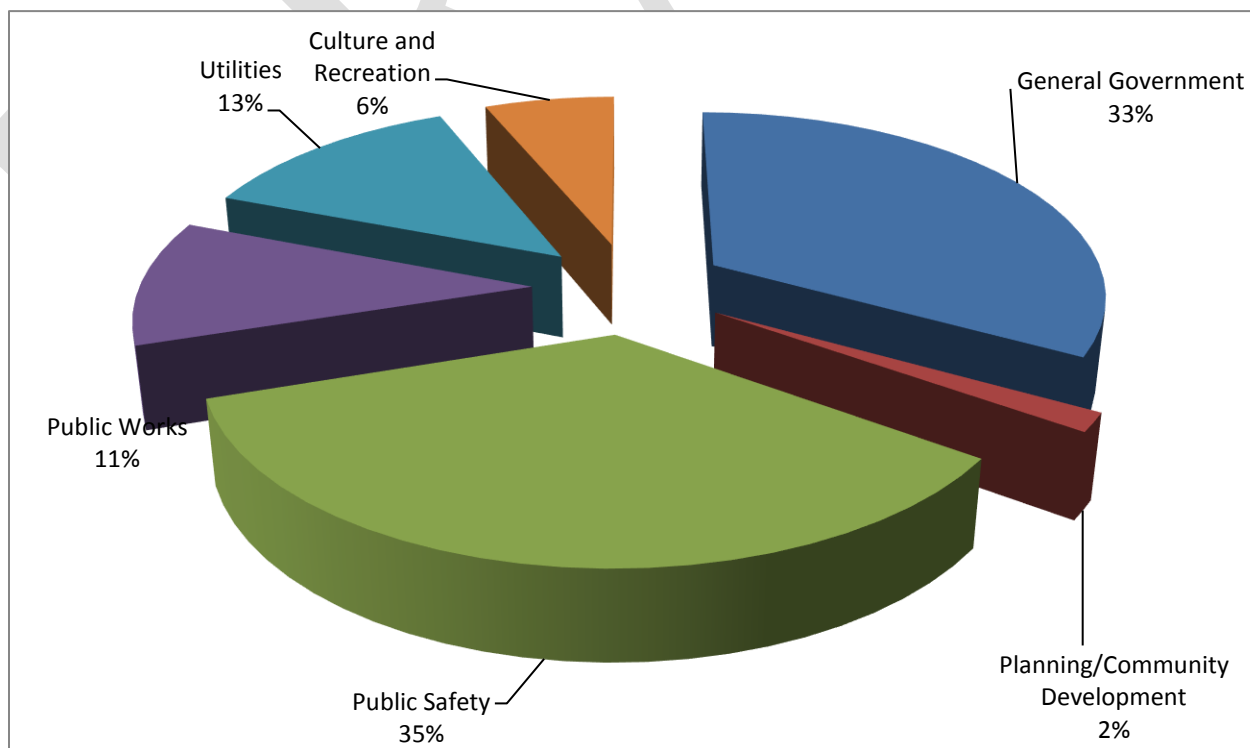
REVENUE	FY2017 ACTUAL	FY2018 BUDGET	FY2018 EST ACTUAL	FY2019 PROPOSED
Sales Tax	\$13,851,493.26	\$13,054,401.00	\$13,305,349.29	\$13,305,349.29
Cigarette/Tobacco Tax	\$298,276.67	\$303,500.00	\$289,826.81	\$303,500.00
Use Tax	\$1,845,861.87	\$2,002,784.00	\$2,185,891.53	\$2,232,000.00
Franchise Tax	\$2,196,098.55	\$2,275,000.00	\$2,369,731.71	\$2,325,000.00
Alcohol Beverage Tax	\$163,307.30	\$180,000.00	\$174,946.39	\$180,000.00
Bldg. Struct. Permits	\$89,492.89	\$140,000.00	\$117,129.21	\$140,000.00
Business Licenses/Permits	\$135,912.22	\$130,000.00	\$127,328.49	\$130,000.00
State/Federal Grants	\$132,944.00	\$25,000.00	\$82,486.58	\$25,000.00
Foundation Grants	\$86,806.00	\$86,806.00	\$301,204.08	\$113,406.00
Water Revenue	\$6,519,785.05	\$6,568,837.00	\$6,306,083.52	\$6,557,083.52
Sewer Service Fees	\$3,366,152.19	\$3,342,102.00	\$3,405,601.94	\$3,342,102.00
Refuse Coll & Disp	\$2,551,198.00	\$2,581,575.00	\$2,582,000.00	\$2,633,640.00
Penalties	\$365,759.84	\$367,465.00	\$335,606.00	\$329,955.00
Reconnect Fees	\$216,673.38	\$205,907.00	\$208,337.35	\$205,907.00
Fines & Forfeitures	\$1,001,694.21	\$1,200,000.00	\$1,285,601.40	\$1,285,601.40
Youth Program	\$0.00	\$0.00	\$0.00	\$0.00
Sherriff's Fees	\$16,284.40	\$23,000.00	\$12,965.74	\$15,000.00
Interest Earned	\$60,308.49	\$35,000.00	\$35,000.00	\$35,000.00
Rents & Concessions	\$5,000.00	\$3,600.00	\$0.00	\$3,600.00
Sanitary Landfill	\$472,440.84	\$193,000.00	\$166,258.37	\$193,000.00
Parking Meters & Fines	\$2,052.00	\$1,200.00	\$2,180.57	\$1,200.00
Cemetery Receipts	\$77,134.29	\$85,000.00	\$131,873.19	\$125,000.00
Sale of Surplus/Misc. Income	\$170,773.00	\$104,000.00	\$67,098.20	\$90,000.00
Total Revenues	\$33,625,448.45	\$32,908,177.00	\$33,492,500.36	\$33,571,344.21
Other Sources	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$33,625,448.45	\$32,908,177.00	\$33,492,500.36	\$33,571,344.21
EXPENDITURES	FY2017 ACTUAL	FY2018 BUDGET	FY2018 EST ACTUAL	FY2019 PROPOSED
General Government				
General Government	\$4,065,852.71	\$3,625,409.64	\$3,561,511.31	\$4,517,565.00
City Clerk	\$761,831.26	\$731,690.00	\$786,227.08	\$831,130.00
City Attorney	\$387,457.65	\$450,653.00	\$447,563.07	\$421,433.00
City Manager	\$303,368.89	\$270,105.00	\$280,222.94	\$418,754.00
Equipment Maintenance	\$2,048,463.73	\$2,125,281.00	\$1,994,744.34	\$2,138,316.20
Facilities Management	\$525,447.32	\$575,266.00	\$547,599.89	\$577,045.00
Procurement/General Services	\$284,003.83	\$285,335.00	\$262,683.98	\$242,948.00
Personnel & Safety	\$338,727.04	\$353,343.00	\$326,766.70	\$347,178.00
Finance	\$179,624.58	\$241,720.00	\$228,532.08	\$229,801.00
Revenue	\$694,754.78	\$673,153.00	\$664,190.53	\$657,789.00

Information Technology	\$649,314.75	\$708,399.00	\$697,293.07	\$714,727.00
Total General Government	\$10,238,846.54	\$10,040,354.64	\$9,797,334.99	\$11,096,686.20
Planning/Community Development	\$503,792.95	\$505,912.00	\$527,543.55	\$543,899.00
Public Safety				
Police Services	\$6,219,356.64	\$5,922,934.92	\$5,765,127.79	\$5,779,409.40
Code Enforcement	\$208,392.28	\$188,887.00	\$167,274.32	\$185,595.00
Animal Shelter	\$227,295.25	\$226,565.00	\$233,907.51	\$234,874.00
Fire Services	\$5,754,843.71	\$5,593,135.00	\$5,739,608.07	\$5,558,027.32
Emergency Management	\$68,507.30	\$71,384.00	\$27,655.63	\$70,761.00
Total Public Safety	\$12,478,395.18	\$12,002,905.92	\$11,933,573.32	\$11,828,666.72
Public Works				
Administration	\$382,948.95	\$410,927.19	\$399,094.00	\$410,175.00
Environmental Control	\$493,558.04	\$475,456.00	\$471,662.69	\$471,164.00
Streets	\$1,416,083.48	\$1,413,331.00	\$1,489,478.59	\$1,391,342.00
Traffic Engineering	\$235,309.51	\$218,026.00	\$233,708.00	\$223,450.00
Solid Waste Management	\$1,297,593.60	\$1,297,277.00	\$1,152,765.10	\$1,139,704.00
Total Public Works	\$3,825,493.58	\$3,815,017.19	\$3,746,708.38	\$3,635,835.00
Utilities				
Administration	\$90,409.12	\$53,033.00	\$50,443.00	\$96,468.00
Water Supply	\$1,722,587.05	\$1,848,867.00	\$1,710,557.00	\$1,830,474.00
Water Distribution	\$919,669.73	\$997,856.00	\$846,628.00	\$933,953.00
Pollution Management	\$97,976.51	\$105,705.00	\$112,762.00	\$112,789.00
Waste Treatment	\$818,508.97	\$938,387.00	\$794,952.08	\$920,328.00
Pollution Collection	\$409,258.53	\$438,792.00	\$390,865.00	\$423,874.00
Total Engineering	\$4,058,409.91	\$4,382,640.00	\$3,906,207.08	\$4,317,886.00
Culture and Recreation				
Recreation	\$653,600.38	\$616,764.06	\$549,238.90	\$563,308.00
Parks and Grounds	\$1,184,998.44	\$1,220,097.00	\$1,205,826.81	\$1,210,301.00
Library	\$74,045.01	\$72,406.00	\$71,823.66	\$75,206.00
Cemetery	\$256,345.28	\$261,847.00	\$246,306.02	\$257,771.00
Total Culture and Recreation	\$2,168,989.11	\$2,171,114.06	\$2,073,195.40	\$2,106,586.00
Total Department Expenditures	\$33,273,927.27	\$32,917,943.81	\$31,984,562.72	\$33,529,558.92
Change in Fund Balance	\$351,521.18	-\$9,766.81	\$1,507,937.64	\$41,785.28
Projected Beginning Fund Balance	\$4,836,789.00	\$5,188,310.18	\$5,188,310.18	\$6,696,247.82
Projected Ending Fund Balance	\$5,188,310.18	\$5,178,543.37	\$6,696,247.82	\$6,738,033.11

General Fund Revenues



General Fund Expenditures



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DRAFT

GENERAL GOVERNMENT

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 budget provided opportunities to:

- Reduce costs and improve customer service by resuming in-house management of the Civic Center and Love Hatbox Sports Complex.
- Healthcare changes resulting in decreased premiums, out-of-pocket payments and increased coverage.
- Fund retirement reserves

DESCRIPTION

The General Government budget allows for the expenditures of funds utilized in the day-to-day operations of City government not directly attributable to any single department. Examples of such expenditures include, but are not limited to, City Hall utilities, elections, copying expense, postage, and professional and technical services.

BUDGET HIGHLIGHTS

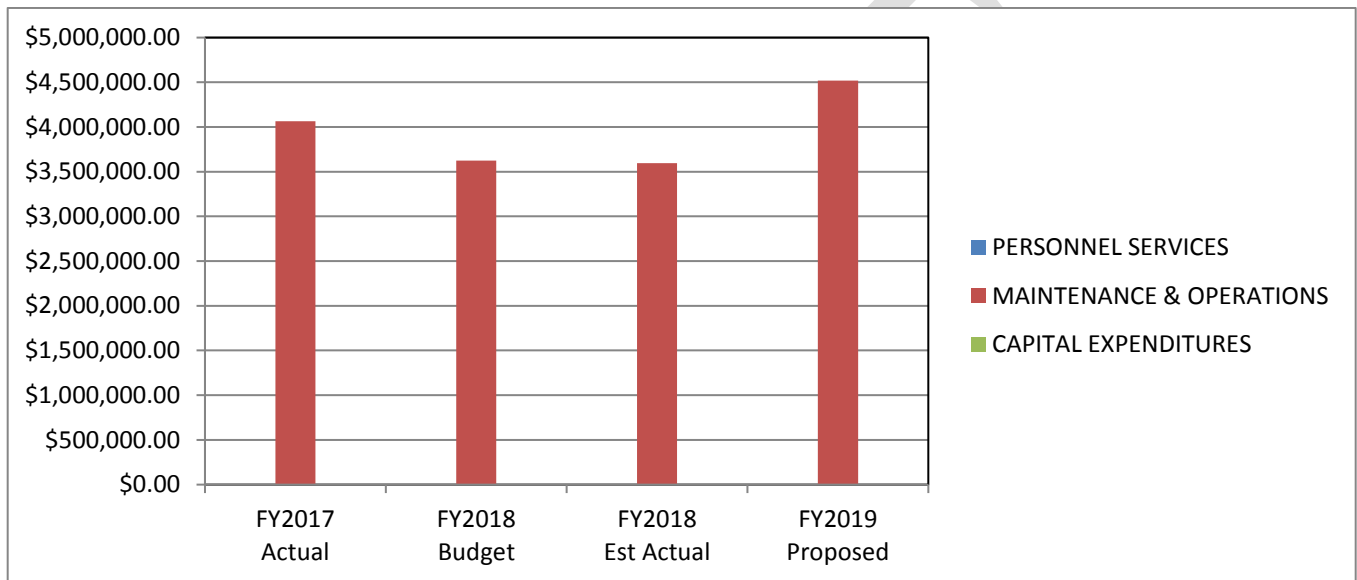
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue strategic plan updates
- Help fund operations of the MLK Community Center
- Help fund operations for Muskogee City-County Transit Authority
- Help fund operations for the E-911 Center
- Fund grant matches and retirement reserves
- Increase our abatement budget to improve city beautification

The General Government budget allows for the expenditures of funds utilized in the day-to-day operations of City government not directly attributable to any single department.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MAINTENANCE & OPERATIONS	\$4,065,853.00	\$3,625,209.64	\$3,596,440.01	\$4,517,565.00	24.62%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
No Positions Funded				

CITY ATTORNEY

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 budget provided an opportunity for the department to engage in the following activities:

- Continued operation and oversight of the City's Workplace Safety Division and assisted in significant reduction of workers compensation costs;
- Developed and implemented, in conjunction with the municipal court, the Muskogee Court Alternative, Resources and Education Services (C.A.R.E.S.), intended to reduce recidivism for crimes related to substance abuse.
- Applied for and received funding from the City of Muskogee Foundation to continue the operation of the successful adult and juvenile community service programs providing nearly **11,912 hours of community service** equating to an excess of **\$105,000.00 in outstanding fines**; and savings of more than **\$30,000 in jail costs**.
- Continued operation of the Community Intervention Center for the temporary housing of delinquent juvenile offenders;
- Actively pursued, with the assistance of the Code Enforcement Division, the successful **collection of delinquent Hotel/Motel tax payments in excess of \$15,693.51**, as well as permit enforcement collections totaling **\$99,232.50**.
- Engaged in community outreach through public speaking, and presentations on municipal initiatives and issues to foster community understanding and support;
- **Prosecuted in excess of 10,000 municipal law and code violations** through Municipal Court;
- Provided ongoing support to the Urban Renewal Authority and the Muskogee Redevelopment Authority to coordinate all necessary land acquisition and legal services necessary for the continued redevelopment of the Urban Renewal Area.

DESCRIPTION

The City Attorney's office provides comprehensive legal services to the City, its public trusts, and boards and commissions of the City. Responsibilities include providing legal advice on day-to-day internal matters, preparing ordinances and contract drafting, processing and investigating claims under the Oklahoma Governmental Tort Claims Act, prosecuting violations of City Code in Municipal Court, as well as, overseeing all litigation in which the City is a party. The City Attorney's office administers the Juvenile and Adult Community Service Program provided through a grant from the City of Muskogee Foundation. The City Attorney's Office also operates the City's Division of Workplace Safety and the Community Intervention Center. In all matters, the City Attorney's Office asserts its professionalism to act competently, honestly, efficiently, and ethically in all legal matters and interactions governing the City of Muskogee, Oklahoma.

BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

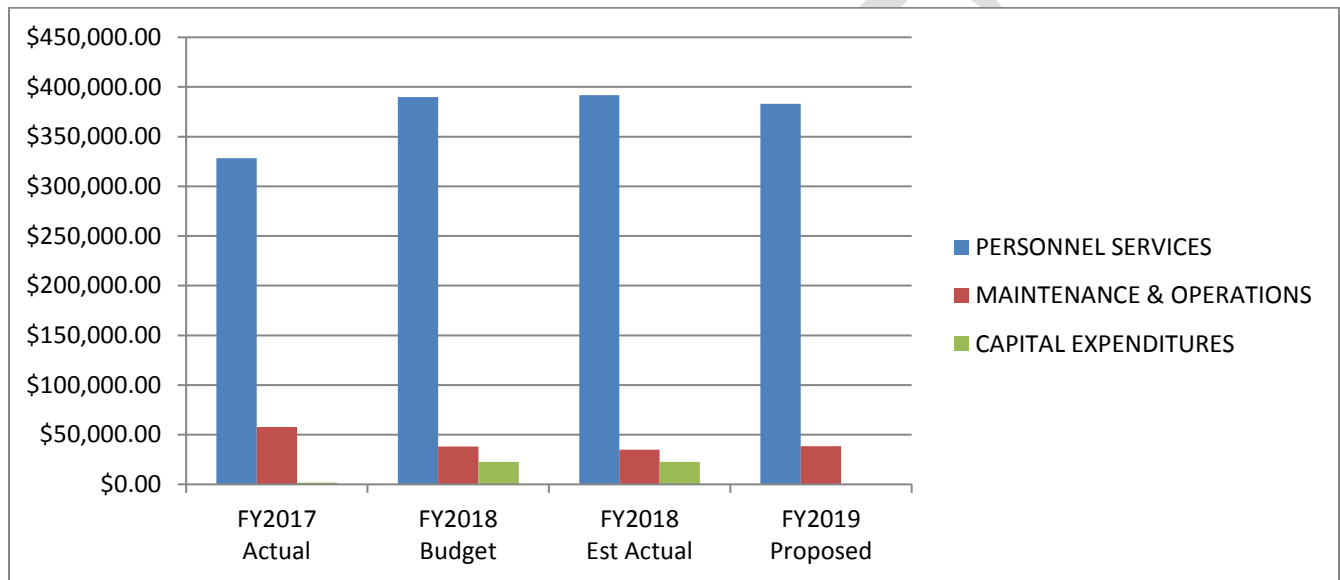
- Provide continuing legal education for all attorneys and paralegals in its employ;
- Continue to fund legal research tools necessary for efficiency;
- Hire outside counsel on matters requiring specialization;
- Continue to Improve the City's safety culture through implementation of a multi-year plan;
- Provide necessary personal protective equipment and ensure efficient distribution to employees
- In conjunction with the City Clerk's Office, begin comprehensive legal review of the City's code of ordinances to ensure state law compliance and uniformity.

Established and Implemented:

- *Muskogee C.A.R.E.S.*

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$328,305.25	\$389,962.00	\$391,689.00	\$383,160.00	-1.74%
MAINTENANCE & OPERATIONS	\$57,593.15	\$38,053.00	\$34,920.00	\$38,273.00	0.58%
CAPITAL EXPENDITURES	\$1,559.25	\$22,638.00	\$22,638.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
City Attorney	1	1	1	1
Deputy City Attorney	1	1	1	1
Assistant City Attorney Part Time	1	1	1	1
Legal Assistant	1	1	1	1
Safety Coordinator	0	1	1	1

CITY CLERK & COURT

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 budget provided opportunities to perform the following:

- The Court Division processed more than 11,500 citations and arrests in FY 17-18 averaging a total of \$146,000/month in cash receipts
- Continue improvements to Policy and Procedure manuals
- Improve technology and communication
- Continue development of agenda processing

The Court Division processed more than 11,500 citations and arrests in FY 17-18 averaging a total of \$146,000/month in cash receipts.

DESCRIPTION

The City Clerk is appointed by the Mayor and City Council, and is the official custodian of City records and oversees the operation of the City Clerk's Office, Municipal Court, and the Revenue Department. The City Clerk is responsible to keep a record of all City Council proceedings, signs and attests ordinances, resolutions, or other acts of Council. The Department also issues City business licenses, permits, and records cemetery deeds.

The Municipal Court of Muskogee is dedicated to providing adjudication of municipal ordinance violations and a fair administration of justice. This is performed with a high level of respect, efficiency, and commitment to the public. The Municipal Court is responsible for imposing and collecting costs, fines, and other penalties due the City of Muskogee.

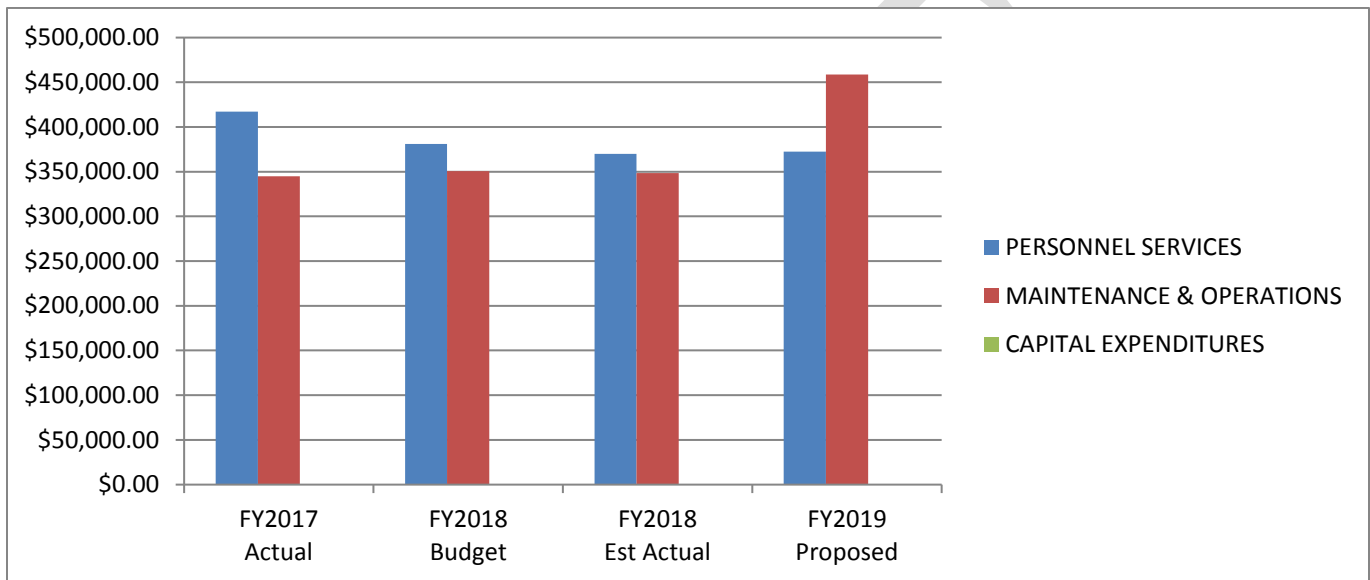
BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue to improve, maintain, and organize public records and provide a productive work environment
- Increase public awareness to open records and court procedures
- Implement procedures that focus on restoration of original documents since incorporation
- In conjunction with the City Attorney's Office, begin comprehensive legal review of the City's code of ordinances to ensure State law compliance and uniformity.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$417,047.05	\$380,982.00	\$369,784.00	\$372,495.00	-2.23%
MAINTENANCE & OPERATIONS	\$344,784.21	\$350,708.00	\$348,399.11	\$458,635.00	30.77%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
City Clerk/Support Services Dir.	1	1	1	1
Municipal Court Clerk	1	1	1	1
License and Permit Technician	1	1	1	1
City Clerk Office Administrator I	1	1	1	1
Court Clerk Administrator I	1	1	1	1
Court Clerk Office Assistant II	3	3	2	2
Municipal Judge	1	1	1	1
Part-Time Judge	3	3	3	3

CITY CLERK / REVENUE

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to perform the following:

- Purchase equipment to help deter water theft
- Provide meter technician renewal training for C and D-Waterworks Operation licensing through the Department of Environmental Quality
- Perform over 27,000 documented work orders for service, connections, disconnections, and minor repairs

DESCRIPTION

The Utility Billing Department handles responsibilities related to the billing of City services focusing on prompt, professional response to the needs of residential and commercial customers. Responsibilities of the department include managing the City's billing for water, wastewater, storm water, and refuse. Other responsibilities include establishing new accounts, finalizing customer accounts, processing of all bills, processing of all payments, customer inquiries and providing information to new and existing customers.

BUDGET HIGHLIGHTS

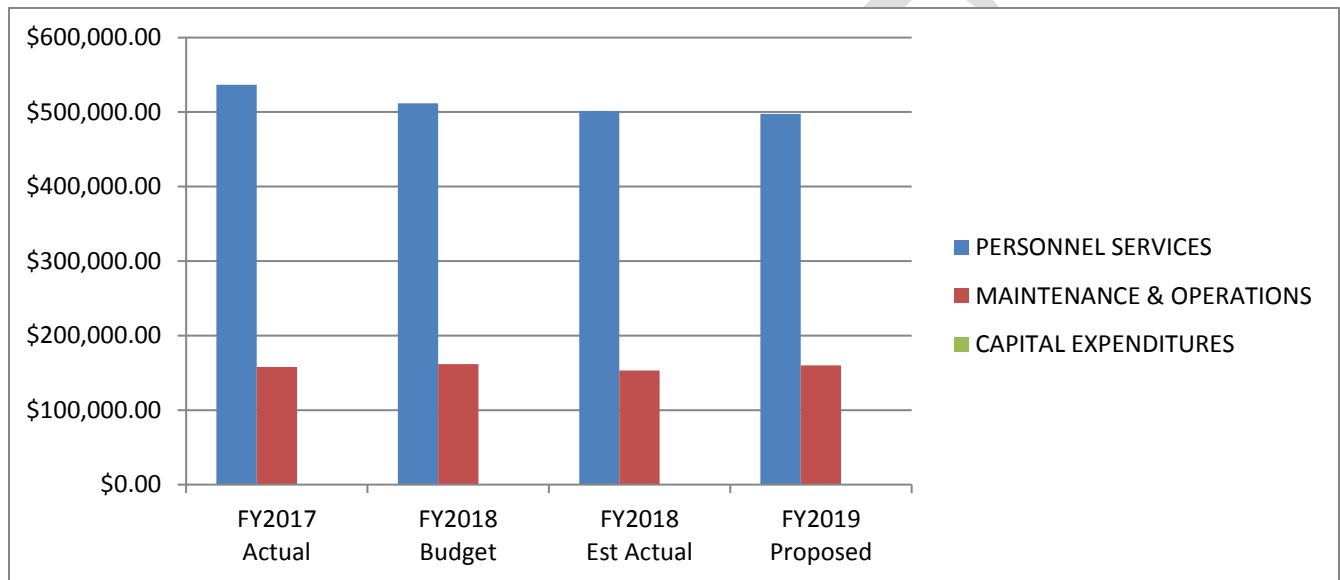
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue improvements to policy and procedure manuals
- Provide efficient, cost-effective management and operation of the Revenue Division
- Provide job-related educational opportunities through seminars and workshops

Continue to improve customer service through advanced processes and technology.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$536,758.54	\$511,628.00	\$501,516.00	\$497,609.00	-2.74%
MAINTENANCE & OPERATIONS	\$157,996.24	\$161,525.00	\$153,256.35	\$160,180.00	-0.83%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
UTILITY REVENUE MANAGER	1	1	1	1
UTILITY FIELD TECHNICIAN II	1	1	1	1
UTILITY CLERK II	1	1	1	1
UTILITY BILLING COORDINATOR	1	1	1	1
UTILITY FIELD TECHNICIAN I	3	3	3	3
UTILITY CLERK I	3	3	2	2
CASHIER	2	2	2	2
UTILITY CLERK RECEPTIONIST	1	1	1	1

CITY MANAGER

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 budget provided opportunities to:

- Completely repave 43rd and 45th Streets
- Finish out the new Hatbox Barns for livestock and other events
- Implemented a plan for replacement of Police vehicles
- Downtown Master Plan adoption
- 3rd & Columbus new parking lot
- Water system improvements, including the water model
- Implementation of a new time and attendance system

DESCRIPTION

Mike Miller has served as City Manager since October 2016. As City Manager, Mr. Miller directly reports to the Mayor and City Council and administers all affairs as directed by the City charter. His duties are as follows:

- Responsible for all city employees under his authority
- Directs and supervises the administration of all City departments
- Attends all City Council meetings and shall have the right to take part in discussion, but shall not vote
- Ensures that all laws, provisions of this Charter and acts of the Mayor and City Council (under his or his subordinates' authority) are faithfully executed
- Prepares and submits an annual budget and capital program for City Council approval
- Submits a complete financial and administrative activities report to the City Council at the end of each fiscal year, ensuring the City Council is abreast of the City's financial condition and future needs
- Submits reports, as required, to the City Council concerning the City department operations, offices and agencies under his direction and authority
- Performs other duties as specified in this Charter or required by the City Council

The mission of the City Manager's Office is to provide effective leadership in the support of the policies identified by the Mayor and City Council.

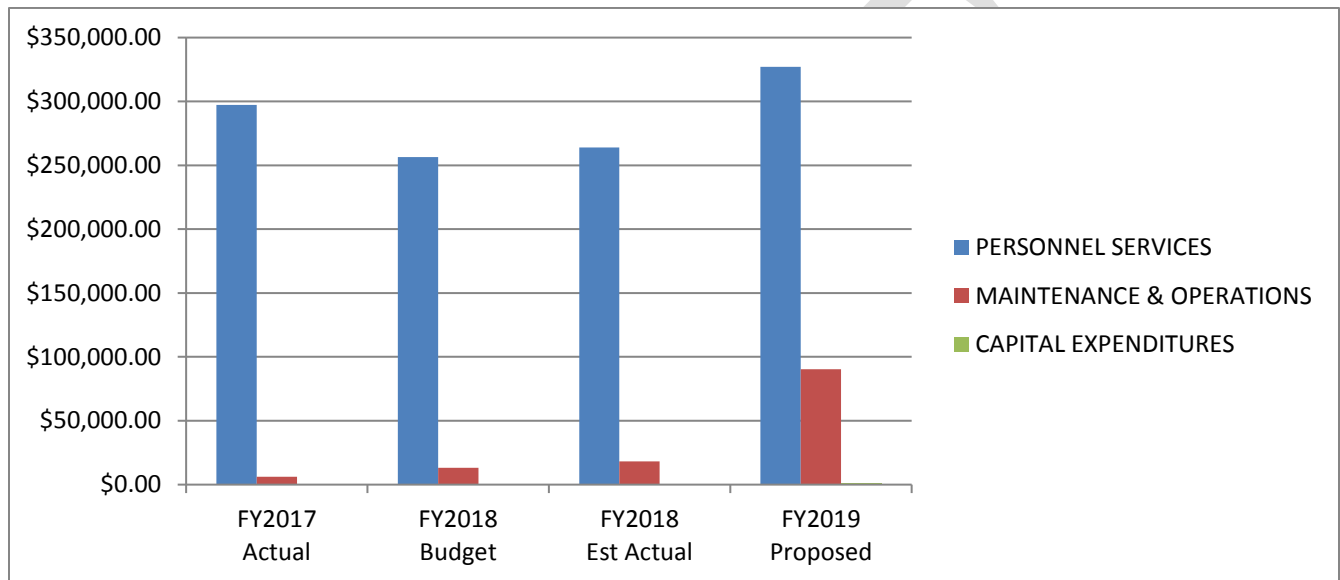
BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 provides for:

- Additional funding for city beautification through increased abatement budget and new equipment
- A proactive facilities budget that allows for preventive maintenance
- Expense savings through in-house operations of Love Hatbox Sports Complex and the Civic Center
- Increased discretionary funding for streets
- More money for water and sewer infrastructure improvements

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$297,199.30	\$256,520.00	\$264,037.00	\$326,991.00	27.47%
MAINTENANCE & OPERATIONS	\$6,169.59	\$13,285.00	\$18,177.11	\$90,263.00	579.44%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$1,500.00	



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
CITY MANAGER	1	1	1	1
ASST CITY MANAGER	0	1	1	1
EXECUTIVE ASSISTANT	1	1	1	1
SAFETY COORDINATOR	0	1	0	0
EXECUTIVE ASSISTANT TO ASST. CITY MGR	0	0	0	1

FLEET MANAGEMENT

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 budget provided opportunities to:

- Purchased a more advanced diagnostic scanning station for heavy-duty vehicles.
- Continue training program for the technicians and staff.
- Updated key pieces of equipment such as: Gradall, flusher and grapple trucks.
- Implemented first phase of GPS tracking on approximately 40 city vehicles.
- Purchased thirty 2018 Dodge Chargers for the Police Department.

Chosen as one of The 100 Best Fleets in North America for fifth year in a row.

The City of Muskogee's Fleet Management Department takes pride in maintaining the entire city fleet. We understand how valuable our job is in keeping the city vehicles and equipment moving and in good repair so that the other departments can go out into the community and do their jobs more effectively.

DESCRIPTION

The City's Fleet Management Department (FMD) operates a centralized maintenance program for City vehicles and equipment. This program provides regular preventive maintenances as well as unscheduled repairs through internal maintenance operations and contracted services with commercial vendors. In addition, FMD is responsible for providing fuel, oil and grease to all on-road and off-road City equipment and provides on-site maintenance services for off-road and heavy equipment. Other responsibilities include collision repairs, assisting other departments with skilled services and fleet management services.

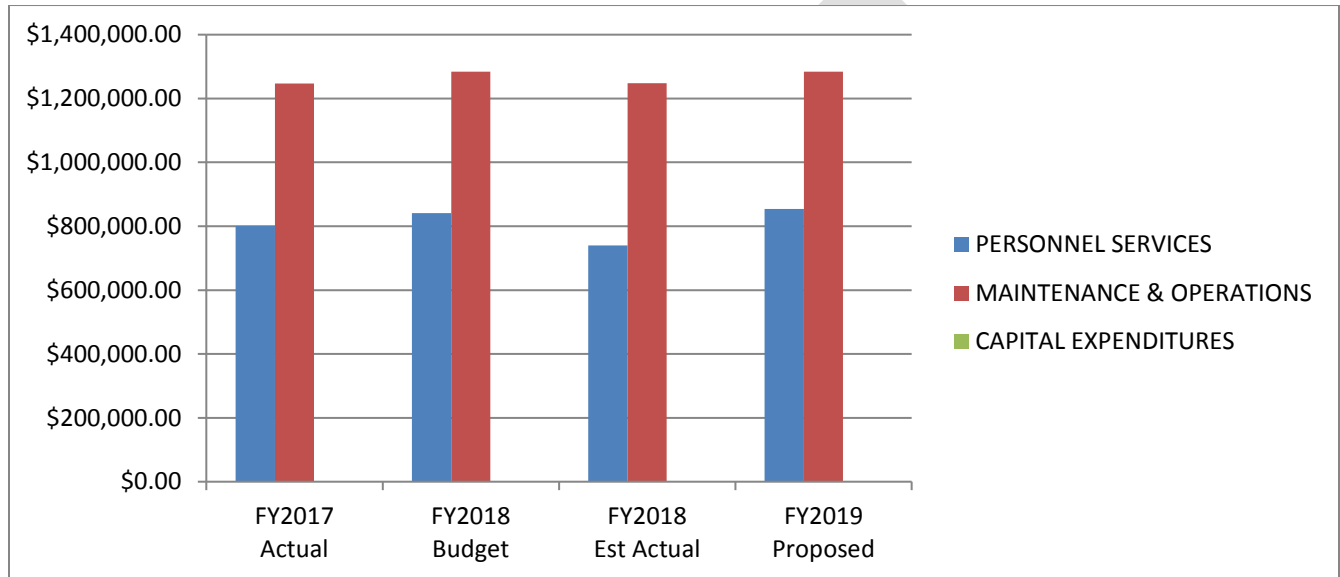
BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue to purchase additional tools and equipment within capital outlay budget.
- Continue training program for technicians and staff.
- Purchase an advanced diagnostic scanning station for light duty vehicles.
- Replace 1 vehicle within the Fleet Management Department.
- Complete the fenced parking area to better secure overnight vehicles.
- Implement second phase of GPS tracking on city vehicles

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$801,399.66	\$840,779.00	\$739,543.00	\$854,564.20	1.64%
MAINTENANCE & OPERATIONS	\$1,247,064.07	\$1,284,502.00	\$1,248,302.00	\$1,283,752.00	-0.06%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
EQUIP MGMT DIRECTOR	1	1	1	1
GARAGE SUPERVISOR	1	1	1	1
VEHICLE & EQUIP MGMT LEADER II	1	1	1	1
AUTOMOTIVE MECHANIC III	1	0	0	0
AUTOMOTIVE MECHANIC II	9	9	9	9
AUTOMOTIVE MECHANIC I	3	3	3	3
AUTOMOTIVE SERVICE TECHNICIAN	2	2	1	1
OFFICE ASSISTANT II	1	1	1	0
VEHICLE & EQUIP MGMT PARTS CLERK	1	1	1	1
EQUIP MGMT OFFICE ADMIN I	0	0	0	1

FACILITIES MANAGEMENT

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2018-2019 budget provided opportunities to:

- Complete over 3000 maintenance service requests City wide.
- Replace Civic Center Cooling Tower.
- Install a new server in the Energy Building Integrator which controls the HVAC mechanical systems city wide.
- Improve conditions of boilers and air handlers at city hall and civic center
- Improved the lighting downtown Muskogee on the decorative street lights
- Installed new LED lighting throughout the city of nine different Facilities
- Involved in and install or had installed a new floor for the civic center
- Update the Maintenance Management software that will help Facilities Management become more efficient in communicating with city staff

DESCRIPTION

The Department of Facilities Maintenance is responsible for ensuring that the maintenance of all City facilities is continually completed to the highest standards, through effective building maintenance programs and long range planning. We ensure that City buildings are safe, effective, reliable, code compliant, aesthetically pleasing and environmentally friendly, while being as cost effective as possible.

City of Muskogee owns and maintains over 150 buildings and structures. In addition to the maintenance and repair of these existing facilities, we are responsible for and committed to the design and construction management of new City facilities.

BUDGET HIGHLIGHTS

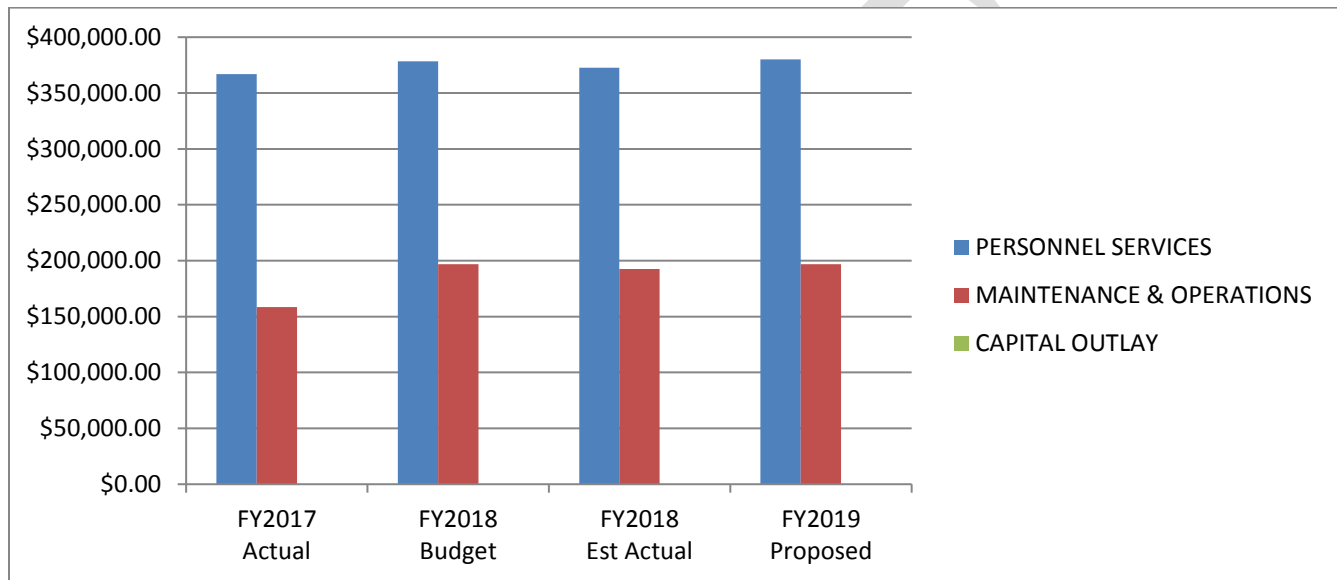
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Improvements in the Emergency Management Building for Public Works Department.
- Improvements at the Water Distribution Facility.
- Repair and preventative maintenance of 26 power back-up generators located throughout the City of Muskogee with a new maintenance agreement.
- Employees will receive training as needed in electrical, plumbing, mechanical and other areas pertaining to maintenance.
- In the process of changing all lighting to LED lighting in the City
- Renew Maintenance Agreements for chillers and boilers for Civic Center, City Hall and Library.
- Improving function of downtown decorative city lights.
- Improve Security at City Hall, by implementing glass walls in the foyer and cameras throughout.

The mission of the Facilities Maintenance Department is to provide quality services in an efficient and professional manner to ensure building safety and comfort, maintaining all City Facilities in a clean, efficient, safe, and responsible manner.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$367,043.68	\$378,376.00	\$372,774.00	\$380,155.00	0.47%
MAINTENANCE & OPERATIONS	\$158,403.64	\$196,890.00	\$192,445.00	\$196,890.00	0.00%
CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	0%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
FACILITIES MAINTENANCE MANAGER	1	1	1	1
FACILITIES MAINTENANCE MECHANIC II	1	1	1	1
FACILITIES MAINTENANCE MECHANIC I	1	1	1	1
FACILITIES MAINTENANCE WORKER I	7	6	1	1
FACILITIES MAINTENANCE WORKER III	1	0	2	2
FACILITIES MAINTENANCE COORDINATOR	0	1	1	1
FACILITIES MAINTENANCE TECHNICIAN	1	1	2	2
CUSTODIAN	2.5	0	0	0
FACILITIES MAINTENANCE LEADER III	1	1	0	0

FINANCE

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 budget provided opportunities to:

- Coordinate the annual audit of the City financial statements
- Provide timely, accurate, and transparent reporting of financial information
- Provide accounting services, debt service payments, compliance and new issuances, and financial management services
- Added a Financial Statistical Analyst

DESCRIPTION

The Finance Department manages the fiduciary responsibilities of the City by providing control and recording the City's financial activity, thus ensuring transparency through accurate and reliable information available for public review, and compliance with state and local laws and regulations. Responsibilities of the department include the review and monitoring of financial activity, payroll, recording of investment activity, coordination of the annual audit, and reporting by various government agencies.

BUDGET HIGHLIGHTS

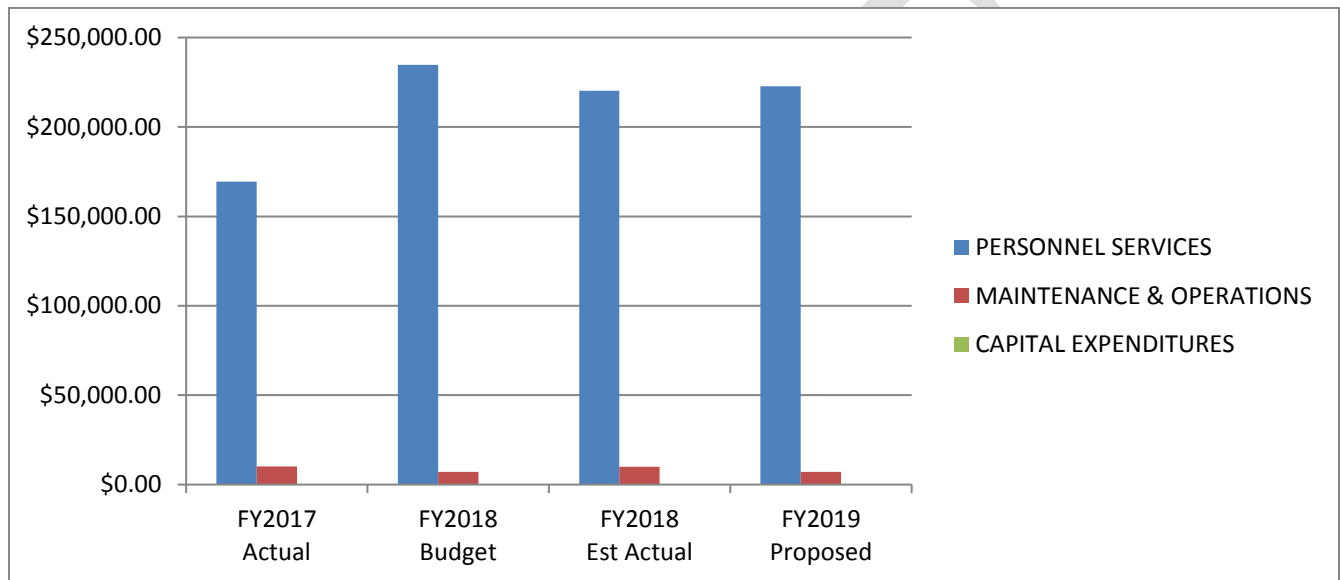
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Provide coordination of the City's annual financial audit
- Provide reporting of financial information
- Assist in preparing the annual budget for Council review and approval

*Managed and responsibly
administered Muskogee's revenues
and expenditures resulting in a
transparent and efficient fiscal policy
and complete compliance with state
law as substantiated by an
independent auditor's opinion.*

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$169,387.70	\$234,683.00	\$220,164.00	\$222,764.00	-5.08%
MAINTENANCE & OPERATIONS	\$10,236.88	\$7,037.00	\$9,906.69	\$7,037.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
City Treasurer	1	1	1	1
Accounting Clerk II	1	1	0	0
Accounting Clerk I	1	1	0	0
Financial Analyst	0	0	1	1
Financial Support Officer	0	0	1	1

HUMAN RESOURCES

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

Fiscal Year 2017-2018 provided opportunities to:

- Solicit bids and obtain a vendor for a City-wide time and attendance system. Implementation has reduced paperwork, administrative errors and allows the City to manage its employee payroll system in a seamless and consolidated manner
- Continued to see significant savings to insurance fund and to plan participants due to expanded insurance networks and available network discounts
- Provided training opportunities to employees and provided tuition reimbursement to those attending post-secondary education
- Implement cost-savings due to implementation of a voluntary separation plan for non-uniformed employees who met certain eligibility requirements
- Distributed employee service pins and held two City-wide employee appreciation events

In support of the City of Muskogee's principles, values, vision, and mission, it our mission of the Human Resources Department to support the total operation of the city in meeting our goals through our most valuable resource – our PEOPLE.

DESCRIPTION

The Human Resources Department is responsible for coordinating the personnel administration and labor relations activities throughout the City of Muskogee. The Human Resources Department ensures all Merit System Rules, Civil Service Rules, and all Federal, State, and local laws and regulations are met. Work includes the establishment and maintenance of effective standards, policies and procedures for all personnel programs including recruitment, selection, employee/labor relations, classification and compensation, training and development, affirmative action, insurance benefits and retirement.

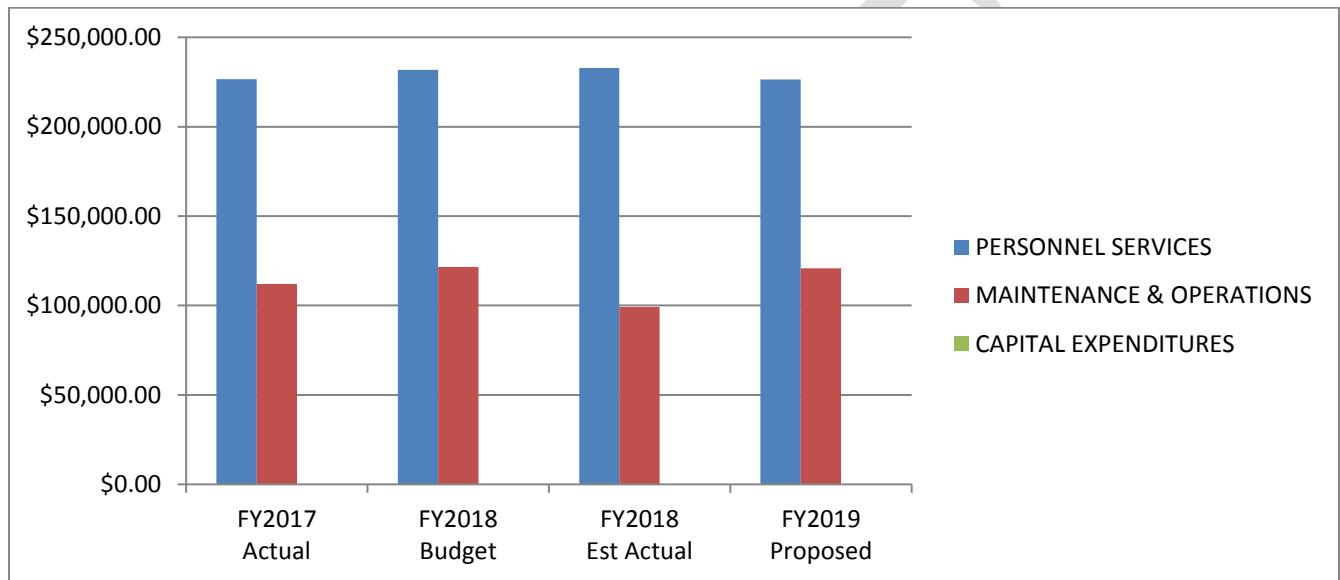
BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue the "premium holiday" reduction of 13.97% for medical insurance for the City and each employee election tier for medical insurance for May 1, 2018 through April 30, 2019, as seen in Fiscal Year 2017-2018
- Acknowledge employees for their years of service and dedication to the organization
- Provide increased training and educational assistance to employees who want to advance themselves within the organization
- Work towards administering a fair, equitable, and market driven compensation system

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$226,656.53	\$231,859.00	\$232,925.00	\$226,421.00	-2.35%
MAINTENANCE & OPERATIONS	\$112,070.51	\$121,484.00	\$99,267.05	\$120,757.00	-0.60%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
HR Director	1	1	1	1
HR Specialist	1	1	1	1
Safety Manager	1	0	0	0
Payroll & Benefits Coordinator	1	1	1	1
HR Office Assistant I	1	1	1	1
Labor Relations Consultant (Contracted)	1	1	1	1

INFORMATION TECHNOLOGY

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 budget provided opportunities to:

- Refreshed roughly one fourth of the aging technology in the City.
- Upgraded obsolete WiFi System.
- Updated server software and hardware.
- Upgraded security appliances.
- Installed centralized time-keeping system for HR.
- Upgrade various communication systems which ultimately save the City money year over year.

DESCRIPTION

The Information Technology Department provides expertise for the implementation and maintenance of technology essential to the efficient execution of services of the City. The IT Department is responsible for providing leadership and vision for new technology in support of the business goals of the organization. Security, reliability, and transparency are significant considerations for all technology related decisions.

BUDGET HIGHLIGHTS

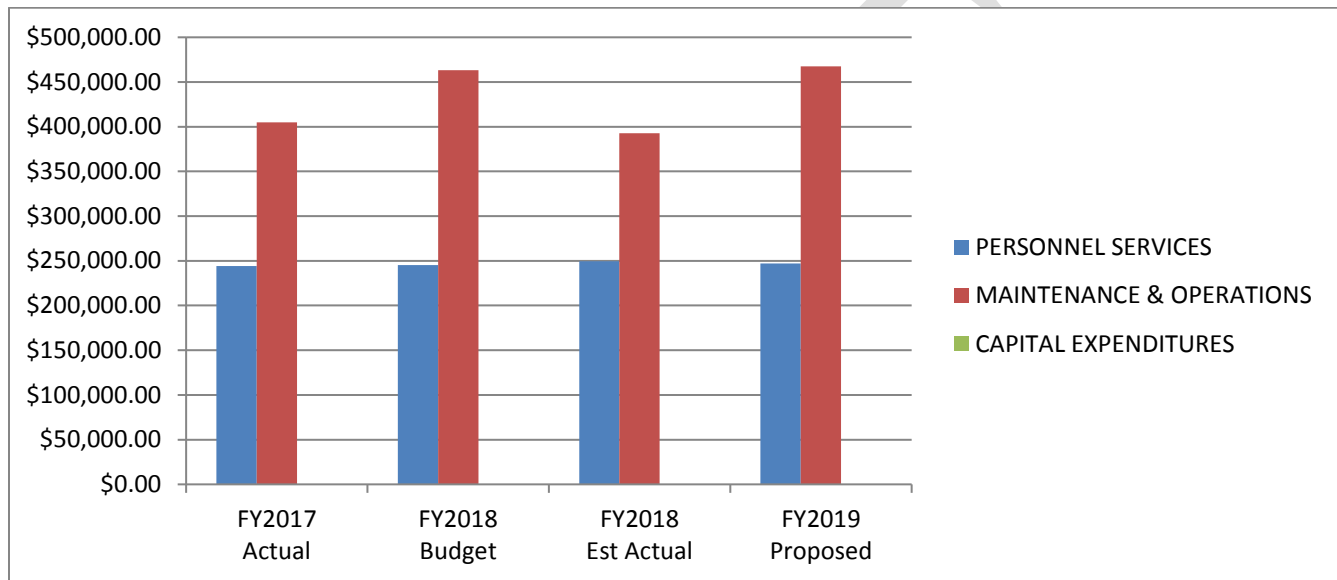
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Replace our obsolete Document Management System.
- Continue Tech refresh of very old computers and printers.
- Update iPads for council and department heads.
- Server software and hardware upgrades.
- Update camera systems.

The goal of the IT Department is to save the City time and money while enhancing productivity through up-to-date technology.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$244,341.94	\$245,166.00	\$249,699.00	\$247,215.00	0.84%
MAINTENANCE & OPERATIONS	\$404,972.81	\$463,233.00	\$392,823.63	\$467,512.00	0.92%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
INFORMATION TECHNOLOGY DIRECTOR	1	1	1	1
NETWORK ADMINISTRATOR	1	1	1	1
SYSTEM ADMINISTRATOR	1	1	1	1
DATA INTEGRITY SPECIALIST	1	1	1	1

PURCHASING / GENERAL SERVICES

General Government

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided opportunities to:

- Advertise solicitations on departments behalf.
- Complete bid specifications.
- Secure bids and quotations.
- Open, tabulate and evaluate bids and quotes.
- Prepare contracts and purchase orders.
- Maintain current pricing data on scrap and surplus.
- Manage the surplus inventory and maximize the revenues generated.

DESCRIPTION

The Purchasing Division provides a centralized system for the management of public funds expended for procurement of materials, supplies, equipment, professional, consulting, and other services, and construction via competitive pricing of the appropriate product quality for timely delivery. Purchasing also provides for transfer or disposal of surplus property.

The stated purpose of the division is to encourage competition among vendors and contractors, to provide for the fair and equitable treatment of all persons involved in public purchasing by this City, to maximize the purchasing value of public funds in procurement so that high quality goods and services may be obtained at the lowest possible price and to increase public confidence in procurement practices by providing safeguards for maintaining a procurement system of quality and integrity.

BUDGET HIGHLIGHTS

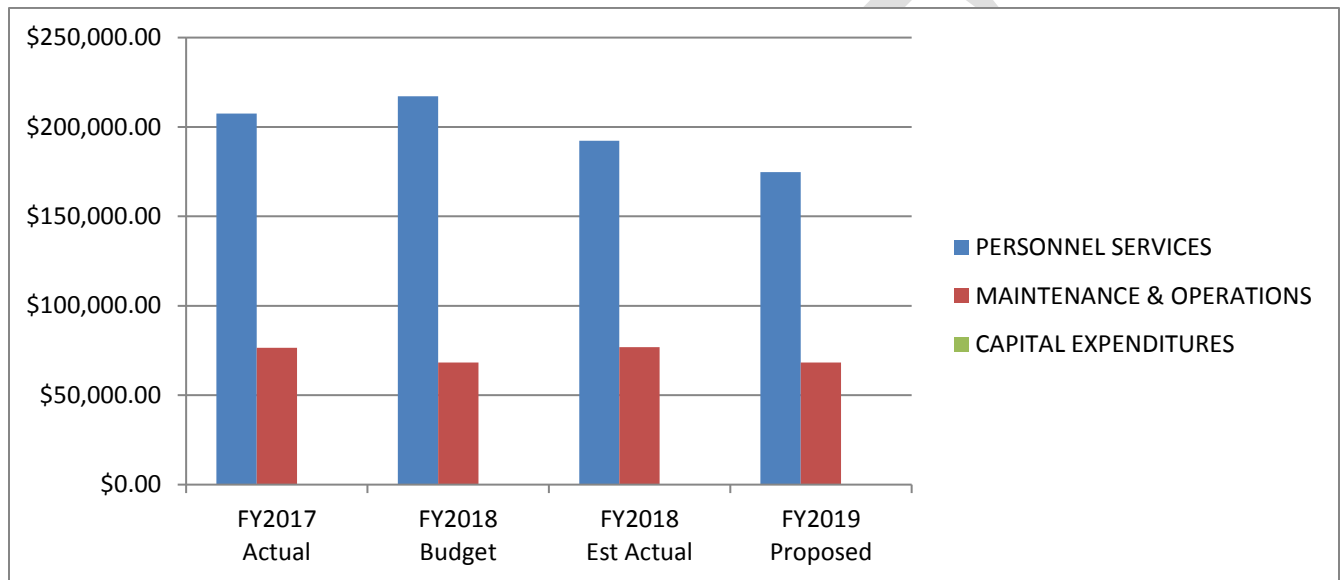
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Rewrite the Purchasing Policies and Procedures Manual.
- Combined all departments OG&E billings.
- Combined all departments Pest Control
- Combined Natural Gas Supply for six city building
- Centralized purchasing janitorial supplies and uniforms rental.
- Combined all departments ONG billings.
- Maintain Project-Contract documents.

The Purchasing Department promotes competition, impartiality, conservation of funds, and fair and open operations that ensures accountability, while seeking to realize the maximum value of every dollar.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$207,529.12	\$217,087.00	\$192,286.00	\$174,704.00	-19.52%
MAINTENANCE & OPERATIONS	\$76,474.71	\$68,248.00	\$76,883.29	\$68,244.00	-0.01%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
PURCHASING MANAGER	1	1	1	1
PURCHASING CLERK II	1	1	1	0
CUSTODIAN	2	2	2	2
CONTRACT MANAGER	1	1	1	1

PLANNING & COMMUNITY DEVELOPMENT

Planning and Inspections

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 Budget provided an opportunity for the department to:

- “Foundation 400 Demolition Program” – The Foundation 400 Demolition Program was completed in 2017. The program was funded through a grant from the City of Muskogee Foundation (CoMF) (\$800,000) and a match from the Capital Improvement Projects (CIP) funding (\$800,000) as approved by the citizens of Muskogee. Approximately 337 derelict structures have been demolished through this grant. Since the program began, there have been 557 dilapidated structures demolished with grant funds (Foundation & CDBG) or by individual property owners. A total of 744 condemned structures have been demolished or repaired.
- “Housing Incentive Program” – As a means to encourage new residential development on infill lots within the City of Muskogee, the City created the Housing Incentive Program. The Program provides cash rebates for the construction of new owner-occupied single-family dwellings, waive permit and inspection fees, provide a temporary reduced water, sewer, trash rate and storm water fees. The program is funded through a grant from the CoMF in the amount of \$500,000. Fourteen (14) of the twenty (20) projects are completed and have a Certificate of Occupancy, building permits have been obtained and the remaining funds for remaining six (6) projects have been encumbered.
- “Housing Rehabilitation & Revitalization Program” – An additional seven (7) owner occupied homes within the Original Townsite received exterior renovations through this program. This program is funded through a grant from the CoMF in the amount of \$100,000. Since the program was initiated a total of 321 structures have received exterior repairs at a cost of \$4 million.

DESCRIPTION

The City of Muskogee Planning and Community Development Department is responsible for developing, revising and administering the zoning and subdivision regulations for new development and new construction within the limits of the City of Muskogee. The Planning Department also prepares and administers community development grant applications.

Inspection Department is responsible for the issuance of all building, electrical, plumbing and mechanical permits and inspections for code compliance throughout the building process.

The Zoning Regulations are intended to promote the public health, safety, peace, morals, comfort, convenience, prosperity, order and general welfare of the citizens of the city, to lessen danger and congestion of public transportations and travel, to secure safety from fire and other dangers, to avoid undue concentration and overcrowding of land, to provide for public requirements and prevent undue encroachment thereon, and to aid in securing the intent of the comprehensive plan.

The Planning and Community Development Department provides support to the Planning Commission, Board of Adjustment, Subdivision Review Committee, Flood Plain Administration, Uniform Building Code Appeals Board, and Historic Preservation Commission, as well as, providing assistance to the Urban Renewal Authority and Economic Development Task Force.

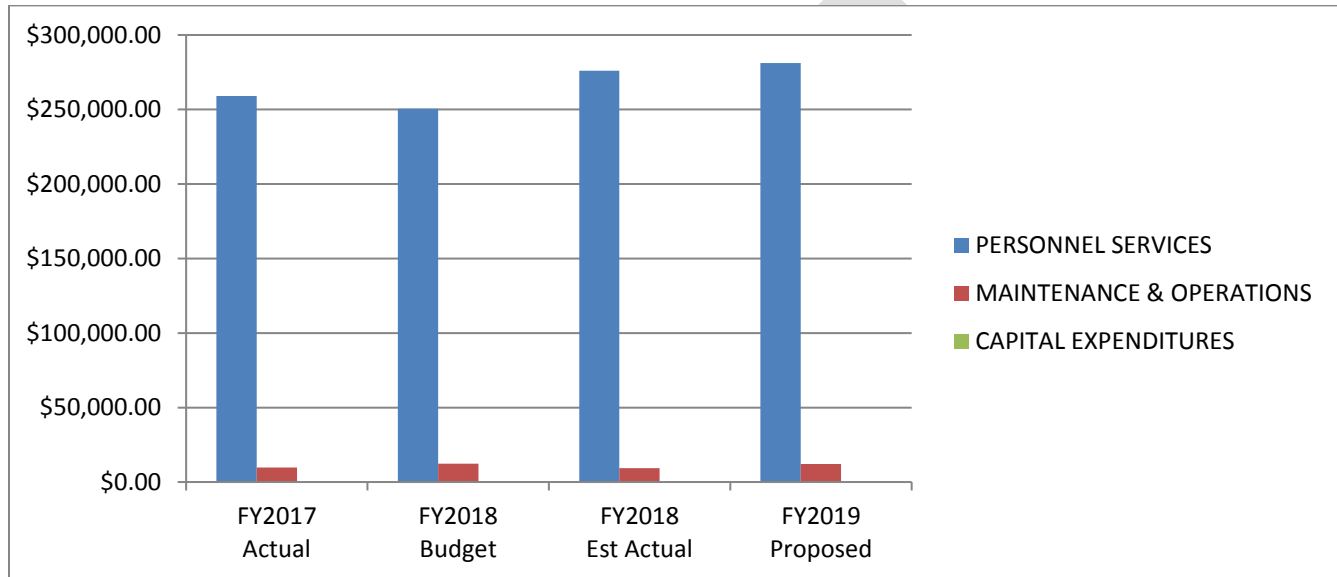
BUDGET HIGHLIGHTS

In conjunction with the Planning and Community Development Department’s normal functions, the FY 2018-2019 budget will enable the following:

- Continued training and certifications for all employees within the Planning Department and Inspection Department.
- Continued administration services of the CDBG - Demolition Program, Housing Rehabilitation & Revitalization Program and Housing Incentive Program.
- Provide administration services for the Downtown Muskogee Multi-Grant Program.

**EXPENDITURE BY CATEGORY
PLANNING AND COMMUNITY DEVELOPMENT**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$259,057.30	\$250,405.00	\$275,952.00	\$281,162.00	12.28%
MAINTENANCE & OPERATIONS	\$9,659.99	\$12,300.00	\$9,370.19	\$12,180.00	-0.98%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

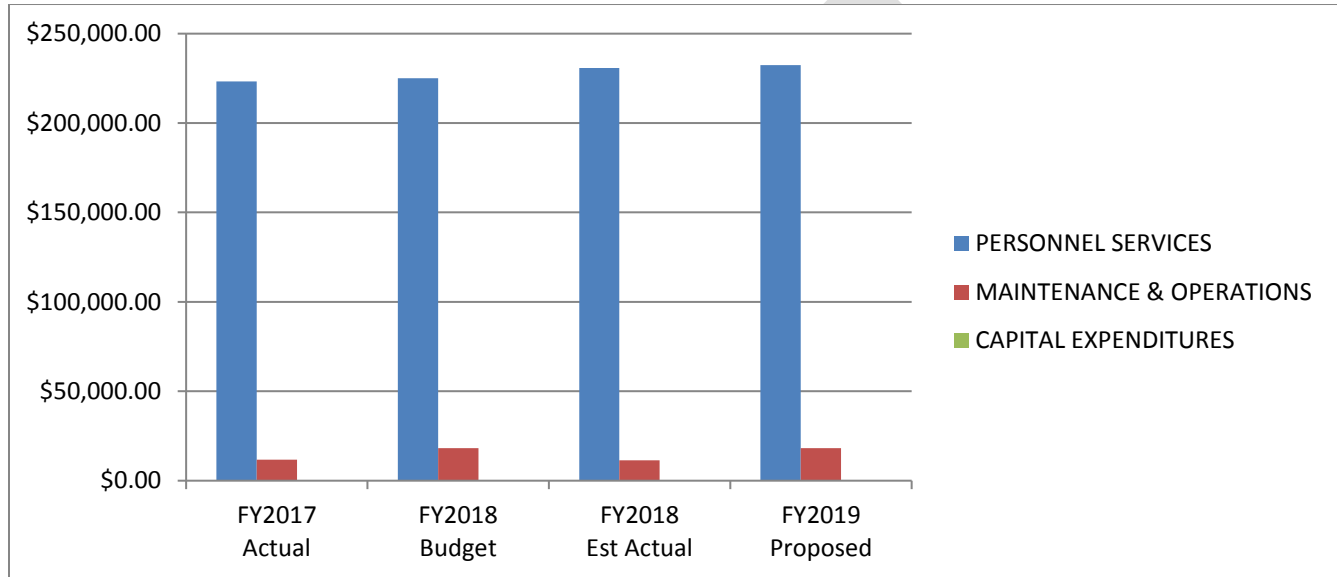


AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
DIR OF PLANNING & COMMUNITY DEV	1	1	1	1
ASST DIR OF PLANNING & COMMUNITY DEV	1	1	1	1
PLANNING & COMM DEV OFFICE ADMIN I	1	1	1	1
GIS SPECIALIST	1	1	1	1
DRAFTER/CAD OPERATOR	1	1	1	1

EXPENDITURE BY CATEGORY INSPECTIONS

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$223,358.79	\$224,987.00	\$230,856.00	\$232,427.00	3.31%
MAINTENANCE & OPERATIONS	\$11,716.87	\$18,220.00	\$11,365.36	\$18,130.00	-0.49%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
DEVELOP SERVICE SUPERVISOR	1	1	1	0
CHIEF BUILDING INSPECTOR	1	1	0	0
PLUMBING/MECHANICAL INSPECTOR	1	1	1	1
ELECTRICAL/MECHANICAL INSPECTOR	1	1	1	1
PERMIT TECHNICIAN	1	1	1	1
UNIFORM CODE & FINANCIAL INSPECTOR	0	0	0	1

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DRAFT

POLICE DEPARTMENT

Public Safety

PROJECT STATUS AND ACCOMPLISHMENTS

During the last fiscal year, the department acquired the following:

- Thirty new police cars, new light bars and new lighting systems.
- For the first very time these new units will have new prisoner transport seat that will improve officer safety as well as prisoner safety.
- All of the new police cars will have front bumper guards.
- The units and equipment cost just under a million dollars.

DESCRIPTION

The Muskogee Police Department is first and foremost a law enforcement agency. We are responsible for the protection of people's lives, their property, the maintenance of order and the lawful arrest and prosecution of any individual(s) who violate our laws.

Additionally, to more efficiently accomplish these duties and responsibilities we have created a Community Policing Policy Model and working through our Community Resource Officers that is designed to assist and help solve problems both on the community and individual level while deepening the bonds and strengthening the relationship between our officers and citizens.

Another element our department enjoys that strengthens our agencies response to crime is a continuing and strong relationship with our District Attorney's Office, the U.S. Attorney's Office, the F.B.I., U.S. Marshal's and the Muskogee County Sheriff's Department along with other state and federal agencies.

BUDGET HIGHLIGHTS

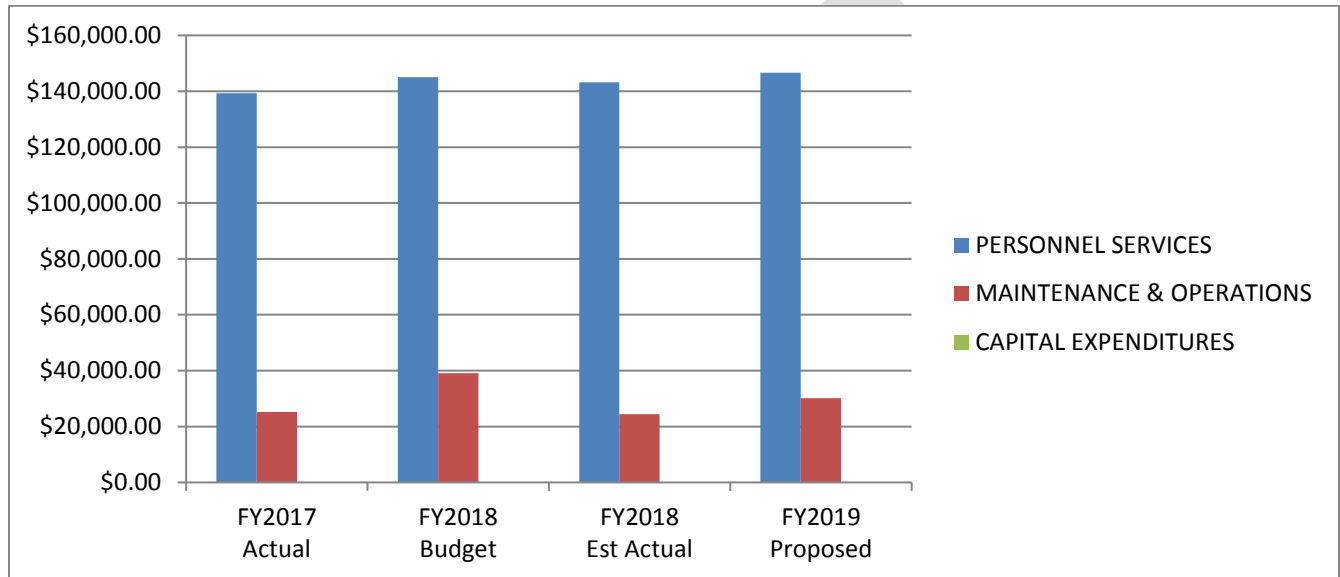
In the coming fiscal year, the department hopes to acquire:

- An "Electronic Crime Scene Laser Scanner". This laser scanner will assist our officers as well as reducing the number of officers to investigate and process a crime scene.
- This scanner will replicate a whole crime scene in a three dimensional format that will improve case management and prosecution.
- It will insure that evidence is not lost or overlooked and greatly enhances the officers ability at trial to present information and evidence through the three dimensional process.

The department has developed a strong relationship with community groups and other law enforcement agencies including the FBI, U.S. Marshal Service, the U.S. Attorney's Office, the D.E.A., as well as the local sheriff's office and other municipal police agencies in order to combat criminal activities.

**EXPENDITURE BY CATEGORY
POLICE ADMINISTRATION**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$139,316.04	\$145,026.40	\$143,190.00	\$146,581.40	1.07%
MAINTENANCE & OPERATIONS	\$25,205.21	\$39,122.00	\$24,449.05	\$30,147.00	-22.94%
CAPITAL EXPENDITURES					0.00%

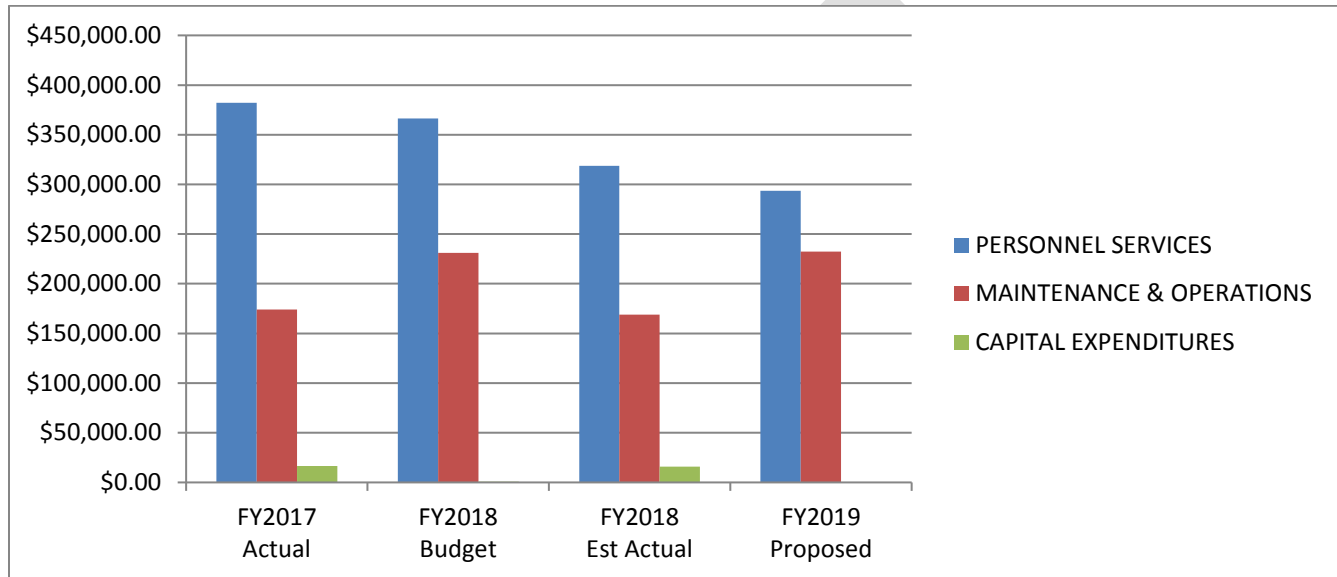


AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
POLICE CHIEF	1	1	1	1
DEPUTY CHIEF	1	0	0	0
PD OFFICE ADMIN I	1	1	1	1

**EXPENDITURE BY CATEGORY
POLICE SUPPORT SERVICES**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$382,167.67	\$366,423.00	\$318,747.00	\$293,619.00	-19.87%
MAINTENANCE & OPERATIONS	\$173,987.00	\$231,187.00	\$168,767.39	\$232,487.00	0.56%
CAPITAL EXPENDITURES	\$16,519.97	\$800.00	\$16,024.37	\$0.00	0.00%

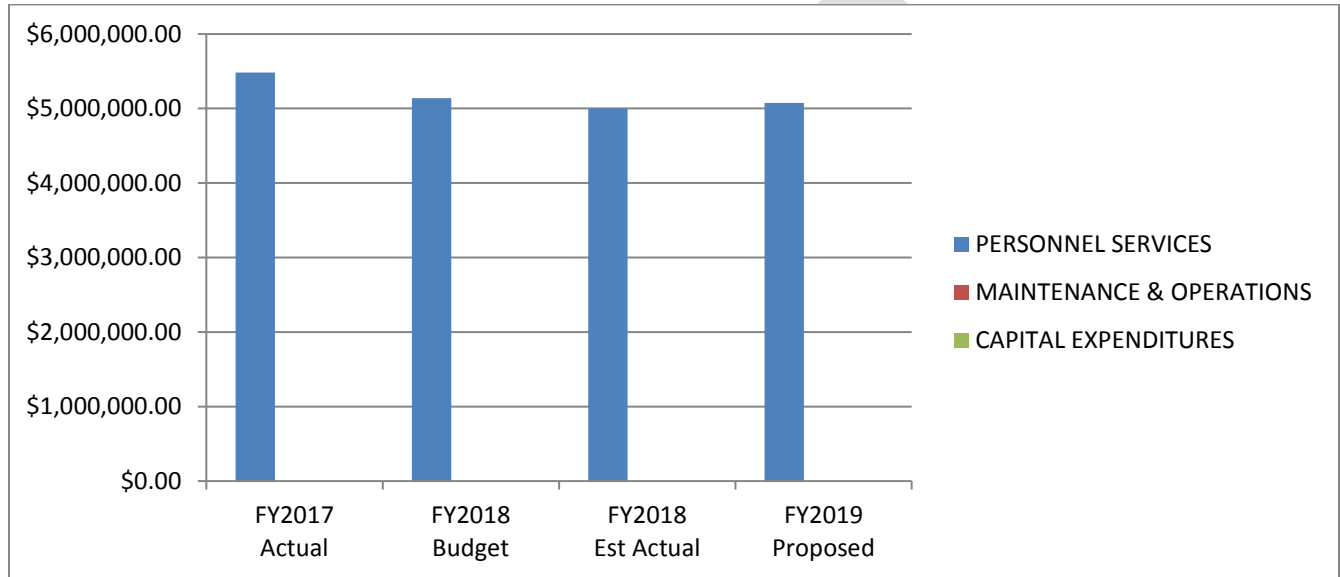


AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
DEPUTY CHIEF	1	0	0	0
LIEUTENANT	1	0	0	0
CORPORAL-SGT	1	0	0	0
OFFICERS	4	0	0	0
OFFICE ASSISTANT I	0	1	1	1
RECORDS SUPERVISOR	1	1	1	1
PD RECEPTIONIST	1	1	1	1
RECORDS ID TECH	4	4	4	3
PROPERTY & EVIDENCE TECH	1	1	1	1
PARKING ENFORCEMENT ATTENDANT	1	1	1	0

**EXPENDITURE BY CATEGORY
POLICE OPERATIONS**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$5,482,160.75	\$5,140,376.52	\$5,003,304.00	\$5,076,575.00	-1.24%
MAINTENANCE & OPERATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

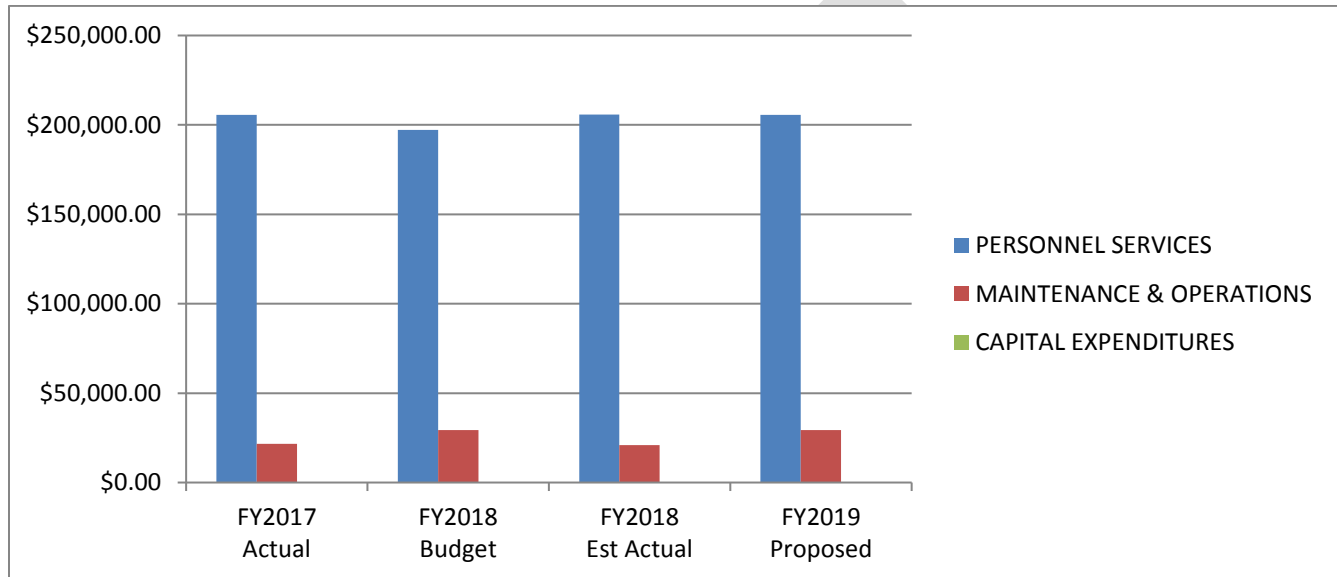


AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
DEPUTY CHIEF	1	3	3	3
CAPTAIN	3	4	4	4
LIEUTENANT	6	9	9	9
CORPORAL-SGT	8	9	9	9
OFFICERS	47	64	64	64

EXPENDITURE BY CATEGORY
ANIMAL CONTROL

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$205,683.00	\$197,250.00	\$205,749.00	\$205,559.00	4.21%
MAINTENANCE & OPERATIONS	\$21,612.00	\$29,315.00	\$20,963.97	\$29,315.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00		0.00%

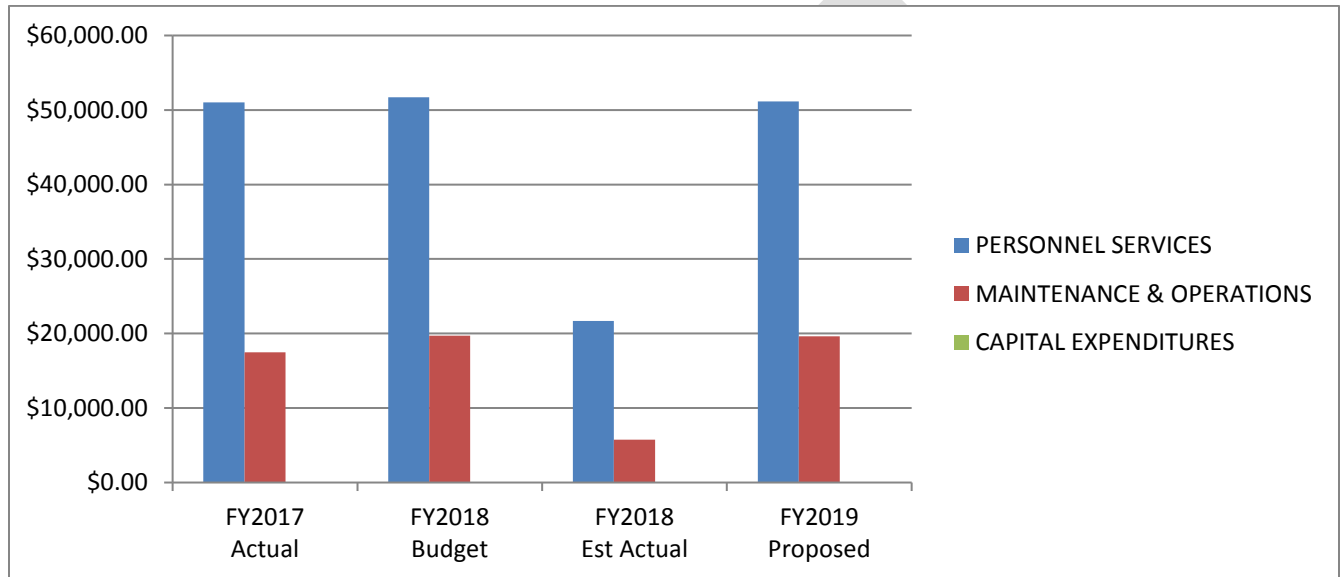


AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
ANIMAL CONTROL/SHELTER SUPERVISOR	1	1	1	1
ANIMAL CONTROL OFFICER	2	2	2	2
ANIMAL ATTENDANT	2	2	2	2

**EXPENDITURE BY CATEGORY
EMERGENCY MANAGEMENT**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$51,023.00	\$51,688.00	\$21,684.00	\$51,151.00	-1.04%
MAINTENANCE & OPERATIONS	\$17,485.00	\$19,696.00	\$5,736.00	\$19,610.00	-0.44%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00		0.00%

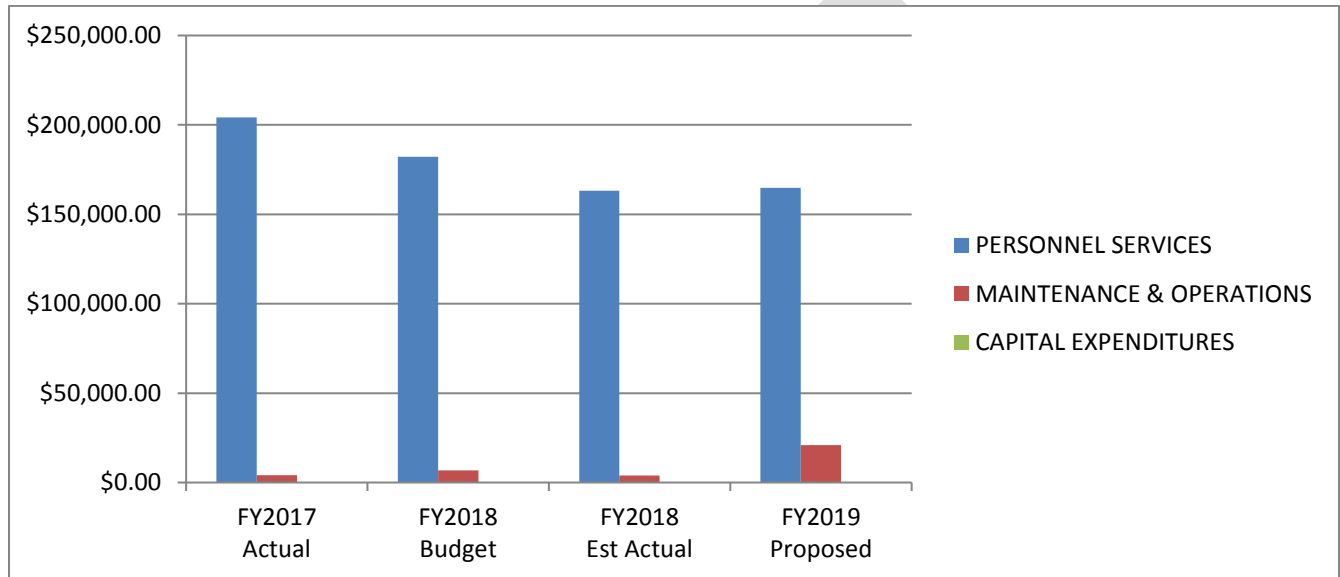


AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Emergency Mgt. Director	1	1	1	1
Volunteers	20	20	20	20

**EXPENDITURE BY CATEGORY
CODE ENFORCEMENT**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$204,256.00	\$182,117.00	\$163,262.00	\$164,752.00	-9.54%
MAINTENANCE & OPERATIONS	\$4,136.00	\$6,770.00	\$4,012.32	\$20,843.00	207.87%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00		0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
CODE ENFORCEMENT OFFICER	4	4	4	4
CODE ENFORCEMENT CLERK	1	1	0	0

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DRAFT

FIRE DEPARTMENT

Public Safety

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Replace outdated and worn wildland firefighting gear.
- Put in place a RIT (rapid intervention team) program through the purchase of equipment and training supplies.
- Make changes in recruiting and training which have aided the Muskogee Fire Department in reaching diversity goals set forth by its diversity committee.
- Replace a large number of handheld radio batteries that were beginning to fail. This was critical in providing safe communications for our firefighters.
- Match grant money awarded by FEMA through the Assistance to Firefighters Grant (AFG) program for our training center.
- Train our new Asst. Fire Marshal in many topics that he will need to perform his job as well as getting him CLEET certified.

DESCRIPTION

For over a century, the Muskogee Fire Department has protected its citizens from fires and emergencies. The Muskogee Fire Department is dedicated to providing quality, timely, and professional emergency services to those who live in, work in, and visit the City of Muskogee.

The Muskogee Fire Department is an organization of dedicated professionals who are committed to the community they serve by protecting life, property, and the environment through prevention, education, and emergency services.

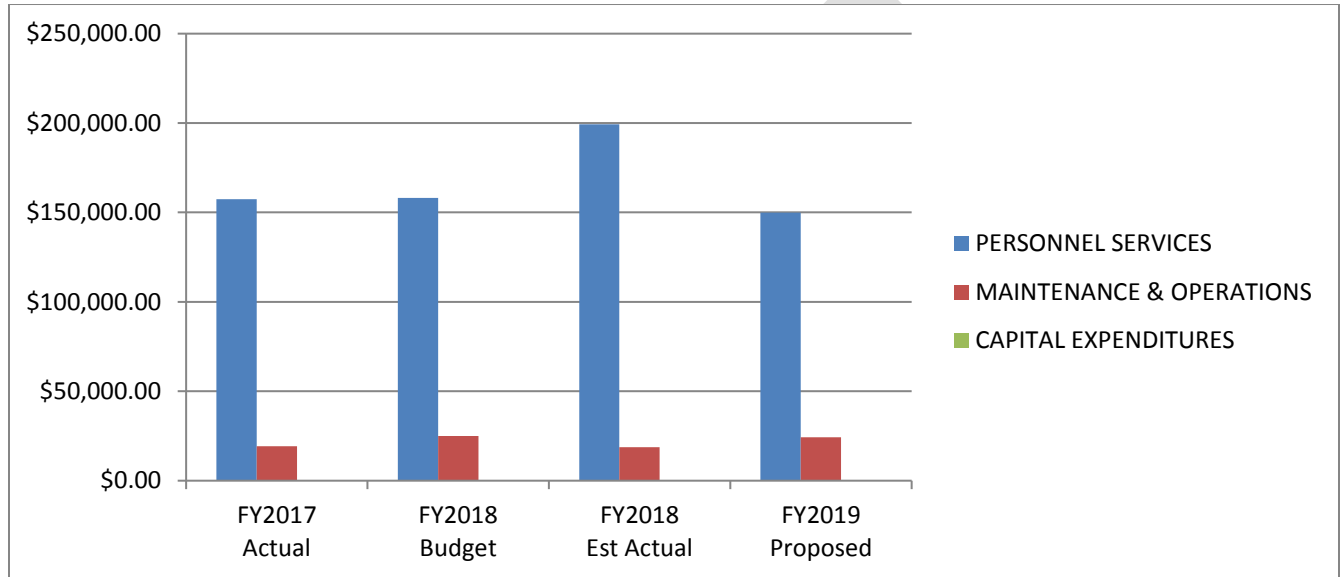
BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue replacing outdated and worn wildland firefighting gear.
- Purchase much needed fire hose and firefighting foam.
- Continue replacing outdated and damaged bunker gear.
- Put in place new training classes that we feel are very important for the continued improvement of the Muskogee Fire Dept.

**EXPENDITURE BY CATEGORY
FIRE SERVICES**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$157,358.00	\$158,200.00	\$199,331.00	\$149,937.00	-5.22%
MAINTENANCE & OPERATIONS	\$19,312.00	\$24,998.00	\$18,732.98	\$24,298.00	-2.80%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00		0.00%

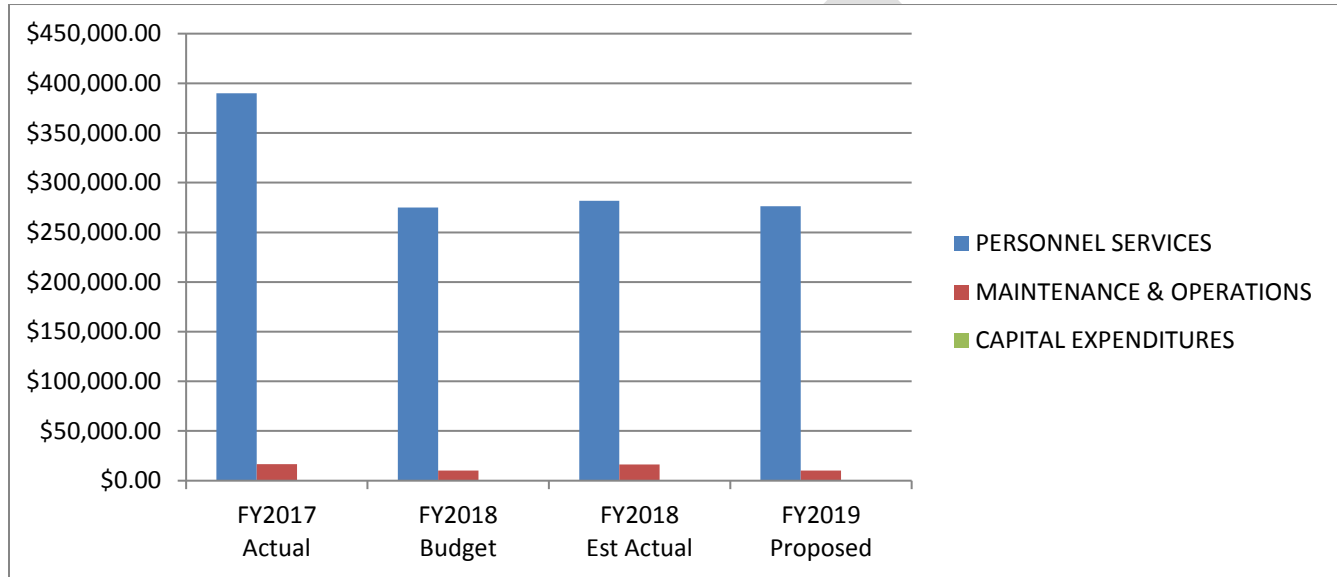


AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
FIRE CHIEF	1	1	1	1
FD OFFICE ADMIN I	1	1	1	1

**EXPENDITURE BY CATEGORY
FIRE PREVENTION AND TRAINING**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$390,126.00	\$275,041.00	\$281,884.00	\$276,261.32	0.44%
MAINTENANCE & OPERATIONS	\$16,695.00	\$10,125.00	\$16,456.15	\$10,125.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00		0.00%

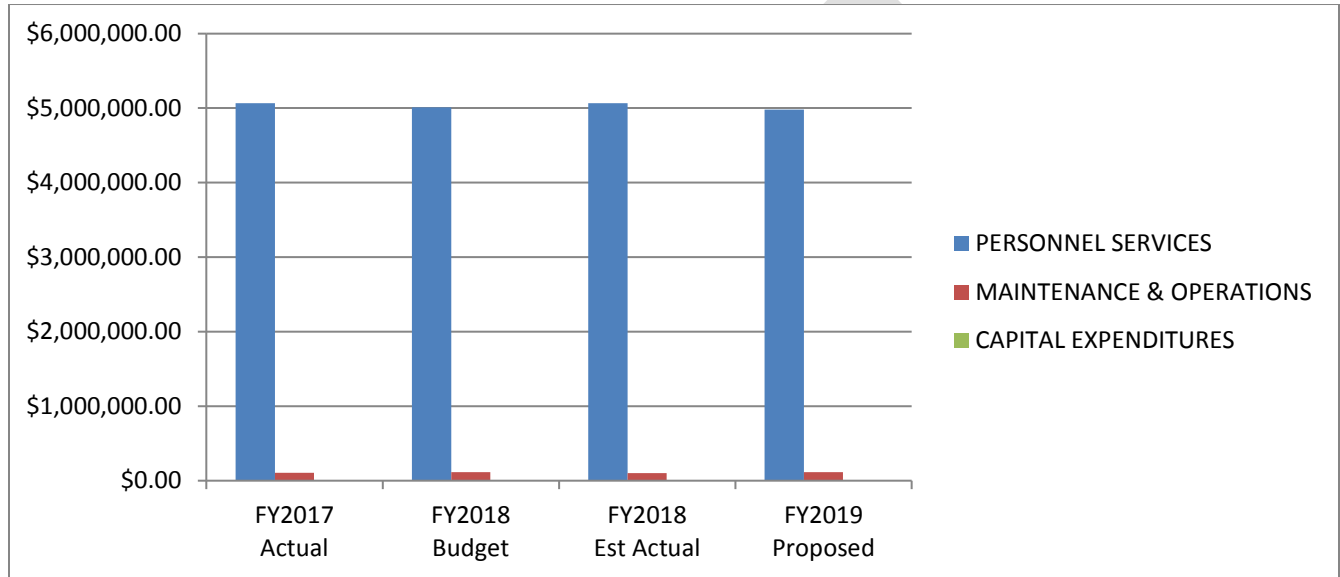


AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
FIRE MARSHAL	1	1	1	1
ASST. FIRE MARSHAL	1	1	1	1
FIRE TRAINING OFFICER	1	1	1	1
SPECIAL OP TRAINING OFFICER	1	1	1	1

**EXPENDITURE BY CATEGORY
FIRE CONTROL OPERATIONS**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$5,064,685.00	\$5,008,871.00	\$5,066,973.00	\$4,981,556.00	-0.55%
MAINTENANCE & OPERATIONS	\$106,398.00	\$115,900.00	\$103,205.59	\$115,850.00	-0.04%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00		0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
ASST FIRE CHIEF	3	3	3	3
HOUSE CAPTAIN	3	3	3	3
CAPTAIN	27	27	27	27
FIREFIGHTER DRIVER	30	30	30	30
FIREFIGHTER	26	26	26	26

PUBLIC WORKS ADMINISTRATION

Public Works

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Continue to work toward grants available for Public Works projects.
- Efficiently managed all Public Works Projects.
- Implement the Complete Streets Policy.
- Submitted an application for renewal of the Stormwater MS4 permit.
- Public Works new building across the street from the main office building – land purchased and is in progress.

DESCRIPTION

The Department of Public Works aims to promote objectives of economic development and efficient management of infrastructure for the public and the City organization. We will foster cooperation and team work with every employee empowered to work as a member of the team to improve the way we provide our services.

BUDGET HIGHLIGHTS

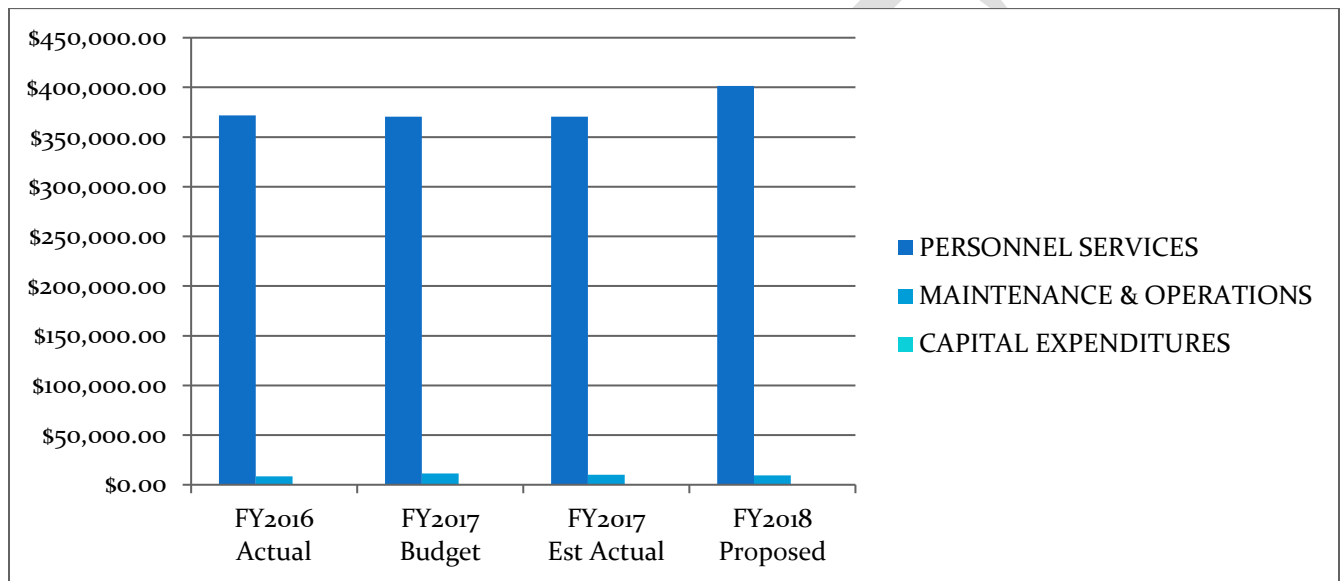
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue to foresee the long-term needs of the community in order to provide conditions which will maintain a high quality of life in the future and achieve the objectives of the organizations and of the projects that we are responsible for.
- Continue to be ultimately accountable to the citizens and must serve them in a responsible, pleasant and helpful manner, recognizing both the needs of the community and the person through our daily work.
- Continue to be fiscally responsible in the use of public funds.
- Continue to provide strategic leadership to the Construction and Property Industries.
- Continue to interpret, administer and enforce ordinances, policies and regulations governing public works functions. We endeavor to use professional judgment and discretion in order to minimize adverse impact upon individuals and businesses while achieving the intent of the law. Efficiently manage all projects..

The mission of the Public Works Department is to provide exceptional transportation, flood control, and utility services to the citizens of Muskogee.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2016 Actual	FY2017 Budget	FY2017 Est Actual	FY2018 Proposed	Percent Change
PERSONNEL SERVICES	\$371,918.00	\$370,583.00	\$370,619.00	\$401,344.00	8.30%
MAINTENANCE & OPERATIONS	\$8,621.00	\$11,400.00	\$10,000.00	\$9,583.00	-15.94%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2015	2016	2017	2018
DIR OF PUBLIC WORKS	1	1	1	1
ASST PW DIRECTOR - OPERATIONS	1	1	1	1
ASST PW DIRECTOR - UTILITIES	1	1	1	1
PW OFFICE ADMIN II	1	1	1	1
PROJECTS & CONTRACTS COORDINATOR	1	0	0	0
STREETS DIV OFFICE ASST II	1	1	1	1

CEMETERY

Public Works

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Columbarium Project complete
- Southeast corner of property improvement
- Land transferred to Muskogee County that included new fence on eastside

DESCRIPTION

Greenhill Cemetery was established in the late 1800s' although not officially until 1901. Around 1911 all bodies were removed from the burial grounds known as The Muskogee Burial Association and reinterred here in various locations. The cemetery has gone thru many changes over the last 100 plus years with many of this community's leaders finding it to be their final resting place. We currently inter 185 – 210 annually but as the trend goes more towards cremation we are learning to adapt, and strive to accommodate those who chose this method over traditional burial.

BUDGET HIGHLIGHTS

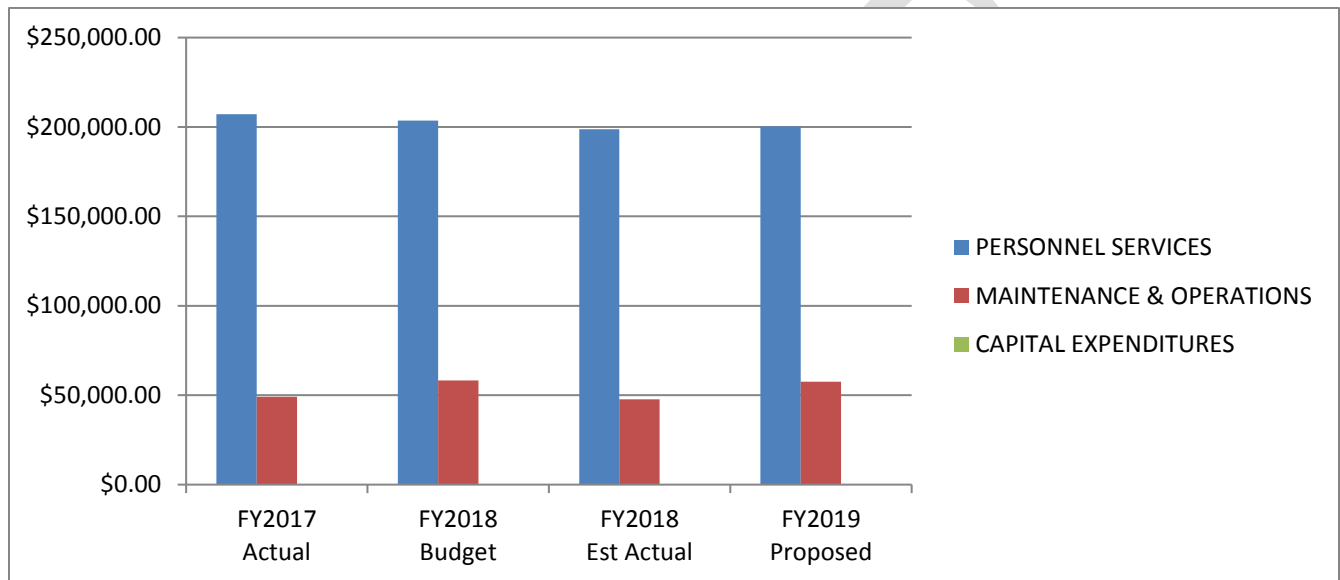
In addition to regular responsibilities, the recommended budget for FY 2018-2019 may allow the department to:

- Improve the North Fence
- Continue working towards a Bell Tower Project
- Purchase a Ground Penetrating Radar to improve the accuracy on grave locations
- Replaced current signage with more esthetic signage.

Provide a well-manicured and peaceful environment worthy of honoring the memory of loved ones lost.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$207,223.00	\$203,618.00	\$198,657.00	\$200,267.00	-1.65%
MAINTENANCE & OPERATIONS	\$49,123.00	\$58,229.00	\$47,649.02	\$57,504.00	-1.25%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
CEMETERY SUPERINTENDENT	1	1	1	1
CEMETERY MAINT WORKER II	2	2	2	2
CEMETERY MAINT WORKER III	1	1	1	1
CEMETERY OFFICE ASST I	1	1	1	1
* PART TIME	2	2	2	2

ENVIRONMENTAL CONTROL

Public Works

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Maintain 900 acres during mowing season.
- Improved the City Wide Cleanup Program to two (2) times per year.
- Improved Mayor's Azalea Cleanup Program to encourage more volunteer participation.
- Participated in the Touch-A-truck event.
- Cleaning up and restoring areas and yards after water main leak repairs.
- Held two (2) household pollutant collection events.
- Organized seven (7) free days of limb and brush drop off days.
- Maintained and improved mowing routes by adding contractors to mow Turnpike (232 acres), Shawnee Bypass, drainage ditches and the two new detention basins.

*Environmental Control Division
prides itself on helping keep
Muskogee clean by keeping ditches,
medians, rights-of-way, mowed.*

DESCRIPTION

The Environmental Control division is responsible for the mowing of all Right-of-Ways, Medians, Triangles and City owned lots within the city limits of Muskogee. The service is performed throughout the growing season. The Environmental Control division removes grass and vegetation from curbs and sidewalks in the Central Business District and on major streets.

The division also cleans up City lots, ditches, creeks and illegal dumpsites within the City limits of Muskogee. Weed control is accomplished with the use of chemicals and this is done only in specific areas with weather permitting. This department also sprays for mosquito's during the two mosquito seasons of the spring and summer months; starting in late April up to mid-July and from mid-September to the end of November.

The Environmental Control Division removes and disposes of limbs & brush that are in the street obstructing traffic, obscuring traffic signs or creating sight hazards. After a storm the limbs that have been broken or blown down from trees and are in the streets are picked up and disposed of by this division.

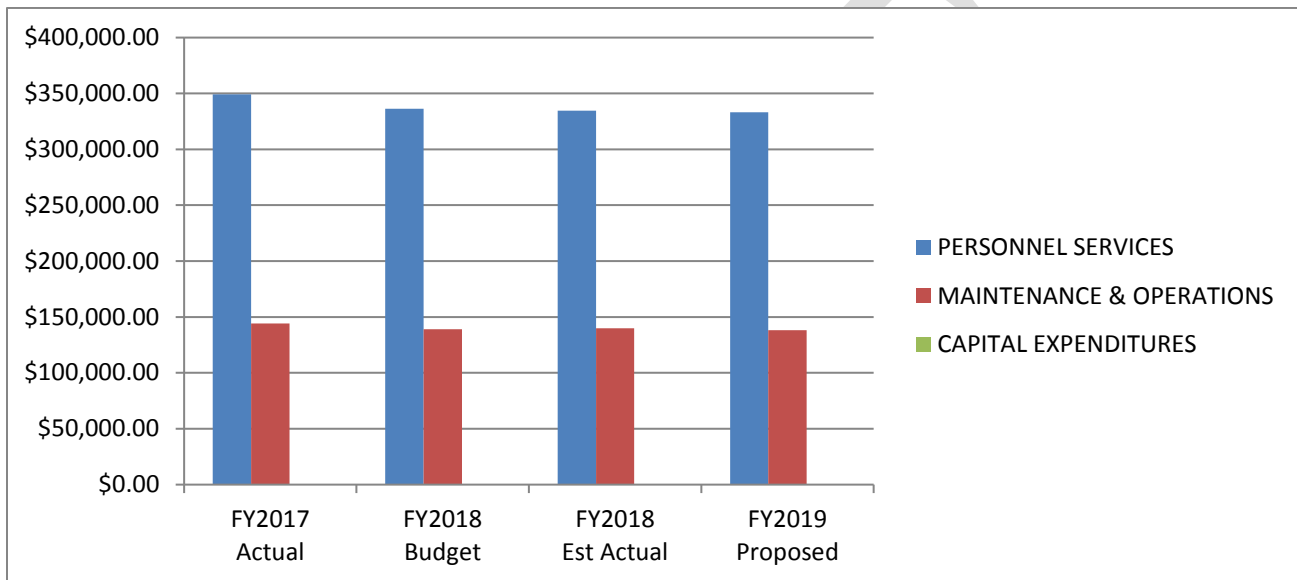
BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Maintain and improve on mowing around traffic signs.
- Be more aggressive on locating and cleaning up illegal dump sites.
- Be more aggressive on herbicide spraying on Rights-of-Way.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$349,098.00	\$336,316.00	\$334,729.00	\$333,097.00	-0.96%
MAINTENANCE & OPERATIONS	\$144,250.00	\$139,140.00	\$139,922.09	\$138,067.00	-0.77%
CAPITAL EXPENDITURES	\$210.00	\$0.00	\$203.69	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
ENV CONTROL SUPERVISOR	1	1	1	1
ENV CONTROL MAINT LEADER I	1	1	1	1
PUB WORKS EQUIPT OPERATOR I	4	4	4	4
ENV CONTROL MAINT WORKER II	2	2	1	1
ENV CONTROL OFFICE ASST II	1	1	1	1

STREETS

Public Works

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Plans for 24th Street reconstruction between Okmulgee and Shawnee are complete. Right-of-Way acquisitions are complete, utility relocations are underway and should be complete by fall of 2018.
- Participated in the Touch-A-truck event.
- Coordinate Mayor's Azalea Cleanup Program.
- Coordinate information to the Streets Improvements Advisory Commission.
- Public works new building at material yard – in progress.
- Main Street Corridor – begin a redesign of Main Street between Denison Street and Elgin. Applied for Tiger Grant – awaiting results.

DESCRIPTION

The Street Maintenance Division maintains the public streets of Muskogee including those of concrete, asphalt, chip seal and gravel. Planned services include, but are not limited to: pot hole patching, crack sealing, asphalt overlays, street utility cut repairs, gravel street maintenance, shoulder repair and stockpiling of materials. The Street Division also responds to emergency calls as situations merit.

All street lighting with the exception of the downtown streetscape lighting, within the city limits of Muskogee are maintained and repaired by OG&E. The City of Muskogee is responsible for having street lighting installed on city streets. If you would like to submit a request for a street light to be installed on a city street, please contact Public Works Department.

BUDGET HIGHLIGHTS

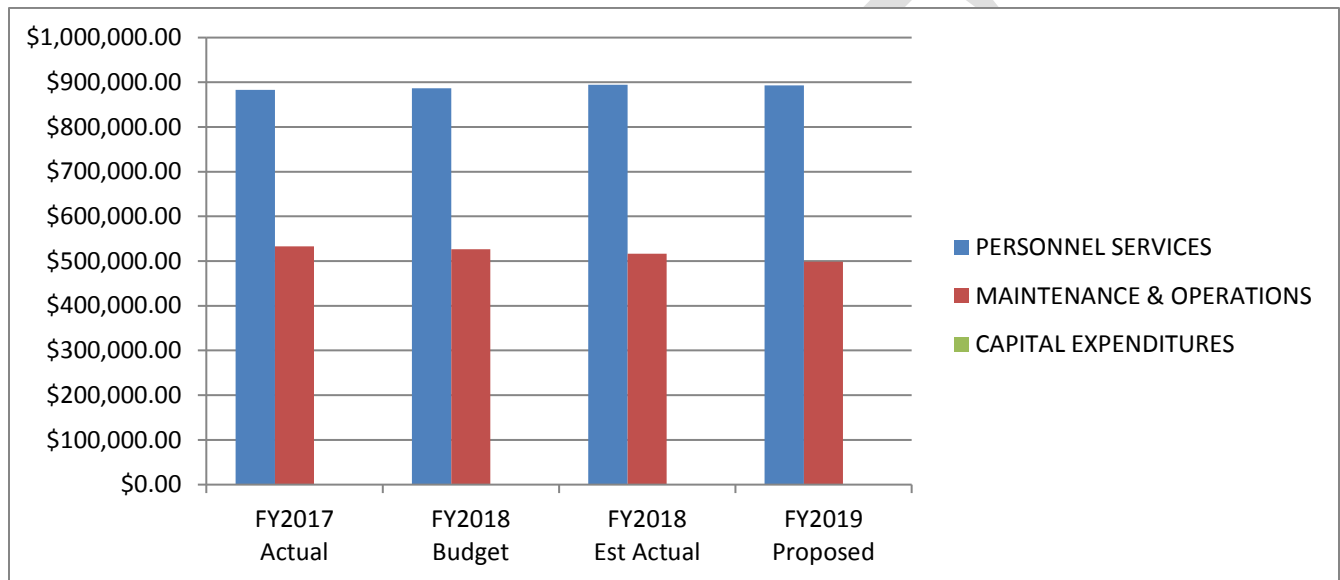
In addition to regular responsibilities, the recommended budgets for FY 2018-2019 will allow the department to:

- Chip seal or pave city streets.
- Micro-pave city streets.
- Buy new equipment.
- Sidewalk repairs.
- Maintain the Stormwater system.
- 24th Street Reconstruction Project.

The Street Maintenance Division is also responsible for snow removal, ice control, and repairs to maintain roadway conditions during inclement weather.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$883,354.00	\$886,796.00	\$894,573.00	\$892,801.00	0.68%
MAINTENANCE & OPERATIONS	\$532,730.00	\$526,535.00	\$516,748.05	\$498,541.00	-5.32%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
STREET SUPERINTENDENT	1	1	1	1
STREET MAINTENANCE LEADER II	1	1	1	1
STREET MAINTENANCE LEADER I	1	1	1	1
PUBLIC WORKS EQUIP OPERATOR II	4	4	4	4
PUBLIC WORKS EQUIP OPERATOR I	9	9	9	9
STREETS MAINTENANCE WORKER II	3	3	3	3
STREETS MAINTENANCE WORKER I	1	1	0	0

TRAFFIC ENGINEERING

Public Works

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Annual Traffic Signal Report received.
- Improve maintenance of traffic signals. Completed a more robust maintenance agreement with SignalTek for the maintenance of traffic signals.
- Set-up work zones for all city crews while performing maintenance on the streets.
- Painted crosswalks and road markings near school zones.
- Improved school signals at Parkview School to solar panels.

DESCRIPTION

The Traffic Division consists of the Traffic Signal Maintenance, Radio communication and the Sign Shop. Their duties are to provide the installation and maintenance of traffic control devices that will improve public safety for the citizens traveling the public streets of Muskogee. This is done with the use of traffic signals, school signals, signs and pavement markings within the city limits of Muskogee. Radio communications plays a part in this by letting employees keep in contact with the main office and each other.

BUDGET HIGHLIGHTS

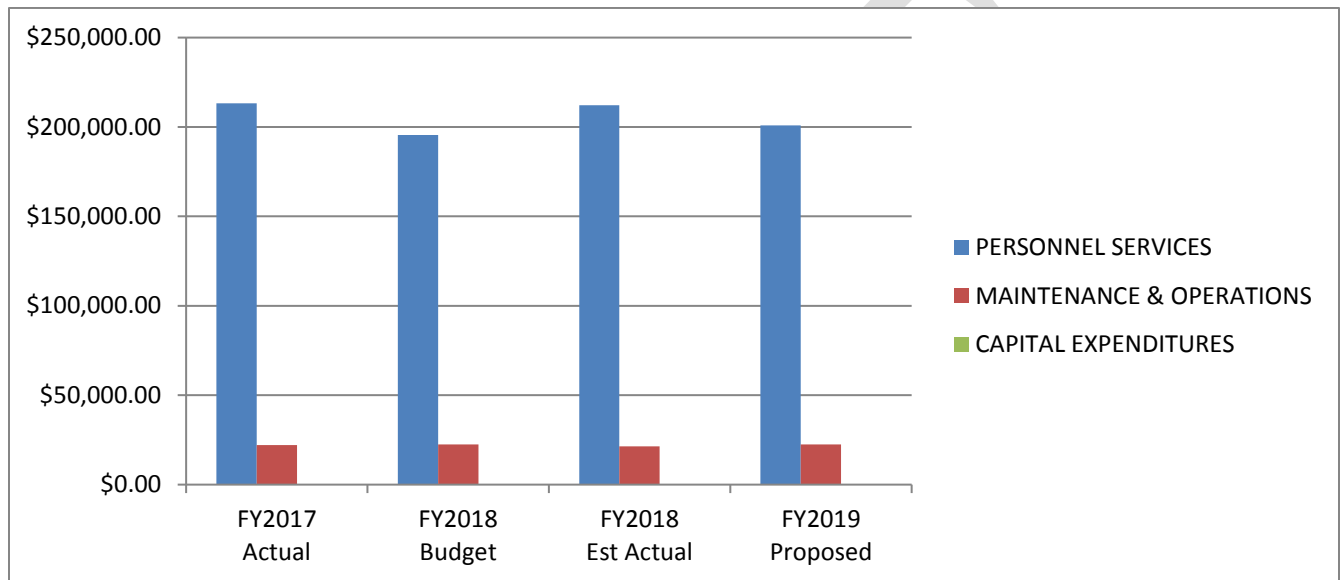
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Improve signal at Country Club and Shawnee intersection in cooperation with ODOT.
- Yearly Traffic Signal Maintenance Agreement with Signal Tek Inc.

Our Traffic Engineering Team operates traffic and pedestrian signals, traffic controls, and pavement markings city-wide.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$213,248.00	\$195,499.00	\$212,172.00	\$200,955.00	2.79%
MAINTENANCE & OPERATIONS	\$22,061.00	\$22,527.00	\$21,399.57	\$22,495.00	-0.14%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
TRAFFIC SUPERVISOR	1	1	1	1
TRAFFIC MAINTENANCE LEADER I	1	1	1	1
PUBLIC WORKS EQUIP OPERATOR I	1	1	1	1
TRAFFIC MAINTENANCE WORKER II	1	1	1	1

SOLID WASTE MANAGEMENT

Public Works

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Purchased new residential poly carts.
- Purchased new 2- yard dumpsters.
- Started fully automated collection study.
- Started transition to 2yd only commercial collection.
- Visit several nearby Cities to observe their operations.
- Recycle Center:
 - Glass 23 tons
 - Plastic 40 bales
 - Aluminum/Metal 677 tons
 - Lead Batteries 36
 - Paper 2,520 yards
 - Pollutant Events 5.32 tons
 - Tire Collections 1,882 tires

DESCRIPTION

The City of Muskogee uses a Poly Cart system for residential garbage collection. Residence will be furnished a ninety-gallon plastic cart at no additional cost. The cart is mounted on wheels, balanced so that it is easily moved when full and is not easily blown over during high wind.

The Sanitation Department will dump the Poly cart and up to five extra bags (under 35 lbs.) on residence's regular pick up day. We ask that residence roll the cart as close (within 3 ft.) to the curb or near traveled portion of the road (by 7:00 a.m.) on residences pick up morning, or the evening before, whichever is most convenient. Carts not placed on the curb will not be emptied.

We suggest returning the cart to residence house as soon as possible after it has been emptied. In the interest of a cleaner neighborhood, the city requests all refuse containers at the curb to be removed within 12 hours after being emptied. If it is left at the curb for an extended period of time, there is a possibility of the cart being stolen or damaged beyond repair. If this occurs, residence will be responsible to pay for a replacement cart (actual cost plus 10%). Ordinary repairs will be done at no cost to the customer.

Although citizens may choose to hire a license private hauler service for residential curbside collection of refuse, the City of Muskogee Sanitation Department has prided itself on the quality of work done at a low cost.

BUDGET HIGHLIGHTS

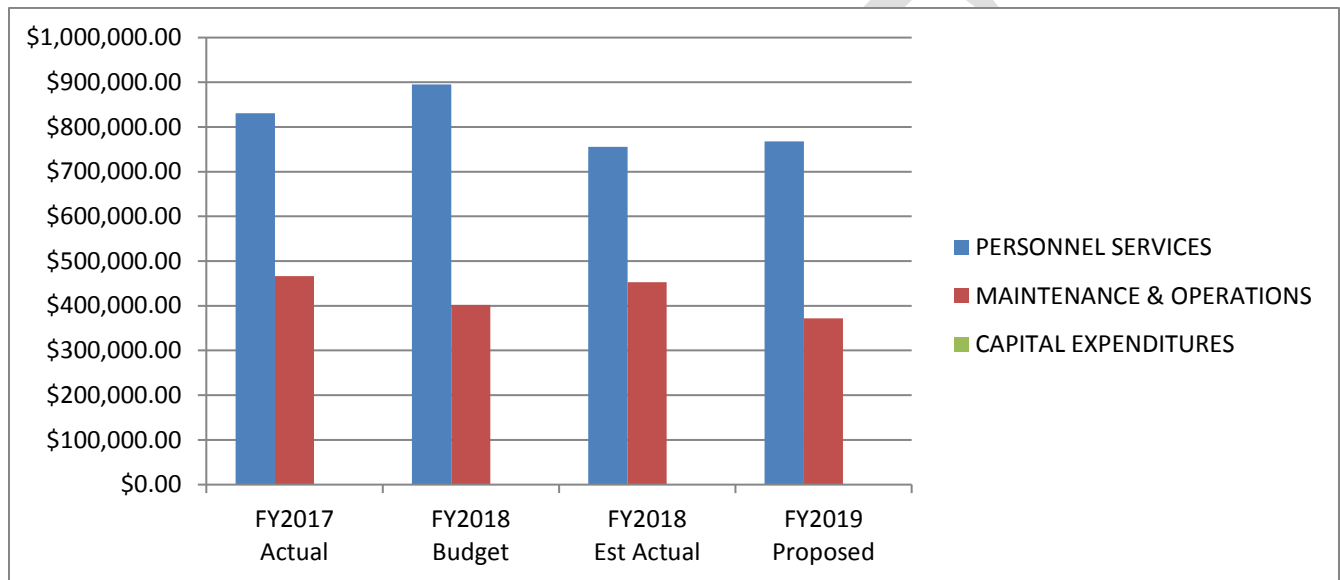
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue to update equipment in Solid Waste.
- Continue to work toward automated trucks and update new route changes to better serve the residents and commercial businesses of the City of Muskogee.
- Buy new 2-yard dumpsters.
- Buy new residential poly carts.

This division keeps Muskogee clean and environmentally safe by collecting all solid waste by disposing of it in compliance with Federal and State regulations. This division also manages the City Recycling Center.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$831,089.00	\$895,142.00	\$755,284.00	\$767,614.00	-14.25%
MAINTENANCE & OPERATIONS	\$466,505.00	\$402,135.00	\$452,509.40	\$372,090.00	-7.47%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
SOLID WASTE SUPERVISOR	1	1	1	1
SOLID WASTE MAINTENANCE LEADER I	1	1	1	1
SOLID WASTE OFFICE ASSISTANT I	1	1	0	0
SOLID WASTE PACKER OPERATOR	1	0	0	0
SOLID WASTE LABORER	2	7	4	5
SOLID WASTE OPERATOR	20	15	16	14

UTILITIES ADMINISTRATION

Utilities

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Capital and Special Projects under Construction:
 - 43rd and 45th Street completed.
 - Collection System Evaluation/Rehab-\$5.5 M
 - Water Distribution assessment from Cowan – completed, working on start of the 30" water line project to replace the 2 – 24" water lines feeding the city.
 - Civitan Drainage Basin – Bonnie Lane project – in progress.

DESCRIPTION

The department oversees all construction related to the city's infrastructure. The engineering department is dedicated to ensuring residents, investors and visitors will enjoy an excellent quality of life in Muskogee due to high standards which roads, storm water and sewer projects are held to. The engineering department coordinates the execution of construction contracts within budgetary limits and in compliance with state statutes.

BUDGET HIGHLIGHTS

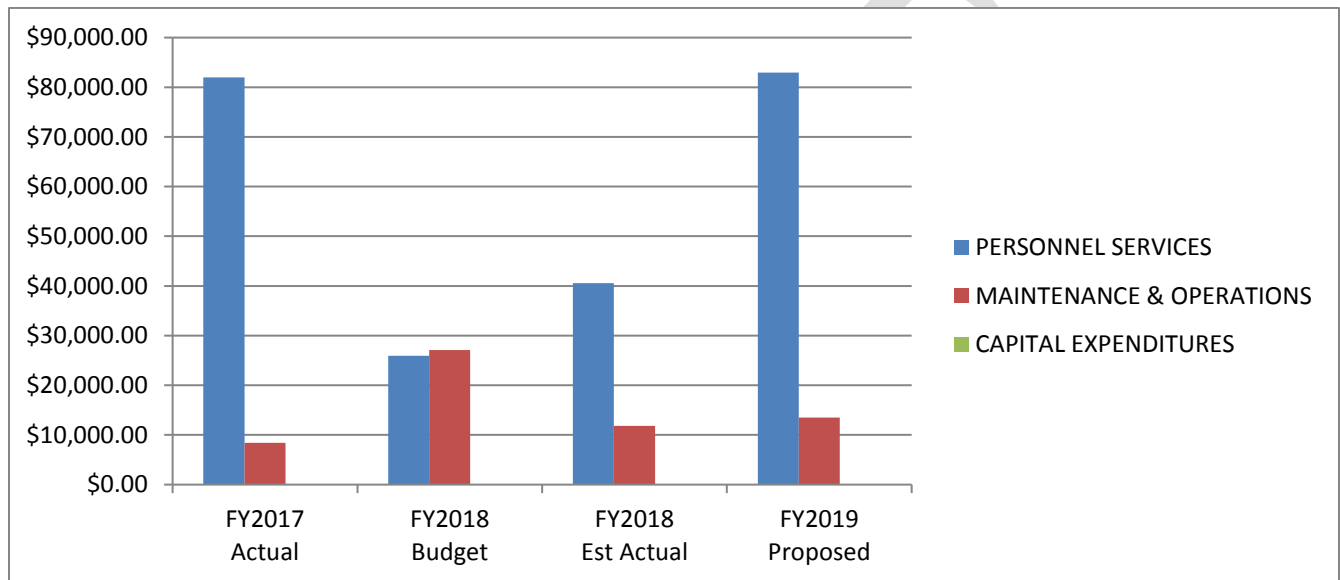
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue to work on grants for Capital Improvements.
- Assist with documentation to get FEMA reimbursements.
- 30" Water Line project.
- Water and Sewer System upgrades.

Provides the administration and technical review of public and private improvements within the city. Also, administers the flood plain permitting process.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$81,995.00	\$25,933.00	\$40,584.00	\$82,968.00	219.93%
MAINTENANCE & OPERATIONS	\$8,414.00	\$27,100.00	\$11,805.48	\$13,500.00	-50.18%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
CIVIL ENGINEER	1	1	0	1
ENGINEER TECH PT	0	1	1	1

WATER TREATMENT

Utilities

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Providing quality water at a very economic rate.
- Provide ample water even during the highest use time.
- New high service pumps installed and in service
- Chlorine regulations devices have been upgraded to be in compliance with risk management programs.
- Provide adequate supplies of safe water for our customers.
- Perform additional testing to help maintain disinfectant by-product levels within limits.

Provides environmentally safe, efficient, and cost-effective source of potable water for the needs of citizens and businesses.

DESCRIPTION

Through the 1890's this community depended entirely on springs and cistern for water. In 1899 the town was virtually destroyed by fire. Realizing the need for fire protection, construction soon began on the first water system which consisted of a four-inch line taking water from a nearby lake to a large cistern near the center of the downtown district.

By 1900 the population had increased to more than 4,000 citizens and in 1901 the first Bond Issue was passed for construction of the first water works to serve the expanding population. The facility was built on the west bank of the Arkansas River, at the confluence of the Verdigris, Grand and Arkansas Rivers, some five miles northeast of the downtown area, and is the same location as the present day Water Treatment Plant.

The treatment plant was built in 1934 and has been expanded and renovated several times. The last renovation took place in 1996. This work replaced the existing control system with a computerized Supervisory Control and Data Acquisition system better known as a SCADA system. This allows the operators to monitor and control all of the treatment plant functions on a real time basis from a central location. In addition, the filter media was replaced and new chemical feed systems were installed.

As a result of these improvements along with the dedication and hard work of the City's staff, Muskogee's water treatment plant was voted "Plant of the Year" in 1997 and 1998 by the Oklahoma Operators Association.

The City of Muskogee provides drinking water to six rural water districts and four towns. The city receives its raw water from the Fort Gibson Reservoir, located approximately 7 miles north of Muskogee. Occasionally the city uses a secondary water supply which comes from the Grand River. These sources of water are classified as a surface water supply.

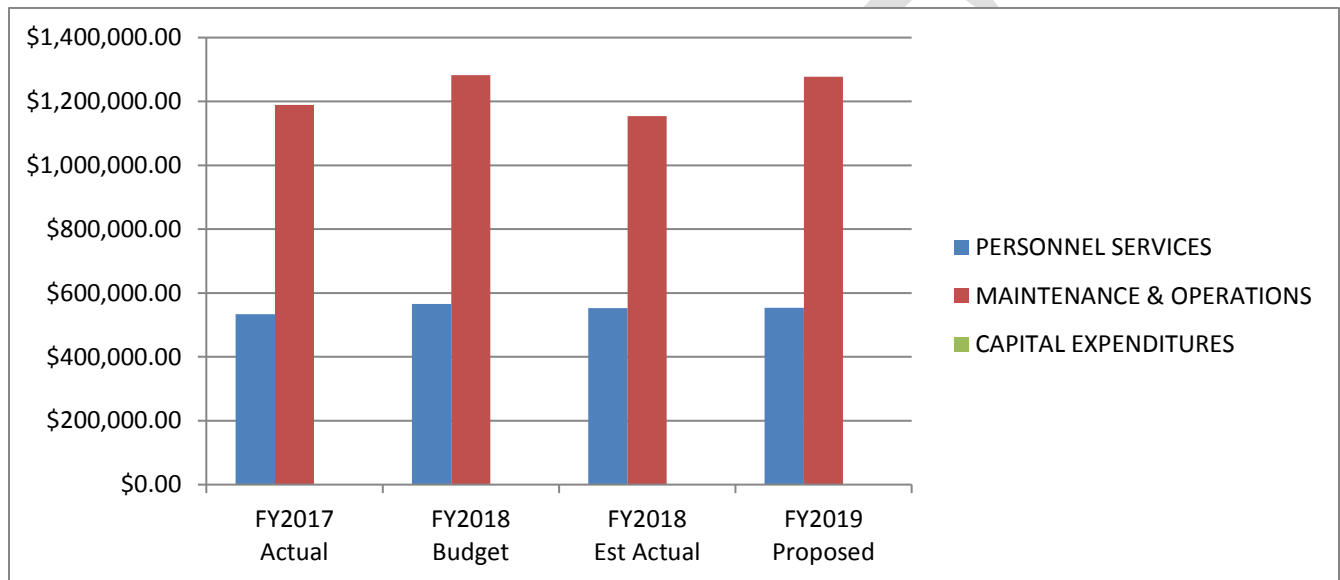
BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Continue to improve plant facilities.
- Annual Contract for residuals removal from the backwash lagoons.
- Work on new strategies to reduce disinfectant by-product levels
- Update aging equipment and online instrumentation.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$533,332.00	\$566,217.00	\$552,990.00	\$553,504.00	-2.25%
MAINTENANCE & OPERATIONS	\$1,189,255.00	\$1,282,650.00	\$1,153,577.16	\$1,276,970.00	-0.44%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
WATER PLANT SUPERINTENDENT	1	1	1	1
WATER PLANT OPERATIONS SUPERVISOR	1	1	1	1
WATER PLANT MAINTENANCE SUPERVISOR	1	1	1	1
PLANT MAINTENANCE MECHANIC I	1	1	1	1
WATER ANALYST	1	1	1	1
PLANT OPERATOR II	4	4	4	4
PLANT OPERATOR I	2	2	2	2
WATER PLANT OFFICE ASSISTANT II	1	1	1	1

WATER DISTRIBUTION

Utilities

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Continuing to address the accuracy of our water meters to ensure proper water revenue.
- Performed repairs on 24" mains.
- Trained 2 employees as entry level D license operators.
- Water Distribution System analysis contract signed with consultant to evaluate entire system.
- Implementing plan to exercise and evaluate operational status of water valves and fire hydrants as determined by operation status.

DESCRIPTION

Our goal at Water Distribution is to provide a reliable supply of quality water to our customers. Working with an aging system, we try to repair leaks and breaks in a manner that minimizes inconvenience to customers and limits damage done by broken water lines.

BUDGET HIGHLIGHTS

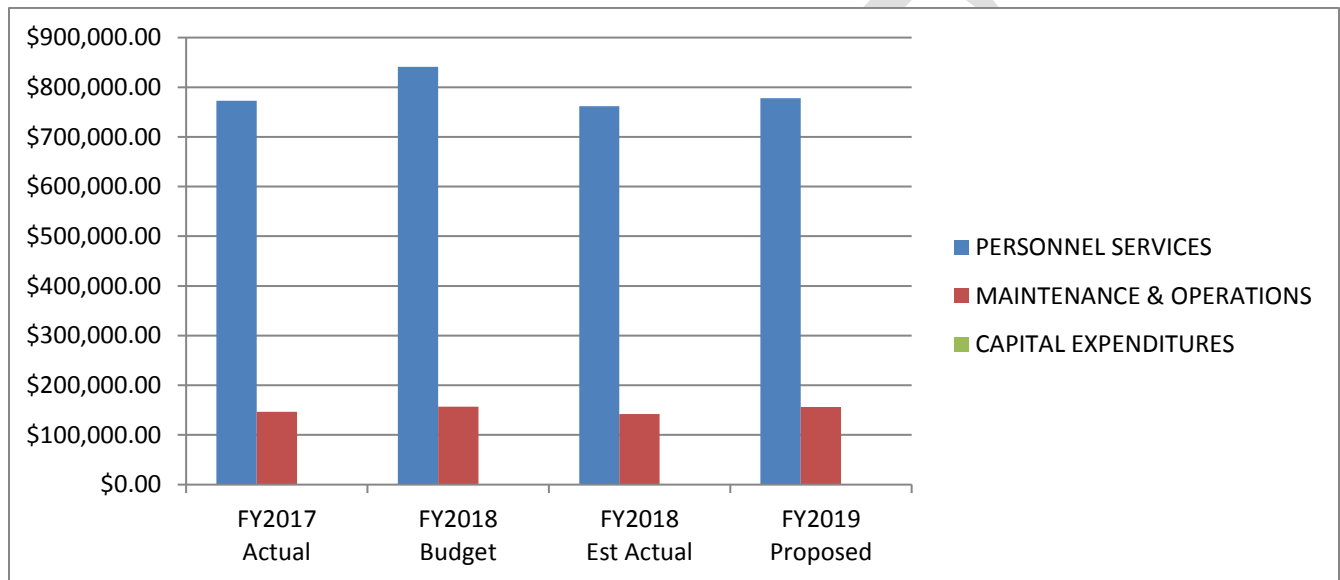
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Replacement of water lines that have shown to be repeat failures.
- Installation of water lines to fulfill commitments of out annexation plan.
- Water Distribution System analysis.
- Future Rate increases dedicated to water utility enterprise fund.
- Continuing to deal with issues on water meters which affect the water meter accuracy.

*Responsible for repairs and
installation of city water meters and
lines for our citizens.*

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$772,981.00	\$840,920.00	\$762,145.00	\$777,783.00	-7.51%
MAINTENANCE & OPERATIONS	\$146,689.00	\$156,936.00	\$142,288.32	\$156,170.00	-0.49%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
WATER DISTRIBUTION SUPERINTENDENT	1	1	1	1
WATER DISTRIBUTION LEADER II	2	2	2	2
WATER DISTRIBUTION LEADER I	1	1	1	1
PUBLIC WORKS EQUIP OPERATOR I	4	4	4	3
INVENTORY CONTROL CLERK	1	1	1	1
WATER DIST MAINT WORKER II	6	9	9	9
WATER DIST TECHNICIAN	1	1	1	1
WATER DIST OFFICE ASSISTANT II	1	1	1	1

POLLUTION MANAGEMENT

Utilities

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Continuing repair and replacement of sewer collection lines to avoid sewer by-passes and to limit inflow and infiltration.
- Identifying deficiencies within our collection system to maintain compliance with our current ODEQ consent order. Phase II which includes the Master plan Update.
- Construction completed on the Eastside Sewer Interceptor line.
- Repaired trickling filter and cleaned two digesters.
- Annual Contract for the bio-solids removal.
- Wastewater and storm water improvements; Junction wastewater area, Northside wastewater area, Northeast lift station elimination, Westside wastewater area and Wastewater Treatment Plant.
- Muskogee Port LS project – rehabilitation of 3 lift stations – in progress.

DESCRIPTION

Here at Muskogee Pollution Control we treat a yearly average flow of 7.0 MGD (million gallons per day or 28,400 cubic meters /day). Our permitted flow is 13.5 MGD (49,210 cubic meters/day). The average influent BOD is 150.7 mg/L per day with an average effluent BOD of 19.0 mg/L per day. See Lab for permit limits. Please look around our site to see the treatment plant for the City of Muskogee, Oklahoma.

BUDGET HIGHLIGHTS

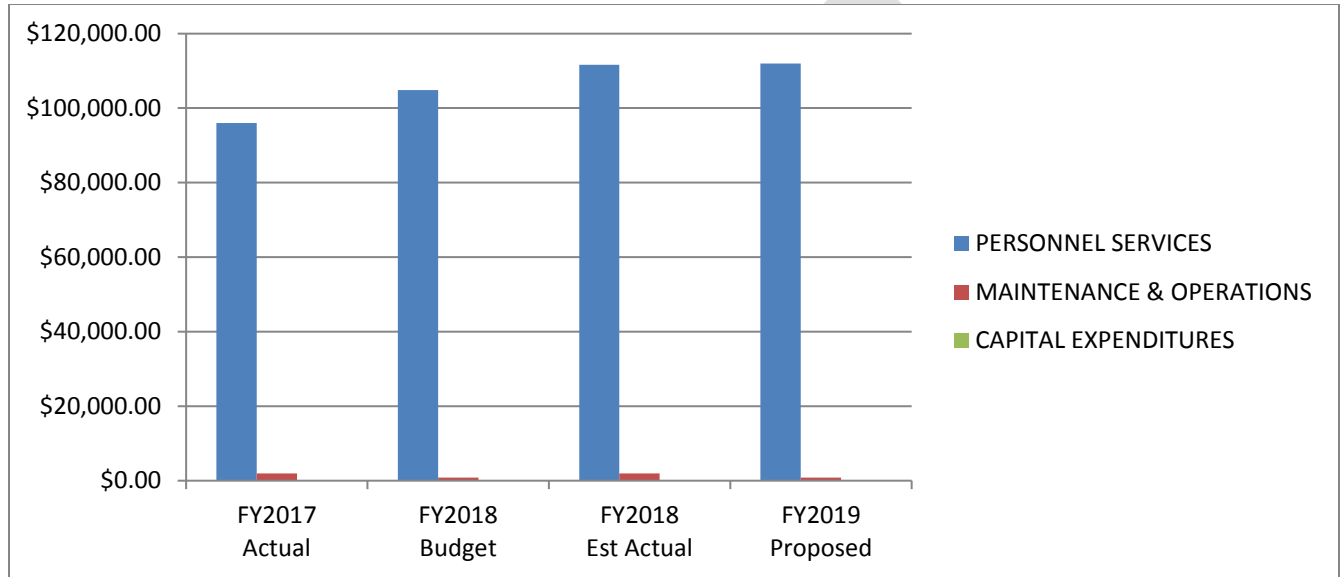
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Updating our collection system by repairing and replacing sanitary sewer lines.
- Updating sanitary sewer pump stations (Lift Stations).
- Implementation of Phase II of the Master plan.
- New pumps.
- Refurbish pumps at the RSPS.
- Annual Contract for the bio-solids removal

Provides an environmentally safe, efficient, and cost effective wastewater treatment to the community for discharge to the Arkansas River.

**EXPENDITURE BY CATEGORY
ADMINISTRATION**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$96,013.00	\$104,893.00	\$111,630.00	\$111,977.00	6.75%
MAINTENANCE & OPERATIONS	\$1,963.00	\$812.00	\$1,904.25	\$812.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

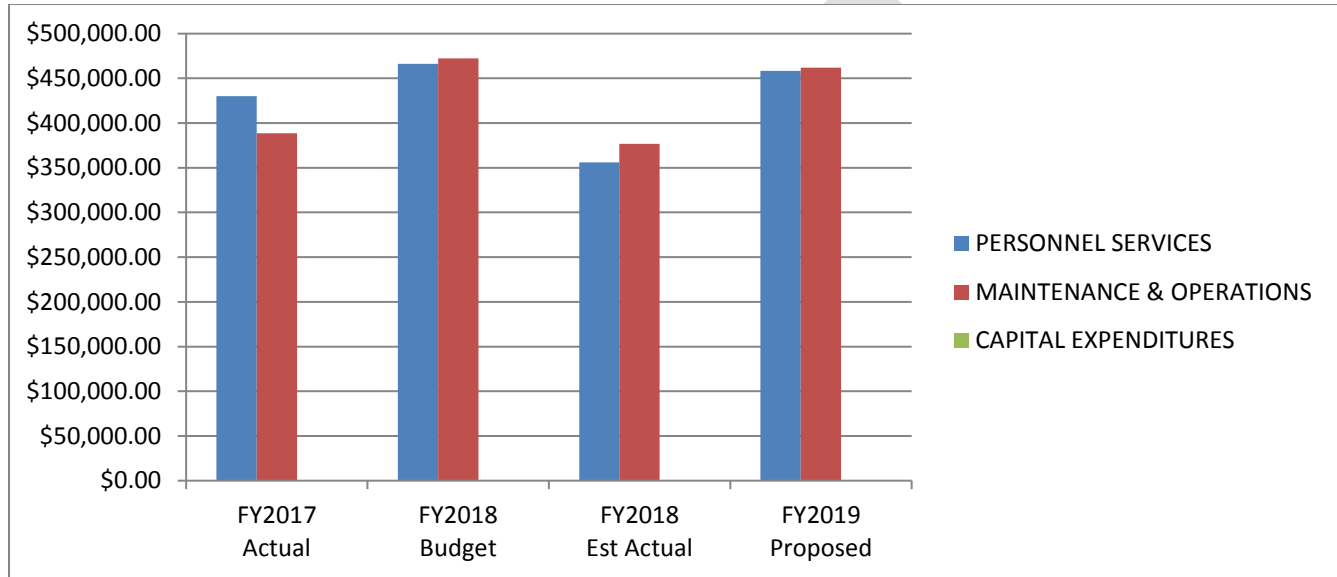


AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
POLL CONTROL SUPERINTENDENT	1	1	1	1
POLL CONTROL OFFICE ASST II	1	1	1	1

**EXPENDITURE BY CATEGORY
WASTE TREATMENT**

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$430,052.00	\$466,073.00	\$355,923.00	\$458,507.00	-1.62%
MAINTENANCE & OPERATIONS	\$388,457.00	\$472,314.00	\$376,803.31	\$461,821.00	-2.22%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

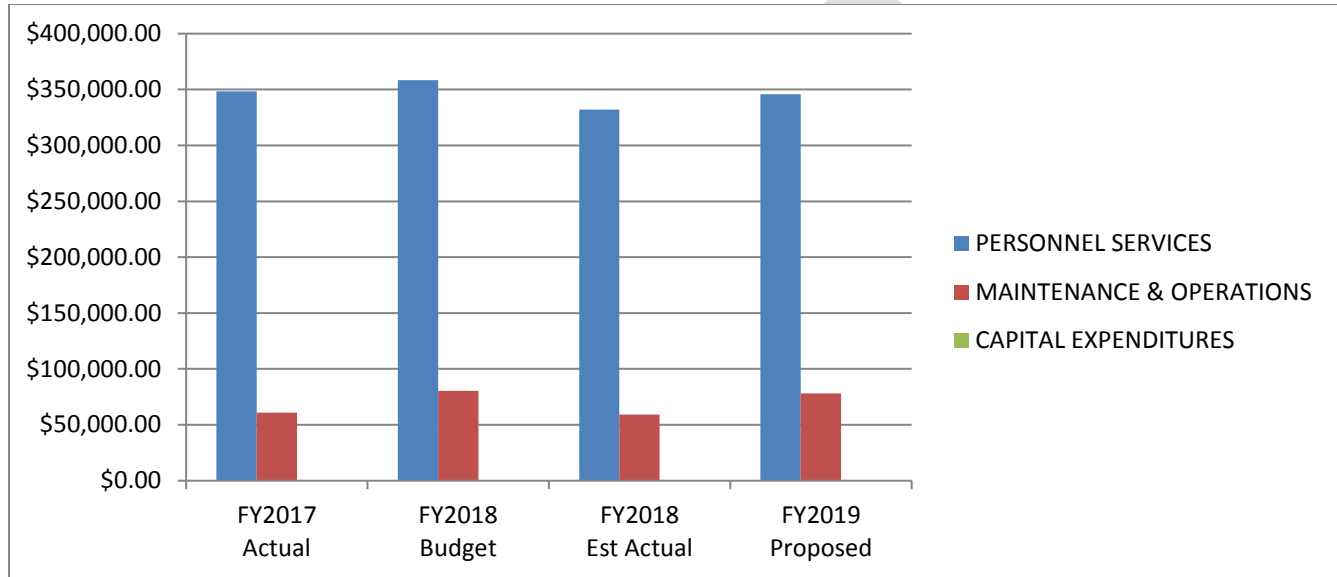


AUTHORIZED PERSONNEL

Position Title	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
CHIEF OPERATOR	1	1	1	1
PLANT MECHANIC III	1	1	1	1
CHEMIST	1	1	1	1
ENVIRONMENTAL TECHNICIAN	1	1	1	1
ENVIRONMENTAL TECHNICIAN ASST	1	1	1	1
PLANT OPERATOR II	2	2	2	2
PLANT OPERATOR I	2	3	3	3
WATER ANALYST	1	1	1	1

EXPENDITURE BY CATEGORY COLLECTIONS

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$348,385.00	\$358,490.00	\$331,935.00	\$345,805.00	-3.54%
MAINTENANCE & OPERATIONS	\$60,873.00	\$80,302.00	\$59,046.88	\$78,069.00	-2.78%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
POLL CONTROL MAINT LEADER II	1	1	1	1
WATER / SEWER MAINT LEADER I	2	2	2	2
PLANT MAINT MECHANIC III	1	1	1	1
PUBLIC WORKS EQUIP OPERATOR I	1	1	1	1
WATER / SEWER MAINT WORKER II	3	3	3	3

RECREATION

Culture and Recreation

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Renovation of the Hatbox Hangars for the Jr and Regional Livestock Show. Extensive clean-up and renovations to both Hangars to include lighting, electric, a complete renovation of east hangar lean to building with new restrooms.
- Park and Recreation maintenance crew and equipment relocated from the Hangars to the Round Barn at the Fairgrounds. Office space was added inside the round barn and the arena used for parking equipment.
- Contract for operation of Love Hatbox ended with Sports Facilities Management. Operation of the Sports Complex returned to the city of Muskogee Parks and Recreation Department.
- Hatbox Loop Trail completion funded and completed in 2018.
- Additional Hatbox infrastructure improvements. Rolling gates on North Hatbox Rd and Border entrance into Hatbox. Parking lot striping, additional entrance signage, and street lights along the north runway.
- Completion of community garden at Martin Luther King Jr Community Center.
- Grant Funding
 - Awarded Land and Water Conservation Funding of \$237,607.75 and a City of Muskogee Foundation match for Civitan Park Improvements; including a splash pad, restrooms, and parking lot renovations.
 - Received \$100,000 from the City of Muskogee Foundation and \$100,000 from the Oklahoma Recreation Trail Fund Grant to complete the Hatbox Trail Loop project.

DESCRIPTION

The Parks and Recreation Department provides recreational opportunities that complement quality of life for Muskogee residents. The department accomplishes this through planning, securing developing, and maintaining recreational areas. The Parks Division oversees and maintains 735 acres of park land, 15 miles of walking trails and 17 parks. Honor Heights Park is home to the Azalea Festival and Garden of Lights and the Papilion.

The Recreation department oversees operation of the Swim & Fitness Center, Love-Hatbox Sports Complex, Hatbox Field RV Park and Hangars, Hatbox Hall Dance Building, River Country Family Waterpark, Kiwanis Senior Center, and Muskogee Teen Center.

BUDGET HIGHLIGHTS

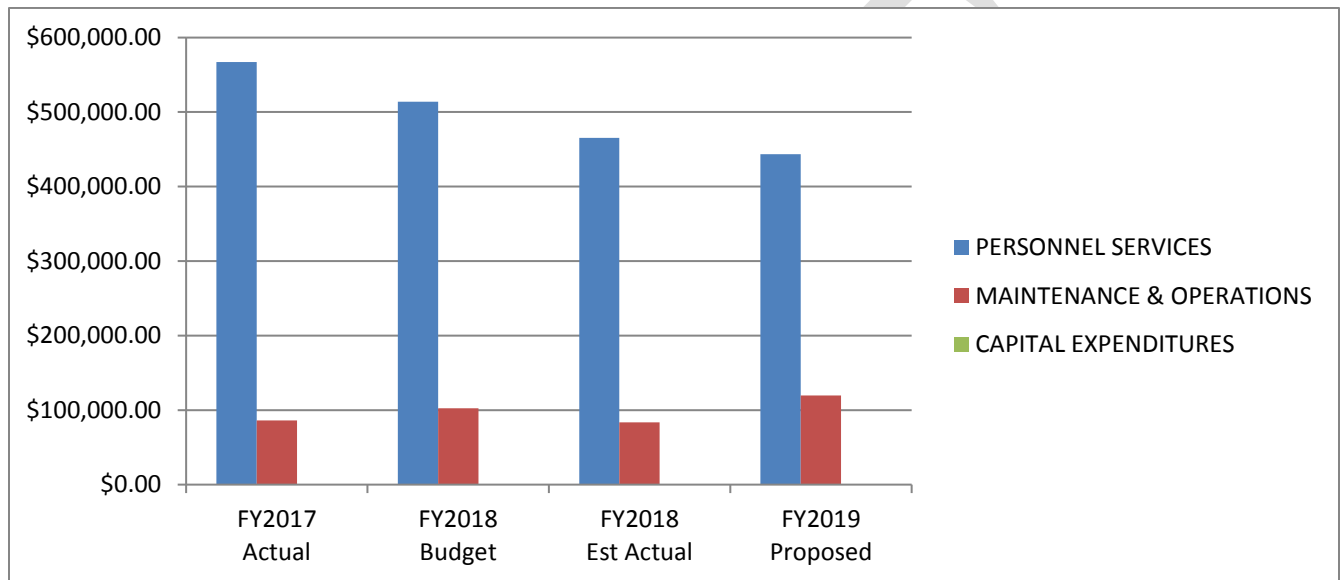
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Growth of Hatbox Field as an event venue and tourist destination.
- Continued capital improvements at Hatbox Field to further develop livestock/agriculture use and create a venue for festival type events.

Recreational facilities include the Muskogee Teen Center, the Kiwanis Senior Center, Love Hatbox Sports Complex, Hatbox Field RV site and Hangars, Hatbox Hall Dance Building, Honor Heights Papilion and Butterfly House, River Country Family Waterpark, and the Muskogee Swim and Fitness Center.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$567,345.00	\$514,128.06	\$465,571.00	\$443,647.00	-13.71%
MAINTENANCE & OPERATIONS	\$86,256.00	\$102,636.00	\$83,667.90	\$119,661.00	16.59%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
ASST DIRECTOR OF P&R - RECREATION	1	1	1	1
P&R MAINT LEADER III	0	1	1	1
P&R PLAYGROUND & CUST MAINT LEADER I	1	1	1	1
P&R MAINT LEADER I	1	1	1	1
POOL MAINT MECHANIC II	0	0	0	0
P&R MAINT WORKER III	1	1	1	1
POOL MAINT MECHANIC I	0	1	1	1
P&R MAINT WORKER I	0	1	1	1
RECREATION COORDINATOR	2	2	2	2
RECREATION LEADER (PT)	0	0	0	0
PROGRAMS COORDINATOR	1	1	1	1
RECREATION AIDE (PT)	1	1	1	1
CUSTODIAN	0	1	0	0
P&R OFFICE ASSISTANT II	1	1	1	1
CLERICAL AIDE (PT)	1	0	0	0

PARKS GROUNDS

Culture and Recreation

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 provided an opportunity for the department to:

- Renovation of the Hatbox Hangars for the Jr and Regional Livestock Show. Extensive clean-up and renovations to both Hangars to include lighting, electric, a complete renovation of east hangar lean to building with new restrooms.
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In addition to park grounds the Parks Division is responsible for trees within city right of ways and grounds maintenance of the Civic Center, Library, Downtown Streetscape, Muskogee Fairgrounds, Love Hatbox Sports Complex, Hatbox Field, and various street medians.

Maintenance needs within the Parks and Recreation Department Includes:

- 17 Playgrounds
- 2 Skateparks
- 5 Splash Pads
- 15 miles of trails
- 22 Drinking Fountains
- 15 Covered Pavilions
- 8 Tennis Courts
- 735 acres of park land
- 5 community gardens
- 6 Basketball Courts
- Park Sanitation - 28 stops with over 150 trash cans
- 10 Restroom Buildings and 8 Porta Potties
- Sports Lighting at 5 facilities

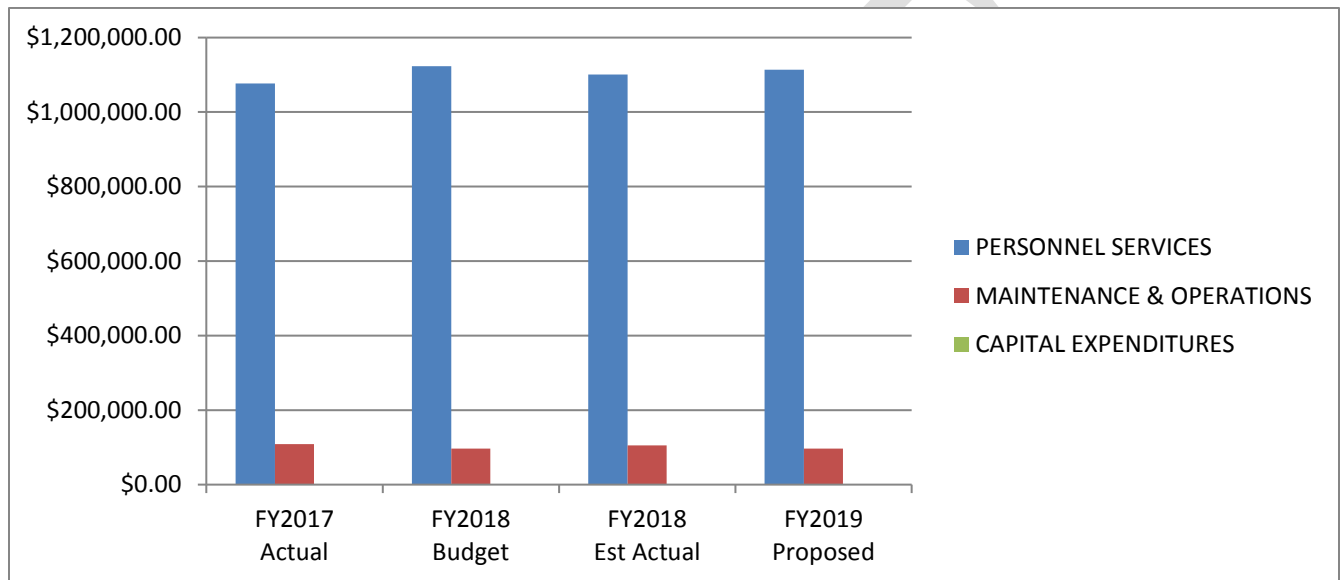
BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Perform park and trail updates, repairs, and maintenance.
- Acquire grounds maintenance equipment necessary to parks/grounds upkeep.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$1,076,408.00	\$1,123,408.00	\$1,100,494.00	\$1,113,612.00	-0.87%
MAINTENANCE & OPERATIONS	\$108,591.00	\$96,689.00	\$105,332.81	\$96,689.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

Position Title	2016	2017	2018	2019
PARKS & RECREATION DIR	1	1	1	1
ASST DIRECTOR OF P&R - PARKS	1	1	1	1
P&R PROGRAMS COORDINATOR	1	1	1	1
P&R MAINTENANCE LEADER II	2	2	2	2
BUTTERFLY PAPILION - HORT & ZOOL TECH	1	1	1	1
P&R OFFICE ADMINISTRATOR II	1	1	1	1
P&R MAINTENANCE LEADER I	2	2	2	2
P&R MAINT WORKER III	2	2	2	2
FORESTRY SUPERVISOR	1	1	1	1
P&R MAINT WORKER II	9	9	9	9
P&R OFFICE ASST I	1	1	1	1
FORESTRY MAINT WORKER	2	2	2	2
FORESTRY MAINT LEADER I	1	1	1	1

LIBRARY

Culture and Recreation

PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2017-2018 budget provided an opportunity for the department to:

- Install energy efficient LED lighting in the lobby for significant cost savings on utility bills

DESCRIPTION

Eastern Oklahoma District Library System welcomes and supports all people through equal access to information and quality services that build on traditions of the past and innovate for the future in pursuit of enhanced quality of life.

BUDGET HIGHLIGHTS

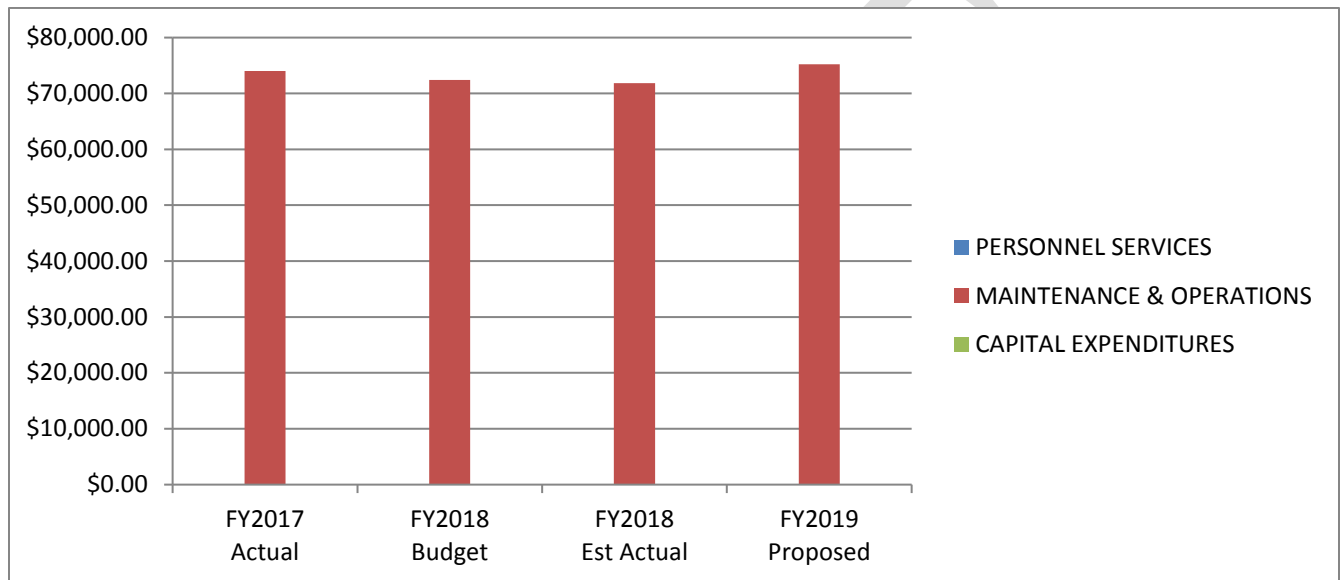
In addition to regular responsibilities, the recommended budget for FY 2018-2019 will allow the department to:

- Provide proper maintenance and care for the library facilities

The Muskogee Public Library provides many community resources in a central location. Literacy programs such as Summer reading, youth and adult literacy programs.

EXPENDITURE BY CATEGORY

Expenditure Category	FY2017 Actual	FY2018 Budget	FY2018 Est Actual	FY2019 Proposed	Percent Change
PERSONNEL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MAINTENANCE & OPERATIONS	\$74,045.00	\$72,406.00	\$71,823.66	\$75,206.00	3.87%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
No Positions Funded				

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DRAFT

OTHER FUNDS

The past 5 years have proven that Muskogee's sound fiscal policy and priorities have endured the economic instability experienced at a national level. Although sales tax remains flat, Muskogee leaders are aggressively pursuing retail and industrial growth in order to continue to provide and improve necessary infrastructure and City services.



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DRAFT

HATBOX SPORTS COMPLEX

Enterprise Funds

DESCRIPTION

This 60-acre site is formerly a historic airport that has seen the likes of such people as Charles Lindbergh and Amelia Earhardt. Newly expanded and developed over the last several years this complex is home to many sports leagues, tournaments, and individual users, and includes the following areas: Baseball - 10 lighted baseball fields; Softball - 8 lighted softball fields (youth and adult); Football - 2 lighted football fields; Soccer - 13 soccer fields; Multi-purpose Activity Trail - 3.1 mile Centennial Trail; and an Outdoor Skate Park

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Charge for Services	\$0.00	\$248,182.00	\$219,182.00	\$398,450.00
TOTAL REVENUES	\$0.00	\$248,182.00	\$219,182.00	\$398,450.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$90,000.00
TOTAL REVENUES & OTHER SOURCES	\$0.00	\$248,182.00	\$219,182.00	\$488,450.00
EXPENDITURES				
Personnel Services	\$0.00	\$72,275.00	\$72,275.00	\$175,200.00
Other Services	\$0.00	\$171,987.00	\$164,399.00	\$292,450.00
Miscellaneous	\$0.00	\$7,694.00	\$7,694.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$0.00	\$251,956.00	\$244,368.00	\$467,650.00
SURPLUS/(EXCESS EXPENDITURES)	\$0.00	-\$3,774.00	-\$25,186.00	\$20,800.00
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$128,661.67	\$124,887.67	\$99,701.67
PROJECTED ENDING FUND BALANCE	\$0.00	\$124,887.67	\$99,701.67	\$120,501.67

HATBOX FIELD

Enterprise Funds

DESCRIPTION

Hatbox Field includes 3 Hangar buildings, a dance building, and a RV campsite.

Renovations of the hangars in 2017 allowed Hatbox Field to serve as the new location for the County and Regional Jr Livestock Shows. Cattle tie-outs and pens were purchased to accommodate additional livestock events.

The Hatbox RV Campsite was developed to support special events happening in the Muskogee area. The campsite is located on the east runway. It is an asphalt surface, with over 150 defined RV slips with water and electric hook-up.

The hangars and dance building serve many different groups and events throughout the year. Further development of the complex is currently planned to enhance these events and attract larger events including a Balloon Festival, Music events, and RV Rallies.

Adjacent to the Hangars and RV slips is the sports complex baseball, softball, soccer, and football fields. The complex is also home to the River Country Family Water Park open Memorial Weekend-Labor Day. Centennial Trail is a paved 3.2 mile walking and bicycling trail circling the complex; travelling east on the trail leads (2.0 miles) to downtown Muskogee.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Charge for Services	\$0.00	\$0.00	\$0.00	\$56,600.00
TOTAL REVENUES	\$0.00	\$0.00	\$0.00	\$56,600.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$0.00	\$0.00	\$0.00	\$56,600.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$12,000.00
Other Services	\$0.00	\$0.00	\$0.00	\$37,600.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$0.00	\$0.00	\$0.00	\$49,600.00
SURPLUS/(EXCESS EXPENDITURES)	\$0.00	\$0.00	\$0.00	\$7,000.00
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00
PROJECTED ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$7,000.00

CIVIC CENTER

Enterprise Funds

DESCRIPTION

Music icons have graced the stage of the Muskogee Civic Center, from Merle Haggards famous live recording of Okie' From Muskogee to rock legends Robert Plant, to country greats Carrie Underwood, Loretta Lynn, Toby Keith, Brooks & Dunn, Miranda Lambert, Jason Aldean and Lee Brice. Sports heroes Barry Switzer and Magic Johnson have even paid a visit or two! The Muskogee Civic Center also offers various meeting spaces available to rent for your own private event. The spaces of different sizes are perfect for corporate functions, meetings, banquets, birthday parties, receptions, and more! These spaces are available for rent based on availability.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$0.00	\$0.00	\$0.00	\$200.00
Charge for Services	\$0.00	\$23,000.00	\$23,000.00	\$309,057.00
TOTAL REVENUES	\$0.00	\$23,000.00	\$23,000.00	\$309,257.00
OTHER SOURCES				
Transfers In	\$0.00	\$121,105.00	\$121,105.00	\$300,000.00
TOTAL REVENUES & OTHER SOURCES	\$0.00	\$144,105.00	\$144,105.00	\$609,257.00
EXPENDITURES				
Personnel Services	\$0.00	\$43,105.00	\$43,105.00	\$237,008.00
Other Services	\$0.00	\$75,000.00	\$75,000.00	\$275,150.00
Miscellaneous	\$0.00	\$3,000.00	\$3,000.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$0.00	\$121,105.00	\$121,105.00	\$512,158.00
SURPLUS/(EXCESS EXPENDITURES)	\$0.00	\$23,000.00	\$23,000.00	\$97,099.00
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$31,343.75	\$54,343.75	\$77,343.75
PROJECTED ENDING FUND BALANCE	\$0.00	\$54,343.75	\$77,343.75	\$174,442.75

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
CIVIC CENTER MANAGER				1
MAINTENANCE WORKER III				1

RIVER COUNTRY WATER PARK

Enterprise Funds

DESCRIPTION

River Country is a 5-acre family water park that provides a vast array of attractions that appeal to people of all ages. Features designed for toddlers and smaller children include a zero-depth entrance leisure pool, water playground, and wet/dry sand playground. Older children and teens tend to enjoy the water walk and high-energy flume slides. The lazy river, sand volleyball court, open green space, and plenty of shade are attractions especially enjoyed by the adult visitors. Provide for 75 seasonal operating staff; Perform facility updates, repairs and maintenance; Provide marketing funds for regional advertising.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Charge for Services	\$435,616.10	\$503,000.00	\$430,524.00	\$511,000.00
TOTAL REVENUES	\$435,616.10	\$503,000.00	\$430,524.00	\$511,000.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$435,616.10	\$503,000.00	\$430,524.00	\$511,000.00
EXPENDITURES				
Personnel Services	\$240,876.35	\$258,421.10	\$282,648.00	\$261,100.00
Other Services	\$159,531.52	\$292,165.00	\$186,065.00	\$249,900.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$400,407.87	\$550,586.10	\$468,713.00	\$511,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$35,208.23	-\$47,586.10	-\$38,189.00	\$0.00
PROJECTED BEGINNING FUND BALANCE	\$4,881.71	\$40,089.94	\$40,089.94	\$1,900.94
PROJECTED ENDING FUND BALANCE	\$40,089.94	-\$7,496.16	\$1,900.94	\$1,900.94

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
WATERPARK POOL MANAGER (SEASONAL)	3	3	3	2
WATERPARK ASSISTANT POOL MANAGER (SEASONAL)	0	0	0	0
WATERPARK HEAD GUARD (SEASONAL)	3	3	3	2
WATERPARK LIFEGUARD (SEASONAL)	52	52	52	44

SWIM AND FITNESS CENTER

Enterprise Funds

DESCRIPTION

The Muskogee Swim & Fitness Center has an estimated 2,000 members, offering an array of exercise equipment, an extensive selection of land and aquatic exercise classes, lap swimming and competitive swimming programs. The 20,000 sq. ft. facility includes the following programs: Cardio/Strength/Stretch, Aerobic Center; and Aquatic Center.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$119.83	\$0.00	\$100.00	\$0.00
Charge for Services	\$502,190.31	\$517,355.00	\$471,200.00	\$503,250.00
TOTAL REVENUES	\$502,310.14	\$517,355.00	\$471,300.00	\$503,250.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$502,310.14	\$517,355.00	\$471,300.00	\$503,250.00
EXPENDITURES				
Personnel Services	\$345,944.03	\$335,500.00	\$337,425.00	\$335,000.00
Other Services	\$144,465.21	\$177,255.00	\$168,070.00	\$161,527.00
Capital Outlay	\$14,997.63	\$26,600.00	\$6,600.00	\$6,600.00
TOTAL DEPARTMENT EXPENDITURES	\$505,406.87	\$539,355.00	\$512,095.00	\$503,127.00
SURPLUS/(EXCESS EXPENDITURES)	-\$3,096.73	-\$22,000.00	-\$40,795.00	\$123.00
PROJECTED BEGINNING FUND BALANCE	\$264,514.10	\$261,417.37	\$261,417.37	\$220,622.37
PROJECTED ENDING FUND BALANCE	\$261,417.37	\$239,417.37	\$220,622.37	\$220,745.37

Position Title	2016	2017	2018	2019
RECREATION FACILITY MANAGER	1	1	1	1
RECREATION FACILITY MEMBERSHIP COORDINATOR	1	1	1	1
AQUATIC SUPERVISOR	1	1	1	1
CUSTODIAN (PT)	1	1	1	1
FITNESS COORDINATOR	2	2	2	2
FITNESS TECHNICIAN (PT)	5	5	5	5
FRONT DESK ATTENDANT	5	5	5	5
LIFEGUARD (PT)	10	10	10	10

COMMUNITY CLEANUP

Other Funds

DESCRIPTION

The Community Clean Up Fund provides revenue to the City Wide Cleanup Program of the Public Works Department, which provides bulk item pick up from households across the city and funds the City's regular Free Dump Days at the city landfill. This fund is primarily funded through weed abatement.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Charge for Services	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$92,371.71	\$0.00	\$39,356.66	\$0.00
TOTAL REVENUES	\$92,371.71	\$0.00	\$39,356.66	\$0.00
OTHER SOURCES				
Transfers In	\$0.00	\$50,000.00	\$50,000.00	\$100,000.00
TOTAL REVENUES & OTHER SOURCES	\$92,371.71	\$50,000.00	\$89,356.66	\$100,000.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$54,670.00	\$65,000.00	\$70,695.00	\$100,000.00
Miscellaneous	\$0.00	\$0.00		
TOTAL DEPARTMENT EXPENDITURES	\$54,670.00	\$65,000.00	\$70,695.00	\$100,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$37,701.71	-\$15,000.00	\$18,661.66	\$0.00
PROJECTED BEGINNING FUND BALANCE	\$47,609.33	\$85,311.04	\$85,311.04	\$103,972.70
PROJECTED ENDING FUND BALANCE	\$85,311.04	\$70,311.04	\$103,972.70	\$103,972.70

STREET AND ALLEY

Other Funds

DESCRIPTION

The Street and Alley Fund provides revenue to fund street maintenance and improvements by the Public Works Department. The fund is primarily funded by taxation on motor vehicles, commercial vehicles, and gasoline sales.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Commercial Vehicle Tax	\$245,365.10	\$289,000.00	\$263,767.00	\$289,000.00
Sales Taxes	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
Gasoline Tax	\$69,689.07	\$70,000.00	\$73,590.00	\$70,000.00
Miscellaneous	\$87,996.36	\$200.00	\$7,045.00	\$200.00
TOTAL REVENUES	\$553,050.53	\$509,200.00	\$494,402.00	\$509,200.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$553,050.53	\$509,200.00	\$494,402.00	\$509,200.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$548,357.06	\$520,360.00	\$410,185.75	\$456,574.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$548,357.06	\$520,360.00	\$410,185.75	\$456,574.00
SURPLUS/(EXCESS EXPENDITURES)	\$4,693.47	-\$11,160.00	\$84,216.26	\$52,626.00
PROJECTED BEGINNING FUND BALANCE	\$307,149.67	\$311,843.14	\$311,843.14	\$396,059.40
PROJECTED ENDING FUND BALANCE	\$311,843.14	\$300,683.14	\$396,059.40	\$448,685.40

SOLID WASTE

Other Funds

DESCRIPTION

The Solid Waste fund is monies set aside for capital purchase of sanitation trucks and equipment.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Refuse Collection and Disposal	\$372,300.00	\$372,300.00	\$372,300.00	\$372,300.00
Miscellaneous	\$54.93	\$100.00	\$1,164.92	\$100.00
TOTAL REVENUES	\$372,354.93	\$372,400.00	\$373,464.92	\$372,400.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$372,354.93	\$372,400.00	\$373,464.92	\$372,400.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$195,135.00	\$371,700.00	\$371,700.00	\$319,496.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$195,135.00	\$371,700.00	\$371,700.00	\$319,496.00
SURPLUS/(EXCESS EXPENDITURES)	\$177,219.93	\$700.00	\$1,764.92	\$52,904.00
PROJECTED BEGINNING FUND BALANCE	\$250,188.35	\$427,408.28	\$427,408.28	\$429,173.20
PROJECTED ENDING FUND BALANCE	\$427,408.28	\$428,108.28	\$429,173.20	\$482,077.20

STORMWATER

Other Funds

DESCRIPTION

The Storm Water Maintenance Division ensures drainage systems of public right-of-way and improved drainage systems accepted by the City are free of uncontrolled growth and blockages. The stormwater budget has allowed for the building of the Elliot-Belmont Detention Pond and the Chandler Detention Pond in the past few years helping to resolve problems with area flooding.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Stormwater Fees	\$1,196,894.61	\$1,178,320.00	\$1,251,482.13	\$1,213,669.60
Miscellaneous	\$297,057.82	\$1,000.00	\$112,575.00	\$1,000.00
TOTAL REVENUES	\$1,493,952.43	\$1,179,320.00	\$1,364,057.13	\$1,214,669.60
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$1,493,952.43	\$1,179,320.00	\$1,364,057.13	\$1,214,669.60
EXPENDITURES				
Personnel Services	\$39,556.64	\$44,054.35	\$41,447.99	\$42,471.00
Other Services	\$406,111.18	\$312,400.00	\$269,600.00	\$1,349,800.00
Capital Outlay	\$1,770.13	\$17,400.00	\$13,500.00	\$164,400.00
Debt Service	\$573,834.90	\$600,000.00	\$580,934.00	\$600,000.00
TOTAL DEPARTMENT EXPENDITURES	\$1,021,272.85	\$973,854.35	\$905,481.99	\$2,156,671.00
SURPLUS/(EXCESS EXPENDITURES)	\$472,679.58	\$205,465.65	\$458,575.14	-\$942,001.40
PROJECTED BEGINNING FUND BALANCE	\$2,218,693.18	\$2,691,372.76	\$2,691,372.76	\$3,149,947.90
PROJECTED ENDING FUND BALANCE	\$2,691,372.76	\$2,896,838.41	\$3,149,947.90	\$2,207,946.50

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
STORMWATER QUALITY TECHNICIAN	1	1	1	1

SALES TAX CAPITAL OUTLAY

Other Funds

DESCRIPTION

The Capital Outlay Fund provides revenue to fund major purchases of new equipment for the City. It is funded primarily by a special earmarked 0.5% permanent sales tax adopted in 1991.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Sales Taxes	\$1,217,521.16	\$1,148,208.00	\$1,169,836.00	\$1,170,030.00
Miscellaneous	\$456,154.40	\$500.00	\$502.00	\$500.00
TOTAL REVENUES	\$1,673,675.56	\$1,148,708.00	\$1,170,338.00	\$1,170,530.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$1,673,675.56	\$1,148,708.00	\$1,170,338.00	\$1,170,530.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$1,771,179.44	\$1,163,563.00	\$1,168,244.00	\$1,576,863.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$1,771,179.44	\$1,163,563.00	\$1,168,244.00	\$1,576,863.00
SURPLUS/(EXCESS EXPENDITURES)	-\$97,503.88	-\$14,855.00	\$2,094.00	-\$406,333.00
PROJECTED BEGINNING FUND BALANCE	\$539,940.30	\$442,436.42	\$442,436.42	\$444,530.42
PROJECTED ENDING FUND BALANCE	\$442,436.42	\$427,581.42	\$444,530.42	\$38,197.42

FIRE DEPARTMENT 10% CAPITAL OUTLAY

Other Funds

DESCRIPTION

The Sales Tax Capital Outlay is a permanent sales tax for capital purchases for Fire Department.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Sales Taxes	\$152,190.14	\$143,526.00	\$146,630.00	\$146,253.00
Miscellaneous	\$26.65	\$0.00	\$142,222.90	\$0.00
TOTAL REVENUES	\$152,216.79	\$143,526.00	\$288,852.90	\$146,253.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$152,216.79	\$143,526.00	\$288,852.90	\$146,253.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$4,201.55	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$35,460.00	\$156,343.87	\$35,460.00
Debt Service	\$121,132.14	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$125,333.69	\$35,460.00	\$156,343.87	\$35,460.00
SURPLUS/(EXCESS EXPENDITURES)	\$26,883.10	\$108,066.00	\$132,509.03	\$110,793.00
PROJECTED BEGINNING FUND BALANCE	\$227,020.36	\$253,903.46	\$253,903.46	\$386,412.49
PROJECTED ENDING FUND BALANCE	\$253,903.46	\$361,969.46	\$386,412.49	\$497,205.49

POLICE DEPARTMENT 10% CAPITAL OUTLAY

Other Funds

DESCRIPTION

The Sales Tax Capital Outlay is a permanent sales tax for capital purchases for Police Department.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Sales Taxes	\$152,190.17	\$143,526.00	\$146,630.00	\$146,253.00
Special Fees for Vehicles	\$53,292.10	\$45,000.00	\$158,996.00	\$150,000.00
Miscellaneous	66,731.05	\$100.00	\$52,180.00	\$52,180.00
TOTAL REVENUES	\$272,213.32	\$188,626.00	\$357,806.00	\$348,433.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$272,213.32	\$188,626.00	\$357,806.00	\$348,433.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$52,080.00	\$52,080.00	\$52,080.00	\$105,823.50
Debt Service	\$157,006.15	\$157,500.00	\$157,499.00	\$248,875.00
TOTAL DEPARTMENT EXPENDITURES	\$209,086.15	\$209,580.00	\$209,579.00	\$354,698.50
SURPLUS/(EXCESS EXPENDITURES)	\$63,127.17	-\$20,954.00	\$148,227.00	-\$6,265.50
PROJECTED BEGINNING FUND BALANCE	\$31,422.13	\$94,549.30	\$94,549.30	\$242,776.30
PROJECTED ENDING FUND BALANCE	\$94,549.30	\$73,595.30	\$242,776.30	\$236,510.80

NON-UNIFORM 10% CAPITAL OUTLAY

Other Funds

DESCRIPTION

The Sales Tax Capital Outlay is a permanent sales tax for capital purchases for non-uniformed departments.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Sales Taxes	\$152,190.17	\$143,526.00	\$146,630.00	\$146,253.00
Miscellaneous	\$27.21	\$0.00	\$200.00	\$0.00
TOTAL REVENUES	\$152,217.38	\$143,526.00	\$146,830.00	\$146,253.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$152,217.38	\$143,526.00	\$146,830.00	\$146,253.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$256,584.45	\$172,993.00	\$150,009.66	\$172,993.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$256,584.45	\$172,993.00	\$150,009.66	\$172,993.00
SURPLUS/(EXCESS EXPENDITURES)	-\$104,367.07	-\$29,467.00	-\$3,179.66	-\$26,740.00
PROJECTED BEGINNING FUND BALANCE	\$139,434.12	\$35,067.05	\$35,067.05	\$31,887.39
PROJECTED ENDING FUND BALANCE	\$35,067.05	\$5,600.05	\$31,887.39	\$5,147.39

CDBG SMALL CITIES

Other Funds

DESCRIPTION

The CDBG (Community Development Block Grant) Small Cities Fund provides revenue to fund community development activities, particularly the Community Development Department's dilapidated structure demolition program. Funding primarily comes from state grants from the Oklahoma Department of Commerce and transfers from General Fund.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
State Grants	\$10,686.16	\$117,000.00	\$95,825.50	\$100,000.00
Collections	\$14,537.22	\$0.00	\$985.87	\$0.00
Miscellaneous	\$2.23	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$25,225.61	\$117,000.00	\$96,811.37	\$100,000.00
OTHER SOURCES				
Transfers In	\$0.00	\$100,000.00	\$94,801.00	\$100,000.00
TOTAL REVENUES & OTHER SOURCES	\$25,225.61	\$217,000.00	\$191,612.37	\$200,000.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$46,216.10	\$169,000.00	\$50,025.00	\$356,939.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$46,216.10	\$169,000.00	\$50,025.00	\$356,939.00
SURPLUS/(EXCESS EXPENDITURES)	-\$20,990.49	\$48,000.00	\$141,587.37	-\$156,939.00
PROJECTED BEGINNING FUND BALANCE	\$36,342.84	\$15,352.35	\$15,352.35	\$156,939.72
PROJECTED ENDING FUND BALANCE	\$15,352.35	\$63,352.35	\$156,939.72	\$0.72

COMMUNITY DEVELOPMENT

Other Funds

DESCRIPTION

The Community Development Fund provides revenue to fund community development activities, particularly the Community Development Department's Housing Rehabilitation Program. This funding comes primarily by grants from City of Muskogee Foundation.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Foundation Grants	\$627,831.29	\$100,000.00	\$375,005.00	\$400,000.00
Collections	\$227,831.29	\$0.00	\$0.00	\$0.00
Miscellaneous	\$694.06	0.00	\$0.00	\$0.00
TOTAL REVENUES	\$856,356.64	\$100,000.00	\$375,005.00	\$400,000.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$856,356.64	\$100,000.00	\$375,005.00	\$400,000.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$834,629.74	\$100,000.00	\$375,005.00	\$400,000.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$834,629.74	\$100,000.00	\$375,005.00	\$400,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$21,726.90	\$0.00	\$0.00	\$0.00
PROJECTED BEGINNING FUND BALANCE	\$6,834.92	\$28,561.82	\$28,561.82	\$28,561.82
PROJECTED ENDING FUND BALANCE	\$28,561.82	\$28,561.82	\$28,561.82	\$28,561.82

PARK DEVELOPMENT

Other Funds

DESCRIPTION

The Park Development Fund provides revenue to fund the Parks and Recreation Department's maintenance, development, and improvement of City parks. Funded primarily by grants from the City of Muskogee Foundation, fees from the rental of park space, and contributions.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Foundation Grants	\$526,145.84	\$0.00	\$262,704.95	\$0.00
Charges for Services	\$30,679.18	\$29,600.00	\$27,975.00	\$29,500.00
Miscellaneous	\$102,883.33	\$305,600.00	\$107,116.80	\$305,350.00
TOTAL REVENUES	\$659,708.35	\$335,200.00	\$397,796.75	\$334,850.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$659,708.35	\$335,200.00	\$397,796.75	\$334,850.00
EXPENDITURES				
Transfer to Papillion	\$39,980.74	\$25,000.00	\$31,431.00	\$0.00
Personnel Services	\$0.00	\$10,250.00	\$0.00	\$0.00
Other Services	\$88,782.73	\$225,000.00	\$96,665.00	\$222,700.00
Capital Outlay	\$788,944.38	\$142,000.00	\$244,558.17	\$142,000.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$917,707.85	\$402,250.00	\$372,654.17	\$364,700.00
SURPLUS/(EXCESS EXPENDITURES)	-\$257,999.50	-\$67,050.00	\$25,142.58	-\$29,850.00
PROJECTED BEGINNING FUND BALANCE	\$548,398.58	\$290,399.08	\$290,399.08	\$315,541.66
PROJECTED ENDING FUND BALANCE	\$290,399.08	\$223,349.08	\$315,541.66	\$285,691.66

PARK DEVELOPMENT / PAPILION

Other Funds

DESCRIPTION

The Honor Heights Papillion Fund, an enterprise fund, provides revenue to fund the Parks and Recreation Butterfly Papillion at Honor Heights Park. This is funded primarily by user fees generated by the operations of the Butterfly Papillion.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Merchandise Sales	\$10,379.17	\$20,000.00	\$15,000.00	\$20,000.00
Admissions/Concessions	\$28,322.54	\$57,000.00	\$24,000.00	\$35,000.00
Rentals	\$10,082.95	\$27,800.00	\$12,000.00	\$27,000.00
Program Fees/Miscellaneous	\$3,064.00	\$20,000.00	\$11,500.00	\$25,000.00
TOTAL REVENUES	\$51,848.66	\$124,800.00	\$62,500.00	\$107,000.00
OTHER SOURCES				
Transfers In	\$39,980.74	\$25,000.00	\$31,431.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$91,829.40	\$149,800.00	\$93,931.00	\$107,000.00
EXPENDITURES				
Personnel Services	\$62,567.80	\$63,668.00	\$51,385.00	\$51,630.00
Other Services	\$29,261.60	\$57,044.00	\$42,550.00	\$43,200.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$91,829.40	\$120,712.00	\$93,935.00	\$94,830.00
SURPLUS/(EXCESS EXPENDITURES)	\$0.00	\$29,088.00	-\$4.00	\$12,170.00
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00
PROJECTED ENDING FUND BALANCE	\$0.00	\$29,088.00	-\$4.00	\$12,170.00

Position Title	2016	2017	2018	2019
GIFTSHOP WORKER/BB CONCESSIONS (SEASONAL)	6	6	6	6
PAPILION OPERATIONS MANAGER (PT)	0	0	0	0
PAPILION OPERATIONS MANAGER (FT)	1	1	1	1
ASSISTANT PAPILION MANAGER (PT)	1	1	1	1

CC HULTQUIST LIBRARY

Other Funds

DESCRIPTION

This fund is money bequeathed for Muskogee Public Library use that the City maintains in an investment for disbursement of interest to the library.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$687.54	\$500.00	\$1,350.00	\$1,350.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$687.54	\$500.00	\$1,350.00	\$1,350.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$687.54	\$500.00	\$1,350.00	\$1,350.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$687.54	\$685.44	\$1,350.00	\$1,350.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$687.54	\$685.44	\$1,350.00	\$1,350.00
SURPLUS/(EXCESS EXPENDITURES)	\$0.00	-\$185.44	\$0.00	\$0.00
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00
PROJECTED ENDING FUND BALANCE	\$0.00	-\$185.44	\$0.00	\$0.00

REPAIR AND REPLACEMENT

Other Funds

DESCRIPTION

This fund provides revenue to fund the repair and replacement of utility meters. This fund is primarily funded by the sale of water meters to the City's new utility customers.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Meter Sales	\$33,877.17	\$30,000.00	\$36,000.00	\$35,000.00
Miscellaneous	\$42,674.77	\$29,050.00	\$35,050.00	\$30,050.00
TOTAL REVENUES	\$76,551.94	\$59,050.00	\$71,050.00	\$65,050.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$76,551.94	\$59,050.00	\$71,050.00	\$65,050.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$99,429.81	\$80,000.00	\$118,070.00	\$80,000.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$99,429.81	\$80,000.00	\$118,070.00	\$80,000.00
SURPLUS/(EXCESS EXPENDITURES)	-\$22,877.87	-\$20,950.00	-\$47,020.00	-\$14,950.00
PROJECTED BEGINNING FUND BALANCE	\$114,766.35	\$91,888.48	\$91,888.48	\$44,868.48
PROJECTED ENDING FUND BALANCE	\$91,888.48	\$70,938.48	\$44,868.48	\$29,918.48

CAPITAL IMPROVEMENT ¾ CENT SALES TAX

Other Funds

DESCRIPTION

Money from the Capital Improvement Sales Tax from 2003 for water and sewer improvements. This tax has expired and this fund contains the balance of those funds.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$20.00	\$25.00	\$10.00	\$25.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$20.00	\$25.00	\$10.00	\$25.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$20.00	\$25.00	\$10.00	\$25.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00
SURPLUS/(EXCESS EXPENDITURES)	\$20.00	\$25.00	\$10.00	\$25.00
PROJECTED BEGINNING FUND BALANCE	\$2,739.95	\$2,759.95	\$2,759.95	\$2,769.95
PROJECTED ENDING FUND BALANCE	\$2,759.95	\$2,784.95	\$2,769.95	\$2,794.95

ECONOMIC DEVELOPMENT

Other Funds

DESCRIPTION

The Retail Business Enterprise Department is responsible for Downtown Development implementation, development of Muskogee Davis Regional Airport, management of the Civic Center and the Roxy, recruitment of retail businesses, management of the Planning and Community Development Department, and the management of contracts with the Chamber of Commerce and the Port of Muskogee.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$120.78	\$100.00	\$100.00	\$100.00
Foundation Grant	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$5,068.00	\$19,522.29	\$23,000.00	\$0.00
TOTAL REVENUES	\$5,188.78	\$19,622.29	\$23,100.00	\$100.00
OTHER SOURCES				
Transfers In	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00
TOTAL REVENUES & OTHER SOURCES	\$1,205,188.78	\$1,219,622.29	\$1,223,100.00	\$1,200,100.00
EXPENDITURES				
Personnel Services	\$174,914.45	\$186,949.75	\$179,274.00	\$112,243.00
Other Services	\$924,744.46	\$1,497,275.00	\$919,736.00	\$1,556,150.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$1,099,658.91	\$1,684,224.75	\$1,099,010.00	\$1,668,393.00
SURPLUS/(EXCESS EXPENDITURES)	\$105,529.87	-\$464,602.46	\$124,090.00	-\$468,293.00
PROJECTED BEGINNING FUND BALANCE	\$261,877.38	\$367,407.25	\$367,407.25	\$491,497.25
PROJECTED ENDING FUND BALANCE	\$367,407.25	-\$97,195.21	\$491,497.25	\$23,204.25

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
DIRECTOR OF ECONOMIC DEVELOPMENT	1	0	0	0
ASST DIRECTOR OF ECONOMIC DEVELOPMENT	0	0	0	0
ECONOMIC DEVELOPMENT OFC ADMIN	1	1	1	1
SPECIAL EVENTS COORDINATOR	0	1	0	0

2009 SALES TAX CAPITAL IMPROVEMENTS

Other Funds

DESCRIPTION

The 2009 Capital Improvement Fund provides revenue to fund the major capital improvements for City departments. The fund is funded by a 0.18% sales tax approved in 2009 to continue until 2014. This is expired.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$0.00	\$0.00	\$0.00	\$0.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$0.00	\$0.00	\$0.00	\$0.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$40,876.50	\$0.00	\$0.00	\$0.00
Capital Outlay	\$3,494.00	\$0.00	\$18,500.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$44,370.50	\$0.00	\$18,500.00	\$0.00
SURPLUS/(EXCESS EXPENDITURES)	-\$44,370.50	\$0.00	-\$18,500.00	\$0.00
PROJECTED BEGINNING FUND BALANCE	\$163,485.18	\$119,114.68	\$119,114.68	\$100,614.68
PROJECTED ENDING FUND BALANCE	\$119,114.68	\$119,114.68	\$100,614.68	\$100,614.68

2014 SALES TAX CAPITAL IMPROVEMENTS

Other Funds

DESCRIPTION

The 2014 Capital Improvement fund provide revenue to fund the major capital improvements for City departments. The fund is funded by a .18% sales tax approved in 2014 to continue until 2019.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Foundation Grant	\$0.00	\$0.00	\$0.00	\$0.00
Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$1,095,769.05	\$1,033,387.00	\$1,056,054.00	\$1,053,027.00
Foundation Loan Gap Funding	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,095,769.05	\$1,033,387.00	\$1,056,054.00	\$1,053,027.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$1,095,769.05	\$1,033,387.00	\$1,056,054.00	\$1,053,027.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$609,611.76	\$600,000.00	\$300,000.00	\$1,122,000.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Land and Right of Way	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$74,770.31	\$200,000.00	\$1,000,000.00	\$35,000.00
TOTAL DEPARTMENT EXPENDITURES	\$684,382.07	\$800,000.00	\$1,300,000.00	\$1,157,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$411,386.98	\$233,387.00	-\$243,946.00	-\$103,973.00
PROJECTED BEGINNING FUND BALANCE	\$310,842.05	\$722,229.03	\$722,229.03	\$478,283.03
PROJECTED ENDING FUND BALANCE	\$722,229.03	\$955,616.03	\$478,283.03	\$374,310.03

2009 SEWER REHABILITATION

Other Funds

DESCRIPTION

The 2009 Capital Improvement Fund provides revenue to fund the major capital improvements for City departments. The fund is funded by a 0.32% sales tax approved in 2009 to continue until 2014.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$923.31	\$0.00	\$0.00	\$0.00
Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$923.31	\$0.00	\$0.00	\$0.00
OTHER SOURCES				
Transfers In Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$923.31	\$0.00	\$0.00	\$0.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$317,074.94	\$0.00	\$0.00	\$0.00
Debt Service	\$500.00	\$0.00	\$668,914.63	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$317,574.94	\$0.00	\$668,914.63	\$0.00
SURPLUS/(EXCESS EXPENDITURES)	-\$316,651.63	\$0.00	-\$668,914.63	\$0.00
PROJECTED BEGINNING FUND BALANCE	\$997,385.38	\$680,733.75	\$680,733.75	\$11,819.12
PROJECTED ENDING FUND BALANCE	\$680,733.75	\$680,733.75	\$11,819.12	\$11,819.12

2014 SEWER REHABILITATION

Other Funds

DESCRIPTION

The 2014 Capital Improvement Fund provides revenue to fund the major capital improvements for City departments. The fund is funded by a 0.32% sales tax approved in 2014 to continue until 2019.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$10,185.70	\$0.00	\$9,000.00	\$9,000.00
Loan Proceeds	\$1,043,887.16	\$0.00	\$0.00	\$0.00
Sales Tax	\$1,948,033.84	\$1,837,134.00	\$1,874,260.00	\$1,872,048.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$3,002,106.70	\$1,837,134.00	\$1,883,260.00	\$1,881,048.00
OTHER SOURCES				
Transfers In Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$3,002,106.70	\$1,837,134.00	\$1,883,260.00	\$1,881,048.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$931,302.68	\$0.00	\$0.00	\$0.00
Debt Service	\$277,193.40	\$1,060,000.00	\$1,063,572.00	\$1,224,000.00
TOTAL DEPARTMENT EXPENDITURES	\$1,208,496.08	\$1,060,000.00	\$1,063,572.00	\$1,224,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$1,793,610.62	\$777,134.00	\$819,688.00	\$657,048.00
PROJECTED BEGINNING FUND BALANCE	\$2,776,147.42	\$4,569,758.04	\$4,569,758.04	\$5,389,446.04
PROJECTED ENDING FUND BALANCE	\$4,569,758.04	\$5,346,892.04	\$5,389,446.04	\$6,046,494.04

STREET MAINTENANCE / INSTALLATION

Other Funds

DESCRIPTION

The Street Improvement Fund provides revenue to fund major improvements to the City's streets. The fund is primarily funded by a 0.25% permanent sales tax approved in 2009.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$1,846.62	\$0.00	\$1,000.00	\$1,000.00
Loan Proceeds	\$1,920,247.79	\$0.00	\$0.00	\$0.00
Sales Tax	\$1,521,901.44	\$1,435,260.00	\$1,464,266.00	\$1,462,537.00
Grant Revenue	\$1,509,595.15	\$0.00	\$733,163.82	\$0.00
TOTAL REVENUES	\$4,953,591.00	\$1,435,260.00	\$2,198,429.82	\$1,463,537.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$4,953,591.00	\$1,435,260.00	\$2,198,429.82	\$1,463,537.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$3,425,506.09	\$750,000.00	\$0.00	\$1,365,669.00
Debt Service	\$859,432.74	\$852,000.00	\$864,000.00	\$864,000.00
TOTAL DEPARTMENT EXPENDITURES	\$4,284,938.83	\$1,602,000.00	\$864,000.00	\$2,229,669.00
SURPLUS/(EXCESS EXPENDITURES)	\$668,652.17	-\$166,740.00	\$1,334,429.82	-\$766,132.00
PROJECTED BEGINNING FUND BALANCE	\$1,324,962.73	\$1,993,614.90	\$1,993,614.90	\$3,328,044.72
PROJECTED ENDING FUND BALANCE	\$1,993,614.90	\$1,826,874.90	\$3,328,044.72	\$2,561,912.72

EMPLOYEE BENEFITS – NON UNIFORMED

Other Funds

DESCRIPTION

The Employee Salary and Benefits Fund provides revenue to fund pay increases and extend employment benefits for City of Muskogee employees. The fund is primarily funded by 90% of the revenue from a 0.75% permanent sales tax approved in 2004.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$17.47	\$100.00	\$100.00	\$100.00
Sales Tax	\$1,217,521.17	\$1,148,208.00	\$1,171,412.00	\$1,170,030.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,217,538.64	\$1,148,308.00	\$1,171,512.00	\$1,170,130.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$1,217,538.64	\$1,148,308.00	\$1,171,512.00	\$1,170,130.00
EXPENDITURES				
Personnel Services	\$1,189,804.72	\$1,201,660.00	\$1,263,685.00	\$1,201,660.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$1,189,804.72	\$1,201,660.00	\$1,263,685.00	\$1,201,660.00
SURPLUS/(EXCESS EXPENDITURES)	\$27,733.92	-\$53,352.00	-\$92,173.00	-\$31,530.00
PROJECTED BEGINNING FUND BALANCE	\$198,104.05	\$225,837.97	\$225,837.97	\$133,664.97
PROJECTED ENDING FUND BALANCE	\$225,837.97	\$172,485.97	\$133,664.97	\$102,134.97

EMPLOYEE BENEFITS - POLICE

Other Funds

DESCRIPTION

The Employee Salary and Benefits Fund provides revenue to fund pay increases and extend employment benefits for City of Muskogee employees. The fund is primarily funded by 90% of the revenue from a 0.75% permanent sales tax approved in 2004.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$0.00	\$100.00	\$50.00	\$100.00
Sales Tax	\$1,217,521.17	\$1,148,208.00	\$1,171,412.00	\$1,170,030.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,217,521.17	\$1,148,308.00	\$1,171,462.00	\$1,170,130.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$71,000.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$1,217,521.17	\$1,148,308.00	\$1,242,462.00	\$1,170,130.00
EXPENDITURES				
Personnel Services	\$1,218,133.12	\$1,155,078.00	\$1,296,478.00	\$1,170,078.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$1,218,133.12	\$1,155,078.00	\$1,296,478.00	\$1,170,078.00
SURPLUS/(EXCESS EXPENDITURES)	-\$611.95	-\$6,770.00	-\$54,016.00	\$52.00
PROJECTED BEGINNING FUND BALANCE	\$54,774.83	\$54,162.88	\$54,162.88	\$146.88
PROJECTED ENDING FUND BALANCE	\$54,162.88	\$47,392.88	\$146.88	\$198.88

EMPLOYEE BENEFITS - FIRE

Other Funds

DESCRIPTION

The Employee Salary and Benefits Fund provides revenue to fund pay increases and extend employment benefits for City of Muskogee employees. The fund is primarily funded by 90% of the revenue from a 0.75% permanent sales tax approved in 2004.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$929.23	\$100.00	\$400.00	\$100.00
Sales Tax	\$1,217,521.17	\$1,148,208.00	\$1,171,412.00	\$1,170,030.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$1,218,450.40	\$1,148,308.00	\$1,171,812.00	\$1,170,130.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$1,218,450.40	\$1,148,308.00	\$1,171,812.00	\$1,170,130.00
EXPENDITURES				
Personnel Services	\$1,238,732.42	\$1,168,031.00	\$1,259,107.00	\$1,142,761.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$1,238,732.42	\$1,168,031.00	\$1,259,107.00	\$1,142,761.00
SURPLUS/(EXCESS EXPENDITURES)	-\$20,282.02	-\$19,723.00	-\$87,295.00	\$27,369.00
PROJECTED BEGINNING FUND BALANCE	\$548,977.03	\$528,695.01	\$528,695.01	\$441,400.01
PROJECTED ENDING FUND BALANCE	\$528,695.01	\$508,972.01	\$441,400.01	\$468,769.01

CEMETERY PERPETUAL CARE

Other Funds

DESCRIPTION

The Cemetery Perpetual Care Fund provides revenue to fund building and ground improvements to Greenhill Cemetery. This is primarily funded by the sale of cemetery plots at the cemetery.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$30.31	\$500.00	\$0.00	\$0.00
Cemetery Receipts	\$11,018.83	\$12,000.00	\$16,000.00	\$17,000.00
Miscellaneous	\$8,000.00	\$0.00	\$29,767.76	\$0.00
TOTAL REVENUES	\$19,049.14	\$12,500.00	\$45,767.76	\$17,000.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$19,049.14	\$12,500.00	\$45,767.76	\$17,000.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$3,352.19	\$88,000.00	\$60,000.00	\$15,000.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$3,352.19	\$88,000.00	\$60,000.00	\$15,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$15,696.95	-\$75,500.00	-\$14,232.24	\$2,000.00
PROJECTED BEGINNING FUND BALANCE	\$154,715.14	\$170,412.09	\$170,412.09	\$156,179.85
PROJECTED ENDING FUND BALANCE	\$170,412.09	\$94,912.09	\$156,179.85	\$158,179.85

75 LIMITED ACCESS B

Other Funds

DESCRIPTION

This fund is to be used for improvement of the Court Street Viaduct.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$7.73	\$50.00	\$53.50	\$50.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$7.73	\$50.00	\$53.50	\$50.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$7.73	\$50.00	\$53.50	\$50.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$16,087.50	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$16,087.50	\$0.00	\$0.00	\$0.00
SURPLUS/(EXCESS EXPENDITURES)	-\$16,079.77	\$50.00	\$53.50	\$50.00
PROJECTED BEGINNING FUND BALANCE	\$50,786.93	\$34,707.16	\$34,707.16	\$34,760.66
PROJECTED ENDING FUND BALANCE	\$34,707.16	\$34,757.16	\$34,760.66	\$34,810.66

MUSKOGEE DAVIS REGIONAL AIRPORT

Other Funds

DESCRIPTION

Muskogee Davis Regional Airport is a Regional Business Airport owned and operated by the City of Muskogee that serves as critical airport infrastructure to Muskogee and the surrounding region. The airport's 1,622 acres of land has sites available for development to fill any commercial and industrial aviation and non-aviation needs. Davis Regional's runways can accommodate light through heavy transport jet aircraft and the airport's state of the art terminal provides comfort and convenience for personal and business aviation customers. The Airport Fund is funded by revenue generated by the lease of commercial, personal, and private hangars as well as land leases and fuel-flow fees. FY 2016-2017 Highlights: Runway 04/22 Rehabilitation Project completed. FY 2017-2018 Highlights: Runway 13/31, Aircraft Parking Apron, and Taxiway Bravo Rehabilitation Project; Large-scale T-Hangar and Commercial Hangar maintenance and improvements.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$0.00	\$250.00	\$290.00	\$250.00
Grants	\$580,640.12	\$688,540.00	\$852,497.00	\$0.00
Hangar Rentals	\$173,783.81	\$171,076.00	\$176,600.00	\$171,076.00
Grazing Leases	\$21,953.47	\$21,313.00	\$21,300.00	\$21,313.00
Miscellaneous	\$41,833.55	\$21,453.00	\$46,170.00	\$15,453.00
TOTAL REVENUES	\$818,210.95	\$902,632.00	\$1,096,857.00	\$208,092.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$818,210.95	\$902,632.00	\$1,096,857.00	\$208,092.00
EXPENDITURES				
Personnel Services	\$72,220.15	\$73,022.00	\$76,784.00	\$96,586.00
Other Services	\$96,731.01	\$162,225.00	\$120,025.00	\$96,735.00
Capital Outlay	\$614,481.56	\$733,800.00	\$897,366.00	\$22,500.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$783,432.72	\$969,047.00	\$1,094,175.00	\$215,821.00
SURPLUS/(EXCESS EXPENDITURES)	\$34,778.23	-\$66,415.00	\$2,682.00	-\$7,729.00
PROJECTED BEGINNING FUND BALANCE	\$317,387.29	\$352,165.52	\$352,165.52	\$354,847.52
PROJECTED ENDING FUND BALANCE	\$352,165.52	\$285,750.52	\$354,847.52	\$347,118.52

<u>Position Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
AIRPORT MANAGER	1	1	1	1
AIRPORT MAINTENANCE LEADER I	0	0	0	1

HOTEL/MOTEL TAX

Other Funds

DESCRIPTION

The Hotel/Motel tax is funded by taxes on lodging within the City of Muskogee. These funds may only be used for certain expenditures related to convention and tourism.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Interest	\$7.43	\$75.00	\$0.00	\$0.00
Hotel/Motel Taxes	\$969,918.37	\$950,000.00	\$815,000.00	\$850,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$969,925.80	\$950,075.00	\$815,000.00	\$850,000.00
OTHER SOURCES				
Transfers In	\$138,590.97	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$1,108,516.77	\$950,075.00	\$815,000.00	\$850,000.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$982,092.31	\$946,245.00	\$932,800.01	\$850,000.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$982,092.31	\$946,245.00	\$932,800.01	\$850,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$126,424.46	\$3,830.00	-\$117,800.01	\$0.00
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$126,424.46	\$126,424.46	\$8,624.45
PROJECTED ENDING FUND BALANCE	\$126,424.46	\$130,254.46	\$8,624.45	\$8,624.45

INSURANCE TRUST

Internal Service Funds

DESCRIPTION

Fund for unemployment insurance.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$0.00	\$0.00	\$0.00	\$0.00
OTHER SOURCES				
Transfers In	\$21,220.74	\$12,000.00	\$25,000.00	\$12,000.00
TOTAL REVENUES & OTHER SOURCES	\$21,220.74	\$12,000.00	\$25,000.00	\$12,000.00
EXPENDITURES				
Personnel Services	\$21,220.00	\$12,000.00	\$25,000.00	\$12,000.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$21,220.00	\$12,000.00	\$25,000.00	\$12,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$0.74	\$0.00	\$0.00	\$0.00
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$0.74	\$0.74	\$0.74
PROJECTED ENDING FUND BALANCE	\$0.74	\$0.74	\$0.74	\$0.74

SALES TAX EMPLOYEE BENEFITS

Internal Service Funds

DESCRIPTION

The Sales Tax Employee Benefits fund provides revenue to fund pay increases and extend employment benefits for City employees. This is primarily funded by 90% of the revenue from a 0.75% permanent sales tax approved in 2004.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00
Sales Taxes	\$456,570.41	\$430,578.00	\$439,279.00	\$438,761.00
TOTAL REVENUES	\$456,570.41	\$430,578.00	\$439,279.00	\$438,761.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$456,570.41	\$430,578.00	\$439,279.00	\$438,761.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$459,654.84	\$443,000.00	\$452,580.00	\$452,500.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$459,654.84	\$443,000.00	\$452,580.00	\$452,500.00
SURPLUS/(EXCESS EXPENDITURES)	-\$3,084.43	-\$12,422.00	-\$13,301.00	-\$13,739.00
PROJECTED BEGINNING FUND BALANCE	\$178,436.69	\$175,352.26	\$175,352.26	\$162,051.26
PROJECTED ENDING FUND BALANCE	\$175,352.26	\$162,930.26	\$162,051.26	\$148,312.26

LIFE AND MEDICAL

Internal Service Funds

DESCRIPTION

The Employee Health Insurance Fund, an internal services fund, provides revenue to fund group health insurance benefits for City employees. This fund is funded by the portion of the revenues from a 0.75% permanent sales tax approved in 2004 and from contributions by both the City and employees.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Charge for Services	\$4,422,173.72	\$4,200,676.00	\$4,200,000.00	\$4,200,676.00
Transfer from Employee Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$4,422,173.72	\$4,200,676.00	\$4,200,000.00	\$4,200,676.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$4,422,173.72	\$4,200,676.00	\$4,200,000.00	\$4,200,676.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Claims	\$4,023,593.26	\$3,500,000.00	\$4,058,661.00	\$4,060,000.00
Miscellaneous	\$98,318.75	\$100,000.00	\$98,660.00	\$98,800.00
TOTAL DEPARTMENT EXPENDITURES	\$4,121,912.01	\$3,600,000.00	\$4,157,321.00	\$4,158,800.00
SURPLUS/(EXCESS EXPENDITURES)	\$300,261.71	\$600,676.00	\$42,679.00	\$41,876.00
PROJECTED BEGINNING FUND BALANCE	\$2,760,059.47	\$3,060,321.18	\$3,060,321.18	\$3,103,000.18
PROJECTED ENDING FUND BALANCE	\$3,060,321.18	\$3,660,997.18	\$3,103,000.18	\$3,144,876.18

WORKERS COMPENSATION

Internal Service Funds

DESCRIPTION

This fund, an internal services fund, provides revenue to fund group workers compensation insurance benefits for the City employees. This is primarily funded by transfers from the General Fund.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Charges for Services	\$378,596.62	\$441,000.00	\$442,000.00	\$442,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$378,596.62	\$441,000.00	\$442,000.00	\$442,000.00
OTHER SOURCES				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES & OTHER SOURCES	\$378,596.62	\$441,000.00	\$442,000.00	\$442,000.00
EXPENDITURES				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Claims	\$246,205.00	\$305,044.00	\$300,000.00	\$305,044.00
Miscellaneous	\$132,391.00	\$133,816.00	\$133,600.00	\$133,816.00
TOTAL DEPARTMENT EXPENDITURES	\$378,596.00	\$438,860.00	\$433,600.00	\$438,860.00
SURPLUS/(EXCESS EXPENDITURES)	\$0.62	\$2,140.00	\$8,400.00	\$3,140.00
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$0.62	\$0.62	\$8,400.62
PROJECTED ENDING FUND BALANCE	\$0.62	\$2,140.62	\$8,400.62	\$11,540.62

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TRUST FUNDS



The City's Trust Authority funds are comprised of the Muskogee Municipal Authority and the Muskogee Parking Authority.

The MMA provides drinking water to six rural water districts and four towns. The City receives raw water from the Fort Gibson Reservoir and a secondary water supply from the Grand River.

The MPA owns and maintains several parking lots within the City. Some spaces are rented on a monthly basis and the remainder are provided for public parking.

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MUSKOGEE MUNICIPAL AUTHORITY

Trust Authority Funds

DESCRIPTION

The MMA provides drinking water to six rural water districts and four towns. The City receives raw water from the Fort Gibson Reservoir and a secondary water supply from the Grand River.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Water Revenue	\$9,539,982.67	\$9,574,110.00	\$9,485,868.00	\$9,771,921.81
Sewer Revenue	\$4,025,300.83	\$4,084,409.70	\$4,016,762.00	\$4,288,630.19
Other Charges	\$551,529.64	\$529,000.00	\$534,098.00	\$525,000.00
TOTAL REVENUES	\$14,116,813.14	\$14,187,519.70	\$14,036,728.00	\$14,585,552.00
EXPENDITURES				
Transfer to General Fund	\$10,486,406.12	\$10,484,311.00	\$10,070,091.00	\$10,416,048.00
Debt Service Transfer	\$3,069,600.00	\$3,069,600.00	\$3,069,600.00	\$2,634,504.00
Water/Sewer Infrastructure Projects	\$0.00	\$2,046,000.00	\$508,500.00	\$955,600.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$13,556,006.12	\$15,599,911.00	\$13,648,191.00	\$14,006,152.00
SURPLUS/(EXCESS EXPENDITURES)	\$560,807.02	-\$1,412,391.30	\$388,537.00	\$579,400.00
PROJECTED BEGINNING FUND BALANCE	\$855.00	\$561,662.02	\$561,662.02	\$950,199.02
PROJECTED ENDING FUND BALANCE	\$561,662.02	-\$850,729.28	\$950,199.02	\$1,529,599.02

MUSKOGEE PARKING AUTHORITY

Trust Authority Funds

DESCRIPTION

The MPA owns and maintains several parking lots within the City. Some spaces are rented on a monthly basis and the remainder are provided for public parking.

Summary of Revenues and Expenditures

	Actual FY 2017	Budget FY 2018	Est. Actual FY 2018	Proposed FY 2019
REVENUES				
Parking Rental	\$68,369.00	\$68,369.00	\$68,369.00	\$68,369.00
Other Charges	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$68,369.00	\$68,369.00	\$68,369.00	\$68,369.00
EXPENDITURES				
Parking Lot Improvements	\$2,703.00	\$10,000.00	\$309,970.00	\$10,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DEPARTMENT EXPENDITURES	\$2,703.00	\$10,000.00	\$309,970.00	\$10,000.00
SURPLUS/(EXCESS EXPENDITURES)	\$65,666.00	\$58,369.00	-\$241,601.00	\$58,369.00
PROJECTED BEGINNING FUND BALANCE	\$847,719.65	\$913,385.65	\$913,385.65	\$671,784.65
PROJECTED ENDING FUND BALANCE	\$913,385.65	\$971,754.65	\$671,784.65	\$730,153.65

CAPITAL OUTLAY

DETAIL

The Capital Outlay Fund provides revenue to fund major purchases of new equipment for the City. It is funded primarily by a special earmarked 0.5% permanent sales tax adopted in 1991.

Following is the detail of departmental requests and the status of the request.



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CAPITAL OUTLAY SUMMARY

Department	FY2019 Requested	FY2019 Recommended
Animal Control	\$0.00	\$0.00
Cemetery	\$96,300.00	\$5,000.00
City Attorney	\$0.00	\$0.00
City Clerk	\$1,500.00	\$0.00
Code Enforcement	\$16,000.00	\$5,800.00
Emergency Management	\$0.00	\$75,000.00
Engineering Admin	\$0.00	\$0.00
Environmental Control	\$259,500.00	\$178,500.00
Equipment Management	\$221,000.00	\$41,000.00
Facilities	85,000.00	\$265,000.00
Fairgrounds	\$50,000.00	\$25,000.00
Fire	\$45,000.00	\$45,000.00
General Government	\$1,071,300.00	\$598,300.00
Human Resources	\$0.00	\$0.00
Information Technology	\$92,000.00	\$0.00
Inspections	\$0.00	\$0.00
Library	\$10,000.00	\$0.00
Parks	\$143,000.00	\$40,000.00
Planning	\$5,823.50	\$5,823.50
Police	\$189,223.50	\$0.00
Pollution Collection	\$15,000.00	\$0.00
Public Works Admin	\$0.00	\$0.00
Purchasing	\$0.00	\$0.00
Recreation	\$38,000.00	\$38,000.00
Revenue	\$182,196.00	\$55,000.00
Roxy Theater	\$0.00	\$15,000.00
Safety	\$32,740.00	\$32,740.00
Solid Waste	\$0.00	\$0.00
Streets	\$645,500.00	\$153,500.00
Traffic Engineering	\$0.00	\$0.00
Treasurer	\$0.00	\$0.00
Waste Treatment	\$0.00	\$0.00
Water Distribution	\$182,500.00	\$0.00
Water Supply	\$85,000.00	\$0.00
Total All Departments	\$3,466,583.00	\$1,578,663.50

CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Animal Control	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Cemetery	GRASSHOPPER MOWER	\$12,600.00		
	GRASSHOPPER MOWER DECK	\$2,700.00		
	ICE MACHINE	\$1,000.00		
	GROUND PENETRATING RADAR	\$20,000.00	\$5,000.00	
	BACKHOE	\$45,000.00		
	FENCH FOR NORTH AREA	\$15,000.00		\$5,000.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
City Attorney		\$0.00	\$0.00	\$0.00
				\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
City Clerk	SOUND EQUIPMENT	\$1,500.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2018 REQUESTS	FY2018 RECOMMENDED	FY2018 TOTAL
Code Enforcement	MOBILE TECHNOLOGY	\$16,000.00	\$5,800.00	\$5,800.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Emergency Management	SIREN UPGRADE	\$0.00	\$75,000.00	\$75,000.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Engineering Admin	NONE	\$0.00	\$0.00	\$0.00

CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Environmental Control	500 GALLON SKID SPRAYER	\$12,000.00	\$0.00	
	CHAINS SAWS WEEDEATERS, POLE SAW	\$4,500.00	\$4,500.00	
	2 ZERO TURN MOWERS	\$28,000.00	\$14,000.00	
	2 125HP CAB TRACTORS	\$160,000.00	\$160,000.00	
	1 TON CAB AND CHASSIS	\$55,000.00	\$0.00	
				\$178,500.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Equipment Management	1/2 TON PICKUP	\$30,000.00	\$0.00	
	FREON RECOVERY MACHINE	\$7,500.00	\$7,500.00	
	DIAGNOSTIC SCANNER CARS/TRUCKS	\$17,500.00	\$17,500.00	
	2 POST LIFT	\$6,000.00	\$6,000.00	
	METAL LATHE	\$10,000.00	\$10,000.00	
	CAR WASH	\$150,000.00	\$0.00	\$41,000.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Facilities Management	REMODEL COUNCIL CHAMBERS	\$45,000.00	\$45,000.00	
	1ST FLOOR SECURITY IMPROVEMENTS	\$20,000.00	\$20,000.00	
	TRUCK	\$20,000.00	\$0.00	
	FACILITIES CAPITAL		\$200,000.00	
				\$265,000.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Fairgrounds	BUILDING MAINTENANCE/REPAIRS	\$50,000.00	\$25,000.00	\$25,000.00

CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Fire	VEHICLE	\$45,000.00	\$45,000.00	
				\$45,000.00

DEPARTMENT	PROJECT	FY2018 REQUESTS	FY2018 RECOMMENDED	FY2018 TOTAL
General Government	HONEYWELL LEASE	\$18,000.00	\$0.00	
	SECURE PARKING AT FAIRGROUNDS	\$95,000.00	\$65,000.00	
	FORKLIFT (SHARED USE)	\$35,000.00	\$35,000.00	
	NEW FUEL SYSTEM	\$600,000.00	\$200,000.00	
	VEHICLE TRACKING	\$50,000.00	\$25,000.00	
	SUDDENLINK WAN ANNUAL	\$76,800.00	\$76,800.00	
	COPIER LEASE AND MAINTENANCE	\$52,500.00	\$52,500.00	
	SERVER REPLACEMENT	\$15,000.00	\$15,000.00	
	LASERFICHE REPLACE FORTIS	\$60,000.00	\$60,000.00	
	TECH REFRESH	\$40,000.00	\$40,000.00	
	IPAD REPLACEMENT	\$9,000.00	\$9,000.00	
	SECURITY CAMERA EXTENSIONS	\$20,000.00	\$20,000.00	
				\$598,300.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Human Resources	NONE			

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Information Technology	WATER PLANT CONVERSION	\$12,000.00	\$0.00	
	SEVER REPLACEMENT	\$20,000.00	\$0.00	
	REPLICATE SERVER SYSTEM	\$60,000.00	\$0.00	
				\$0.00

CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Inspections	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Library	GENERAL REPAIRS AND MAINTENANCE	\$10,000.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Parks	HALF TON QUAD CAB TRUCK	\$25,000.00	\$25,000.00	
	EQUIPMENT TRAILER FOR SKID STEER AND BACK HOE	\$5,000.00	\$5,000.00	
	TOOLBOX BED	\$10,000.00	\$10,000.00	
	COMPACT EXCAVATOR	\$31,000.00	\$0.00	
	SPAULDING TILE POOL GUTTER	\$20,000.00	\$0.00	
	SPAULDING FENCE DIVIDING POOLS	\$10,000.00	\$0.00	
	HATBOX MEETING ROOM A/C	\$7,000.00	\$0.00	
	HATBOX FORKLIFT PNEUMATIC TIRES	\$35,000.00	\$0.00	
				\$40,000.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Planning	PICTOMETRY	\$5,823.50	\$5,823.50	\$5,823.50

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Police	POLICE CARS DEBT PAYMENT	\$120,000.00	\$0.00	
	POLE CAMERA	\$25,000.00	\$0.00	
	2 COMPUTERS	\$2,400.00	\$0.00	
	ANNUAL CONTRACTUAL UPKEEP	\$36,000.00	\$0.00	
	PICTOMETRY 1/2 SHARE WITH PLANNING	\$5,823.50	\$0.00	\$0.00

CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Pollution Collection	MULTI SMART EQ FOR LIFT STATIONS	\$15,000.00	\$0.00	
				\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Public Works Admin	NONE	\$0.00	\$0.00	
				\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Purchasing	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Recreation	WOOD FIBER	\$10,000.00	\$10,000.00	
	TRAIL MAINTENANCE	\$25,000.00	\$25,000.00	
	AERATOR	\$3,000.00	\$3,000.00	
				\$38,000.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Revenue	2 TRUCKS	\$50,000.00	\$0.00	
	METER LOCATOR	\$600.00	\$0.00	
	KIOSK	\$106,500.00	\$50,000.00	
	PAYMENT CENTER TUBE SYSTEM	\$25,096.00	\$5,000.00	
				\$55,000.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Roxy Theater	Building Maintenance	\$0.00	\$15,000.00	
				\$15,000.00

CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Safety	SAFETY EQUIPMENT	\$32,740.00	\$32,740.00	
				\$32,740.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Solid Waste	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Streets	MATERIAL YARD SEWER LINE	\$5,000.00	\$0.00	
	PW BUILDING IMPROVEMENTS	\$103,500.00	\$103,500.00	
	BUILDING IMPROVEMENTS	\$125,000.00	0	
	DOWNTOWN STREETScape	\$45,000.00	\$45,000.00	
	4 WHEEL DRIVE CREW CAB	\$35,000.00	\$0.00	
	2 10 WHEEL DUMP TRUCKS	\$232,000.00	\$0.00	
	SKID STEER WITH ATTACHMENTS	\$95,000.00	\$0.00	
	MISC TOOLS	\$5,000.00	\$5,000.00	\$153,500.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Traffic Engineering	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Treasurer	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Waste Treatment	NONE	\$0.00	\$0.00	\$0.00

CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Water Distribution	1/2 TON VEHICLE	\$35,000.00	\$0.00	
	1 TON UTILITY W/CRAINE BED	\$50,000.00	\$0.00	
	METER TEST BENCH	\$80,500.00	\$0.00	
	SHELVES FOR 350 UNIT	\$7,000.00	\$0.00	
	INVENTORY CONTROL SOFTWARE	\$10,000.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2019 REQUESTS	FY2019 RECOMMENDED	FY2019 TOTAL
Water Supply	1 TON CREW CAB	\$50,000.00	\$0.00	
	TOC ANALYZER	\$35,000.00	\$0.00	\$0.00
				\$0.00

GLOSSARY

Terms & Definitions

A

ACCOUNT

An entity for recording specific revenues or expenditures, or for grouping related or similar classes of revenues and expenditures and recording them within a fund or department.

ACCOUNTING SYSTEM

The total set of records and procedures that are used to record, classify, and report information on the financial status and operations of the entity. (See also Accrual Basis, Modified Accrual Basis, and Cash Basis).

ACCRUAL BASIS

The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at the time), and expenditures are recorded when goods and services are received (whether cash disbursements are made at the time or not).

APPROPRIATION

An authorization or allocation made by the legislative body that permits officials to incur obligations against, and to make expenditures of, governmental resources (revenues).

APPROPRIATION BALANCE

The available appropriation remaining after expenditures, encumbrances, and commitments have been subtracted from the appropriation.

ASSET

Resources owned or held by a government, which have monetary value. AUTHORIZED PERSONNEL Employee positions, which are authorized in the adopted budget, to be filled during the year.

B

BOND

A long-term IOU or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

GENERAL OBLIGATION BOND

A type of bond that is backed by the full faith, credit, and taxing power of the government.

REVENUE BOND

A type of bond that is backed only by the revenues from a specific enterprise or project, such as a utility system.

BOND REFINANCING

The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

BUDGET

A plan of financial activity for a fiscal year indicating all planned revenues and expenditures or expenses for the budget period. The City of Muskogee's fiscal year is July 1 through June 30.

BUDGET CALENDAR

The schedule of key dates which a government follows in preparation and adoption of the budget.

BUDGET RESOLUTION

The legal means by which the budget is adopted.

BUDGET SUPPLEMENT

The legal means by which an adopted estimated revenue or expenditure appropriation is increased or decreased.

BUDGET TRANSFER

Allows for the movement of appropriation funds between accounts within the same department or between departments. This action only requires City Manager approval.

BUDGETARY BASIS

This refers to the basis of accounting used to estimate financing sources and uses in the budget. It is different from GAAP basis of accounting.

BUDGETARY CONTROL

The control or management of a governmental expenditures in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

C

CAPITAL ASSETS

Assets of significant value and having a useful life of ten years. Capital assets are also called fixed assets.

CAPITAL IMPROVEMENT FUND

The appropriation of other revenue for improvements to facilities and other infrastructure. The City budgets for Capital projects or new capital projects. Approval of capital projects is granted through the Capital Improvements Committee and the City Council. The Third Penny Sales Tax accounts for the majority of financing resources of capital projects.

CAPITAL IMPROVEMENT

Any significant physical acquisition, construction, replacement, or improvement to a City.

CAPITAL IMPROVEMENT PROGRAM (CIP)

The process of planning, monitoring, programming, and budgeting over a multi-year period used to allocate the City's capital moneys, undertaken by the City's Capital Improvement Committee.

CAPITAL OUTLAY

One of five expenditure account categories used to account for the purchase of any item with a useful life greater than one year. Included are vehicles, heavy equipment, other equipment, personal computers, and some office furniture.

CAPITAL PROJECT

Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful lives. Also called capital improvements.

CARRYOVER

Appropriated funds that are encumbered during the fiscal year and are allowed to be retained in the budget of the next fiscal year for the purpose designated.

CASH BASIS

A basis of accounting in which transactions are recognized only when cash is increased or decreased.

CHARGES FOR SERVICES

Revenues received for services performed or delivered by the City.

COMMODITIES

Expendable items that are consumable or have a short life span. Examples include office supplies, gasoline, minor tools, and road salt.

CONTINGENCY

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

CONTRACTUAL SERVICES

Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

COST-OF-LIVING ADJUSTMENT (COLA)

An increase in salaries to offset the adverse effect of inflation or rising prices.

CURRENT BUDGET

The original budget as approved by the City Council, along with any carryover encumbrances from the prior fiscal year, and any transfers or amendments that have been made since July 1.

D

DEBT SERVICE

The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

DEFICIT

The excess of an entity's liabilities over its assets or the excess of expenses over revenues during a single accounting period.

DEPARTMENT

The basic organizational unit of government which is functionally unique in its delivery of services.

DEPRECIATION

Expiration in the service life of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence.

DEVELOPMENT-RELATED FEES

Those fees and charges generated by building, development, and growth in the community. Included are building permits, development review fees, and zoning, platting, and subdivision fees.

DISBURSEMENT

The expenditure of monies from an account.

DIVISION

A sub-unit of a department which encompasses a substantial portion of the duties assigned to a department. May consist of several activities.

E

EMPLOYEE BENEFITS

Contributions made by a government to meet commitments or obligations for employee fringe

benefits. Included are the government's share of costs for Social Security and the various pensions, medical, and life insurance plans.

ENCUMBRANCE

Obligations made by a government to meet commitments or obligations.

ENTERPRISE (PROPRIETARY) FUNDS

Established to account for revenues and expenditures generated by City functions for which customers are charged a fee. (For example: Muskogee Public Works Authority)

EXPENDITURE

The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.

Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered are recognized whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

EXPENSE

Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest, or other charges.

F

FINES AND FORFEITURES

A revenue source that consists primarily of fines from the Municipal Court.

FISCAL POLICY

A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

FISCAL YEAR

A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The City of Muskogee's fiscal year is July 1 through June 30.

FIXED ASSETS

Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment. Capital assets are also called fixed assets.

FULL FAITH AND CREDIT

A pledge of a government's taxing power to repay debt obligations.

FULL-TIME EQUIVALENT POSITION

A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year.

FUNCTION

A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g. - public safety).

FUND

An independent accounting entity with a self-balancing set of accounts for recording all revenues and all related liabilities and residual equities or balances, along with any changes to the above. In other words, each fund is separate from every other fund and maintains records of all income and expenditures for the fund. By law, expenditures cannot exceed the revenues. As an example, a fund is like an individual checking account. Income is recorded in, expenditures are recorded out, and one cannot spend more than one has available in the account.

FUND BALANCE

The excess of assets of a fund over its liabilities, reserves, and carryover. The following fund balance distinctions are in accordance with Governmental Accounting Standards Board (GASB) #54 guidelines:

ASSIGNED FUND BALANCE

This refers to the fund's intended use of resources. Such intent would have to be established by the governing body itself or by a body or official delegated by the governing body.

COMMITTED FUND BALANCE

Reflects the amount of the fund balance that is constrained by limitations that the government imposes upon itself at its highest level of decision making and that remain binding unless removed in the same manner.

NON-SPENDABLE FUND BALANCE

Represents resources that are not in spendable form or are legally or contractually required to be maintained intact. Non-spendable form may include, but is not limited to, supplies inventories and prepaid items, the long-term portion of loans receivable, and non-financial assets held for resale. Legal or contractual requirements may include but are not limited to the principal of an endowment or a revolving loan fund.

RESTRICTED FUND BALANCE

Resources of a fund that are subject to externally enforceable legal restrictions. Such restrictions can be externally imposed by creditors, grantors, contributors, or laws of other governments, or imposed by law through constitutional provisions or enabling legislation.

UNASSIGNED FUND BALANCE

The total fund balance in the general fund in excess of the non-spendable, restricted, committed, and assigned fund balance.

G

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and

recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GENERAL FUND

Serves as the primary operating fund for the City of Muskogee. All general operations that are not accounted for otherwise are financed from this primary operating fund.

GOAL

A statement of broad direction, purpose, or intent based on the needs of the community. A goal is general and timeless.

GRANTS

A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

H

HOURLY EMPLOYEE

An employee who is paid on a per-hour basis.

I

INFRASTRUCTURE

The physical assets of a government (streets, waterlines, sewers, public buildings, parks, etc.).

INTERFUND TRANSFERS

The movement of monies between funds of the same governmental entity.

INTERGOVERNMENTAL REVENUE

Funds received from federal, state, and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

INTERNAL SERVICE CHARGES

The charges to user departments for internal services provided by another department of the city.

INTERNAL SERVICE FUNDS

Funds used to account for Internal Service charges and expenditures (e.g. - Workers' Compensation, General Liability/Property, and Healthcare Self-Insurance Funds).

L

LEVY

To impose taxes for the support of government activities.

LICENSES AND PERMITS

Revenues that come from the City's efforts to provide licenses to business and inspection services to enforce compliance with minimum requirements for building and operating safety.

LONGEVITY

Employee compensation payments made in recognition of a certain minimum number of years employed full-time with the same entity.

LONG-TERM DEBT

Debt with a maturity of more than one year after the date of issuance.

M

MATCHING FUNDS

Requirement that a grant recipient contribute resources to a program that equal or exceed a pre-determined percentage of amounts provided by the grantor.

MATERIALS AND SUPPLIES

May include articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies, and repair and maintenance supplies, as well as all items of expense to any person, firm, or corporation rendering a service in connection with repair, sale, or trade of such articles or commodities.

MILL

The property tax rate which is based on the valuation of property. A tax rate of one mill

produces one dollar of taxes on each \$1,000 of net assessed property valuation.

MISCELLANEOUS REVENUE

A revenue category that is comprised of revenue sources that do not fit the other categories of Taxes, Licenses and Permits, Intergovernmental Revenue, Charges for Services, and Fines and Forfeitures.

MODIFIED ACCRUAL BASIS

The method of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred, and revenues are recorded when received in cash, except for material and/or available revenues, which should be accrued to reflect properly the taxes levied and the revenue earned.

N

NET BUDGET

The legally adopted budget, less all inter-fund transfers and inter-departmental charges.

O

OBJECT OF EXPENDITURE

An expenditure classification, referring to the lowest and most detailed level of classification, such as utilities, office supplies, chemicals, or furniture.

OBJECTIVE

Something to be accomplished in specific, well-defined, and measurable terms, and that is achievable within a specific time frame.

OBLIGATIONS

Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

OPERATING BUDGET

This sets the plan for the day-to-day operations of the City. The City budgets operating funds annually,

based on historical expenditures, priorities set forth by the elected officials, and economic conditions. Sales Tax Revenues and Utility Billing Charges provide the majority of the resources available for use within the operating budget.

OPERATING EXPENSES

The cost of personnel, materials, and equipment required for a department to function.

OPERATING REVENUE

Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

ORIGINAL BUDGET

The adopted budget, as approved by the City Council before the start of a new fiscal year.

OTHER SERVICES AND CHARGES

One of five expenditure account categories used to account for the purchase of contractual services and other intangible products such as security, temporary employment, professional and landscaping services, leases, utilities and communications, and employee education and travel.

P

PART-TIME EMPLOYEE/POSITION

An employee who works less than forty (40) hours per week and, generally, does not receive benefits.

PERSONAL SERVICES

One of five expenditure account categories used to account for all costs related to compensating employees, including employee benefits such as pension, social security, uniform allowance, health insurance, workers' compensation, etc.

PRIOR-YEAR ENCUMBRANCES

Obligations from previous fiscal years in the form of purchase orders or contracts, which are chargeable to an appropriation, and for which a

part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

PROJECT NUMBER

Used to identify any special activity, especially where specific reporting requirements exist regarding the activity. These numbers are always used with capital projects and grants.

R

RESERVE

A portion of fund equity legally restricted for a specific purpose, or not available for appropriation and subsequent spending. It is normally a set aside of funds for emergencies or unforeseen expenditures not otherwise budgeted.

RESOURCES

Total amounts available for appropriation, including estimated revenues, fund transfers, and beginning balances.

REVENUE

The yield from sources of income (such as taxes, licenses, fines, etc.) that the City collects and receives for public use. Revenue increases the assets of a fund, while not increasing a liability, or representing a repayment of expenditure, a cancellation of a liability, or an increase in contributed capital.

REVENUE ESTIMATES

Projected revenue using both time series analyses and deterministic methods.

S

SEASONAL EMPLOYEE/POSITION

An employee hired during a peak period at an hourly rate (e.g. - Bailey Ranch Food & Beverage workers, Stormwater & Drainage Control workers).

SHARED REVENUE

Taxes collected by the state are distributed, in part, back to the cities within the state in proportion to their population. This apportionment is determined

by the census conducted every ten years. Includes revenues such as the Alcoholic Beverage Tax, Gasoline Tax, and Tobacco Tax.

SINKING FUND

A fund established to pay for General Obligation Bond debt and judgments against the City.

SITE-BASED BUDGETING

A decentralized budget process, whereby budget preparation and development are based on individual departmental sites.

SOURCES OF REVENUE

Revenues are classified according to their source or point of origin.

SUPPLEMENTAL APPROPRIATION

An additional appropriation made by the governing body after the budget year has started.

T

TAXES

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments. Examples of tax revenues to the City of Muskogee are franchise, sales, and use taxes.

TRANSFERS IN/OUT

Amounts transferred from one fund to another to comply with legal requirements or to assist in financing the services for the recipient fund.

U

UNENCUMBERED BALANCE

The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

USER CHARGES

The payment of a fee for direct receipt of a public service by the party who benefits from the service.

V

VARIABLE COST

A cost that increases/decreases with increases/decreases in the amount of service provided.

DRAFT

This document was prepared by the staff of the City of Muskogee

Regular City Council

14.

Meeting Date: 05/14/2018
Initiator: Matthew Beese, Deputy City Attorney
Department: City Attorney
Staff Information Source: Mike Stewart

Information

AGENDA ITEM TITLE:

Consider approval of Ordinance No. 4044-A amending the City of Muskogee Code of Ordinances, Chapter 58, Parks and Recreation, Section 58-21, Fees Generally; Authorizing the City Manager to Establish or Modify certain fees; providing for Repealer, Severability, and Setting an Effective Date, or take other necessary action. (Mike Stewart)

BACKGROUND:

The City Council approves fees for City services, but occasionally some of our park enterprise funds need the flexibility to respond to market demand. This ordinance allows for the City manager or his designee to set fees for participation in special events, activities and programs. Examples might be the fee for a new kind of exercise class or a promotional pricing for membership or season passes. The Council would be notified of these fees within 10 days of adoption.

RECOMMENDED ACTION:

Approve proposed ordinance amendment.

Fiscal Impact

Attachments

Ord 4044-A

ORDINANCE NO. 4044-A

AN ORDINANCE OF THE CITY OF MUSKOGEE, OKLAHOMA AMENDING CHAPTER 58, PARKS AND RECREATION, SECTION, 58-21, FEES GENERALLY; AUTHORIZING THE CITY MANAGER TO ESTABLISH OR MODIFY CERTAIN FEES; PROVIDING FOR REPEALER, SEVERABILITY AND SETTING AN EFFECTIVE DATE

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

Section 1. The City of Muskogee Code of Ordinances, Chapter 58, Parks and Recreation, Section 58-21, Fees generally is hereby amended as follows:

Sec. 58-21. - Fees generally.

A. All fees provided for in this chapter shall be paid to the park and recreation department before utilizing any of the facilities. Unless otherwise established by the City Manager pursuant to this section, the appropriate user fees shall be determined 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.

B. The City Manager is hereby authorized to establish or modify fees for participation in special events, activities, and programs conducted and administered by the Parks and Recreation Department. Any fees established herewith shall be delivered to the City Council within ten days, with a copy made available for public viewing in the city clerk's office.

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 be effective 30 days after publication.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, THIS _____ DAY OF _____, 2018.

CITY OF MUSKOGEE

JOHN R. COBURN, MAYOR

ATTEST:

TAMMY L. TRACY, CITY CLERK

(seal)

Approved as to form and legality this _____ day of _____, 2018.

ROY D. TUCKER, CITY ATTORNEY

Regular City Council

15.

Meeting Date: 05/14/2018
Initiator: Tammy Tracy, City Clerk
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to direct staff to perform additional research relating to home day cares, as discussed in the Public Works Committee of May 6, 2018, or take other necessary action. (Councilor Vann)

BACKGROUND:

Motion was made to direct staff to invite a representative from DHS to speak on state regulations regarding home day cares, and further to research and bring back for further consideration the following information: 1) a map displaying location of all licensed home day cares; 2) any information provided by committee speakers, Mss. Thomas and Logan; 3) any traffic information available for the cities studied; and, 4) any zoning requirements of home days cares from Ft. Gibson, Wagoner and Tahlequah.

RECOMMENDED ACTION:

Fiscal Impact

Attachments

No file(s) attached.

Regular City Council**16.****Meeting Date:** 05/14/2018**Submitted For:** Mike Miller, City Manager**Initiator:** Mike Miller, City Manager**Department:** City Manager**Staff Information Source:**

Information**AGENDA ITEM TITLE:**

Discuss a potential future signage project acknowledging nationally-known Muskogee citizens at entry points to Muskogee, and provide direction to staff. (Councilor Dan Hall)

BACKGROUND:

Muskogee has many citizens who have gone on to fame on a national level, such as NFL players Stacy McGee and Robert Thomas, among others. Councilor Hall would like the council to discuss a list of famous people from Muskogee and look into the feasibility of placing signs at prominent entry points to the city.

RECOMMENDED ACTION:

Discuss and provide direction to staff.

Fiscal Impact**Attachments**

No file(s) attached.

Regular City Council**17. a.****Meeting Date:** 05/14/2018**Submitted For:** Roy Tucker, City Attorney**Initiator:** Leslie Arnold,
Attorney Secretary**Department:** City Attorney**Staff Information Source:** City Attorney

Information**AGENDA ITEM TITLE:**

Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss the worker's compensation claim of Philip Blair, and if necessary, take appropriate action in open session. (Roy D. Tucker)

BACKGROUND:

The City Attorney desires to discuss with the Mayor and Council the pending workers compensation claim of Philip Blair arising from an injury on 12/08/2017. The City Attorney advises the City Council that the Council should determine that disclosure of confidential communications between the Council and the City Attorney regarding the above referenced item will seriously impair the ability of the City to defend the City's interest, and from that determination, the Council should convene in Executive Session to discuss this matter.

RECOMMENDED ACTION:

Convene in Executive Session to discuss the worker's compensation claim of Philip Blair, and if necessary, take appropriate action in open session.

Fiscal Impact**Attachments**

No file(s) attached.
