

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).

**AGENDA
SPECIAL CALL
MUSKOGEE PARKING AUTHORITY
MAY 17, 2018**

By virtue of the authority vested in me as Mayor of the City of Muskogee, Oklahoma, I do hereby issue a call for a Special Call Meeting of the Muskogee Parking Authority to convene:

DATE: MAY 21, 2018
TIME: 5:30 P.M.
**PLACE: COUNCIL CHAMBERS, THIRD FLOOR
MUNICIPAL BUILDING, 3RD & OKMULGEE**

**ROLL CALL
PURPOSE:**

1. Approval of minutes: Special Call Parking Authority March 19, 2018.
2. Consider approval of Resolution No. 2726 approving the Muskogee Parking Authority budget for Fiscal Year 2018-2019 and establishing budget amendment authority, or take other necessary action. (Mike Miller)

ADJOURN

Muskogee Parking Authority- Agenda

1.

Meeting Date: 05/21/2018
Initiator: Ashley Wallace, Office Adm 1
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Approval of minutes: Special Call Parking Authority March 19, 2018.

BACKGROUND:

RECOMMENDED ACTION:

Fiscal Impact

Attachments

03-19-2018 parkauthmin

MINUTES

OF THE MUSKOGEE PARKING AUTHORITY MET IN SPECIAL CALL SESSION, IN THE COUNCIL CHAMBERS OF CITY HALL MONDAY, MARCH 19, 2018

The Muskogee Parking Authority of the City of Muskogee, Oklahoma, met in Special Call Session in Council Chambers of City Hall, Monday, March 19, 2018, at 5:30 p.m., with Chairman Coburn presiding.

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

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

Absent: Marlon Coleman, 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; Tish Callahan, Assistant Planning Director; Jean Kingston, Treasurer; Marci Gilliam, Strategic Financial Analyst; Drew Saffell, Airport Manager; Bret Smith, Municipal Judge; George Kingston, Assistant Director, Public Works, Utility Services

- 1 Consider approval of Special Call Parking Authority Minutes May 22, 2017.

Motion was made by Councilmember Janey Boydston, seconded by Councilmember Dan Hall to approve Special Call Parking Authority Minutes, May 22, 2017.

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

Carried - Unanimously

- 2 Consider approval of establishing the monthly municipal parking rates as per Exhibit A effective July 1, 2018, or take other necessary action. (Mike Stewart)

Assistant City Manager Mike Stewart stated there are currently nine (9) municipal parking lots the City rents out with a set monthly fee. The rates on eight (8) of nine (9) lots have not increased since the 1980's. The new lot across from the Muskogee Little Theater needs to have rates to be established. The monies received from the lots are used

to construct and maintain these lots. Attached are Exhibit A, which shows the proposed new rates and Exhibit B which shows the location of the new lot. The attached spreadsheet shows the existing rates, proposed new rates, increased amounts, and number of parking spots.

Motion was made by Councilmember Wayne Johnson, seconded by Councilmember Dan Hall to approve establishing the monthly municipal parking rates as per Exhibit A with an effective date of July 1, 2018.

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

Carried - Unanimously

- 3 Consider approval of constructing two (2) driveways on the west side of Second Street for the entrance and exit to municipal parking lot Number Four (4), or take other necessary action. (Mike Stewart)

Assistant City Manager Mike Stewart stated Staff has been assigned the task of reviewing parking in the municipal lots around City Hall to increase the efficiency. This will require looking at several different layouts and will require time to review before any charges are brought before the Parking Authority for approval. One (1) improvement that would have an immediate impact would be to construct two (2) driveways on Second Street for an entrance and exit to Lot Four (4) as per the attachment.

Motion was made by Councilmember Wayne Johnson, seconded by Councilmember Dan Hall to approve constructing two (2) driveways on the west side of Second Street for the entrance and exit to municipal parking lot Number Four (4).

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

Carried - Unanimously

ADJOURN

JOHN R. COBURN, CHAIRMAN

TAMMY L. TRACY, CITY CLERK

Muskogee Parking Authority- Agenda

2.

Meeting Date: 05/21/2018
Initiator: Jean Kingston, City Treasurer
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Resolution No. 2726 approving the Muskogee Parking Authority budget for Fiscal Year 2018-2019 and establishing budget amendment authority, or take other necessary action. (Mike Miller)

BACKGROUND:

Budget resolution as required for FY 2018-2019

RECOMMENDED ACTION:

Approve

Fiscal Impact

Attachments

RES 2726

RESOLUTION NO. 2726

**A RESOLUTION APPROVING THE MUSKOGEE PARKING
AUTHORITY, MUSKOGEE OKLAHOMA BUDGET FOR FISCAL YEAR
2018-2019 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.**

WHEREAS, the Muskogee Parking Authority desires to adopt the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216, where applicable; and

WHEREAS, the City Manager, serving as Executive Director, has prepared a budget for the fiscal year ending June 30, 2019 (FY 2018-2019) consistent with the Act; and

WHEREAS, The Act in Section 17-215 provides for the City Manager of the city, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MUSKOGEE PARKING
AUTHORITY, MUSKOGEE, OKLAHOMA:**

SECTION 1: The Muskogee Parking Authority does hereby adopt the FY 2018-2019 Budget on the 21st day of May 2018, with total resources available in the amount of \$804,786 and total fund/department appropriations in the amount of \$10,000. Legal appropriations (spending/encumbering limits) are hereby established as attached hereto.

SECTION 2. The Muskogee Parking Authority does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2018-2019, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Muskogee Parking Authority.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Muskogee Parking Authority and filed with the State Auditor and Inspector.

ADOPTED AND APPROVED, by the Trustees of the Muskogee Parking Authority, a public trust of the City of Muskogee, Oklahoma this 21st day of May 2018.

JOHN R. COBURN, CHAIRMAN

ATTEST:

TAMMY L. TRACY, CITY CLERK
(seal)

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

ROY D. TUCKER, CITY ATTORNEY

APPROVED FOR FUNDING:

JEAN KINGSTON, CITY TREASURER