

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 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 JUNE 24, 2024**

*Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item.*

*When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body.*

*Under certain circumstances, items are deferred to a specific date or stricken from the agenda entirely.*

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

**ROLL CALL - MAYOR W. PATRICK CALE**

**APPROVAL OF MINUTES: CITY COUNCIL SPECIAL CALL SESSION APRIL 8, 2024,  
REGULAR SESSION APRIL 22, 2024, SPECIAL CALL SESSION APRIL 30, 2024, SPECIAL  
CALL SESSION MAY 13, 2024, SPECIAL CALL SESSION MAY 20, 2024, SPECIAL CALL  
SESSION JUNE 10, 2024, AND SPECIAL CALL SESSION JUNE 17, 2024, OR TAKE OTHER  
NECESSARY ACTION.**

### **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 May 4, 2024 through May 31, 2024, or take other necessary action.
2. Approval to authorize the Muskogee Police Department to apply for, and if approved, accept the 2024 U.S.P.C.A. AKC Reunite K-9 Grant, in the amount of \$7,500.00, or take other necessary action. (Johnny Teehee)

3. Approval of a contract between the City of Muskogee and Hilldale Public Schools to furnish two (2) uniformed officers to provide law enforcement security for functions and act as the School Resource Officers for the school district campuses, or take other necessary action. (Katrina Bodenhamer)
4. Approval of Change Orders No. 1, 2, 3, and 4, for the Muskogee Swim & Fitness Center Renovation and Remodel Project, with AC Owen Construction, LLC, in the amount of \$59,837.15, for site improvements and installation of fire alarm system, or take other necessary action. (Mark Wilkerson)
5. Approval of the recommendation by the City of Muskogee Foundation Board of Directors reappointing Wren Stratton to serve as Board Chair for a one (1) year term, beginning August 1, 2024, and ending July 31, 2025, or take other necessary action. (Mike Miller)
6. Approval to renumber the following resolution: "A Resolution approving and authorizing execution of the Blue Cross Blue Shield Benefit Program Application and required addendums, Blue Cross Blue Shield Exhibit to the Stop Loss Coverage Policy, Prime Therapeutics Required Documents, and all other required documents, all to become effective on May 1, 2024, and authorizing the City Manager, or designee, to execute all necessary documents for renewal and implementation purposes," from Resolution No. 2932 to Resolution No. 2979, passed by City Council on February 26, 2024, or take other necessary action. (Maggie Eaton)
7. Approval of the creation of a limited purpose subcommittee of the Public Works Committee to receive updates from Half Associates regarding the 2024 Comprehensive Plan update, appointing a minimum of three (3), not to exceed four (4) members to that subcommittee, or take other necessary action. (Jody King)
8. Approval to apply for additional funding through the Certified Local Governments Subgrant from the Oklahoma State Historic Preservation Office for Historic Preservation in the City of Muskogee and set aside a city match in the amount of \$35,463.00, or take other necessary action. (Jody King)
9. Approval of the recommendation from Cowan Group Engineering to award the lowest and best bid for the Muskogee Swim and Fitness Center Roof Replacement, Project No. 2024002, to Heritage Hills Commercial Services, in the amount of \$298,500.00, or take other necessary action. (Mark Wilkerson)
10. Approval of final payment to TLS Group, Inc., in the amount of \$42,902.99, for the US Highway 62 and Country Club Road Traffic Signal Improvements, Project No. 2023004, or take other necessary action. (Mike Stewart)
11. Approval of final payment to Oklahoma Natural Gas (ONG) in the amount of \$155,958.78, for the relocation of 1,423 linear feet of gas line pertaining to a storm water project for the City of Muskogee, located on Country Club Road, approximately 500 feet north of Chandler Road, or take other necessary action. (Mike Stewart)

12. Approval of final payment to Cook Consulting, LLC, in the amount of \$105,795.52, for Smith Ferry Orchard Parkway Culvert, Project No. 2022031, or take other necessary action. (Mike Stewart)
13. Approval of nine (9) annual outside water agreements with the following wholesale water users: Rural Water District #1, Rural Water District #2, Rural Water District #5, Rural Water District #6, Rural Water District #9, Haskell Public Works Authority, Okay Public Works Authority, Porter Public Works Authority, and Taft Public Works Authority, or take other necessary action. (Katrina Bodenhamer)

### **REGULAR AGENDA**

14. Hold a Public Hearing and consider approval of Ordinance No. 4232-A, rezoning the property located at 2109 Ward Street, Southeast Section 24, Township 14 North, Range 18 East from R-1, Single Family, to I-1, Light Industrial, and if approved, authorize Staff to revise the Official Zoning Map of the City, or take other necessary action. (Jody King)
15. Hold a Public Hearing and consider approval of Ordinance No. 4231-A, to rezone the property located at 2544 South 32<sup>nd</sup> Street, Southeast Section 4, Township 14 North, Range 18 East, to be rezoned from C-2, General Commercial and A-Agriculture, to I-1, Light Industrial, and if approved, authorize Staff to revise the Official Zoning Map of the City, or take other necessary action. (Jody King)
16. Hold a Public Hearing and consider approval of Resolution No. 2985 to approve a land use map amendment to allow for the property located at 2544 South 32<sup>nd</sup> Street, Southeast Section 4, Township 14 North, Range 18 East to be rezoned from C-2, General Commercial and A Agriculture, to I-1, Light Industrial, or take other necessary action. (Jody King)
17. Hold a Public Hearing and consider approval of a Specific Use Permit for the property located at 1617 B North York Street, or take other necessary action. (Jody King)
18. Hold a Public Hearing and consider approval of a Specific Use Permit for the property located at 117 North Junction Street, or take other necessary action. (Jody King)
19. Consider Approval of Ordinance No. 4237-A, Amending Chapter 54, Offenses And Miscellaneous Provisions, Amending Article IV, Offenses Against Public Peace, Amending Division 2, Firearms And Deadly Weapons, Adding Section 54-218, Unlawful Discharge Of Fireworks Prohibited; Providing For Codification, Repealer, Severability And Declaring An Emergency. (Deputy Mayor Derrick Reed and Councilor Melody Cranford)
20. Consider approval of Resolution No. 2958 adopting an amendment to Appendix A of the Muskogee City Code pertaining to the schedules of fines for Criminal Offenses, or take other necessary action. (Deputy Mayor Derrick Reed and Councilor Melody Cranford)
21. Consider approval of Resolution No. 2995 declaring certain items of City property to be surplus to the needs of the City and authorizing the City Manager, or his designee to dispose of the same, as per the items listed, or take other necessary action. (Johnny Teehee)

22. Consider approval of Resolution No. 2993 adopting a county-wide Multi-Jurisdiction Hazard Mitigation Plan, or take other necessary action. (Tyler Evans)
23. Consider approval of Resolution No. 2997, a Resolution approving and adopting an amendment to the Muskogee Medical Center Authority Bylaws to allow Trustees to serve two (2) consecutive terms of seven (7) years each, and to allow Trustees to reside outside the Muskogee City Limits within 100 miles, or take other necessary action. (Katrina Bodenhamer)
24. Receive recognition from the Oklahoma State Department of Health for the Water Fluoridation Award, which was awarded to the City of Muskogee, or take other necessary action. (Mike Miller)
25. Discuss and consider approval for the City Manager to negotiate and execute a Memorandum of Agreement (MOA) between the Oklahoma Department of Commerce, Selser Schaefer Architects d/b/a Narrate, the City of Muskogee, and the Oklahoma Music Hall of Fame, or take other necessary action. (Councilor Jamie Stout and Mike Miller)
26. Consider approval for the Muskogee Police Department to purchase and install emergency equipment on 25 new police vehicles in the amount of \$330,134.82, from Dana Safety Supply, Inc., under the Oklahoma State Contract, or take other necessary action. (Johnny Teehee)
27. Consider approval of the appointment of D'Elbie Walker to the Martin Luther King Community Trust Authority, filling the expiring term of Juanda Perkins, beginning August 1, 2024, and ending on July 31, 2029, or take other necessary action. (Deputy Mayor Derrick Reed)
28. Discuss and consider approval of a Memorandum of Understanding (MOU) with the Muskogee City-County Port of Muskogee (Port) for a sewer extension project in the Southside Industrial Park, to be constructed with ARPA Funds, in the amount of \$1,960,000.00, and authorize the City Manager to negotiate and execute the same, or take other necessary action. (Mike Miller)

## **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.**

29. Consider an Executive Session to discuss and take possible action on the following:
  - a. Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the Fraternal Order of Police Lodge No. 95 and if necessary, take appropriate action in Open Session. (Maggie Eaton)

- b. Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the American Federation of State, County, and Municipal Employees Local No. 2465, and if necessary, take appropriate action in Open Session. (Maggie Eaton)
- c. Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the International Association of Firefighters, Local No. 57 and if necessary, take appropriate action in Open Session. (Maggie Eaton)
- d. Pursuant to 307C.11, Title 25, Oklahoma Statutes, consider convening in Executive Session to confer on matters pertaining to an economic development project, including the possible transfer of real property, in the northwest quadrant of the City, and if necessary, take appropriate action in Open Session. (Mike Miller)
- e. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss pending litigation that has been brought against the City in Case No. CV-2024-393, *Save the Muskogee Hospital, Inc. v. The City of Muskogee, Oklahoma, a municipality; Muskogee Medical Center Authority, an Oklahoma Public Trust, d/b/a Muskogee Regional Medical Center*, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)
- f. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss three (3) lawsuits styled, *England v. City of Muskogee*, Case No. CV-2007-20; *Lacey v. City of Muskogee*, Case No. CV-2007-1377; and *Taff v. City of Muskogee*, Case No. CJ-2007-1410 filed in the District Court in and for Muskogee County, Oklahoma, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)
- g. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss the Worker's Compensation Claim No. 10-23-6, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)
- h. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss potential litigation related to the City of Muskogee River Country Water Park Renovation Project, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)
- i. Pursuant to Section 307C.11, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss matters pertaining to a proposed Economic Development Project located in the Port of Muskogee, including an incentive request, and if necessary, take appropriate action in Open Session. (Mike Miller)

ADJOURN

**Regular City Council**

**1.**

**Meeting Date:** 06/24/2024  
**Initiator:** Jennifer Sharp, Admin II  
**Department:** City Clerk  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

APPROVAL OF MINUTES: CITY COUNCIL SPECIAL CALL SESSION APRIL 8, 2024, REGULAR SESSION APRIL 22, 2024, SPECIAL CALL SESSION APRIL 30, 2024, SPECIAL CALL SESSION MAY 13, 2024, SPECIAL CALL SESSION MAY 20, 2024, SPECIAL CALL SESSION JUNE 10, 2024, AND SPECIAL CALL SESSION JUNE 17, 2024, OR TAKE OTHER NECESSARY ACTION.

**BACKGROUND:**

**RECOMMENDED ACTION:**

---

**Fiscal Impact**

**Attachments**

4-8-2024 SCCCMIN  
4-22-2024 cc min  
4-30-2024 SPCCMIN  
5-13-2024 spccmin  
5-20-2024 spccmin  
6-10-2024 spccmin  
6-17-2024 spccmin

---

# MINUTES

## OF THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN A SPECIAL CALL SESSION IN COUNCIL CHAMBERS OF CITY HALL APRIL 8, 2024

The City Council of the City of Muskogee, Oklahoma, met in a Special Call Session at 5:30 p.m., on April 8, 2024, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma, with Mayor Marlon J. Coleman presiding.

Meeting was called to order by Mayor Marlon J. Coleman and the City Clerk called the roll as follows:

Present: Marlon J. Coleman, Mayor; Derrick Reed, Deputy Mayor; Jaime Stout, Councilmember; Alex Reynolds, Councilmember; Traci McGee, Councilmember; Tracy Hoos, Councilmember; Shirley Hilton-Flanary, Councilmember; Perline Boyattia-Craig, Councilmember; Patrick Cale, Councilmember

Staff Present: Mike Miller, City Manager; Roger Kolman, Assistant City Manager; Katrina Bodenhamer, City Attorney; Kenna Terrell, Deputy City Clerk; Mike Stewart, Public Works Director; Jeff Reeves, Project Manager; Johnny Teehee, Police Chief; Maggie Eaton, Human Resources Director; Avery Rigney, Assistant Public Works Director; Rick Ewing, Asst. Director of P&R-Parks Division; Jody King, Planning Director

- 1 Receive presentation relating to the proposed Tax Increment Districts of the City of Muskogee and Muskogee County, and take other necessary action. (Mike Miller)

City Manager Mike Miller explained the Port of Muskogee, working with City and County officials, has identified industrial development opportunities that will create new jobs and benefit both the City and County. However, certain critical infrastructure improvements arose, such as utilities and rail, that are necessary to allow the development to move forward. He stated on October 9, 2023, Council voted to appoint a TIF Review Committee to make findings and a recommendation for this proposed project. With Mayor Coleman as Chair, the committee met at least three (3) times. On March 15, 2024, Council recommended approving two (2) districts, and voted to hire the Public Finance Law Group to help guide us through the process.

Mayor Marlon J. Coleman stated he had the opportunity to visit as a joint TIF Committee with City of Muskogee officials as well as County officials.

Nate Ellis, Public Finance Law Group, LLC, presented a PowerPoint of the Proposed

## Tax Increment Districts.

Mr. Ellis stated there are three (3) separate hearings that are tied together in a joint project plan between the City of Muskogee and Muskogee County. A joint review committee looked at project plans and decided to create TIF District #6 (six) and TIF District #2 (two), while terminating an existing TIF District #1 (one) that did not come to fruition.

Mr. Ellis explained a TIF District is an economic development tool that allows a city or county to identify a specific area for future development, and to capture the increment of new tax revenues generated because of that development, utilizing that revenue stream to help offset costs related to making that development move forward.

Mr. Ellis stated the termination of TIF District #1 (one), Project Faith, is necessary as the proposed development did not come to fruition, and future development would not be supported by the existing parameters.

Proposed projects for the new Muskogee Increment Districts are:

- Project Heart – Construct a battery-grade lithium refinery as a proposed \$1.13 billion capital investment and creating hundreds of new jobs.
- Project Structure – Construct a new fabrication facility for an existing Muskogee business as a proposed \$20+ million capital investment and creating 15-20 new jobs.
- Project Bifrost – Construct a bitcoin data center as a proposed \$200+ million capital investment and projected to create 20 new jobs.

Projected TIF Project Costs are:

- Industrial road and utility improvements \$18,251,068.00
- Rail infrastructure improvements \$6,069,805.00
- Organizational costs combined for both TIFs \$200,000.00
- Administration costs combined for both TIFs \$340,000.00
- Financing costs not to exceed \$27.1 million

Mr. Ellis stated there are other potential funding sources. A \$1.2 million grant for the trestle bridge replacement project has been confirmed. A request of \$5.45 million in funding assistance from ODOT for 53<sup>d</sup> Street and \$2 million in funding assistance from the Oklahoma P3 program has been requested. Potential Project Heart option for expansion could allow for reduction in the scope of the SSIP East Loop Road project from \$4.6 million, to approximately \$1.7 million. Potential local construction sales tax TIF revenue matching funds from Oklahoma Local Development and Enterprise Zone Incentive Leverage Act, an estimated \$3.9 million.

Tax Increment District #2, Muskogee County, is a 15-year term ending not later than December 31, 2039. It will capture 100% of new ad valorem increment revenue and 50% of new construction sales tax increment revenue.

Tax Increment District #6, City of Muskogee, is a 17-year term ending not later than December 31, 2041. It will capture 100% of new ad valorem increment revenue and 50% of new construction sales tax increment revenue.



- 2 Hold a Public Hearing regarding the proposed creation of Increment District No. 6, City of Muskogee and the Southside Industrial Park Economic Development Project Plan, or take other necessary action. (Mike Miller)

Mayor Marlon J. Coleman opened the Public Hearing.

No citizens signed up to speak on this item.

Mayor Marlon J. Coleman closed the Public Hearing.

- 3 Hold a Public Hearing regarding the proposed creation of Increment District No. 2, Muskogee County and the John T. Griffin Industrial Park Economic Development Project Plan, or take other necessary action. (Mike Miller)

Mayor Marlon J. Coleman opened the Public Hearing.

No citizens signed up to speak on this item.

Mayor Marlon J. Coleman closed the Public Hearing.

- 4 Hold a Public Hearing and consider approval of the proposed termination of Increment District No. 1, Muskogee County and the Project Plan Relating to Increment District No. 1, Muskogee County, Oklahoma (Project Faith Increment District), or take other necessary action. (Mike Miller)

Mayor Marlon J. Coleman opened the Public Hearing.

No citizens signed up to speak on this item.

Mayor Marlon J. Coleman closed the Public Hearing.

- 5 Consider approval of Resolution No. 2982, applying for and accepting grant funds in the amount of \$125,000.00 from the Oklahoma Office of the Attorney General Opioid Abatement Board, to finance Police Department response and abatement activities, and authorize the City Manager, or his designee, to sign all documents relating to the Oklahoma Opioid Abatement Award, or take other necessary action. (Johnny Teehee)

Motion was made by Councilmember Jaime Stout, seconded by Councilmember Alex Reynolds to approve Resolution No. 2982, applying for and accepting grant funds in the amount of \$125,000.00 from the Oklahoma Office of the Attorney General Opioid Abatement Board, to finance Police Department response and abatement activities, and authorize the City Manager, or his designee, to sign all documents relating to the Oklahoma Opioid Abatement Award.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Alex Reynolds, Councilmember Traci McGee, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Perline Boyattia-Craig, Councilmember Patrick Cale

Carried - Unanimously

- 6 Discuss and provide direction to Staff on a potential future General Obligation Bond Program 2024, or take other necessary action. (Mike Miller)

City Manager Mike Miller provided a presentation explaining General Obligation Bonds (GO Bonds) are used to fund large public projects that do not fit into the annual budget and must be approved by a vote of the people. At the Budget Retreat in April 2023, Council gave direction to pursue the GO Bond as a way to fund some capital projects. In May 2023, Council gave direction to hold an election in 2023 for a 25-year, \$77 million bond. Then in July of 2023, Council gave direction to continue work on the GO Bond, moving it to 2024.

Mr. Miller stated it is necessary to analyze survey data and use it to determine which categories are most important to the public. It will be necessary to finalize proposed project lists based on public input and needs assessment. In June, July, and August, the public will be educated via a dedicated website, public meetings, videos, fliers, media, social media and other communication as necessary to ensure everyone has ample opportunity to fully understand the propositions on the ballot and the projects those propositions would fund. The election would be tentatively held August 27, 2024.

Mr. Mark Hughes stated he is concerned that the survey will not be scientific or will be too generic for citizens.

Motion was made by Mayor Marlon J. Coleman, seconded by Councilmember Jaime Stout to give direction to Staff to prepare a survey that reaches the broadest range of Muskogee residents and assemble that data for later discussion on how to proceed.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Alex Reynolds, Councilmember Traci McGee, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Perline Boyattia-Craig, Councilmember Patrick Cale

Carried - Unanimously

- 7 Consider approval to purchase a 2024 ALTEC Articulating Overcenter Aerial Lift Truck for the Forestry Division of the Parks & Recreation Department for the amount of \$223,952.00, utilizing cooperative purchase pricing under Sourcewell Contract #110421-ALT, or take other necessary action. (Mark Wilkerson)

Assistant Director of Parks and Recreation Rick Ewing stated the current aerial lift truck was put in service in 1994, and it is out of service due to lack of parts. This is a budgeted item from capital outlay. Staff recommended approval.

Motion was made by Councilmember Shirley Hilton-Flanary, seconded by Councilmember Jaime Stout to approve to purchase a 2024 ALTEC Articulating Overcenter Aerial Lift Truck for the Forestry Division of the Parks & Recreation Department for the amount of \$223,952.00, utilizing cooperative purchase pricing under Sourcewell Contract #110421-ALT.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Alex Reynolds, Councilmember Traci McGee, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Perline Boyattia-Craig, Councilmember Patrick Cale

Carried - Unanimously

- 8 Discuss and provide direction to staff regarding the revised Industrial Development Contract with the Port of Muskogee for fiscal year 2024-2025, and take other necessary action. (Mayor Marlon J. Coleman)

Jeff Underwood, Port of Muskogee, stated the previous contract was negotiated in 2011 and must be brought up-to-date. He explained having a capital development fund will allow the port to have site-readiness for companies desiring to locate in Muskogee.

Motion was made by Mayor Marlon J. Coleman, seconded by Councilmember Perline Boyattia-Craig to direct Staff to have a finalized contract for the City Manager to sign no later than April 22, 2024.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Alex Reynolds, Councilmember Traci McGee, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Perline Boyattia-Craig, Councilmember Patrick Cale

Carried - Unanimously

- 9 Discuss human trafficking and the dropping off of homeless people in Muskogee, and consider establishing a committee to address these issues, and provide further direction to staff, or take other necessary action. (Mayor Marlon J. Coleman)

Mayor Marlon J. Coleman stated that human trafficking and homelessness is becoming an issue for Muskogee, and it is time to make changes. He stated it is necessary to decide how to handle these problems before they become an even bigger issue. He proposed forming a committee comprised of council members and entities within the City directly impacted.

Motion was made by Mayor Marlon J. Coleman, seconded by Councilmember Patrick Cale to establish a proactive committee comprised of two (2) Council members and three (3) members from entities being directly impacted by the homeless, to create policies and procedures to deal with the homeless population and the homeless being dropped off from other areas in Muskogee.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Alex Reynolds, Councilmember Traci McGee, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Perline Boyattia-Craig, Councilmember Patrick Cale

Carried - Unanimously

- 10 Discuss assisting residents who are descendants of those interred in the Historic Black Cemetery, cleaning the cemetery, and consider establishing a committee, or take other necessary action. (Mayor Marlon J. Coleman)

Mayor Marlon J. Coleman stated it has been brought to his attention that this cemetery is in dire need of cleaning.

Motion was made by Mayor Marlon J. Coleman, seconded by Councilmember Traci McGee to direct Staff to come back to Council with a plan of action addressing the need to clean up the Lowes Cemetery and continuous properties in order to give them proper access to their relatives and ancestors.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Alex Reynolds, Councilmember Traci McGee, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Perline Boyattia-Craig, Councilmember Patrick Cale

Carried - Unanimously

- 11 (No Action) Discuss and give possible direction to staff on dedicating a portion of future special project funds for museum operations, or take other necessary action. (Mayor Marlon Coleman)

Mayor Marlon J. Coleman gave direction to Staff to consider using future special project funds in the next 60 days to help fund our museums and look at other funding mechanisms that may give them a natural increase over time.

- 12 Consider approval of the appointment of Deputy Mayor Derrick Reed to the Eastern Oklahoma Development District Board (EODD) to fill the unexpired term of Councilor Perline Boyattia-Craig, beginning April 1, 2024, and expiring on June 30, 2025, or take other necessary action. (Mayor Marlon J. Coleman)

Motion was made by Mayor Marlon J. Coleman, seconded by Councilmember Traci McGee to approve of the appointment of Deputy Mayor Derrick Reed to the Eastern Oklahoma Development District Board (EODD) to fill the unexpired term of Councilor Perline Boyattia-Craig, beginning April 1, 2024, and expiring on June 30, 2025.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember  
Jaime Stout, Councilmember Alex Reynolds, Councilmember Traci  
McGee, Councilmember Tracy Hoos, Councilmember Shirley  
Hilton-Flanary, Councilmember Perline Boyattia-Craig, Councilmember  
Patrick Cale

Carried - Unanimously

---

MARLON J. COLEMAN, MAYOR

---

KENNA TERRELL, DEPUTY CITY CLERK

# MINUTES

## OF THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, MET IN REGULAR SESSION IN COUNCIL CHAMBERS OF CITY HALL APRIL 22, 2024

The City Council of the City of Muskogee, Oklahoma, met in Regular Session at 5:30 p.m., on April 22, 2024, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma, with Mayor W. Patrick Cale presiding.

Meeting was called to order by Mayor W. Patrick Cale and the City Clerk called the roll as follows:

Present: Mayor W. Patrick Cale; Deputy Mayor Derrick Reed; Councilmember Jaime Stout; Councilmember Tracy Hoos; Councilmember Shirley Hilton-Flanary; Councilmember C.B. Abel; Councilmember Melody Cranford

Absent: Councilmember Dan Hall; Councilmember Tom Martindale

Staff Present: Mike Miller, City Manager; Roger Kolman, Assistant City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Mike Stewart, Public Works Director; Johnny Teehee, Police Chief; Maggie Eaton, Human Resources Director; Avery Rigney, Assistant Public Works Director; Mark Wilkerson, Parks & Recreation Director; Seth Campbell, Assistant City Attorney; Abby Wright, Stormwater Quality Technician; Robert Swepston, Fleet Director; Austin Witt, Deputy City Attorney; Jody King, Planning Director

Councilmember Dan Hall and Councilmember Tom Martindale were absent from the meeting.

Motion was made by Councilmember Jaime Stout, seconded by Deputy Mayor Derrick Reed to excuse the absence of Councilmember Dan Hall and Councilmember Tom Martindale.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

APPROVAL OF MINUTES: CITY COUNCIL REGULAR SESSION MARCH 25, 2024, OR TAKE OTHER NECESSARY ACTION.

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Melody Cranford to approve Minutes: City Council Regular Session March 25, 2024.

A YE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

### **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.**

Motion was made by Councilmember Jaime Stout, seconded by Deputy Mayor Derrick Reed to approve Consent Agenda Items one (1) through four (4).

A YE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 1 Approval of Change Order No. 1 for the US-62 Highway and Country Club Road Signalization Project No. 2023004, with TLS Group, Inc., in the amount of \$22,715.32 for quantity overruns, or take other necessary action. (Mike Stewart)
- 2 Approval to purchase a 2023 Caterpillar 303.5 CR Mini Excavator for the Parks & Recreation Department in the amount of \$66,950.00, utilizing Sourcewell cooperative purchase pricing, or take other necessary action. (Mark Wilkerson)
- 3 Approval to apply for, and if awarded, accept the 2024 Attorney General's Safe Oklahoma Grant in the amount of \$17,600.00, or take other necessary action. (Johnny Teehee)
- 4 Approval of amended Council Policy 3-3-3, Vacation Leave Policy, or take other necessary action. (Maggie Eaton)

### **REGULAR AGENDA**

- 5 (No Action) Receive presentation relating to the proposed Tax Increment Districts of the City of Muskogee and Muskogee County, and take other necessary action. (Mike Miller)

City Manager Mike Miller stated there are many important economic development projects underway currently. City Council began this process on October 9, 2023, and established a TIF Review Committee that has met three (3) times since.

Nate Ellis, Public Finance Law Group, stated a TIF District is an economic development tool that allows a city to identify a specific geographic area to capture the incremental new tax revenue that is generated as a result of development, and use that revenue to help offset infrastructure costs and other necessary costs related to making these projects move forward. It is created by City Ordinance or County Resolution after completion of the TIF process.

Mr. Ellis explained the TIF Process as first requiring a determination of eligibility, then the development of a project plan, and the creation of a TIF Review Committee comprised of representatives of City, County, City Planning Commission, County Commissioners, affected taxing jurisdictions and other at-large community members. The TIF Review Committee and City's Planning Commission review the project plan. Two (2) Public Hearings must be held, after which Council will consider an Ordinance to approve the project plan and creating a TIF, and County Commissioners consider a Resolution approving the project plan and creating the TIF.

Increment District No. 1 (one), Muskogee County, is an existing county TIF for proposed termination. It was formerly proposed as a manufacturing facility that did not come to fruition.

Proposed projects for the new Muskogee Increment Districts are:

- Project Heart – Construct a battery-grade lithium refinery as a proposed \$1.13 billion capital investment, creating hundreds of new jobs.
- Project Structure – Construct a new fabrication facility for an existing Muskogee business as a proposed \$20+ million capital investment, creating 15-20 new jobs.
- Project Bifrost – Construct a bitcoin data center as a proposed \$200+ million capital investment, creating a projected 20 new jobs.

Projected TIF Project Costs are:

- Industrial road and utility improvements -- \$18,251,068.00
- Rail infrastructure improvements -- \$6,069,805.00
- Organizational costs combined for both TIFs -- \$200,000.00
- Administration costs combined for both TIFs -- \$340,000.00
- Financing costs not to exceed -- \$27.1 million

Mr. Ellis stated there are other potential funding sources. A \$1.2 million grant for the trestle bridge replacement project has been confirmed. A request of \$5.45 million in funding assistance from ODOT for 53rd Street, and \$2 million in funding assistance from the Oklahoma P3 program has been requested. Potential Project Heart option for expansion could allow for reduction in the scope of the SSIP East Loop Road project from \$4.6 million, to approximately \$1.7 million. Potential local construction sales tax TIF revenue matching funds from Oklahoma Local Development and Enterprise Zone Incentive Leverage Act, an estimated \$3.9 million.



Tax Increment District #2, Muskogee County, is a 15-year term ending no later than December 31, 2039. It will capture 100% of new ad valorem increment revenue and 50% of new construction sales tax increment revenue.

Tax Increment District #6, City of Muskogee, is a 17-year term ending no later than December 31, 2041. It will capture 100% of new ad valorem increment revenue and 50% of new construction sales tax increment revenue.

The total projected TIF revenues for Increment District No. 2 (two) are estimated at \$4.88 million, and \$38.35 million for Increment District No. 6 (six).

The City and County will apportion TIF revenues pursuant to the respective Project Plan. The City Manager and County Commissioner Chairperson are in charge of implementation, and City/County will approve public agreements with developers as appropriate.

The Projects are expected to impact the community by increasing the population and associated needs (capital infrastructure and service demands). Temporary construction and permanent employment will greatly increase retail spending opportunities within the City and the County, helping generate new tax dollars. Ancillary development outside the TIF District may generate additional revenue for taxing entities. New business inside Increment District areas will create short-term and long-term employment opportunities, likely resulting in increased retail spending, benefiting local businesses.

On March 15, 2024, the TIF Review Committee completed their third meeting, recommending approval of the TIF Districts. The first Public Hearing was held on April 8, 2024. The City of Muskogee Planning Commission reviewed the information on April 15, 2024, and recommended approval. The second Public Hearing is April 22, 2024, and Council will consider adoption of the ordinance to create Increment District No. 6 (six). On April 29, 2024, Muskogee County Commissioners will consider adoption of TIF Resolutions (termination of Increment District No. 1 (one) and creation of Increment District No. 2 (two)).

- 6 Hold a Public Hearing regarding the proposed creation of Increment District No. 6, City of Muskogee and the Southside Industrial Park Economic Development Project Plan, or take other necessary action. (Mike Miller)

Mayor Cale opened the Public Hearing.

No citizens signed up to speak on this item.

Mayor Cale closed the Public Hearing.

Motion was made by Councilmember Jaime Stout, seconded by Councilmember Melody Cranford to approve the proposed creation of Increment District No. 6, City of Muskogee and the Southside Industrial Park Economic Development Project Plan.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 7 Hold a Public Hearing regarding the proposed creation of Increment District No. 2, Muskogee County and the John T. Griffin Industrial Park Economic Development Project Plan, or take other necessary action. (Mike Miller)

Mayor Cale opened the Public Hearing.

No citizens signed up to speak on this item.

Mayor Cale closed the Public Hearing.

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Tracy Hoos to approve the proposed creation of Increment District No. 2, Muskogee County and the John T. Griffin Industrial Park Economic Development Project Plan.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 8 Hold a Public Hearing and consider approval of the proposed termination of Increment District No. 1, Muskogee County and the Project Plan Relating to Increment District No. 1, Muskogee County, Oklahoma (Project Faith Increment District), or take other necessary action. (Mike Miller)

Mayor Cale opened the Public Hearing.

No citizen signed up to speak on this item.

Mayor Cale closed the Public Hearing.

Motion was made by Councilmember Shirley Hilton-Flanary, seconded by Councilmember Jaime Stout to approve the proposed termination of Increment District No. 1, Muskogee County and the Project Plan Relating to Increment District No. 1, Muskogee County, Oklahoma (Project Faith Increment District).

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 9 Consider approval of Ordinance No. 4233-A, an Ordinance of the City of Muskogee, Oklahoma (the “City”) approving utilization of apportioned tax revenues authorized by statewide vote adopting Article 10, Section 6C of the Oklahoma Constitution and implemented by the Local Development Act, 62 O.S. §850, et seq.; approving and adopting the Southside Industrial Park Economic Development Project Plan and expressing intent to carry out the Project Plan; ratifying and confirming the actions, recommendations and findings of the Review Committee and the Planning Commission; creating and establishing Increment District No. 6, City of Muskogee; designating and adopting the Increment District boundaries and the Project Area boundaries; adopting certain findings; reserving to the City the authority to make minor amendments to the Project Plan; authorizing the City Council of the City to carry out and administer the Project Plan; establishing a Tax Apportionment Fund; authorizing directions for prospective apportionment of tax increments; establishing an allocation of use for tax increments; declaring apportionment funds to be funds of the City and limiting the pledge of apportioned increments to increments actually apportioned by the City; authorizing the City Council of the City, or a public trust designated thereby, to implement the Project Plan utilizing apportioned tax increments to pay or reimburse project costs directly and/or to issue bonds or notes, if feasible and desirable, to pay project costs and to retire said bonds or notes from apportioned tax increments; providing for severability; declaring an emergency; and containing other provisions related thereto, or take other necessary action. (Mike Miller)

Motion was made by Councilmember Tracy Hoos, seconded by Councilmember Melody Cranford to approve Ordinance No. 4233-A, an Ordinance of the City of Muskogee, Oklahoma (the “City”) approving utilization of apportioned tax revenues authorized by statewide vote adopting Article 10, Section 6C of the Oklahoma Constitution and implemented by the Local Development Act, 62 O.S. §850, et seq.; approving and adopting the Southside Industrial Park Economic Development Project Plan and expressing intent to carry out the Project Plan; ratifying and confirming the actions, recommendations and findings of the Review Committee and the Planning Commission; creating and establishing Increment District No. 6, City of Muskogee; designating and adopting the Increment District boundaries and the Project Area boundaries; adopting certain findings; reserving to the City the authority to make minor amendments to the Project Plan; authorizing the City Council of the City to carry out and administer the Project Plan; establishing a Tax Apportionment Fund; authorizing directions for prospective apportionment of tax increments; establishing an allocation of use for tax increments; declaring apportionment funds to be funds of the City and limiting the pledge of apportioned increments to increments actually apportioned by the City; authorizing the City Council of the City, or a public trust designated thereby, to implement the Project Plan utilizing apportioned tax increments to pay or reimburse project costs directly and/or to issue bonds or notes, if feasible and desirable, to pay project costs and to retire said bonds or notes from apportioned tax increments; providing for severability; declaring an emergency; and containing other provisions related thereto.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

Motion was made by Councilmember Tracy Hoos, seconded by Deputy Mayor Derrick Reed to declare Ordinance No. 4233-A an emergency.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 10 Consider approval of Resolution No. 2986, a resolution creating, naming, and establishing the commencement date for Increment District No. 6, City of Muskogee; ratifying and confirming Ordinance No. 4233-A of the City Council of the City of Muskogee, Oklahoma; providing for severability; and containing other provisions related thereto, or take other necessary action. (Mike Miller)

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Tracy Hoos to approve Resolution No. 2986, a resolution creating, naming, and establishing the commencement date for Increment District No. 6, City of Muskogee; ratifying and confirming Ordinance No. 4233-A of the City Council of the City of Muskogee, Oklahoma; providing for severability; and containing other provisions related thereto.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 11 Hold a Public Hearing and consider the adoption of Ordinance 4230-A requesting the annexation of a portion of the John T. Griffin Industrial Park as I-2, Heavy Industrial, located within Section 10, Township 14 North, Range 18 East into the city limits of Muskogee, or take other necessary action. (Jody King)

Mayor Cale opened the Public Hearing.

Planning Director Jody King stated there are seven (7) parcels being annexed and adopted by the City. The parcels are currently owned by the Muskogee City-County Port Authority who requested the annexation in an effort to continue the industrial growth and development of the community.

No citizens signed up to speak on this item.

Mayor Cale closed the Public Hearing.

Motion was made by Councilmember Jaime Stout, seconded by Councilmember Shirley Hilton-Flanary to approve Ordinance 4230-A requesting the annexation of a portion of the John T. Griffin Industrial Park as I-2, Heavy Industrial, located within Section 10, Township 14 North, Range 18 East into the city limits of Muskogee.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 12 (Stricken) Hold a Public Hearing and consider approval of Ordinance No. 4223-A, rezoning the property located at 4340 Eufaula Street, in the City of Muskogee, from I-1 Light Industrial, to R-5 Mobile Home, and if approved, authorize Staff to revise the official zoning map, or take other necessary action. (Jody King)
- 13 Consider approval of Resolution No. 2980 declaring items of personal property presently in the possession of the City of Muskogee, to be surplus to the needs of the City of Muskogee, and authorize the City Manager, or his designee, to offer for sale or dispose of the same, all as per the attached list, or take other necessary action. (Dennis Read)

Motion was made by Councilmember Jaime Stout, seconded by Councilmember Tracy Hoos to approve Resolution No. 2980 declaring items of personal property presently in the possession of the City of Muskogee, to be surplus to the needs of the City of Muskogee, and authorize the City Manager, or his designee, to offer for sale or dispose of the same, all as per the attached list.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 14 Consider approval of Resolution No. 2987 declaring the eligibility of the City of Muskogee to submit an application to the Oklahoma Department of Transportation for use of Transportation Alternatives Program Funds set forth by the Infrastructure Investments and Jobs Act ("IIJA") for the N. 12th Street Sidewalk TAPS Grant Project in the City of Muskogee and authorizing the Mayor of the City of Muskogee to sign the application, or take other necessary action. (Mark Wilkerson)

Parks and Recreation Director Mark Wilkerson stated this application is through the Oklahoma Department of Transportation (ODOT) to build a super sidewalk from Martin Luther King Street, north to Shawnee Bypass, crossing Shawnee Bypass, and continuing on to Wal-Mart (approximately). The super sidewalk is intended for both pedestrians and cyclists. If approved, ODOT will cover 80% of the cost, leaving 20% to the City. The resolution is a requirement of the grant, and Staff recommends approval.

Motion was made by Councilmember Tracy Hoos, seconded by Councilmember Shirley Hilton-Flanary to approve Resolution No. 2987 declaring the eligibility of the City of Muskogee to submit an application to the Oklahoma Department of Transportation for use of Transportation Alternatives Program Funds set forth by the Infrastructure Investments and Jobs Act ("IIJA") for the N. 12th Street Sidewalk TAPS Grant Project in the City of Muskogee and authorizing the Mayor of the City of Muskogee to sign the application.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 15 Consider approval of the nomination of Councilor Derrick Reed to serve as Deputy Mayor, or take other necessary action. (Mayor Patrick Cale)

Motion was made by Mayor W. Patrick Cale, seconded by Councilmember Jaime Stout to approve of the nomination of Councilor Derrick Reed to serve as Deputy Mayor.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 16 Consider approval of claims for all City departments March 2, 2024 through March 29, 2024, or take other necessary action.

Motion was made by Councilmember Jaime Stout, seconded by Deputy Mayor Derrick Reed to approve of claims for all City departments March 2, 2024 through March 29, 2024.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 17 Consider approval to accept a grant from ODEQ in the amount of \$30,000 for reimbursement of funds expended on the Household Hazardous Waste Collection Event, and authorize the City Manager to negotiate and execute an agreement of an Interagency Contract between the Oklahoma Department of Environmental Quality (ODEQ) and the City of Muskogee, for the reimbursement of a Household Hazardous waste event in FY2024, or take other necessary action. (Mike Stewart)

Motion was made by Councilmember Jaime Stout, seconded by Councilmember Shirley Hilton-Flanary to approve to accept a grant from ODEQ in the amount of \$30,000 for reimbursement of funds expended on the Household Hazardous Waste Collection Event, and authorize the City Manager to negotiate and execute an agreement of an Interagency Contract between the Oklahoma Department of Environmental Quality (ODEQ) and the City of Muskogee, for the reimbursement of a Household Hazardous waste event in FY2024.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 18 Consider approval to accept a grant from the Muskogee Medical Foundation in the amount of \$16,585.46 to be used for equipment and training for the Muskogee Police Department Medical Support Unit, or take other necessary action. (Johnny Teehee)

Police Chief Johnny Teehee stated this is a unit that is already working and saving lives. This grant provides the opportunity to purchase additional equipment and replace outdated equipment.

Motion was made by Councilmember Jaime Stout, seconded by Councilmember Shirley Hilton-Flanary to approve to accept a grant from the Muskogee Medical Foundation in the amount of \$16,585.46 to be used for equipment and training for the Muskogee Police Department Medical Support Unit.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 19 Consider approval of lowest and best bid from SPATCO Energy Solutions, in the amount of \$852,183.21, for New Central Fueling Station Project No. 2023006, or take other necessary action. (Robert Swepston)

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Jaime Stout to approve of lowest and best bid from SPATCO Energy Solutions, in the amount of \$852,183.21, for New Central Fueling Station Project No. 2023006.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 20 Consider approval to award bids for lawn maintenance services for FY2024-2025, tentatively beginning July 1, 2024 through June 30, 2025 for specified city properties, or take other necessary action. (Mark Wilkerson)

Motion was made by Councilmember Jaime Stout, seconded by Councilmember Shirley Hilton-Flanary to approve to award bids for lawn maintenance services for FY2024-2025, tentatively beginning July 1, 2024 through June 30, 2025 for specified city properties.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 21 Consider the appointment of Councilor Jaime Stout to the City of Muskogee Foundation Board, to fill the unexpired term of Councilor Alex Reynolds, beginning April 23, 2024, and ending on July 31, 2024, or take other necessary action. (Councilor Tracy Hoos)

Motion was made by Councilmember Tracy Hoos, seconded by Deputy Mayor Derrick Reed to approve the appointment of Councilor Jaime Stout to the City of Muskogee Foundation Board, to fill the unexpired term of Councilor Alex Reynolds, beginning April 23, 2024, and ending on July 31, 2024.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

- 22 (Stricken) Receive report on the appointment of Mayor Patrick Cale to the Economic Development Advisory Board, or take other necessary action. (Mayor Patrick Cale)
- 23 (Stricken) Discuss and consider approval of the appointment of Deputy Mayor Derrick Reed and Councilor Tracy Hoos to the Economic Development Advisory Committee, or take other necessary action. (Mayor Patrick Cale)
- 24 (No Action) Receive report on status of negotiations with Port Muskogee on the contract for Industrial Development services, or take other necessary action. (Katrina Bodenhamer)

City Attorney Katrina Bodenhamer stated negotiations with the Port of Muskogee are nearing completion.

Discussion followed.

- 25 Discuss and consider the appointment of two (2) City Councilmembers to lead a proactive policy and procedures committee to deal with the homeless population, and homeless persons being dropped off in the City of Muskogee from other areas, as well as, direction on nominating three (3) members from entities being directly impacted by the homeless to serve on the committee, or take other necessary action. (Mike Miller)

Motion was made by Mayor W. Patrick Cale, seconded by Councilmember Jaime Stout to appoint Councilmember Melody Cranford and Councilmember Shirley Hilton-Flanary to the proactive homeless committee.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously



- 26 Consider directing Staff to prepare a budget amendment, transferring funds in the amount of \$455,000.00 from the City's Hotel/Motel Tax Fund, to the Muskogee Tourism Authority, to be restricted for tourism capital expenditures or support for major tourism projects. (Mayor Patrick Cale and Councilmember Jaime Stout)

Tracy McGee, 2406 Chicago, spoke about transparency and accountability in the budget.

Motion was made by Councilmember Jaime Stout, seconded by Councilmember Shirley Hilton-Flanary to approve directing Staff to prepare a budget amendment, transferring funds in the amount of \$455,000.00 from the City's Hotel/Motel Tax Fund, to the Muskogee Tourism Authority, to be restricted for tourism capital expenditures or support for major tourism projects.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

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.**

Hazel Wood, 1322 Baltimore Ave, spoke about trash/litter and motivating schools and businesses to help keep Muskogee clean.

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

Councilmember Hoos left the meeting.

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Melody Cranford to approve to enter into Executive Session.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

Council entered into Executive Session at 6:40 p.m.

Councilmember Hoos returned to the meeting at 6:45 p.m.

Councilmember Abel left the meeting at 7:00 p.m.

Council returned from Executive Session at 7:05 p.m.

Meeting was called to order by Mayor W. Patrick Cale, and the City Clerk called the roll as follows:

Present: Mayor W. Patrick Cale; Deputy Mayor Derrick Reed; Councilmember Jaime Stout; Councilmember Tracy Hoos; Councilmember Shirley Hilton-Flanary; Councilmember Melody Cranford

Absent: Councilmember Dan Hall; Councilmember Tom Martindale;  
Councilmember C.B. Abel

- a Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the International Association of Firefighters, Local No. 57 and, if necessary, take appropriate action in Open Session. (Maggie Eaton)

Motion was made by Councilmember Tracy Hoos, seconded by Councilmember Jaime Stout to direct Staff to negotiate with the International Association of Firefighters, Local No. 57 as discussed in Executive Session.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Melody Cranford

Carried - Unanimously

- b Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the Fraternal Order of Police Lodge No. 95 and if necessary, take appropriate action in Open Session. (Maggie Eaton)

Motion was made by Councilmember Tracy Hoos, seconded by Deputy Mayor Derrick Reed to direct Staff to negotiate with the Fraternal Order of Police Lodge No. 95 as discussed in Executive Session.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Melody Cranford

Carried - Unanimously

- c Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the American Federation of State, County and Municipal Employees Local No. 2465 and, if necessary, take appropriate action in Open Session. (Maggie Eaton)

Motion was made by Councilmember Melody Cranford, seconded by Councilmember Tracy Hoos to direct Staff to negotiate with the American Federation of State, County and Municipal Employees Local No. 2465 as discussed in Executive Session.

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford

Carried - Unanimously

AYE: Mayor W. Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember Melody Cranford

Carried - Unanimously

ADJOURN

---

W. PATRICK CALE, MAYOR

---

TAMMY L. TRACY, CITY CLERK

# MINUTES

## OF THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN A SPECIAL CALL SESSION AT MUSKOGEE DAVIS-REGIONAL AIRPORT APRIL 30, 2024

The City Council of the City of Muskogee, Oklahoma, met in a Special Call Session at 9:00 a.m., on April 30, 2024, at Muskogee-Davis Regional Airport, 1201 Sabre Street, Muskogee, Oklahoma, with Mayor W. Patrick Cale presiding.

INVOCATION - MAYOR W. PATRICK CALE

FLAG SALUTE - MAYOR W. PATRICK CALE

Meeting was called to order by Mayor W. Patrick Cale and the City Clerk called the roll as follows:

Present: Patrick Cale, Mayor; Derrick Reed, Deputy Mayor; Jaime Stout, Councilmember; Tracy Hoos, Councilmember; Shirley Hilton-Flanary, Councilmember; C.B. Abel, Councilmember; Melody Cranford, Councilmember; Dan Hall, Councilmember; Tom Martindale, Councilmember

Staff Present: Mike Miller, City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Dennis Read, Treasurer; Alicia Glanz, Deputy Treasurer

- 1 Discuss the FY2024-2025 Budget for the City of Muskogee, public opinion survey results, give direction to Staff, and take possible action for consideration in future General Obligation Bond and/or Capital Improvement Sales Tax votes, or take other necessary action. (Mike Miller)

City Manager Mike Miller explained the goal for today is twofold. One goal is to make key decisions regarding the FY FY2024-2025 budget, receiving enough information to hold a Public Hearing on May 13, 2024, with possible budget adoption. The second goal pertains to the General Obligation (GO) Bond. He stated he will be providing the results from the GO Bond survey, presenting a list of projects based on City Council input, and receive direction from City Council, with a proposed Special Call Council meeting to be held on May 20, 2024, to call for an election to be held in August 2024.

Mr. Miller stated areas of City Council interest for specific discussion include the following topics:

- Staffing List Over Time
- Contract Labor/temps
- Organization Chart
- Parades
- Community Picnic
- Free Rodeo/Fireworks
- Tourism Authority
- Museum Funding/Special Project Fund
- Economic Development

He explained the City has many great projects currently in progress, such as an \$80 million sewer plant, \$1 billion in economic development projects, plus TIF, the largest street project in history, a GO Bond, the Grandview Park Adventure Park, the Swim and Fitness remodel, and the Water Park refurbishment.

Strategic Initiatives include the following:

- Streets and Infrastructure
- Public Image
- Economic Development
- Housing
- Tourism

Mr. Miller stated the Reserve Fund currently rests at 21%, with best practice at 20% - 30% of the General Fund. He explained 30% would provide a total of approximately three (3) months of funding for the City. The City's budget is based on the following budgeting principles:

- Keep expenses less than revenue
- Budget for good surprises
- Strategic initiatives have priority
- Mid-year budget review is very important
- Do not budget carryover
- Do not budget reserves

The following funds were discussed:

- General Fund
- Dedicated Sales Tax Fund
- Hotel/Motel Tax Fund
- Enterprise Funds

Mr. Miller stated the trend shows most cities our size are all experiencing the same issues. He stated it will be a tough budget year with the following things taken into account when preparing the proposed budget:

- Sales tax is down about 1% for the year
- Staff reduced operating budgets by 2.25%
- More than 2/3 of the General Fund is employee compensation
- Two (2) long-vacant positions eliminated; no new ones created
- Significant savings in workers' compensation

Mr. Miller explained the General Fund expenses have risen more than \$620,000.00, which includes increased health insurance premiums of \$439,500.00, the community picnic of

\$45,000.00, and a deficit of \$135,000.00 relating to the MRA/Civic Center.

Assistant City Manager Roger Kolman explained that in the past several years, the Civic Center has incurred more expenses than revenues, causing a shortfall. It has recently been discovered the previous Civic Center Manager was not charging room rentals, or at a rate severely lower than the authorized rate. Mr. Kolman explained in 2018, City Council approved a fee schedule for room rentals, and even those rates are at a subsidized rate. The estimated cost to operate the Civic Center is approximately \$1,000.00/day.

Mr. Miller explained Justin O'Neal has recently taken the position of the Civic Center Manager and has received backlash from individuals and groups who do not want to pay for room rentals moving forward, as they have not been charged in the past. He has been placed in a very difficult situation and is working diligently to get the Civic Center back on the right track.

Mayor Patrick Cale directed Staff to research and determine how high room rental rates would need to be raised in an effort to break even moving forward.

Councilmember Tracy Hoos stated each individual event should be considered to determine the return on investment the City may receive from the event being held in our City.

Councilmember Melody Cranford stated she feels "marketing is key" in an effort to move the Civic Center forward.

Discussion followed.

Staff was given direction to better market the Civic Center, honor the previous year's contract amounts for renters, with notification that fees will be charged in the next year, to look for opportunities for discounts or other in-kind donations based on the event, continue with the current fee schedule currently in place with no rate increases, and enforce rates currently established moving forward.

Mr. Miller stated there is currently \$45,000.00 budgeted for the Community Picnic. He explained there has been discussion among Councilmembers as to whether to continue holding the event and asked for Council input at this time.

Mayor Patrick Cale stated continuing to fund this event may not be the right thing to do. He is not in favor of spending that amount of money out of the General Fund to support the event.

Vice Mayor Derrick Reed stated he feels if the Community Picnic is removed from the budget, the \$60,000.00 that has been budgeted for the Community Rodeo should also be removed from the budget.

Councilmember Dan Hall stated with the upcoming election for a GO Bond, the City needs to be frugal with their spending to avoid sending the wrong message to the citizens.

Councilmember Melody Cranford explained the City will be asking the citizens to support the Bond. In turn, the citizens will be asking "what is in it for us?"

Vice Mayor Derrick Reed explained the picnic could be held for less than \$45,000.00, but

insists it continue to take place.

Mayor Patrick Cale recommended reducing the current budgeted amount by 75%, leaving an amount of \$12,000.00 in the budget to fund the Community Picnic.

Councilmember C.B. Abel suggested combining the picnic with the National Night Out Event.

Discussion followed.

Direction was given to Staff to budget an amount of \$12,000.00 for the Community Picnic.

Mr. Miller explained the City has previously spent \$15,000.00 for the cost of parade floats for Council participation. This amount allowed for a total of two (2) floats for each of the five (5) parades held. He asked for direction from Council as to how they wish to proceed for the upcoming budget year.

Direction was given to Staff to proceed with only one (1) Mayor and City Council float for parades moving forward.

Mr. Miller provided a General Fund Summary, asking for direction and/or changes moving forward with budget preparation.

No changes were recommended.

Motion was made by Councilmember Tracy Hoos, seconded by Councilmember Dan Hall to approve to take a five (5) minutes recess.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

Meeting was called to order by Mayor Patrick Cale and the City Clerk called the roll as follows:

Present: Mayor Patrick Cale, Vice Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale  
Absent: None

City Manager Mike Miller explained the Hotel/Motel Tax is a fund that can only be spent on tourism related items. Traditionally, there have been six (6) specific items funded through the hotel/motel tax:

- Community Rodeo
- Oklahoma Music Hall Of Fame (OMHOF)

- 3 Rivers Museum
- Hatbox Events
- War Memorial Park (U.S.S. Batfish)
- Roxy Theater

Mr. Miller explained the Muskogee Tourism Authority (MTA) has a budget proposal they wish to present to City Council for consideration. Mr. Miller explained the main question regarding the proposal is whether City Council wishes to continue to decide funding of those six (6) specific items, giving the remainder of the funds to the MTA, or does City Council wish to give all the funding to the MTA, allowing them to make those decisions. He wished to point out that if the MTA decides not to continue funding, there is a possibility those entities will approach the City for funding and there will be no tourism funding in which to give them.

Mr. Marlon Coleman, MTA Executive Director, presented City Council with the following proposal:

- MTA to receive all Hotel/Motel Tax
- MTA to fund facilities at the same level as currently
- MTA to fund War Memorial Park at its current level, if it is open
- MTA to fund Hatbox Arena operations at a \$65,000.00 reduction (total \$165,000.00)

Mr. Coleman explained the rodeo funding is not included in their proposal as the rodeo "was given to them, not something tourism had advocated for." He stated MTA feels those funds could be better allocated for several other projects. He expressed their desire not to fund the rodeo moving forward. Mr. Coleman also stated MTA feels it can function better as an entity if the budget does not contain individual line items.

Discussion followed.

Mayor Cale stated he feels MTA is better qualified than City Council at raising funding and promoting events.

Mr. Miller wished to point out based on the MTA proposal, there will be a \$65,000.00 deficit for Habox that will have to be funded from the General Fund. He suggested MTA leave the funding at \$165,000.00 for the upcoming year, reducing it by \$65,000.00 in the following year. This would allow the City time to determine from where the funds will come.

Councilor Tracy Hoos asked who would be responsible for the auditing of hotel/motel tax revenue. Mr. Miller stated it will be the responsibility of the City. However, MTA may be asked to share in that cost. Councilor Hoos also asked how the City will monitor the funding given to the MTA. Mr. Coleman explained MTA will be willing to meet whenever necessary, to provide reports and updates for the City Council.

Mayor Cale agreed with Mr. Miller in maintaining the \$165,000.00 support for Hatbox for the upcoming year, reducing it by \$65,000.00 in the following year.

Councilor Dan Hall stated with the removal of the rodeo funding of \$60,000.00, that would almost cover the \$65,000.00 difference.

Discussion followed.



Motion was made by Mayor Patrick Cale, seconded by Councilmember Dan Hall to approve the transferring of all Hotel/Motel Tax revenue under the purview of the Muskogee Tourism Authority, accepting their proposal with the following amendments: Hatbox funding will remain at \$165,000.00 for FY2024-2025, \$100,000.00 thereafter, funding of \$65,857.00 for War Memorial Park (Batfish), and full discretion of the MTA for rodeo funding.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

Mr. Miller explained there has been a budget request from organizations that are in charge of the livestock shows to purchase cattle tie outs for the Hatbox Arena in the amount of \$106,000.00. He proposed funding this project with money from the \$455,000.00 before it is transferred to the MTA. Since this is an event which brings in tourism to the City, it would be an appropriate use of the funds.

There was discussion to determine if funding for the cattle tie outs should be paid for out of the Special Projects Fund in November, or the \$455,000.00 previously discussed for the MTA transfer.

Motion was made by Mayor Patrick Cale, seconded by Councilmember Dan Hall to immediately fund the requested tie outs project in the amount of \$106,000.00 from the Hotel/Motel Tax funding balance (\$455,000.00), and based on availability of funding in the Special Projects Fund at mid-year, reimburse the Hotel/Motel Tax funding in the amount of \$106,000.00, transferring those funds to the MTA.

AYE: Mayor Patrick Cale, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

NAY: Deputy Mayor Derrick Reed

Carried

Mr. Miller wished to clarify the transfer of the Hotel/Motel Tax Fund would occur on July 1, 2024.

Motion was made by Councilmember C.B. Abel, seconded by Councilmember Dan Hall to approve to take a 15 minute recess.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

Meeting was called to order by Mayor Patrick Cale and the City Clerk called the roll as follows:

Present: Mayor Patrick Cale, Vice Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale  
Absent: None

Mr. Miller provided an update on the projects related to the 2019 CIP Projects which included the following:

- Street Rehabilitation
- Martin Luther King Jr. Center Improvements
- Port of Muskogee Rail Project
- Muskogee-Davis Regional Airport Improvements
- Demolition of Unsafe Structures
- Hatbox Complex Improvements
- Swim and Fitness Center Improvements
- River Country Waterpark Improvements
- Park and Trail Improvements and Maintenance
- Facility/Maintenance Improvements
- Public Safety

He explained this sales tax is set to expire this year. He is requesting City Council approve to renew this tax with an election to be held in August 2024.

Discussion began related to the General Obligation (GO) Bond. Mr. Miller explained in May 2023, Council gave direction to hold an election in 2023 for a 25-year, \$77 million bond. In July 2023, Council unanimously voted to continue to work on the bond. However, they requested it be held in 2024 rather than 2023. In April 2024, Council authorized a public opinion survey to be conducted. Mr. Miller stated it is time to provide Council with the survey results, so they may decide which projects will be included in the GO Bond.

Mr. Nate Ellis, with The Public Law Finance Group, was available to provide direction and answer questions.

Ms. Tera Shows, Media Specialist, provided the results of the public survey. She stated there were a total of 593 responses with 69% in support of the GO Bond.

Mr. Miller presented a list of proposed projects for consideration for the GO Bond and the renewal of the CIP Sales Tax:

<b>Project Name</b>	<b>Public Safety,</b>	<b>Streets &amp; Bridges</b>	<b>Community Facilities</b>	<b>CIP Renewal, Prop 4 (Sales</b>
---------------------	-----------------------	------------------------------	-----------------------------	-----------------------------------

	<b>Prop 1 (Bond)</b>	<b>Prop 2 (Bond)</b>	<b>Prop 3 (Bond)</b>	<b>Tax)</b>
New Police Department	\$11,500,000.00			
Rehab City Hall				\$4,500,000.00
New Fire Station 5, Rehab other Stations, Fire Equipment	\$15,365,000.00			
Police Dept., Vehicle Replacement, radios, computers, cameras	\$19,300,000.00			
Street Improvement Plan Continuation				\$12,000,000.00
Smith Ferry Road widening, drainage, curb & gutter, sidewalks		\$5,560,000.00		
Industrial Site Development and Flood Protection at Port Muskogee				\$2,000,000.00
Public Works building rehab & improvement				\$3,000,000.00
Civic Center Upgrades			\$5,500,000.00	
Downtown streetscaping and improvements		\$3,900,000.00		
Turf Fields and complex improvements, Love-Hatbox complex			\$3,725,000.00	
Medical District Stormwater, roadway, sidewalk improvements		\$2,100,000.00		
MLK Center Expansion			\$7,800,000.00	
Library HVAC, Interior				\$1,500,000.00
US 69 Pedestrian/Port of Entry Bridge replacement		\$460,000.00		

Country Club & Shawnee widening, drainage, protected left		\$1,790,000.00		
	Total Prop 1	Total Prop 2	Total Prop 3	Total Prop 4
	\$46,165,000.00	\$13,810,000.00	\$17,025,000.00	\$23,000,000.00

Motion was made by Mayor Patrick Cale, seconded by Councilmember C.B. Abel to accept and approve the CIP Renewal and GO Bond (Propositions 1, 2 and 3) as presented.

AYE: Mayor Patrick Cale, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

NAY: Deputy Mayor Derrick Reed

Carried

---

W. PATRICK CALE, MAYOR

---

TAMMY L. TRACY, CITY CLERK

# MINUTES

## OF THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN A SPECIAL CALL SESSION IN COUNCIL CHAMBERS OF CITY HALL MAY 13, 2024

The City Council of the City of Muskogee, Oklahoma, met in a Special Call Session at 5:30 p.m., on May 13, 2024, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma, with Mayor Marlon J. Coleman presiding.

Meeting was called to order by Mayor W. Patrick Cale and the City Clerk called the roll as follows:

Present: Patrick Cale, Mayor; Derrick Reed, Deputy Mayor; Jaime Stout, Councilmember; Tracy Hoos, Councilmember; Shirley Hilton-Flanary, Councilmember; C.B. Abel, Councilmember; Melody Cranford, Councilmember; Dan Hall, Councilmember; Tom Martindale, Councilmember

Staff Present: Mike Miller, City Manager; Tammy L. Tracy, City Clerk; Kenna Terrell, Deputy City Clerk; Johnny Teehee, Police Chief; Dennis Read, Treasurer; Maggie Eaton, Human Resources Director; Jody Moore, Fire Chief; Tyler Evans, Emergency Management Director; Avery Rigney, Assistant Public Works Director; Mark Wilkerson, Parks & Recreation Director; Austin Witt, Deputy City Attorney; Jody King, Planning Director; Tera Shows, Media Relations Manager; Kevin Anthis, Fitness & Aquatics Facilities Manager; Roger Kolman, Assistant City Manger

- 1 Hold a Public Hearing to discuss the City of Muskogee Budget for FY2024-2025, and take other necessary action. (Mike Miller)

Mayor W. Patrick Cale opened the Public Hearing.

City Manager Mike Miller explained Staff and Council have been working on the budget since February. Council requested a balanced budget, discussing any changes and providing rationale for those changes.

Mr. Miller stated there are exciting projects in progress for our city. We have begun construction on an \$80 million sewer plant. There are TIF projects that will bring in 800+ jobs and a billion dollars worth of industrial development sites. We have had the largest street projects in history.

The budget goal is to have revenue remain above expenses, with focus being on strategic

initiatives, areas of interest, reserve, budget overview/principles, General Fund, and strategic funds. The foundation of the budget is to make certain we have a good savings account for emergencies, and best practice is to have 20-30% of the general fund in savings.

Mr. Miller explained the General Fund can be used for any governmental purpose and is funded primarily from sales taxes (57.7%) with the rest from fees for services. Sales tax is down about one percent (1%) for the year, so Staff was instructed to cut 2.25% of operating budgets in an effort to reduce the impact on services. Two (2) long-vacant positions were eliminated, and no new ones were created. The community picnic was reduced to \$12,000.00, and the parade float funding was reduced by half.

General Fund \$44,625,900.00  
Special Revenue and Capital Projects \$50,296,841.00  
Enterprise Funds \$4,142,354.00  
Internal Service Funds \$7,816,263.00  
Sinking Fund \$405,000.00

Mr. Miller explained expenses have increased due to inflation and rising utility costs. Health insurance premiums increased by \$439,500.00.

\$1,500,000.00 has been set aside for Economic Development from use tax.  
Operations Account \$900,000.00

- Port/Industrial Development \$500,000
- Main Street Muskogee \$100,000.00
- Civic Center Events \$50,000.00
- Contract Services and Events \$133,000.00
- Operations/Housing/Retail \$117,000.00

Mr. Miller stated there has been a Capital Account Request to repurpose \$500,000.00 of housing incentive fund for the Port of Muskogee.

Councilmember Tracy Hoos stated the Port has requested \$500,000.00 from the housing incentive fund to be transferred to the Port's capital fund.

Discussion followed.

Motion was made by Mayor Patrick Cale, seconded by Councilmember Dan Hall to approve the one-time funding of \$500,000.00, transferring from the Special Project fund (housing incentive) to the Muskogee City-County Port Authority for capital expenditures, effective July 1, 2024.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

Mr. Miller stated the Hotel/Motel tax has a projected increase of \$59,000.00 for FY2025, totaling \$1,050,000.00. All of the FY2025 Hotel/Motel tax revenue is to be transferred to the Muskogee Tourism Authority. The estimated carryover will be available July 1, 2023 and will be \$455,000.00 with a capital request from the livestock show for animal pens.

Councilmember Jaime Stout asked if the money could be transferred before July 1, 2024.

Councilmember Hoos asked if the money is transferred before then, would the FY2024 budget have to be amended.

Mr. Miller explained that yes, if the money was transferred before July 1, there would have to be a budget amendment because those funds have already been appropriated.

Deputy Mayor Reed stated he would like to hear from tourism as to the urgency of immediately transferring the funds.

Avery Frix stated with the projects planned, the July date will work, as long as the amount is still \$455,000.00.

Deputy Mayor Reed inquired if the livestock pens would be purchased before the \$455,000.00 transfer; Mr. Frix stated no.

Mayor Patrick Cale stated the pens could be purchased in November 2024, and Councilmember Stout recommended using the Special Project Fund.

Mr. Miller stated we will amend the budget transfer to not include the pens and transfer the \$455,000.00 on July 1, 2024.

Motion was made by Councilmember Tom Martindale, seconded by Councilmember Dan Hall to transfer the estimated carryover amount of \$455,000.00 from the Hotel/Motel Tax Fund to the Muskogee Tourism Authority (MTA), effective July 1, 2024.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

Mr. Miller explained in this years' budget requests, there are more requests than we have money. He stated the key takeaways are that it has been a tough year for the general fund, but strategic initiatives can still be accomplished through dedicated funds:

1. Raises through dedicated sales tax
2. Tourism through hotel/motel tax
3. Streets through dedicated sales tax/foundation match

#### 4. Water and sewer infrastructure through MMA

Mr. Miller explained the strategic initiative summary as:

- more than \$10 million for street projects
- increased funding for water quality and water line replacements
- facilities maintenance and capital budgets both increased dramatically
- record funding for economic development
- \$925,000.00 in housing incentives available (minus the \$500,000.00 for the Port Authority)
- tourism funding increased
- public safety priorities addressed

Mr. Miller stated the next step would be to pass the budget.

Deputy Mayor Reed stated he would like to wait in an effort to gain additional knowledge.

Mayor Cale suggested waiting a week and bringing it for discussion at the Special Call meeting on May 20, 2024.

Mayor Cale closed the Public Hearing.

Mr. Miller gave direction to Staff to prepare revisions to be considered for the budget at the Special Call City Council Meeting to be held on May 20, 2024.

- 2 (Tabled) Consider approval of Resolution No. 2989 approving the City of Muskogee Budget for FY2024-2025, establishing budget amendment authority, or take other necessary action. (Mike Miller)
- 3 (Stricken) Discuss and take appropriate action to rescind the motion made at the City Council Meeting on April 30, 2024, related to the purchase of cattle ties through the Muskogee Tourism Authority (MTA), and Repayment to the MTA from the Special Project Fund, or take other necessary action. (Councilors Jaime Stout and Dan Hall)
- 4 (No Action) Receive report on the appointment of Mayor W. Patrick Cale to the Economic Development Advisory Board, or take other necessary action. (Mayor W. Patrick Cale)
- 5 Discuss and consider approval of the appointment of Councilor Jaime Stout and Councilor Tracy Hoos to the Economic Development Advisory Committee, or take other necessary action. (Mayor W. Patrick Cale)

Motion was made by Councilmember Dan Hall, seconded by Councilmember Shirley Hilton-Flanary to approve of the appointment of Councilor Jaime Stout and Councilor Tracy Hoos to the Economic Development Advisory Committee.



AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale  
Carried - Unanimously

---

W. PATRICK CALE, MAYOR

---

TAMMY L. TRACY, CITY CLERK

# MINUTES

## OF THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN A SPECIAL CALL SESSION IN COUNCIL CHAMBERS OF CITY HALL MAY 20, 2024

The City Council of the City of Muskogee, Oklahoma, met in a Special Call Session at 5:30 p.m., on May 20, 2024, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma, with Mayor W. Patrick Cale presiding.

Meeting was called to order by Mayor W. Patrick Cale and the Deputy City Clerk called the roll as follows:

Present: Patrick Cale, Mayor; Derrick Reed, Deputy Mayor; Shirley Hilton-Flanary, Councilmember; C.B. Abel, Councilmember; Melody Cranford, Councilmember; Dan Hall, Councilmember; Tom Martindale, Councilmember

Absent: Jaime Stout, Councilmember; Tracy Hoos, Councilmember

Staff Present: Mike Miller, City Manager; Katrina Bodenhamer, City Attorney; Kenna Terrell, Deputy City Clerk; Mike Stewart, Public Works Director; Johnny Teehee, Police Chief; Dennis Read, Treasurer; Maggie Eaton, Human Resources Director; Jody Moore, Fire Chief; Avery Rigney, Assistant Public Works Director; Alicia Glanz, Deputy Treasurer; Kelly Bolding, Deputy Emergency Mgmt Director; Robert Swepston, Fleet Director; Jody King, Planning Director

### 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.**

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Shirley Hilton-Flanary to approve Consent Agenda Items one (1) through 13.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 1 Approval of claims for all City departments March 30, 2024 through May 3, 2024, or take other necessary action.
- 2 Approval to apply for, and if selected, accept the 2024 Law Enforcement Mental Health and Wellness Act Peer Support Implementation Project Grant through the U.S. Department of Justice, Office of Community Oriented Policing Services, in the maximum amount of \$200,000.00, or take other necessary action. (Johnny Teehee)
- 3 Approval of Change Order No's. 0, 1, 2, 3, and 4 for the River Country Family Waterpark Renovation, with Allison Landscape & Pools Co., in the amount of \$105,949.79, for site improvements, receive update on progress of project, and take other necessary action. (Mark Wilkerson)
- 4 Approval to authorize the City Manager to execute an Engagement Letter with Crawford and Associates, Certified Public Accountants, to perform audit preparation and produce financial statements for the FY2024 audit, or take other necessary action. (Dennis Read)
- 5 Approval of the City of Muskogee Foundation Board of Directors appointing of Sheena Bair, replacing Aaron George, to serve a six (6) year term, beginning August 1, 2024, and ending July 31, 2030, or take other necessary action. (Mike Miller)
- 6 Approval of the City of Muskogee Foundation Board of Directors appointing of John Hays, replacing James Gulley, to serve a six (6) year term, beginning August 1, 2024, and ending July 31, 2030, or take other necessary action. (Mike Miller)
- 7 Approval of the City of Muskogee Foundation Board of Directors appointing of Kimberly Williams, replacing Jerri Stoutermire, to serve a six (6) year term, beginning August 1, 2024, and ending July 31, 2030, or take other necessary action. (Mike Miller)
- 8 Approval of the final plat of ACT MD Addition, consisting of two (2) lots on five (5) acres, located on Hancock Street west of Foltz Lane, or take other necessary action. (Jody King)
- 9 Approval to accept ODEQ Permit No. SL000051240028, for the construction of 1,623 linear feet of eight (8) inch PVC sanitary sewer line plus all the appurtenances, to serve the Green Country Behavioral Health Sewer Line Extention, Muskogee County, Oklahoma, or take other necessary action. (Mike Stewart)
- 10 Approval to authorize the City Manager to amend the Muskogee Water System Maintenance Contract and Street Repair Contract between the City of Muskogee and Cook Consulting, LLC, by increasing the not-to-exceed limit to \$675,000.00, for the remaining fiscal year, from the original amount of \$575,000, or take other necessary action. (Mike Stewart)

- 11 Approval for final payment in the amount \$77,999.19, to Rosscon, LLC, for completion of the SE Zone Mill and Overlay Project No. 2023027, or take other necessary action. (Mike Stewart)
- 12 Approval to authorize the removal of the traffic signal at Gibson and North J Streets, replacing with a 4-way stop, pending the results of a traffic engineering study, or take other necessary action. (Mike Stewart)
- 13 Approval to nominate and appoint Councilmember Dan Hall as Vice-Chair of the Public Works Committee, or take other necessary action. (Mayor W. Patrick Cale)

### **REGULAR AGENDA**

- 14 (No Action) Receive presentation relating to the proposed Muskogee Capital Improvement Funding Program for the City of Muskogee, or take other necessary action. (Mike Miller)

City Manager Mike Miller stated Council and Staff have been in the planning process for more than two (2) years for a General Obligation Bond (GO Bond). He explained he requested both the Police and Fire Chief to put together a capital program, analyzing needs as far as public safety. Another one was created for the City in an effort to see the current and future needs, and investigate current and future funding. He stated what was discovered was that funding through the sales tax alone is not working. Other cities are using the GO Bond to meet their city's needs.

Mr. Miller explained at the Budget Retreat 2023, Council gave direction to pursue the GO Bond with an emphasis on deferred maintenance and facilities. In May 2023, Council directed Staff to hold an election in 2023 for a 25-year, \$77 million bond. In July 2023, Council voted unanimously to continue work on the bond, but to postpone until 2024. Council authorized the public opinion survey to be conducted, and chose projects for Bond consideration in April 2024. Now, we have reached the point to consider calling an election to extend the CIP Sales Tax and implement a GO Bond.

Mr. Miller explained A GO Bond is ad valorem tax money and cannot be used for any purpose other than those approved by voters. By State Statute, the specific use for at least 70% of the bond funds must be attached to projects and dollar amounts in the ordinance used to call for the election. He stated 100% of bond funds must be used in accordance with the category of project type as approved by voters or individual propositions on the ballot, whether specifically allocated to a project or not. The bonds must be sold at a competitive price at an appointed date and time. The interest rate on the bonds cannot exceed 10%, and the term cannot exceed 25 years.

Mr. Miller stated the monthly cost for a \$100,000.00 home would be \$12.50 per month for the new 15 mill levy and would begin in the 2025 tax year.

The questionnaire was completed by 593 citizens and 69% were in support of a bond, with infrastructure being most important at 88%. All categories showed strong support.

Mr. Miller stated there are 92 days between now and the election which is a great opportunity to educate the community.

Mandy Vavrinak, Crossroads Communications, a firm hired by the City to assist with the GO Bond, is working to make sure we have a robust community education program. Ms. Vavrinak explained the public information process is a critical piece of involving voters, and the goal is for everyone in Muskogee to vote.

Discussion followed.

- 15 Consider approval of Ordinance No. 4234-A, an Ordinance of the Council of the City of Muskogee, Oklahoma, authorizing the calling and holding of a special election in the City of Muskogee, State of Oklahoma (the “City”), on the 27<sup>th</sup> day of August, 2024, for the purpose of submitting to the registered qualified electors of said City the question of the issuance of General Obligation Bonds of said City in an amount not to exceed the sum of Seventy Eight Million Six Hundred Eighty Five Thousand Dollars (\$78,685,000) to be issued in series to provide funds for the purposes of: (i) acquiring, constructing, expanding, renovating, repairing, and/or equipping public safety buildings, facilities, and equipment, all to be owned exclusively by the City, (ii) constructing, reconstructing, repairing, improving, and rehabilitating streets, roads, bridges, and intersections in the City (including lighting, sidewalks/bikepaths, landscaping, related drainage improvements, driveway reconstruction, utility relocation, and other related improvements); and (iii) constructing, expanding, repairing, which may also include improving, renovating, acquiring and equipping community facilities, all to be owned exclusively by the City; all to be completed with or without the use of other funds, and levying and collecting an annual tax, in addition to all other taxes, upon all the taxable property in said City for the payment of the interest and principal on said bonds; providing for election procedures; authorizing professional services agreements pertaining to the issuance of said bonds; declaring an emergency; and containing other provisions related thereto, or take other necessary action. (Mike Miller)

Ron Dean spoke in opposition of the GO Bond.

Vernon Antonioni requested the City wait to bring the GO Bond to a vote.

William C. Carraway, Jr. stated his priorities are infrastructure and schools.

Gregg Webb spoke in favor of the bond, just not at this time.

Ivory Vann spoke in favor of the GO Bond.

Mason Cale spoke in favor of the GO Bond.

City Manager Mike Miller stated there are three (3) propositions for the GO Bond: community facilities, street and bridge projects, and public safety.

GO Bond Propositions - Community Facilities \$17,400,000.00

HVAC and Interior Improvements at Civic Center	\$5,500,000.00
Turf Fields and Hatbox Sports Improvements	\$3,725,000.00

Martin Luther King Jr. Community Center	\$7,800,000.00
Contingency and Cost of Issuance	\$375,000.00

GO Bond Propositions – Street and Bridge Projects \$14,110,000.00

Downtown Improvements	\$3,900,000.00
Smith Ferry Road Improvements	\$5,560,000.00
Hospital District Improvements	\$2,100,000.00
N. Country Club and Shawnee Phase II	\$1,790,000.00
Pedestrian/Gateway Bridge over US 69	\$460,000.00
Contingency and Cost of Issuance	\$300,000.00

GO Bond Propositions – Public Safety \$47,175,000.00

New Police Department	\$11,500,000.00
New Fire Station #5 on York	\$4,000,000.00
New Public Safety vehicles and equipment	
	Police \$19,300,000.00
	Fire \$11,365,000.00
Contingency and Cost of Issuance	\$1,010,000.00

Fire Chief Jody Moore stated it was approximately two (2) years ago when the City Manager approached him about the needs of the fire department. The station on York Street has issues with structural integrity, and it sits too close to the street. A new station would be on this same property, but further back from the street. He explained fire trucks cost around \$600,000.00, but also, if we ordered one (1) today, it would be two (2) years before we received it. Without working equipment, it could be detrimental to our citizens. Extracation equipment is due for replacement. Mr. Moore stated the City provides mutual aid to departments outside of the city, and specialty equipment is used to help those in our surrounding areas.

Police Chief Johnny Teehee stated the potential for the GO Bond has increased morale in the police department. Currently, they are housed inside the City Hall building in the old arena. The building is always cold, and space heaters are in use. There is not adequate space to store evidence. More than once, a pipe has busted and ruined an office. Chief Teehee stated they lose employees to other agencies because of more money and/or better equipment.

Discussion followed

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Shirley Hilton-Flanary to approve of Ordinance No. 4234-A, an Ordinance of the Council of the City of Muskogee, Oklahoma, authorizing the calling and holding of a special election in the City of Muskogee, State of Oklahoma (the “City”), on the 2<sup>th</sup> day of August, 2024, for the purpose of submitting to the registered qualified electors of said City the question of the issuance of General Obligation Bonds of said City in an amount not to exceed the sum of Seventy Eight Million Six Hundred Eighty Five

Thousand Dollars (\$78,685,000) to be issued in series to provide funds for the purposes of: (i) acquiring, constructing, expanding, renovating, repairing, and/or equipping public safety buildings, facilities, and equipment, all to be owned exclusively by the City, (ii) constructing, reconstructing, repairing, improving, and rehabilitating streets, roads, bridges, and intersections in the City (including lighting, sidewalks/bikepaths, landscaping, related drainage improvements, driveway reconstruction, utility relocation, and other related improvements); and (iii) constructing, expanding, repairing, which may also include improving, renovating, acquiring and equipping community facilities, all to be owned exclusively by the City; all to be completed with or without the use of other funds, and levying and collecting an annual tax, in addition to all other taxes, upon all the taxable property in said City for the payment of the interest and principal on said bonds; providing for election procedures; authorizing professional services agreements pertaining to the issuance of said bonds; declaring an emergency; and containing other provisions related thereto.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Shirley Hilton-Flanary to declare this Agenda Item an emergency.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 16 Consider approval of Ordinance No. 4235-A, an Ordinance of the City of Muskogee, Oklahoma, relating to the imposition of a City excise tax (sales tax) of one-half of one percent (0.5%) (in addition to any and all other excise taxes now in force) to be levied upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code; providing for the use of the proceeds of said excise tax; providing for the effective date of said excise tax to begin on October 1, 2025, and terminate on September 30, 2031; providing for subsisting State permits; providing for payment of tax; providing that the tax is in addition to taxes currently levied; incorporating certain provisions of prior City ordinances; providing for amendments to this Ordinance; providing that the provisions of this Ordinance are cumulative and in addition to any and all taxing provisions of other City ordinances; providing for severability of provisions; and containing other provisions related thereto, or take other necessary action. (Mike Miller)

Ivory Vann spoke in favor of Ordinance No. 4235-A, keeping the city sales tax.

City Manger Mike Miller stated this is a half cent sales tax from 2019 that is expiring in 2025. He explained there is about \$23,000,000.00 in projected revenue from this half cent sales tax. The new tax would go into effect on October 1, 2025 for six years, ending September 30, 2031, keeping the tax rate exactly what it is today. This will be used for Capital Improvements: Street Maintenance, Rehabilitation of City Hall, Rehabilitation of Public Works Building, HVAC and interior improvements at the Library, and Water

Treatment Plant flood protection at the Port of Muskogee.

Motion was made by Councilmember C.B. Abel, seconded by Councilmember Dan Hall to approve Ordinance No. 4235-A, an Ordinance of the City of Muskogee, Oklahoma, relating to the imposition of a City excise tax (sales tax) of one-half of one percent (0.5%) (in addition to any and all other excise taxes now in force) to be levied upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code; providing for the use of the proceeds of said excise tax; providing for the effective date of said excise tax to begin on October 1, 2025, and terminate on September 30, 2031; providing for subsisting State permits; providing for payment of tax; providing that the tax is in addition to taxes currently levied; incorporating certain provisions of prior City ordinances; providing for amendments to this Ordinance; providing that the provisions of this Ordinance are cumulative and in addition to any and all taxing provisions of other City ordinances; providing for severability of provisions; and containing other provisions related thereto.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 17 Consider approval of Resolution No. 2994, a Resolution authorizing the calling and holding of a special election in the City of Muskogee, State of Oklahoma (the "City"), on the 27<sup>th</sup> day of August, 2024, for the purpose of submitting to the registered qualified electors of said City the question of approval or rejection of Ordinance No. 4235-A of the City relating to a one-half of one percent (0.5%) excise tax (sales tax), in addition to all present City, County and State excise taxes, with the proceeds of said tax to be used to fund capital expenditures, including but not limited to the streets, utilities, public safety, and community facilities of the City, or debt service in connection with said capital expenditures, as more specifically set out in Ordinance No. 4235-A of said City; and containing other provisions related thereto, or take other necessary action. (Mike Miller)

City Manager Mike Miller stated in order to complete the process, a resolution is required with the ordinance.

Motion was made by Councilmember Shirley Hilton-Flanary, seconded by Councilmember Melody Cranford to approve Resolution No. 2994, a Resolution authorizing the calling and holding of a special election in the City of Muskogee, State of Oklahoma (the "City"), on the 27<sup>th</sup> day of August, 2024, for the purpose of submitting to the registered qualified electors of said City the question of approval or rejection of Ordinance No. 4235-A of the City relating to a one-half of one percent (0.5%) excise tax (sales tax), in addition to all present City, County and State excise taxes, with the proceeds of said tax to be used to fund capital expenditures, including but not limited to the streets, utilities, public safety, and community facilities of the City, or debt service in connection with said capital expenditures, as more specifically set out in Ordinance No. 4235-A of said City; and containing other provisions related thereto.



AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 18 Consider approval of Amended City Council Policy 3-6-7, Collective Bargaining, or take other necessary action. (Maggie Eaton)

Human Resources Director Maggie Eaton explained Council directed Staff to amend Council Policy 3-6-7 to allow them to streamline the negotiation process by removing "Further, as negotiations continue, any subsequent offers or counteroffers shall be approved by Council prior to submission to the respective collective bargaining unit". Council will provide initial direction and allow Staff to negotiate within those parameters.

Deputy Mayor Derrick Reed stated the reason this was not on the Consent Agenda was because he voted "no" at the previous meeting and wished to explain why he voted this way. He explained this process is not broken, so he does not see the need to fix it. He stated this was put in place for good reason.

Discussion followed.

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Dan Hall to Deny Amended City Council Policy 3-6-7, Collective Bargaining.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember Melody Cranford, Councilmember Dan Hall

NAY: Councilmember C.B. Abel, Councilmember Tom Martindale

Carried

- 19 Consider approval of Resolution No. 2988 for the Community Development Block Grant Small Cities, Contract No. 18265 CDBG-SC 21, for water line repairs in the amount of \$288,333.00, or take other necessary action. (Jody King)

Planning Director Jody King stated this resolution will adopt the Section 3 Plan, which is a commitment by the City to serve lower income persons and businesses in consideration for the waterline project. It will also designate Mayor Cale as the Equal Opportunity Officer in his capacity as Chief Elected Official. Staff recommends approval.

Motion was made by Councilmember Shirley Hilton-Flanary, seconded by Councilmember Tom Martindale to approve of Resolution No. 2988 for the Community Development Block Grant Small Cities, Contract No. 18265 CDBG-SC 21, for water line repairs in the amount of \$288,333.00.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 20 Consider approval of Resolution No. 2989 approving the City of Muskogee Budget for FY2024-2025, establishing budget amendment authority, or take other necessary action. (Mike Miller)

Mike Gragg, requested to clarify the amount the City Manager is allowed to spend without Council approval. City Manager Mike Miller stated the spending authority is \$49,000.00.

Mr. Miller explained a Public Hearing was held on May 13, 2024, however changes have been made. The revised projections of the hotel/motel tax include the \$100,000.00 more than previously projected. Muskogee Sales Tax was down 1% for the year, and Staff was instructed to cut at least 2.25% of the operating (non-personnel) budgets to try to reduce the impact on services. Two (2) long-vacant positions were eliminated, and none were created.

Discussion followed.

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Tom Martindale to approve Resolution No. 2989 approving the City of Muskogee Budget for FY2024-2025, establishing budget amendment authority.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 21 Consider approval of Resolution No. 2981 authorizing the continuation of the account fund for the City of Muskogee entitled "Solid Waste Improvements," and designating the manner in which said account shall be operated for the upcoming FY2024-2025, or take other necessary action. (Mike Stewart)

Public Works Director Mike Stewart stated this resolution funds the Solid Waste Fund. It is budgeted for \$372,000.00. This authorizes the transfer of money into that account and is used to purchase trash trucks, poly carts, two (2) yard containers and funds the recycling center. Staff recommends approval.

Motion was made by Councilmember Shirley Hilton-Flanary, seconded by Councilmember Melody Cranford to approve of Resolution No. 2981 authorizing the continuation of the account fund for the City of Muskogee entitled "Solid Waste Improvements," and designating the manner in which said account shall be operated for the upcoming FY2024-2025.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

22 Consider approval to nominate and appoint Councilor Melody Cranford to serve on the Purchasing Committee, or take other necessary action. (Mayor Patrick Cale)

Motion was made by Mayor Patrick Cale, seconded by Councilmember Shirley Hilton-Flanary to approve to nominate and appoint Councilor Melody Cranford to serve on the Purchasing Committee.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

---

W. PATRICK CALE, MAYOR

---

KENNA TERRELL, DEPUTY CITY CLERK

# MINUTES

## OF THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN A SPECIAL CALL SESSION IN COUNCIL CHAMBERS OF CITY HALL JUNE 10, 2024

The City Council of the City of Muskogee, Oklahoma, met in a Special Call Session at 5:30 p.m., on June 10, 2024, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma, with Mayor W. Patrick Cale presiding.

Meeting was called to order by Mayor W. Patrick Cale and the City Clerk called the roll as follows:

Present: Patrick Cale, Mayor; Derrick Reed, Deputy Mayor; Jaime Stout, Councilmember; Tracy Hoos, Councilmember; C.B. Abel, Councilmember; Melody Cranford, Councilmember; Dan Hall, Councilmember; Tom Martindale, Councilmember

Absent: Shirley Hilton-Flanary, Councilmember

Staff Present: Mike Miller, City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Roger Kolman, Assistant City Manager; Jeff Reeves, Project Manager; Johnny Teehee, Police Chief; Avery Rigney, Assistant Public Works Director; Mark Wilkerson, Parks & Recreation Director; Kevin Anthis, Aquatic & Fitness Facility Manager; Kelly Bolding, Emergency Management; Austin Witt, Deputy City Attorney; Jody King, Planning Director

Councilmember Shirley Hilton-Flanary entered the meeting at 6:58 p.m.

- 1 Consider approval of a Memorandum of Understanding (MOU) between the City of Muskogee and the Fraternal Order of Police Lodge #95 (FOP) to make a one-time change to the Collective Bargaining Agreement for the July 2024 shift bid process and the subsequent shift change date as a result of manpower concerns, or take other necessary action. (Johnny Teehee)

Police Chief Johnny Teehee stated this is a request to delay the normal shift change which occurs each January and July. Chief Teehee explained this is an effort to maximize the current workforce as the department will potentially be losing several officers in approximately 45 days.

Motion was made by Councilmember Tracy Hoos, seconded by Councilmember Dan Hall to approve Memorandum of Understanding (MOU) between the City of Muskogee and the Fraternal Order of Police Lodge #95 (FOP) to make a one-time change to the Collective Bargaining Agreement for the July 2024 shift bid process and the subsequent shift change date as a result of manpower concerns.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 2 Consider approval to amend City Council Policy 3-1-4, Muskogee Police Department Recruiting and Hiring Incentives, or take other necessary action. (Johnny Teehee)

Police Johnny Teehee stated there is currently a \$5,000.00 sign on bonus for new police officers and \$10,000.00 bonus for those who are already C.L.E.E.T. certified. Chief Teehee explained this amendment would eliminate the \$5,000.00 bonus, and increase the bonus for C.L.E.E.T. certified officers to \$15,000.00 in an effort to incentivize new officers.

Motion was made by Councilmember Melody Cranford, seconded by Councilmember Dan Hall to approve to amend City Council Policy 3-1-4, Muskogee Police Department Recruiting and Hiring Incentives.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 3 Consider approval to authorize the City Manager to negotiate and execute a professional services agreement with the Muskogee City-County Port Authority, and/or, if necessary, to negotiate and execute a thirty (30) day extension of the current professional services agreement, or take other necessary action. (Mike Miller)

Motion was made by Deputy Mayor Derrick Reed, seconded by Mayor Patrick Cale to authorize the City Manager to negotiate and execute a professional services agreement with the Muskogee City-County Port Authority, and/or, if necessary, to negotiate and execute a thirty (30) day extension of the current professional services agreement.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

- 4 Discuss and consider approval of a Memorandum of Understanding with the Muskogee City-County Port of Muskogee (Port) to collaborate in the preparation and presentation of a grant application to the City of Muskogee Foundation in the amount of \$2,000,000.00, and accept the funds if awarded; and authorize the City Manager to negotiate and execute the same, or take other necessary action. (Mike Miller)

City Manager Mike Miller stated this MOU will allow the City to work with the Muskogee City-County Port Authority on a grant application through the City of Muskogee Foundation. This money, along with CIP funds, will be used for the berm project at the Port.

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Shirley Hilton-Flanary to approve of a Memorandum of Understanding with the Muskogee City-County Port of Muskogee (Port) to collaborate in the preparation and presentation of a grant application to the City of Muskogee Foundation in the amount of \$2,000,000.00, and accept the funds if awarded; and authorize the City Manager to negotiate and execute the same.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

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

Motion was made by Deputy Mayor Derrick Reed, seconded by Councilmember Jaime Stout to approve to enter into Executive Session.

AYE: Mayor Patrick Cale, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Tracy Hoos, Councilmember Shirley Hilton-Flanary, Councilmember C.B. Abel, Councilmember Melody Cranford, Councilmember Dan Hall, Councilmember Tom Martindale

Carried - Unanimously

Council entered into Executive Session at 7:10 p.m.

Council reconvened into Regular Session at 7:38 p.m.

Meeting was called to order by Mayor W. Patrick Cale and the City Clerk called the Roll as follows:

Present: Patrick Cale, Mayor; Derrick Reed, Deputy Mayor; Jaime Stout, Councilmember; Tracy Hoos, Councilmember; C.B. Abel, Councilmember; Melody Cranford, Councilmember; Dan Hall, Councilmember; Tom Martindale, Councilmember, Shirley Hilton-Flanary, Councilmember

- a (No Action) Pursuant to Section 307 C.11, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss matters pertaining to a proposed Economic Development Project located in the Port of Muskogee, including an incentive request, and if necessary, take appropriate action in Open Session. (Mike Miller)

---

W. PATRICK CALE, MAYOR

---

TAMMY L. TRACY, CITY CLERK

# MINUTES

**OF THE CITY COUNCIL  
OF THE CITY OF MUSKOGEE, OKLAHOMA  
MET IN A SPECIAL CALL SESSION  
AT THE MARTIN LUTHER KING, JR. COMMUNITY CENTER  
JUNE 17, 2024**

The City Council of the City of Muskogee, Oklahoma, met in a Special Call Session at 6:30 p.m., on June 17, 2024, at the Martin Luther King, Jr. Community Center, 300 W. Martin Luther King Street, Muskogee, Oklahoma, with Mayor W. Patrick Cale presiding.

Meeting was called to order by Mayor W. Patrick Cale and the City Clerk called the roll as follows:

**Present:** Patrick Cale, Mayor; Derrick Reed, Deputy Mayor; Shirley Hilton-Flanary, Councilmember; Melody Cranford, Councilmember; Tom Martindale, Councilmember

**Absent:** Jaime Stout, Councilmember; Tracy Hoos, Councilmember; C.B. Abel, Councilmember; Dan Hall, Councilmember

**Staff Present:** Mike Miller, City Manager; Roger Kolman, Assistant City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Kenna Terrell, Deputy City Clerk; Mike Stewart, Public Works Director; Chad Farmer, Deputy Police Chief; Jody Moore, Fire Chief; Avery Rigney, Assistant Public Works Director

- 1 (No Action) Discuss the upcoming General Obligation (GO) Bond and Capital Improvement Project (CIP) Sales Tax Election, to be held on August 27, 2024. (Mike Miller)

City Manager Mike Miller welcomed citizens to the meeting. He explained on August 27, 2024, voters will consider whether to approve a General Obligation (GO) Bond to accomplish key projects throughout the City. He stated the City of Muskogee has not passed a GO Bond in more than 50 years. If passed, property taxes would increase by about 15 mils, or approximately \$12.50/month for every \$100,000.00 of property value. He explained some of the projects would begin immediately, while others would be phased in over a period of time.

Mr. Miller stated three (3) of the propositions will represent portions of the GO Bond, while the fourth proposition will allow voters to choose to renew the funding for an existing Capital Improvement Project sales tax in Muskogee for an additional six (6) years, expiring in 2031.



Mr. Miller explained the following propositions :

<b>Project Name</b>	<b>Public Safety, Prop 1 (Bond)</b>	<b>Streets &amp; Bridges Prop 2 (Bond)</b>	<b>Community Facilities Prop 3 (Bond)</b>	<b>CIP Renewal, Prop 4 (Sales Tax)</b>
New Police Department	\$11,500,000.00			
Rehab City Hall				\$4,500,000.00
New Fire Station 5, Rehab other Stations, Fire Equipment	\$15,365,000.00			
Police Dept., Vehicle Replacement, radios, computers, cameras	\$19,300,000.00			
Street Improvement Plan Continuation				\$12,000,000.00
Smith Ferry Road widening, drainage, curb & gutter, sidewalks		\$5,560,000.00		
Industrial Site Development and Flood Protection at Port Muskogee				\$2,000,000.00
Public Works building rehab & improvement				\$3,000,000.00
Civic Center Upgrades			\$5,500,000.00	
Downtown streetscaping and improvements		\$3,900,000.00		
Turf Fields and complex improvements, Love-Hatbox complex			\$3,725,000.00	
Medical District Stormwater, roadway, sidewalk improvements		\$2,100,000.00		
MLK Center Expansion			\$7,800,000.00	
Library HVAC, Interior				\$1,500,000.00

US 69 Pedestrian/Port of Entry Bridge replacement		\$460,000.00		
Country Club & Shawnee widening, drainage, protected left		\$1,790,000.00		
	Total Prop 1	Total Prop 2	Total Prop 3	Total Prop 4
	\$46,165,000.00	\$13,810,000.00	\$17,025,000.00	\$23,000,000.00

Mr. Miller opened the Question and Answer Session and addressed questions from the citizens.

Mayor Patrick Cale adjourned the meeting.

---

W. PATRICK CALE, MAYOR

---

TAMMY L. TRACY, CITY CLERK

**Regular City Council**

**1.**

Meeting Date: 06/24/2024  
Submitted For: Dennis Read, Finance  
Initiator: Benita Hotema, Assistant Financial Analyst  
Department: Finance  
Staff Information Source:

---

Information

AGENDA ITEM TITLE:

Approval of claims for all City departments May 4, 2024 through May 31, 2024, or take other necessary action.

BACKGROUND:

Claims for all City departments.

RECOMMENDED ACTION:

Approve claims May 4, 2024 through May 31, 2024.

---

Fiscal Impact

Attachments

*No file(s) attached.*

---

**Regular City Council**

**2.**

Meeting Date: 06/24/2024

Submitted For: Johnny Teehee, Police

Initiator: Chad Farmer, Deputy Chief

Department: Police

Staff Information Source:

---

Information

AGENDA ITEM TITLE:

Approval to authorize the Muskogee Police Department to apply for, and if approved, accept the 2024 U.S.P.C.A. AKC Reunite K-9 Grant, in the amount of \$7,500.00, or take other necessary action. (Johnny Teehee)

BACKGROUND:

Our K9 program consists of 4 dual purpose police K9 that are spread out over each shift. Due to retirements and a health issue we are down to 2 K9s. This money will be used to assist in purchasing 1 of those K9s.

RECOMMENDED ACTION:

Approve the Muskogee Police Department to apply for, and if approved, accept the 2024 U.S.P.C.A. AKC Reunite K9 Grant in the amount of \$7,500.00.

---

Fiscal Impact

FUNDING SOURCE:

No matching money is needed so there is not a fiscal impact on the budget.

---

Attachments

*No file(s) attached.*

---

**Regular City Council**

**3.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Leslie Arnold, Legal Assistant  
**Department:** City Attorney  
**Staff Information Source:** City Attorney

---

**Information**

**AGENDA ITEM TITLE:**

Approval of a contract between the City of Muskogee and Hilldale Public Schools to furnish two (2) uniformed officers to provide law enforcement security for functions and act as the School Resource Officers for the school district campuses, or take other necessary action. (Katrina Bodenhamer)

**BACKGROUND:**

This is for the renewal of an annual contract between the City of Muskogee and Hilldale Public Schools. The City agrees to provide two uniformed officers, one at each campus, to act as a School Resource Officer (SRO). The term of the contract will be from July 1, 2024 through June 30, 2025. The agreement must be renewed annually. Last year, Hilldale reimbursed the City at approximately 75% of the payroll costs (total salary and fringe benefits) for the officers and under this contract, once again Hilldale will reimburse the City 75% (\$138,972.05) of the payroll costs. The City will pay 25% of the costs (\$46,324.02). Total costs for the two officers is \$185,296.07. All parties are in agreement and the Board of Education for Hilldale Public Schools, approved the agreement at their May 14, 2024 meeting.

**RECOMMENDED ACTION:**

Approve the contract between the City of Muskogee and Hilldale Public Schools.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**4.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Mark Wilkerson, Parks & Recreation  
**Initiator:** Brooke Hall, Assistant Director of Parks and Recreation  
**Department:** Parks & Recreation  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Approval of Change Orders No. 1, 2, 3, and 4, for the Muskogee Swim & Fitness Center Renovation and Remodel Project, with AC Owen Construction, LLC, in the amount of \$59,837.15, for site improvements and installation of fire alarm system, or take other necessary action. (Mark Wilkerson)

**BACKGROUND:**

Change Order #1 West wall moisture repairs-\$11348.25.  
Change Order #2 Additional sheetrock at lobby soffit and above south doors-\$2829.90.  
Change Order #3 Thicker resilient athletic flooring in the fitness area-\$10,004.50.  
Change Order #4 This is to include a fire alarm system in the building and remove existing fire suppression piping and equipment. The existing alarm system is not in working order and additional devices are needed to bring up to standards-\$35,654.50.

The existing fire suppression system has been inspected, is not in working order, and cannot be repaired. This was not known at the time of design, is outside of the area of work, and was not included in the original scope of work. Discussions with the local fire marshal verified that they will require this system to be removed as it is nonfunctional and abandoning is not an option as it may give a false sense of security. The scope of work described looks to be in line with what was discussed, and the cost is what we would expect. We recommend approving this change order for the scope and amount described.

**RECOMMENDED ACTION:**

Approve Change Order No 1, 2, 3, 4 to AC Owen Construction LLC, agreement in the aggregate amount of \$59,837.15.

---

**Fiscal Impact**

**FUNDING SOURCE:**

Total Change Orders in the amount of \$59,837.15 with \$17,000.00 funded from account 215-7510-451.61-00 and the remainder funded from 392-1520-413.69-50.

---

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**5.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Mike Miller, City Manager  
**Initiator:** Judy Villalobos, Executive Assistant  
**Department:** City Manager  
**Staff Information Source:** COMF Chair Appointment - Wren Stratton

---

**Information**

**AGENDA ITEM TITLE:**

Approval of the recommendation by the City of Muskogee Foundation Board of Directors reappointing Wren Stratton to serve as Board Chair for a one (1) year term, beginning August 1, 2024, and ending July 31, 2025, or take other necessary action. (Mike Miller)

**BACKGROUND:**

Per the bylaws of the City of Muskogee Foundation, the Board Chair serves a one-year term and is recommended by the City of Muskogee Foundation Board of Directors for City Council approval.

**RECOMMENDED ACTION:**

Approve the appointment.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**6.**

**Meeting Date:** 06/24/2024  
**Initiator:** Maggie Eaton, Human Resources Director  
**Department:** Personnel  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Approval to renumber the following resolution: "A Resolution approving and authorizing execution of the Blue Cross Blue Shield Benefit Program Application and required addendums, Blue Cross Blue Shield Exhibit to the Stop Loss Coverage Policy, Prime Therapeutics Required Documents, and all other required documents, all to become effective on May 1, 2024, and authorizing the City Manager, or designee, to execute all necessary documents for renewal and implementation purposes," from Resolution No. 2932 to Resolution No. 2979, passed by City Council on February 26, 2024, or take other necessary action. (Maggie Eaton)

**BACKGROUND:**

Resolution No. 2932 was previously passed by City Council on February 26, 2024. At the time of passing, the Resolution No. should have been updated to No. 2979. However, it was inadvertently overlooked.

The approval of changing the resolution number from 2932 to 2979 is strictly for housekeeping purposes and will correct the error moving forward.

**RECOMMENDED ACTION:**

Approve renumbering of Resolution No. 2932 to No. 2979.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---



**Regular City Council**

7.

**Meeting Date:** 06/24/2024

**Submitted For:** Jody King, Planning Dept

**Initiator:** Jody King, Planning Director

**Department:** Planning Dept

**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Approval of the creation of a limited purpose subcommittee of the Public Works Committee to receive updates from Halff Associates regarding the 2024 Comprehensive Plan update, appointing a minimum of three (3), not to exceed four (4) members to that subcommittee, or take other necessary action. (Jody King)

**BACKGROUND:**

In an effort to inform City Council of the efforts of the comprehensive plan update, the Planning Department would like the Public Works Committee to consider appointing 3 to 4 committee members to a subcommittee to receive regular updates and briefings from Halff Associates for the comprehensive plan. Representatives of our Planning Commission are already receiving regular updates through their seat on the Comprehensive Plan Advisory Committee and we would like to do the same for the Public Works Committee/City Council. This would eliminate the need to convene Special Call meetings during working hours, in an effort to assemble the entire Committee/Council. At the end of the year, Halff and Associates will present the plan to City Council at a Council meeting prior to adoption.

**RECOMMENDED ACTION:**

Create and appoint members to the subcommittee.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**8.**

**Meeting Date:** 06/24/2024

**Submitted For:** Jody King, Planning Dept

**Initiator:** Jody King, Planning Director

**Department:** Planning Dept

**Staff Information Source:**

**Information**

**AGENDA ITEM TITLE:**

Approval to apply for additional funding through the Certified Local Governments Subgrant from the Oklahoma State Historic Preservation Office for Historic Preservation in the City of Muskogee and set aside a city match in the amount of \$35,463.00, or take other necessary action. (Jody King)

**BACKGROUND:**

The Certified Local Governments program assists local governments that adopt and enforce historic preservation ordinances to strengthen their preservation programs. We were awarded \$17,500 in total funding for grant year 2024 (October 1, 2023–September 30, 2024). For grant year FY25, the focus of preservation was going to be on the downtown, specifically to designate the downtown as an historic and to list it on the National Register of Historic Places. In order to do this, the planning department was planning on using the next three years to conduct a survey of our historic resources and to complete and submit an application for status to the National Parks Service. \$53,195 has become available for this grant year. With the 60/40 cost match stipulated in the CLG Guidelines, we would have to match this funding with \$35,463 for a total funding amount of \$88,658. With this funding, we will be able to start our project in July and finish up with the nomination fully submitted in 12–18 months rather than up to 3 years or more. Getting this status has many perks. Not only does it act as a badge of honor, having a nationally registered historic downtown will help to promote tourism through redevelopment. Listing in the National Register is the first step towards eligibility for National Park Service-administered federal preservation tax credits that have leveraged more than \$45 billion in private investment and National Park Service grant programs like Save America's Treasures and Preserve America.

**RECOMMENDED ACTION:**

Approve request.

**Fiscal Impact**

**FUNDING SOURCE:**

General Fund - General Government - Grant Match 100-1010-411.35-70

**Attachments**

*No file(s) attached.*

**Regular City Council**

**9.**

**Meeting Date:** 06/24/2024

**Submitted For:** Mark Wilkerson, Parks & Recreation

**Initiator:** Ashley Wallace

**Department:** Parks & Recreation

**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Approval of the recommendation from Cowan Group Engineering to award the lowest and best bid for the Muskogee Swim and Fitness Center Roof Replacement, Project No. 2024002, to Heritage Hills Commercial Services, in the amount of \$298,500.00, or take other necessary action. (Mark Wilkerson)

**BACKGROUND:**

The Muskogee Swim and Fitness Center is undergoing interior renovations at this time and is in need of roof repairs or replacement. City Staff requested bids for repairs and replacement and believe it is in the best interest of the Swim and Fitness Center to receive new roof materials throughout the facility. The longevity of a new roof will provide a much better investment to the upgrades being provided inside and will come with much more guarantee and warranty than repairs to an aging roof. Many repairs have been attempted in the past and the current roof material has reached the end of its useful life. The project bid was provided in the newspaper and by online plan rooms. The City received two (2) competitive bids for the project and Staff is recommending an award to the low bidder Heritage Hills Commercial Services, for the full roof material replacement.

**RECOMMENDED ACTION:**

Approve awarding the Swim and Fitness Roof Replacement to Heritage Hills Commercial Services in the amount of \$298,500.00

---

**Fiscal Impact**

**FUNDING SOURCE:**

392-1520-413-69.50

---

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**10.**

**Meeting Date:** 06/24/2024

**Submitted For:** Mike Stewart, Public Works

**Initiator:** Ashley Wallace

**Department:** Public Works

**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Approval of final payment to TLS Group, Inc., in the amount of \$42,902.99, for the US Highway 62 and Country Club Road Traffic Signal Improvements, Project No. 2023004, or take other necessary action. (Mike Stewart)

**BACKGROUND:**

Signal improvements were implemented at Hwy 62 and Country Club intersection to improve safety and traffic movement for north and south-bound traffic along Country Club Road. This included protected left turns along Country Club Road. The signalization system was modernized with new radar vehicle detection, smart sensors, and a remote monitoring system. The Oklahoma Department of Transportation (ODOT) participated financially in the amount \$250,000.00. These signalization improvements are part of future intersection improvements and were implemented prior to the street work scope due to ODOT funding support.

**RECOMMENDED ACTION:**

Approval of Final Payment in the amount of \$42,902.99 to TLS Group, Inc.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**11.**

Meeting Date: 06/24/2024  
Submitted For: Mike Stewart, Public Works  
Initiator: Avery Rigney, Asst. Public Works Director  
Department: Public Works  
Staff Information Source:

---

Information

AGENDA ITEM TITLE:

Approval of final payment to Oklahoma Natural Gas (ONG) in the amount of \$155,958.78, for the relocation of 1,423 linear feet of gas line pertaining to a storm water project for the City of Muskogee, located on Country Club Road, approximately 500 feet north of Chandler Road, or take other necessary action. (Mike Stewart)

BACKGROUND:

This item is the final payment for an agreement that went to City Council in early 2023. The City of Muskogee has a project underway to install a larger culvert under Country Club to improve overall drainage in the Civitan Drainage Basin. The culvert project is yet to bid, however, it was necessary to relocate the gas line prior to beginning the project. The gas line has been relocated, all punch list items have been completed. The storm water project is being funded out of the Clean Water State Revolving Fund.

RECOMMENDED ACTION:

Staff recommends approval.

---

Fiscal Impact

FUNDING SOURCE:

500-6560-432.62-94

---

Attachments

*No file(s) attached.*

---

**Regular City Council**

**12.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Mike Stewart, Public Works      **Initiator:** Ashley Wallace  
**Department:** Public Works  
**Staff Information Source:**

**Information**

**AGENDA ITEM TITLE:**

Approval of final payment to Cook Consulting, LLC, in the amount of \$105,795.52, for Smith Ferry Orchard Parkway Culvert, Project No. 2022031, or take other necessary action. (Mike Stewart)

**BACKGROUND:**

The Orchard Parkway 10'x3' Reinforced Concrete Box (RCB) project, which received official approval as Project 2022031, is now substantially complete. This project aimed to address the deteriorating condition of the existing 3-48" Corrugated Metal Pipes beneath Orchard Parkway, replacing the cross drain to ensure continued functionality and improve the safety of the overall drainage system.

During the course of construction, an unexpected challenge emerged: two (2) 18" corrugated metal stormwater culverts running north and south were discovered beneath two (2) existing homes, specifically, 605 Damson Ct and 606 Elberta Ct. These existing pipes served as primary drainage conduits for the curb inlets of Damson Ct and Elberta Ct. Their condition had significantly deteriorated, posing a potential risk of collapse, which would compromise the structural integrity of the homes and increase the likelihood of flooding in the area.

To address this issue, a strategic plan was developed. Utilizing an existing utility easement, the two (2) corrugated metal pipes were rerouted from their original location to a more secure and resilient position approximately 50 feet to the east. This relocation not only ensured the safety of the existing homes but also contributed to a reduced flood risk, as the existing drainage system would have been severely compromised if the existing pipes were to have failed.

In summary, the project scoped encompassed both the original objective of replacing the failing Orchard Parkway CGMP culverts and the additional necessary actions to address the unexpected discovery of deteriorating pipes beneath the two (2) homes, 605 Damson Ct and 606 Elberta Ct. This project improved the safety and functionality of the drainage system and mitigates potential flood risks in the area, aligning with the broader goals of the City of Muskogee Public Works Department.

**RECOMMENDED ACTION:**

Approve Final Pay to Cook Consulting, LLC in the amount of \$105,795.52 for Smith Ferry Orchard Parkway Culvert Project No. 2022031

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

**Regular City Council**

**13.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Leslie Arnold, Legal Assistant  
**Department:** City Attorney  
**Staff Information Source:** City Attorney

**Information**

**AGENDA ITEM TITLE:**

Approval of nine (9) annual outside water agreements with the following wholesale water users: Rural Water District #1, Rural Water District #2, Rural Water District #5, Rural Water District #6, Rural Water District #9, Haskell Public Works Authority, Okay Public Works Authority, Porter Public Works Authority, and Taft Public Works Authority, or take other necessary action. (Katrina Bodenhamer)

**BACKGROUND:**

The City and the Water Districts have finalized agreements to continue the sale of treated water. There is no change to the water usage between these agreements and what our records show. These agreements have the Water District's approval. It also covers the City's ability to provide water and the requirements should there be an inability to serve and it allows for rate adjustment and caps the amount of water that may be sold to each District without the City incurring additional charges. The term of the agreements are based on the City's fiscal year and it automatically extends one additional year. It may be terminated by either party with 180 days notice. Resolution #2977 was passed on March 25, 2024, increasing the rate per unit from \$1.69 to \$2.06 beginning in July 2024.

Allocations per month:

Porter PWA	8,020 units
RWD #5	21,840 units
Haskell PWA	26,070 units
RWD #2	6,684 units
Okay PWA	3,342 units
RWD #6	18,012.8 units
Taft PWA	2,674 units
RWD #9	3,200 units
RWD #1	17,380 units

**RECOMMENDED ACTION:**

Approve the agreements with the following wholesale water users: Rural Water District #1, Rural Water District #2, Rural Water District #5, Rural Water District #6, Rural Water District #9, Haskell Public Works Authority, Okay Public Works Authority, Porter Public Works Authority, and Taft Public Works Authority, and authorize the Mayor and City Clerk to execute the agreements.

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---



Meeting Date: 06/24/2024

Initiator: Jody King, Planning Director

---

**Information**

**AGENDA ITEM TITLE:**

Hold a Public Hearing and consider approval of Ordinance No. 4232-A, rezoning the property located at 2109 Ward Street, Southeast Section 24, Township 14 North, Range 18 East from R-1, Single Family, to I-1, Light Industrial, and if approved, authorize Staff to revise the Official Zoning Map of the City, or take other necessary action. (Jody King)

**LEGAL DESCRIPTION:**

The West 208.7 feet of the East 936.1 feet of the North 208.7 feet of the SE/4 of the NE/4 of Section 24, T15N, R18E of the I.B.&M., Muskogee County, State of Oklahoma. Containing 1.00 acres, more or less.

**BACKGROUND:**

Joe Rockey (applicant & owner) has requested a rezone of his property located at 2109 Ward Street from R-1 Single Family Residential to I-1 Light Industrial. The proposed use of the property will be for a commercial storage building. The request conforms to the 2013 Muskogee Comprehensive Plan and Future Land use Plan.

Surrounding Zoning & Land Use

North: I-1 Light Industrial, Manufacturing.

East: R-1 Single Family, vacant land.

South: R-1 Single Family, vacant land

West: R-1 Single Family, Turner Addition

Public hearings will be held at the Muskogee City Hall, 3<sup>rd</sup> Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, May 6, 2024 at 9:00 A.M.
2. City of Muskogee Public Works Committee on Monday, May 13, 2024 at 5:30 P.M.
3. City of Muskogee City Council on Monday, June 24, 2024 at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Tuesday, April 16, 2024 and all property owners within a 300 foot radius of the property were noticed.

At the planning commission meeting held on May 6, 2024, the commission recommended approval for the ordinance.

**RECOMMENDED STAFF ACTION:**

Recommend Approval

---

## **Fiscal Impact**

### **Attachments**

Staff Report

Site Plan

Building Plans

Ordinance 4232-A DRAFT

---

## **Planning & Community Development Staff Report**

**City of Muskogee Planning & Zoning Commission, Monday, May 6, 2024 at  
9:00 A.M. at City of Muskogee City Hall, 229 W Okmulgee Ave., 3<sup>rd</sup> Floor  
Council Chambers**

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee to approve ordinance 4232-A, a rezone request for the property located at 2109 Ward Street, Southeast Section 24, Township 14 North, Range 18 East rezoning the property from R-1 Single Family to I-1 Light industrial, and if approved, authorize staff to update the official city map.

### **Planning Department Analysis**

- Current Zoning & Use
  - R-1 Single Family Residential
  - Vacant agricultural land
- Proposed Zoning & Use
  - I-1 Light Industrial
  - Commercial Storage Facility.
- Section, Township, Range
  - SE quarter of the NE quarter of Section 24, Township 15 North, Range 18 East of the Indian Meridian.
- Street Address: 2109 Ward Street

### **Legal Description**

The West 208.7 feet of the East 936.1 feet of the North 208.7 feet of the SE/4 of the NE/4 of Section 24, T15N, R18E of the I.B.&M., Muskogee County, State of Oklahoma. Containing 1.00 acres, more or less.

### **Discussion**

Joe Rockey (applicant & owner) has requested a rezone of his property located at 2109 Ward Street from R-1 Single Family Residential to I-1 Light Industrial. The proposed use of the property will be for a commercial storage building. The request conforms to the 2013 Muskogee Comprehensive Plan and Future Land use Plan.

### **Surrounding Zoning & Land Use**

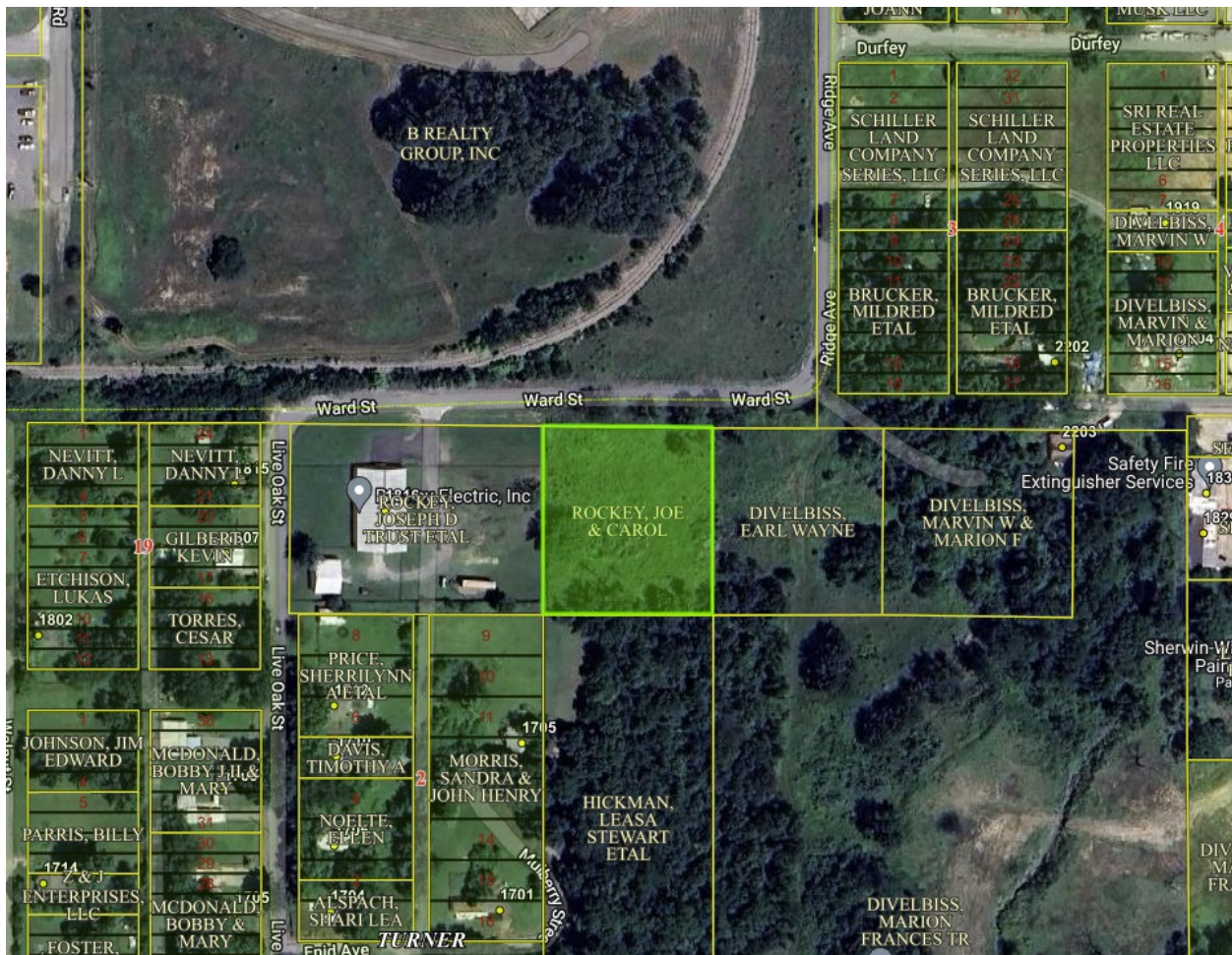
North: I-1 Light Industrial, Manufacturing.  
East: R-1 Single Family, vacant land.  
South: R-1 Single Family, vacant land  
West: R-1 Single Family, Turner Addition

Public hearings will be held at the Muskogee City Hall, 3<sup>rd</sup> Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, May 6, 2024 at 9:00 A.M.
2. City of Muskogee Public Works Committee on Monday, May 13, 2024 at 5:30 P.M.
3. City of Muskogee City Council on Monday, June 24, 2024 at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Tuesday April 16, 2024 and all property owners within a 300 foot radius of the property were noticed.

**RECOMMENDATION: Approve the Rezone Request**





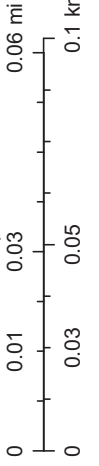
# 2109 Ward St. Zoning Map



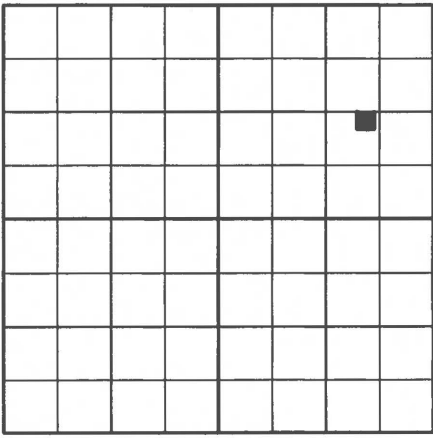
4/10/2024

-  Muskogee parcels
-  R-5
-  C-2
-  I-1
-  I-2
-  City of Muskogee City Limits
-  R-1

1:2,257



Source: Esri, USDA FSA, Esri Community Maps Contributors, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph,



# PLAT OF SURVEY

## LEGAL DESCRIPTION (AS PROVIDED)

The West 208.7 feet of the East 936.1 feet of the North 208.7 feet of the SE/4 of the NE/4 of Section 24, T15N, R18E of the I.B.&M., Muskogee County, State of Oklahoma. Containing 1.00 acres, more or less.

### FLOOD CERTIFICATION

According to the U.S. Department of Housing & Urban Development Insurance Rate Map, Panel Number 40101C0115F, Effective Date February 4, 2011. The subject property is located in Zone "X", Areas determined to be outside the 0.2% annual chance floodplain.

NE CORNER  
SEC.24,T15N,R18E  
FOUND MAG NAIL

### LOCATION MAP

SEC. 24 T 15 N, R 18 E

SCALE: 1" = 50'

● = IRON PIN

—x— = FENCE

(M) = MEASURED

(R) = RECORD



THIS DOCUMENT IS PRELIMINARY IN NATURE AND IS NOT A FINAL, SIGNED AND SEALED DOCUMENT.

TONY ROBISON, LAND SURVEYOR NO. 1686



BEARINGS ARE BASED ON NAD83 OKLAHOMA STATE PLANE COORDINATE SYSTEM.

## Heartland Surveying & Mapping, PLLC

CA #4849

800 Emporia St., Ste. "C"  
Muskogee, Oklahoma 74401  
(918) 682-7796

FOR: Joe Rockey

DATE: 7/27/2020

W.O.# 8712

SURVEYED BY: RT

DRAWN BY: TD

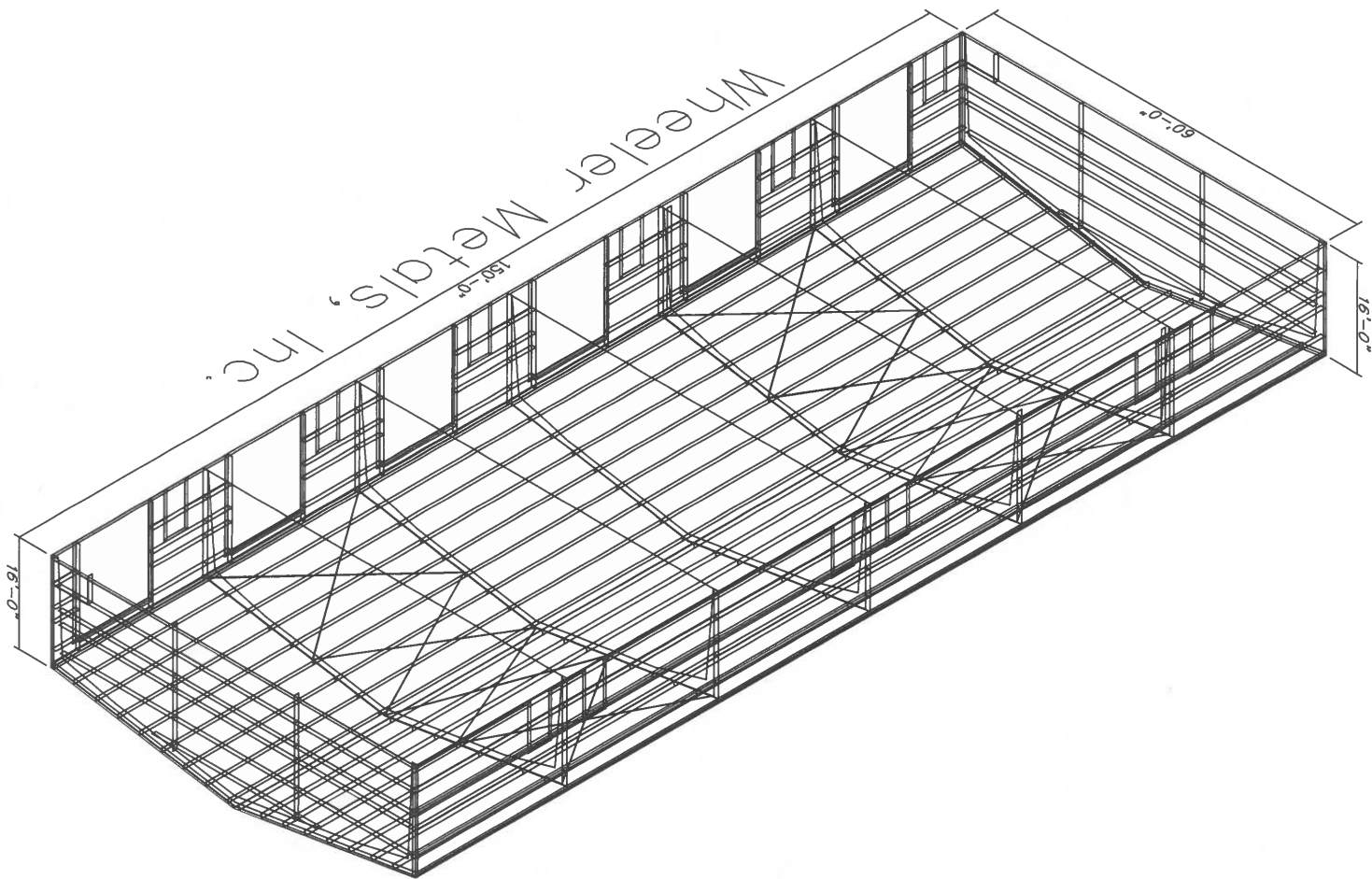
Last Site Visit: 7/24/20

THIS SURVEY MEETS MINIMUM TECHNICAL SURVEY STANDARDS.

FILE NAME  
Mar 11, 2024 - 9:24am  
S:\CAD - HEARTLAND-FILES\wo8712.dwg





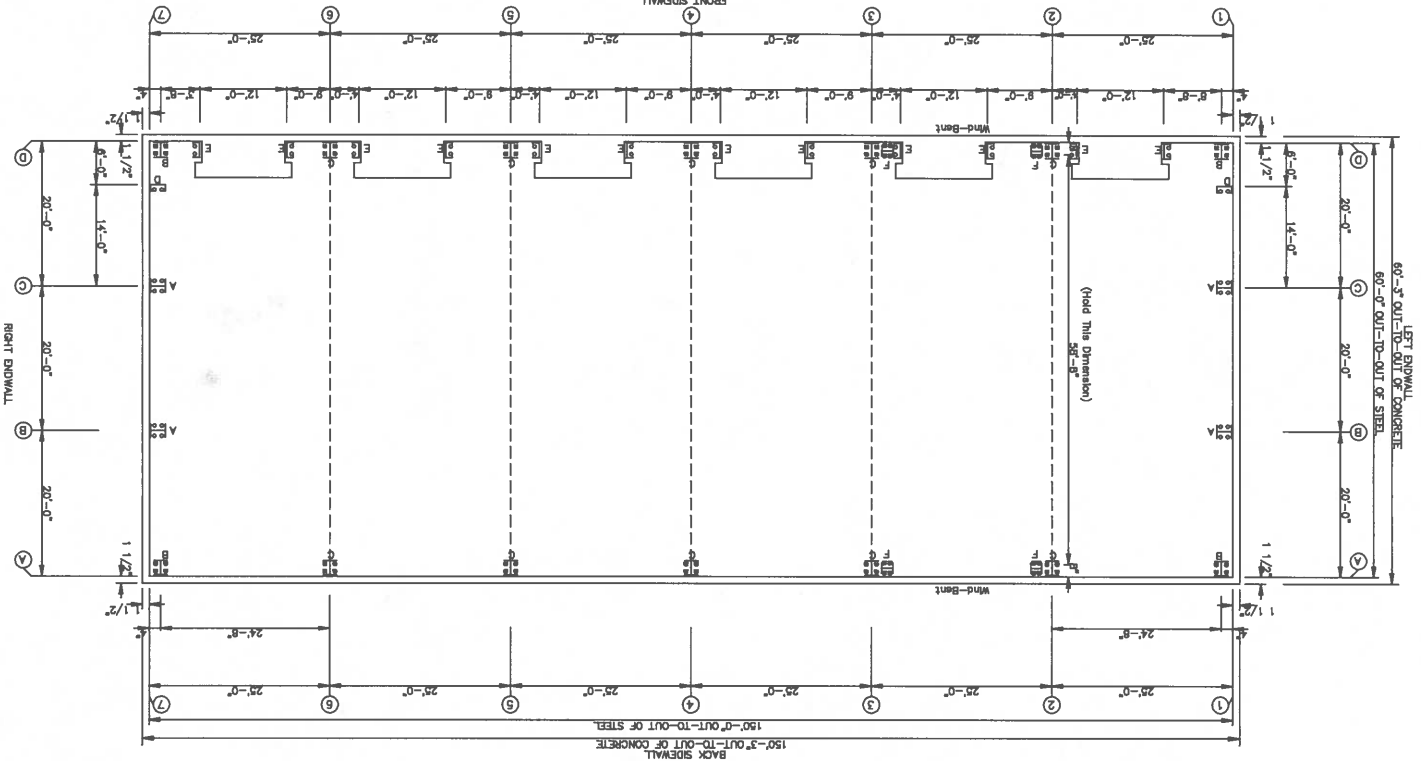


PROJECT	BRANDON BOWDEN
D	Q24-0212
CHECK:	
DATE:	3/18/24
SHEET	OF
BUILDING SIZE: 60'-0" x 150'-0" x 16'-0"	


  
 PROJECT ADDRESS: MUSKOGEE, OK 74403

APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION

ANCHOR BOLT PLAN  
 NOTE: All Base Plates @ 100'-0" (U.N.)  
 --- Partition Wall (See Keying)

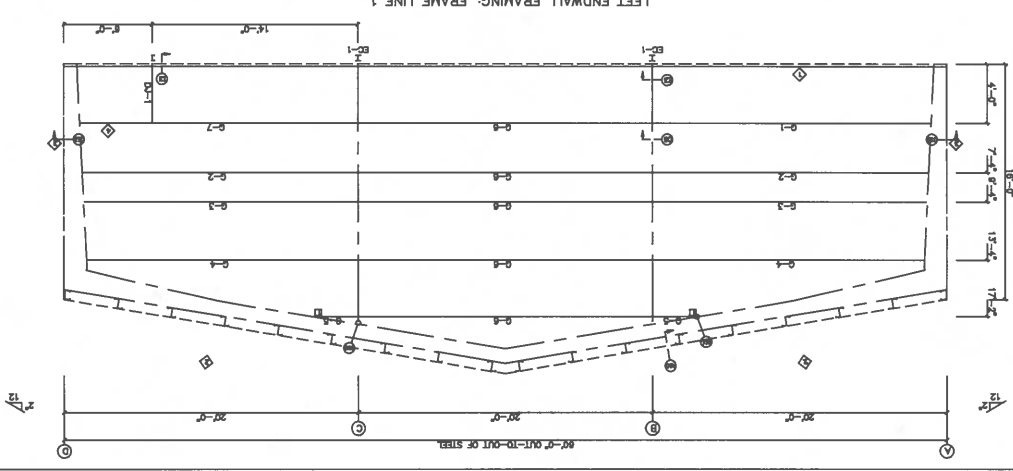
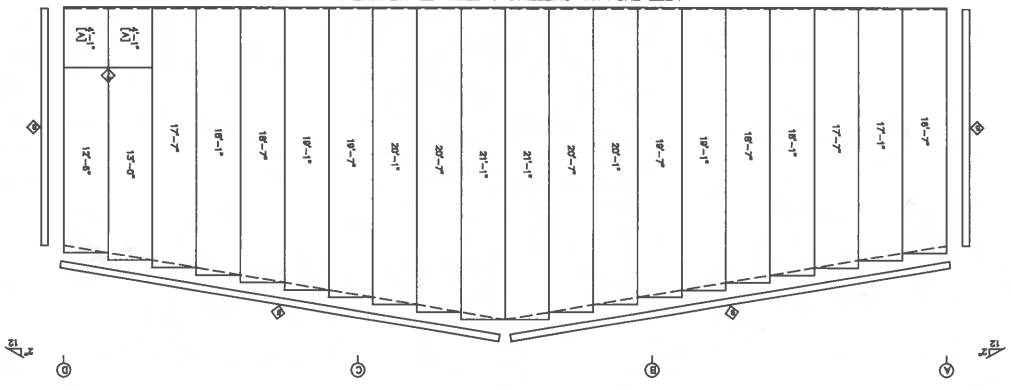


O Dia = 5/8"  
 B Dia = 3/4"

PROJECT	BRANDON BOWDEN
ID	Q24-0212
DESIGN	BRANDON BOWDEN
CHECK	ENDWALL FRAMING
DATE	3/18/24
SHEET	OF
PROJECT	MUSKOGEE, OK 74403
ADDRESS	
BUILDING SIZE	80'-0" x 150'-0" x 18'-0"



LEFT ENDWALL SHEETING & TRIM: FRAME LINE 1  
 PANELS 28 ON RP - NEED COLOR  
 [A] PANELS 28 ON RP - Coloratus Plus



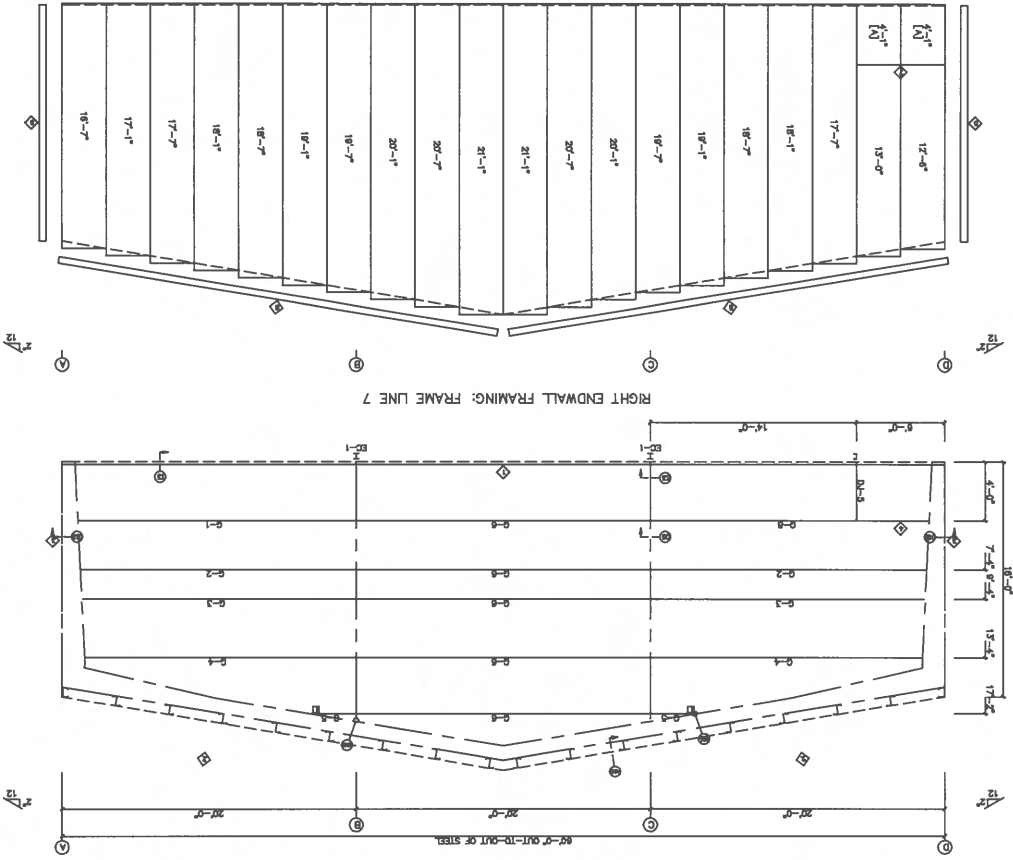
ITEM	DESCRIPTION	QTY	UNIT	REMARKS
1	STEEL TRIM	1	LINEAL FT	
2	STEEL TRIM	1	LINEAL FT	
3	STEEL TRIM	1	LINEAL FT	
4	STEEL TRIM	1	LINEAL FT	
5	STEEL TRIM	1	LINEAL FT	
6	STEEL TRIM	1	LINEAL FT	
7	STEEL TRIM	1	LINEAL FT	
8	STEEL TRIM	1	LINEAL FT	
9	STEEL TRIM	1	LINEAL FT	
10	STEEL TRIM	1	LINEAL FT	
11	STEEL TRIM	1	LINEAL FT	
12	STEEL TRIM	1	LINEAL FT	
13	STEEL TRIM	1	LINEAL FT	
14	STEEL TRIM	1	LINEAL FT	
15	STEEL TRIM	1	LINEAL FT	
16	STEEL TRIM	1	LINEAL FT	
17	STEEL TRIM	1	LINEAL FT	
18	STEEL TRIM	1	LINEAL FT	
19	STEEL TRIM	1	LINEAL FT	
20	STEEL TRIM	1	LINEAL FT	
21	STEEL TRIM	1	LINEAL FT	
22	STEEL TRIM	1	LINEAL FT	
23	STEEL TRIM	1	LINEAL FT	
24	STEEL TRIM	1	LINEAL FT	
25	STEEL TRIM	1	LINEAL FT	
26	STEEL TRIM	1	LINEAL FT	
27	STEEL TRIM	1	LINEAL FT	
28	STEEL TRIM	1	LINEAL FT	
29	STEEL TRIM	1	LINEAL FT	
30	STEEL TRIM	1	LINEAL FT	
31	STEEL TRIM	1	LINEAL FT	
32	STEEL TRIM	1	LINEAL FT	
33	STEEL TRIM	1	LINEAL FT	
34	STEEL TRIM	1	LINEAL FT	
35	STEEL TRIM	1	LINEAL FT	
36	STEEL TRIM	1	LINEAL FT	
37	STEEL TRIM	1	LINEAL FT	
38	STEEL TRIM	1	LINEAL FT	
39	STEEL TRIM	1	LINEAL FT	
40	STEEL TRIM	1	LINEAL FT	
41	STEEL TRIM	1	LINEAL FT	
42	STEEL TRIM	1	LINEAL FT	
43	STEEL TRIM	1	LINEAL FT	
44	STEEL TRIM	1	LINEAL FT	
45	STEEL TRIM	1	LINEAL FT	
46	STEEL TRIM	1	LINEAL FT	
47	STEEL TRIM	1	LINEAL FT	
48	STEEL TRIM	1	LINEAL FT	
49	STEEL TRIM	1	LINEAL FT	
50	STEEL TRIM	1	LINEAL FT	
51	STEEL TRIM	1	LINEAL FT	
52	STEEL TRIM	1	LINEAL FT	
53	STEEL TRIM	1	LINEAL FT	
54	STEEL TRIM	1	LINEAL FT	
55	STEEL TRIM	1	LINEAL FT	
56	STEEL TRIM	1	LINEAL FT	
57	STEEL TRIM	1	LINEAL FT	
58	STEEL TRIM	1	LINEAL FT	
59	STEEL TRIM	1	LINEAL FT	
60	STEEL TRIM	1	LINEAL FT	
61	STEEL TRIM	1	LINEAL FT	
62	STEEL TRIM	1	LINEAL FT	
63	STEEL TRIM	1	LINEAL FT	
64	STEEL TRIM	1	LINEAL FT	
65	STEEL TRIM	1	LINEAL FT	
66	STEEL TRIM	1	LINEAL FT	
67	STEEL TRIM	1	LINEAL FT	
68	STEEL TRIM	1	LINEAL FT	
69	STEEL TRIM	1	LINEAL FT	
70	STEEL TRIM	1	LINEAL FT	
71	STEEL TRIM	1	LINEAL FT	
72	STEEL TRIM	1	LINEAL FT	
73	STEEL TRIM	1	LINEAL FT	
74	STEEL TRIM	1	LINEAL FT	
75	STEEL TRIM	1	LINEAL FT	
76	STEEL TRIM	1	LINEAL FT	
77	STEEL TRIM	1	LINEAL FT	
78	STEEL TRIM	1	LINEAL FT	
79	STEEL TRIM	1	LINEAL FT	
80	STEEL TRIM	1	LINEAL FT	
81	STEEL TRIM	1	LINEAL FT	
82	STEEL TRIM	1	LINEAL FT	
83	STEEL TRIM	1	LINEAL FT	
84	STEEL TRIM	1	LINEAL FT	
85	STEEL TRIM	1	LINEAL FT	
86	STEEL TRIM	1	LINEAL FT	
87	STEEL TRIM	1	LINEAL FT	
88	STEEL TRIM	1	LINEAL FT	
89	STEEL TRIM	1	LINEAL FT	
90	STEEL TRIM	1	LINEAL FT	
91	STEEL TRIM	1	LINEAL FT	
92	STEEL TRIM	1	LINEAL FT	
93	STEEL TRIM	1	LINEAL FT	
94	STEEL TRIM	1	LINEAL FT	
95	STEEL TRIM	1	LINEAL FT	
96	STEEL TRIM	1	LINEAL FT	
97	STEEL TRIM	1	LINEAL FT	
98	STEEL TRIM	1	LINEAL FT	
99	STEEL TRIM	1	LINEAL FT	
100	STEEL TRIM	1	LINEAL FT	

APPROVAL DRAWINGS NOT FOR CONSTRUCTION

PROJECT	BRANDON BOWDEN
ID	024-0212
DESIGN	DATE: 3/18/24
CHECK	DRAFT: SHEET OF
PROJECT	MUSKOGEE, OK 74403
ADDRESS	BUILDING SIZE: 80'-0" x 190'-0" x 18'-0"

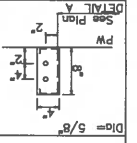


[A] PANELS 20 GA. RP - CEDARLINE PLUS  
 RIGHT ENDWALL SHEETING & TRIM: FRAME LINE 7



APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION

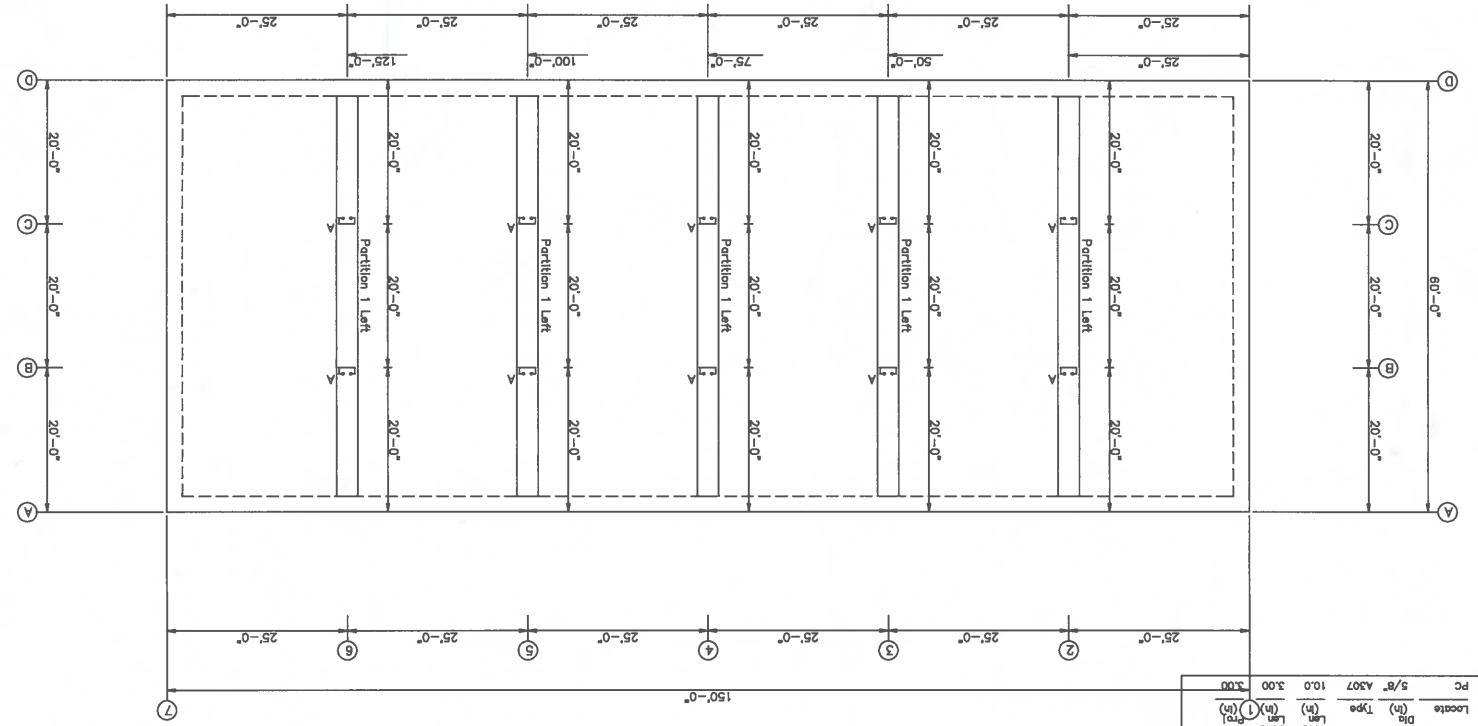
ITEM	DESCRIPTION	QTY	UNIT
1	STEEL STUDS	1	EA
2	STEEL STUDS	1	EA
3	STEEL STUDS	1	EA
4	STEEL STUDS	1	EA
5	STEEL STUDS	1	EA
6	STEEL STUDS	1	EA
7	STEEL STUDS	1	EA
8	STEEL STUDS	1	EA
9	STEEL STUDS	1	EA
10	STEEL STUDS	1	EA
11	STEEL STUDS	1	EA
12	STEEL STUDS	1	EA
13	STEEL STUDS	1	EA
14	STEEL STUDS	1	EA
15	STEEL STUDS	1	EA
16	STEEL STUDS	1	EA
17	STEEL STUDS	1	EA
18	STEEL STUDS	1	EA
19	STEEL STUDS	1	EA
20	STEEL STUDS	1	EA
21	STEEL STUDS	1	EA
22	STEEL STUDS	1	EA
23	STEEL STUDS	1	EA
24	STEEL STUDS	1	EA
25	STEEL STUDS	1	EA
26	STEEL STUDS	1	EA
27	STEEL STUDS	1	EA
28	STEEL STUDS	1	EA
29	STEEL STUDS	1	EA
30	STEEL STUDS	1	EA
31	STEEL STUDS	1	EA
32	STEEL STUDS	1	EA
33	STEEL STUDS	1	EA
34	STEEL STUDS	1	EA
35	STEEL STUDS	1	EA
36	STEEL STUDS	1	EA
37	STEEL STUDS	1	EA
38	STEEL STUDS	1	EA
39	STEEL STUDS	1	EA
40	STEEL STUDS	1	EA
41	STEEL STUDS	1	EA
42	STEEL STUDS	1	EA
43	STEEL STUDS	1	EA
44	STEEL STUDS	1	EA
45	STEEL STUDS	1	EA
46	STEEL STUDS	1	EA
47	STEEL STUDS	1	EA
48	STEEL STUDS	1	EA
49	STEEL STUDS	1	EA
50	STEEL STUDS	1	EA
51	STEEL STUDS	1	EA
52	STEEL STUDS	1	EA
53	STEEL STUDS	1	EA
54	STEEL STUDS	1	EA
55	STEEL STUDS	1	EA
56	STEEL STUDS	1	EA
57	STEEL STUDS	1	EA
58	STEEL STUDS	1	EA
59	STEEL STUDS	1	EA
60	STEEL STUDS	1	EA
61	STEEL STUDS	1	EA
62	STEEL STUDS	1	EA
63	STEEL STUDS	1	EA
64	STEEL STUDS	1	EA
65	STEEL STUDS	1	EA
66	STEEL STUDS	1	EA
67	STEEL STUDS	1	EA
68	STEEL STUDS	1	EA
69	STEEL STUDS	1	EA
70	STEEL STUDS	1	EA
71	STEEL STUDS	1	EA
72	STEEL STUDS	1	EA
73	STEEL STUDS	1	EA
74	STEEL STUDS	1	EA
75	STEEL STUDS	1	EA
76	STEEL STUDS	1	EA
77	STEEL STUDS	1	EA
78	STEEL STUDS	1	EA
79	STEEL STUDS	1	EA
80	STEEL STUDS	1	EA
81	STEEL STUDS	1	EA
82	STEEL STUDS	1	EA
83	STEEL STUDS	1	EA
84	STEEL STUDS	1	EA
85	STEEL STUDS	1	EA
86	STEEL STUDS	1	EA
87	STEEL STUDS	1	EA
88	STEEL STUDS	1	EA
89	STEEL STUDS	1	EA
90	STEEL STUDS	1	EA
91	STEEL STUDS	1	EA
92	STEEL STUDS	1	EA
93	STEEL STUDS	1	EA
94	STEEL STUDS	1	EA
95	STEEL STUDS	1	EA
96	STEEL STUDS	1	EA
97	STEEL STUDS	1	EA
98	STEEL STUDS	1	EA
99	STEEL STUDS	1	EA
100	STEEL STUDS	1	EA



PROJECT	MUSKOGEE, OK 74403
ID	024-0212
PROJECT	BRANDON BOWDEN
KEY PLAN	
DATE	3/18/24
SHEET	OF
DRAFT	CHECK
DESIGN	
BUILDING SIZE	80'-0" x 190'-0" x 18'-0"

PARTITION WALL PLAN

APPROVAL DRAWINGS  
NOT FOR CONSTRUCTION



ANCHOR BOLT SUMMARY

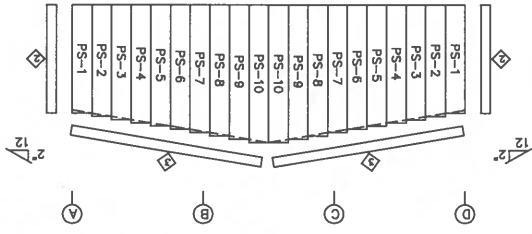
Qty	Locate	Di	Type	Len	Total
0 4	PC	5/8"	A307	10.0	3.00
					3.00
					3.00

BRANDON BOWDEN	PROJECT	PARTITION FRAMING
BRANDON BOWDEN	DESIGN	CHECK
024-0212	DRAFT	
MUSKOGEE, OK 74403	DATE	3/18/24 SHEET
	PROJECT	OF
	ADDRESS	BUILDING SIZE: 60'-0" x 150'-0" x 10'-0"

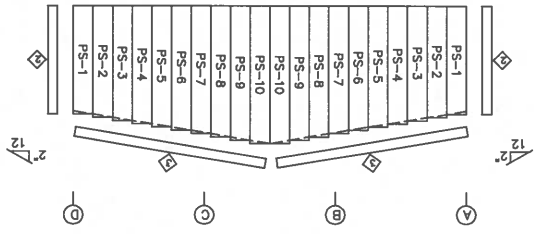


NOT FOR CONSTRUCTION  
APPROVAL DRAWINGS

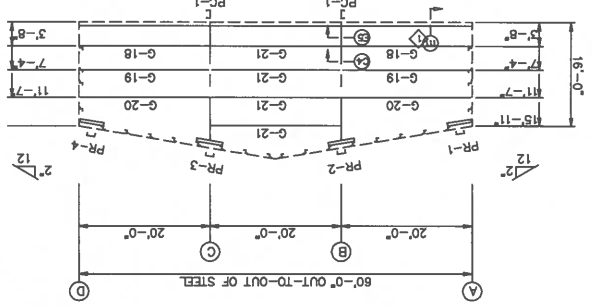
PARTITION 1 RIGHT SHEETING & TRIM  
PANELS: 26 GA. RP - NEED COLOR



PARTITION 1 LEFT SHEETING & TRIM  
PANELS: 26 GA. RP - NEED COLOR



PARTITION 1 FRAMING



MEMBER TABLE	
PART	LENGTH
PC-1	17'-8 1/16"
PR-1	3'-9 7/16"
PR-2	3'-11 1/8"
PR-3	3'-11 1/8"
PR-4	3'-9 7/16"
G-18	17'-8 1/16"
G-19	16'-4 1/16"
G-20	17'-8 1/16"
G-21	18'-11 1/2"

ANGLE TABLE	
SIZE	LENGTH
L3x3	18'-11 1/2"
L3x3	17'-8 1/16"
L3x3	16'-4 1/16"
L3x3	17'-8 1/16"

PANEL TABLE	
MARK	LENGTH
PS-1	16'-8"
PS-2	17'-8"
PS-3	16'-0"
PS-4	16'-0"
PS-5	16'-0"
PS-6	16'-0"
PS-7	16'-0"
PS-8	16'-0"
PS-9	16'-0"
PS-10	21'-0"

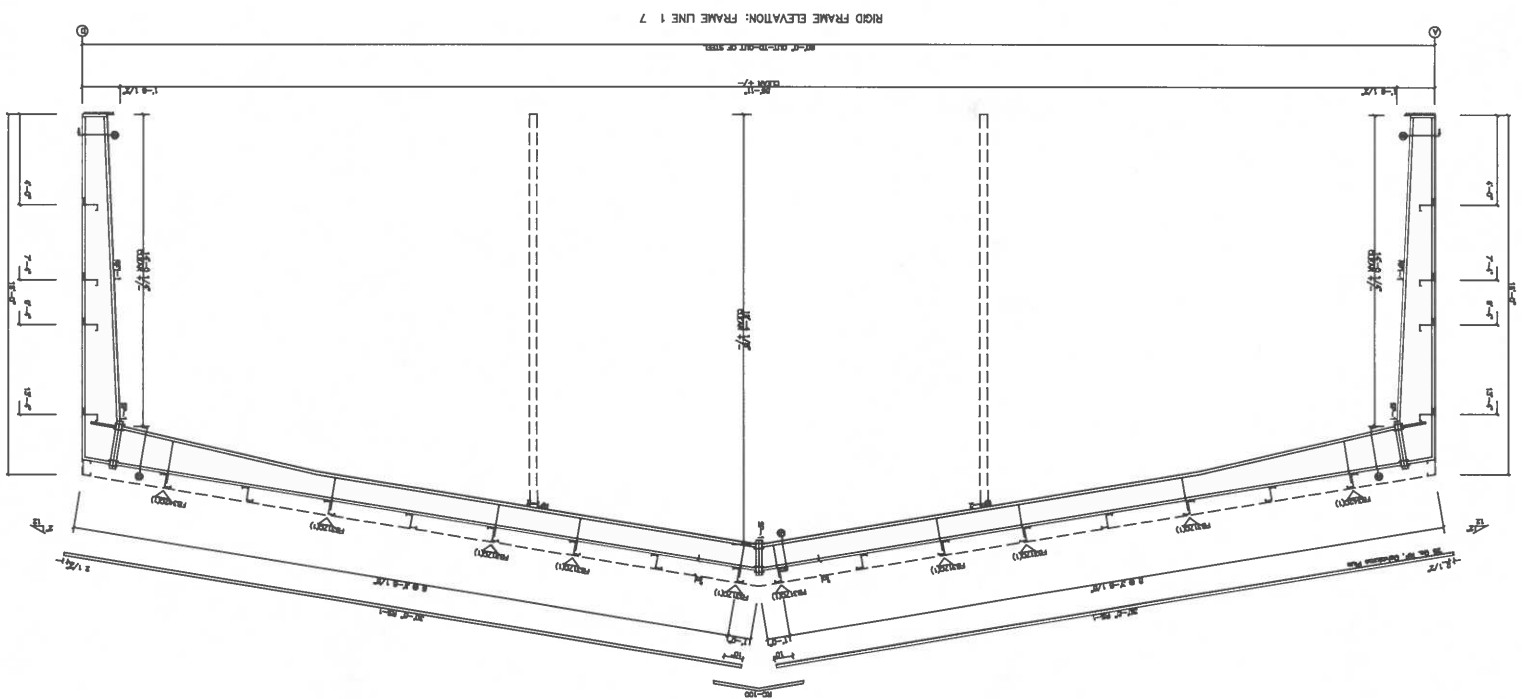
TRIM TABLE	
PART	LENGTH
TRM-1	18'-4"
TRM-2	2'-20"
TRM-3	18'-0"

PROJECT	MUSKOGEE, OK 74403
ID	024-0212
DESIGN	BRANDON BOWDEN
DRAFT	BRANDON BOWDEN
CHECK	BRANDON BOWDEN
DATE	3/18/24
SHEET	OF
BUILDING SIZE	00'-0" x 190'-0" x 16'-0"

STEEL BUILDINGS  
**WHEELER METALS**



APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION



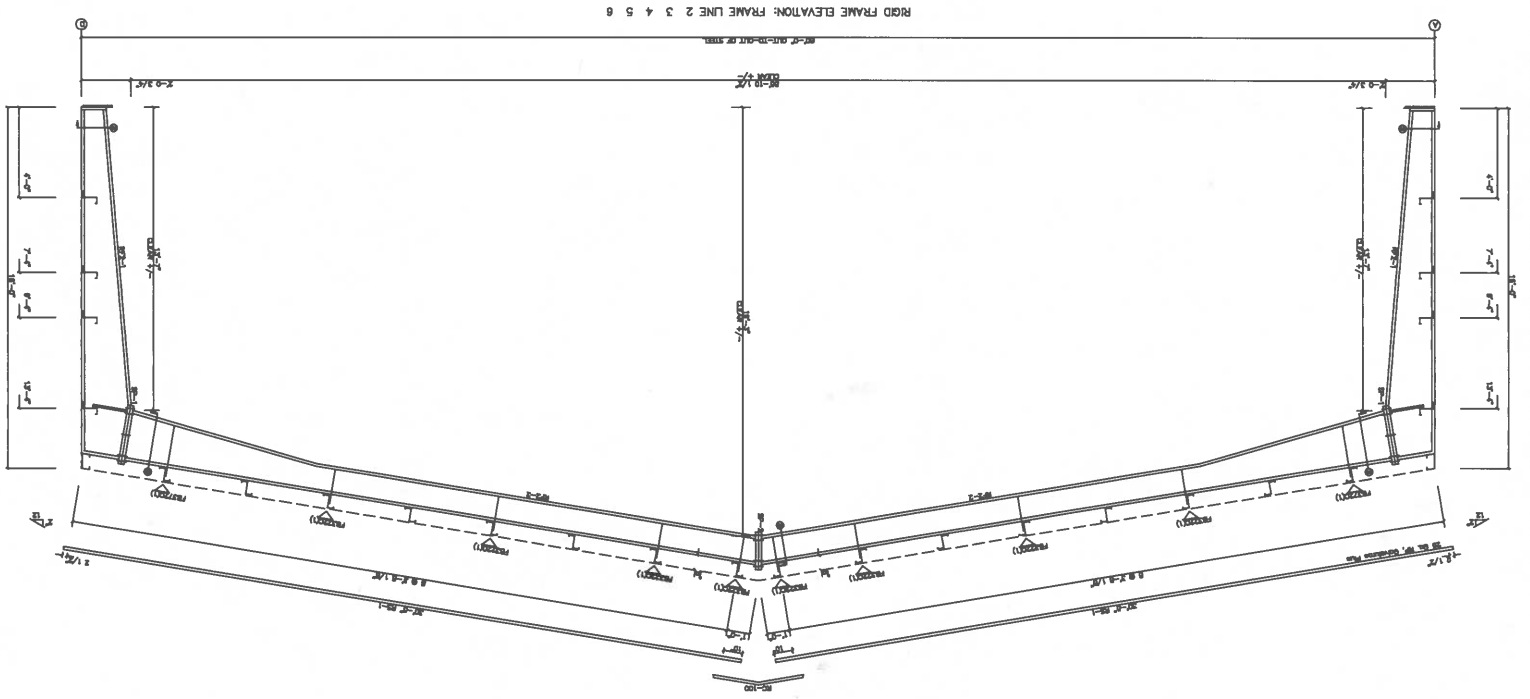
NO.	DESCRIPTION	DATE	BY	CHKD.
1	ISSUED FOR PERMIT	3/18/24	BB	BB
2	ISSUED FOR CONSTRUCTION			

PRICE BOOK TABLE  
 SHEET 1 OF 1  
 100% FOR THE TOTAL LENGTH  
 100% FOR THE TOTAL LENGTH  
 100% FOR THE TOTAL LENGTH  
 100% FOR THE TOTAL LENGTH

PROJECT	BRANDON BOWDEN
ID	024-0212
DESIGN	BRANDON BOWDEN
CHECK	
DATE	3/18/24
SHEET	OF
BUILDING SIZE	80'-0" x 190'-0" x 10'-0"

STEEL BUILDINGS  
**WHEELER METALS**

APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION



NO.	DESCRIPTION	DATE	BY	CHECKED
1	ISSUED FOR PERMIT	3/18/24	BRANDON BOWDEN	
2	ISSUED FOR CONSTRUCTION			

DATE	3/18/24
BY	BRANDON BOWDEN
CHECKED	
SCALE	AS SHOWN
PROJECT	BRANDON BOWDEN
NO.	024-0212
SHEET	OF

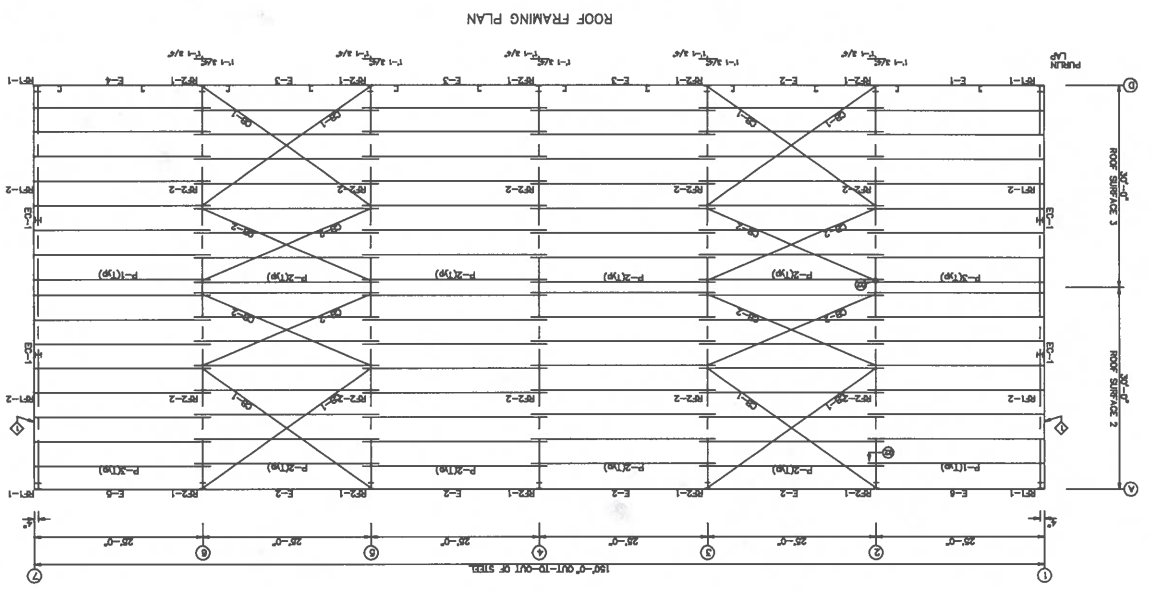


GENERAL NOTES:  
 ALL PURLIN CONNECTIONS ARE TWO BOLT UNLESS NOTED  
 SEE DETAILS FOR BOLT LOCATIONS



PROJECT	BRANDON BOWDEN
ID	024-0212
DESIGN	BRANDON BOWDEN
CHECK:	
DATE:	3/18/24
SHEET	OF
PROJECT	MUSKOGEE, OK 74403
ADDRESS	
BUILDING SIZE:	80'-0" x 150'-0" x 18'-0"

APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION



NO.	DESCRIPTION	DATE	BY
1	ISSUE 1	03/18/24	BB

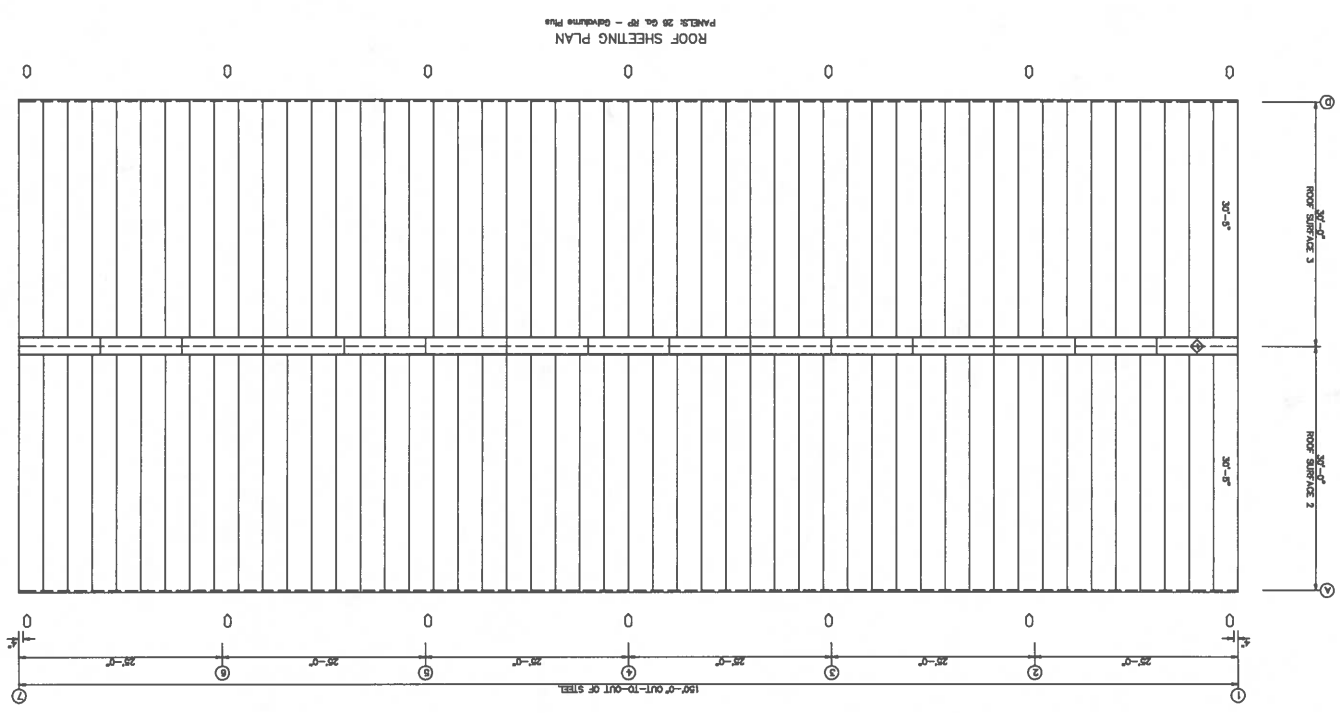
NO.	DESCRIPTION	DATE	BY
1	ISSUE 1	03/18/24	BB

PROJECT	MUSKOGEE, OK 74403
ID	Q24-0212
PROJECT	BRANDON BOWDEN
PROJECT	BRANDON BOWDEN
DATE	3/18/24
CHECK:	DRAFT:
OF	SHEET
BUILDING SIZE:	80'-0" x 190'-0" x 18'-0"



GENERAL NOTES:  
 SEE DETAILS FOR BOLT LOCATIONS  
 ALL PURLIN CONNECTIONS ARE TWO BOLT UNLESS NOTED

APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION



DATE	3/18/24
BY	BR
CHECKED	BR
SCALE	AS SHOWN
TITLE	ROOF SHEETING PLAN

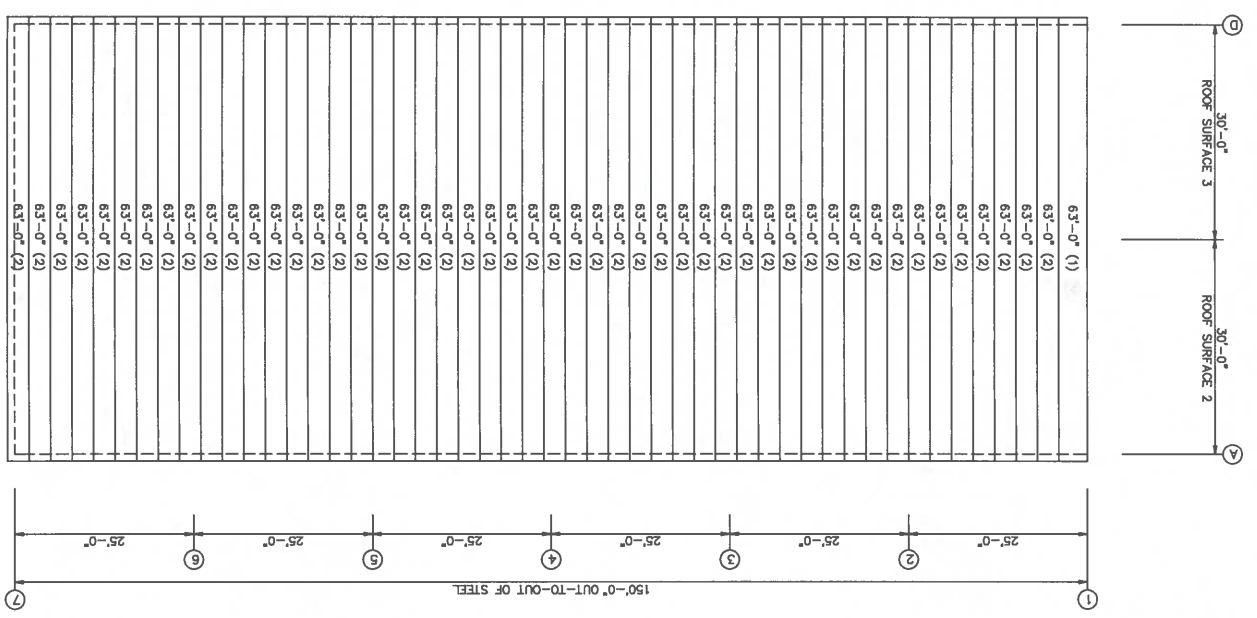
0 DOWNSPOUT LOCATIONS

PROJECT	BRANDON BOWDEN
ID	Q24-0212
DESIGN	ROOF INSULATION
CHECK	
DRAFT	
DATE	3/18/24
SHEET	OF
BUILDING SIZE: 80'-0" x 150'-0" x 10'-0"	



APPROVAL DRAWINGS  
NOT FOR CONSTRUCTION

ROOF INSULATION  
INSULATION: 3.00" Thick 13



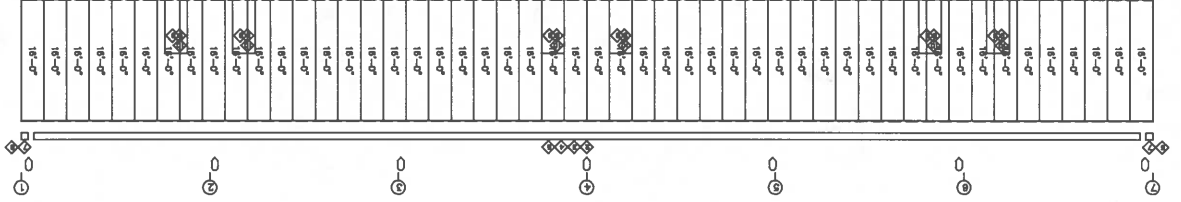
INSULATION TABLE			
ROLL	QUAN	MARK	WIDTH   LENGTH
1	1	R-1	4'-0"   63'-0"
2	48	R-2	3'-0"   63'-0"



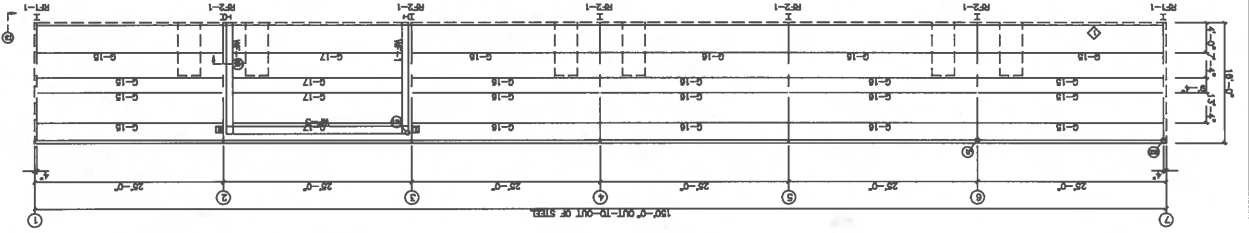
PROJECT	MUSKOGEE, OK 74403
ID	024-0212
DESIGN	DRAFT
CHECK	
PROJECT	BRANDON BOWDEN
PROJECT	SIDEWALL FRAMING
ADDRESS	
BUILDING SIZE	60'-0" x 190'-0" x 10'-0"

APPROVAL DRAWINGS  
NOT FOR CONSTRUCTION

BACK SIDEWALL SHEETING & TRIM: FRAME LINE A  
PANELS 28 OR MP - NEED COLOR



BACK SIDEWALL FRAMING: FRAME LINE A



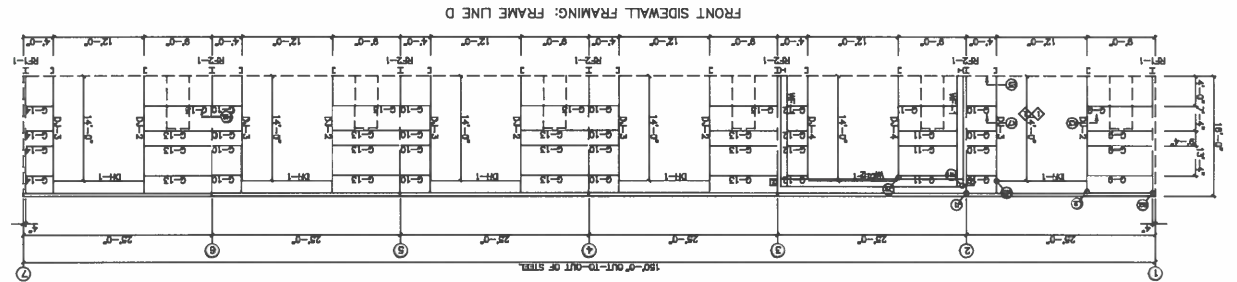
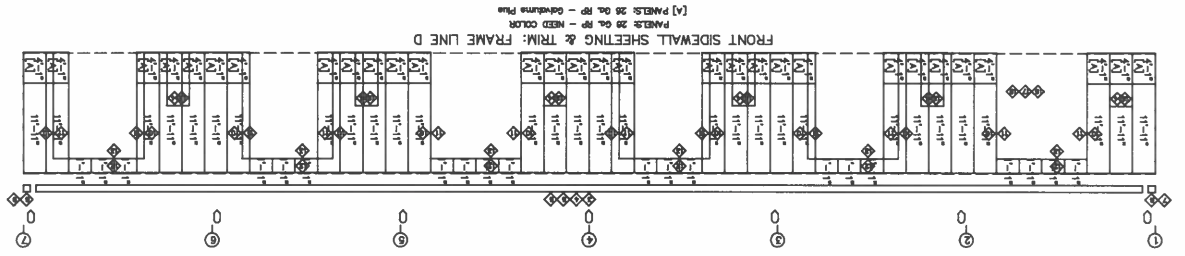
DOWNSPOUT LOCATIONS

MEMBER TABLE	MEMBER	TYPE	QTY	LENGTH
	WF-1	WT-1	4	5/8" x 1/2"
	WF-2	WT-2	4	5/8" x 1/2"
	WF-3	WT-3	4	5/8" x 1/2"
	WF-4	WT-4	4	5/8" x 1/2"
	WF-5	WT-5	4	5/8" x 1/2"
	WF-6	WT-6	4	5/8" x 1/2"
	WF-7	WT-7	4	5/8" x 1/2"
	WF-8	WT-8	4	5/8" x 1/2"
	WF-9	WT-9	4	5/8" x 1/2"
	WF-10	WT-10	4	5/8" x 1/2"
	WF-11	WT-11	4	5/8" x 1/2"
	WF-12	WT-12	4	5/8" x 1/2"
	WF-13	WT-13	4	5/8" x 1/2"
	WF-14	WT-14	4	5/8" x 1/2"
	WF-15	WT-15	4	5/8" x 1/2"
	WF-16	WT-16	4	5/8" x 1/2"
	WF-17	WT-17	4	5/8" x 1/2"
	WF-18	WT-18	4	5/8" x 1/2"
	WF-19	WT-19	4	5/8" x 1/2"
	WF-20	WT-20	4	5/8" x 1/2"
	WF-21	WT-21	4	5/8" x 1/2"
	WF-22	WT-22	4	5/8" x 1/2"
	WF-23	WT-23	4	5/8" x 1/2"
	WF-24	WT-24	4	5/8" x 1/2"
	WF-25	WT-25	4	5/8" x 1/2"
	WF-26	WT-26	4	5/8" x 1/2"
	WF-27	WT-27	4	5/8" x 1/2"
	WF-28	WT-28	4	5/8" x 1/2"
	WF-29	WT-29	4	5/8" x 1/2"
	WF-30	WT-30	4	5/8" x 1/2"
	WF-31	WT-31	4	5/8" x 1/2"
	WF-32	WT-32	4	5/8" x 1/2"
	WF-33	WT-33	4	5/8" x 1/2"
	WF-34	WT-34	4	5/8" x 1/2"
	WF-35	WT-35	4	5/8" x 1/2"
	WF-36	WT-36	4	5/8" x 1/2"
	WF-37	WT-37	4	5/8" x 1/2"
	WF-38	WT-38	4	5/8" x 1/2"
	WF-39	WT-39	4	5/8" x 1/2"
	WF-40	WT-40	4	5/8" x 1/2"
	WF-41	WT-41	4	5/8" x 1/2"
	WF-42	WT-42	4	5/8" x 1/2"
	WF-43	WT-43	4	5/8" x 1/2"
	WF-44	WT-44	4	5/8" x 1/2"
	WF-45	WT-45	4	5/8" x 1/2"
	WF-46	WT-46	4	5/8" x 1/2"
	WF-47	WT-47	4	5/8" x 1/2"
	WF-48	WT-48	4	5/8" x 1/2"
	WF-49	WT-49	4	5/8" x 1/2"
	WF-50	WT-50	4	5/8" x 1/2"
	WF-51	WT-51	4	5/8" x 1/2"
	WF-52	WT-52	4	5/8" x 1/2"
	WF-53	WT-53	4	5/8" x 1/2"
	WF-54	WT-54	4	5/8" x 1/2"
	WF-55	WT-55	4	5/8" x 1/2"
	WF-56	WT-56	4	5/8" x 1/2"
	WF-57	WT-57	4	5/8" x 1/2"
	WF-58	WT-58	4	5/8" x 1/2"
	WF-59	WT-59	4	5/8" x 1/2"
	WF-60	WT-60	4	5/8" x 1/2"
	WF-61	WT-61	4	5/8" x 1/2"
	WF-62	WT-62	4	5/8" x 1/2"
	WF-63	WT-63	4	5/8" x 1/2"
	WF-64	WT-64	4	5/8" x 1/2"
	WF-65	WT-65	4	5/8" x 1/2"
	WF-66	WT-66	4	5/8" x 1/2"
	WF-67	WT-67	4	5/8" x 1/2"
	WF-68	WT-68	4	5/8" x 1/2"
	WF-69	WT-69	4	5/8" x 1/2"
	WF-70	WT-70	4	5/8" x 1/2"
	WF-71	WT-71	4	5/8" x 1/2"
	WF-72	WT-72	4	5/8" x 1/2"
	WF-73	WT-73	4	5/8" x 1/2"
	WF-74	WT-74	4	5/8" x 1/2"
	WF-75	WT-75	4	5/8" x 1/2"
	WF-76	WT-76	4	5/8" x 1/2"
	WF-77	WT-77	4	5/8" x 1/2"
	WF-78	WT-78	4	5/8" x 1/2"
	WF-79	WT-79	4	5/8" x 1/2"
	WF-80	WT-80	4	5/8" x 1/2"
	WF-81	WT-81	4	5/8" x 1/2"
	WF-82	WT-82	4	5/8" x 1/2"
	WF-83	WT-83	4	5/8" x 1/2"
	WF-84	WT-84	4	5/8" x 1/2"
	WF-85	WT-85	4	5/8" x 1/2"
	WF-86	WT-86	4	5/8" x 1/2"
	WF-87	WT-87	4	5/8" x 1/2"
	WF-88	WT-88	4	5/8" x 1/2"
	WF-89	WT-89	4	5/8" x 1/2"
	WF-90	WT-90	4	5/8" x 1/2"
	WF-91	WT-91	4	5/8" x 1/2"
	WF-92	WT-92	4	5/8" x 1/2"
	WF-93	WT-93	4	5/8" x 1/2"
	WF-94	WT-94	4	5/8" x 1/2"
	WF-95	WT-95	4	5/8" x 1/2"
	WF-96	WT-96	4	5/8" x 1/2"
	WF-97	WT-97	4	5/8" x 1/2"
	WF-98	WT-98	4	5/8" x 1/2"
	WF-99	WT-99	4	5/8" x 1/2"
	WF-100	WT-100	4	5/8" x 1/2"
	WF-101	WT-101	4	5/8" x 1/2"
	WF-102	WT-102	4	5/8" x 1/2"
	WF-103	WT-103	4	5/8" x 1/2"
	WF-104	WT-104	4	5/8" x 1/2"
	WF-105	WT-105	4	5/8" x 1/2"
	WF-106	WT-106	4	5/8" x 1/2"
	WF-107	WT-107	4	5/8" x 1/2"
	WF-108	WT-108	4	5/8" x 1/2"
	WF-109	WT-109	4	5/8" x 1/2"
	WF-110	WT-110	4	5/8" x 1/2"
	WF-111	WT-111	4	5/8" x 1/2"
	WF-112	WT-112	4	5/8" x 1/2"
	WF-113	WT-113	4	5/8" x 1/2"
	WF-114	WT-114	4	5/8" x 1/2"
	WF-115	WT-115	4	5/8" x 1/2"
	WF-116	WT-116	4	5/8" x 1/2"
	WF-117	WT-117	4	5/8" x 1/2"
	WF-118	WT-118	4	5/8" x 1/2"
	WF-119	WT-119	4	5/8" x 1/2"
	WF-120	WT-120	4	5/8" x 1/2"
	WF-121	WT-121	4	5/8" x 1/2"
	WF-122	WT-122	4	5/8" x 1/2"
	WF-123	WT-123	4	5/8" x 1/2"
	WF-124	WT-124	4	5/8" x 1/2"
	WF-125	WT-125	4	5/8" x 1/2"
	WF-126	WT-126	4	5/8" x 1/2"
	WF-127	WT-127	4	5/8" x 1/2"
	WF-128	WT-128	4	5/8" x 1/2"
	WF-129	WT-129	4	5/8" x 1/2"
	WF-130	WT-130	4	5/8" x 1/2"
	WF-131	WT-131	4	5/8" x 1/2"
	WF-132	WT-132	4	5/8" x 1/2"
	WF-133	WT-133	4	5/8" x 1/2"
	WF-134	WT-134	4	5/8" x 1/2"
	WF-135	WT-135	4	5/8" x 1/2"
	WF-136	WT-136	4	5/8" x 1/2"
	WF-137	WT-137	4	5/8" x 1/2"
	WF-138	WT-138	4	5/8" x 1/2"
	WF-139	WT-139	4	5/8" x 1/2"
	WF-140	WT-140	4	5/8" x 1/2"
	WF-141	WT-141	4	5/8" x 1/2"
	WF-142	WT-142	4	5/8" x 1/2"
	WF-143	WT-143	4	5/8" x 1/2"
	WF-144	WT-144	4	5/8" x 1/2"
	WF-145	WT-145	4	5/8" x 1/2"
	WF-146	WT-146	4	5/8" x 1/2"
	WF-147	WT-147	4	5/8" x 1/2"
	WF-148	WT-148	4	5/8" x 1/2"
	WF-149	WT-149	4	5/8" x 1/2"
	WF-150	WT-150	4	5/8" x 1/2"
	WF-151	WT-151	4	5/8" x 1/2"
	WF-152	WT-152	4	5/8" x 1/2"
	WF-153	WT-153	4	5/8" x 1/2"
	WF-154	WT-154	4	5/8" x 1/2"
	WF-155	WT-155	4	5/8" x 1/2"
	WF-156	WT-156	4	5/8" x 1/2"
	WF-157	WT-157	4	5/8" x 1/2"
	WF-158	WT-158	4	5/8" x 1/2"
	WF-159	WT-159	4	5/8" x 1/2"
	WF-160	WT-160	4	5/8" x 1/2"
	WF-161	WT-161	4	5/8" x 1/2"
	WF-162	WT-162	4	5/8" x 1/2"
	WF-163	WT-163	4	5/8" x 1/2"
	WF-164	WT-164	4	5/8" x 1/2"
	WF-165	WT-165	4	5/8" x 1/2"
	WF-166	WT-166	4	5/8" x 1/2"
	WF-167	WT-167	4	5/8" x 1/2"
	WF-168	WT-168	4	5/8" x 1/2"
	WF-169	WT-169	4	5/8" x 1/2"
	WF-170	WT-170	4	5/8" x 1/2"
	WF-171	WT-171	4	5/8" x 1/2"
	WF-172	WT-172	4	5/8" x 1/2"
	WF-173	WT-173	4	5/8" x 1/2"
	WF-174	WT-174	4	5/8" x 1/2"
	WF-175	WT-175	4	5/8" x 1/2"
	WF-176	WT-176	4	5/8" x 1/2"
	WF-177	WT-177	4	5/8" x 1/2"
	WF-178	WT-178	4	5/8" x 1/2"
	WF-179	WT-179	4	5/8" x 1/2"
	WF-180	WT-180	4	5/8" x 1/2"
	WF-181	WT-181	4	5/8" x 1/2"
	WF-182	WT-182	4	5/8" x 1/2"
	WF-183	WT-183	4	5/8" x 1/2"
	WF-184	WT-184	4	5/8" x 1/2"
	WF-185	WT-185	4	5/8" x 1/2"
	WF-186	WT-186	4	5/8" x 1/2"
	WF-187	WT-187	4	5/8" x 1/2"
	WF-188	WT-188	4	5/8" x 1/2"
	WF-189	WT-189	4	5/8" x 1/2"
	WF-190	WT-190	4	5/8" x 1/2"
	WF-191	WT-191	4	5/8" x 1/2"
	WF-192	WT-192	4	5/8" x 1/2"
	WF-193	WT-193	4	5/8" x 1/2"
	WF-194	WT-194	4	5/8" x 1/2"
	WF-195	WT-195	4	5/8" x 1/2"
	WF-196	WT-196	4	5/8" x 1/2"
	WF-197	WT-197	4	5/8" x 1/2"
	WF-198	WT-198	4	5/8" x 1/2"
	WF-199	WT-199	4	5/8" x 1/2"
	WF-200	WT-200	4	5/8" x 1/2"

PROJECT	MUSKOGEE, OK 74403
ID	024-0212
DESIGN	BRANDON BOWDEN
CHECK	SIDEWALL FRAMING
DATE	3/18/24
SHEET	OF
BUILDING SIZE	00'-0" x 100'-0" x 10'-0"



APPROVAL DRAWINGS  
NOT FOR CONSTRUCTION



CONNECTION PLATES	1
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

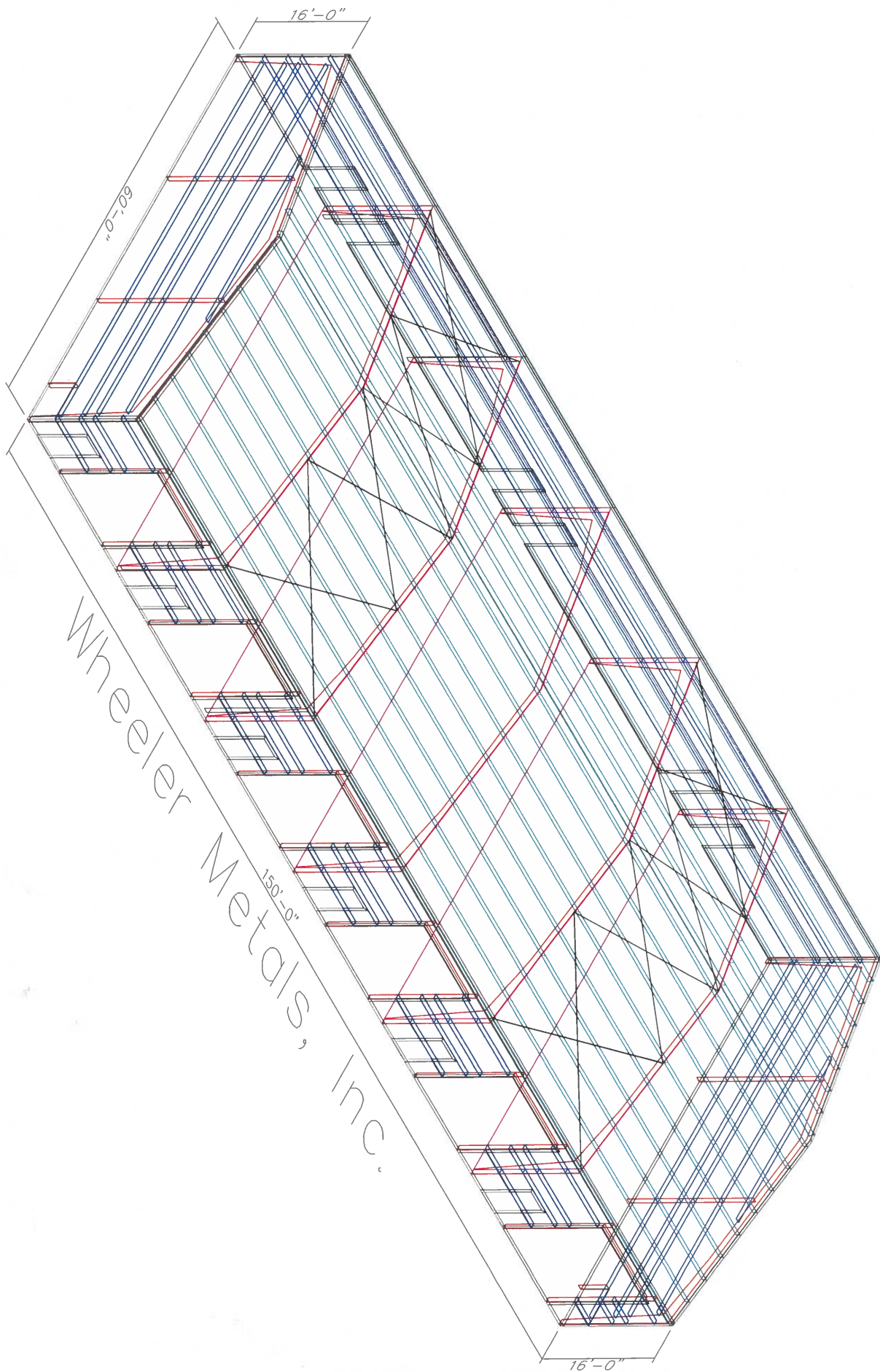
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

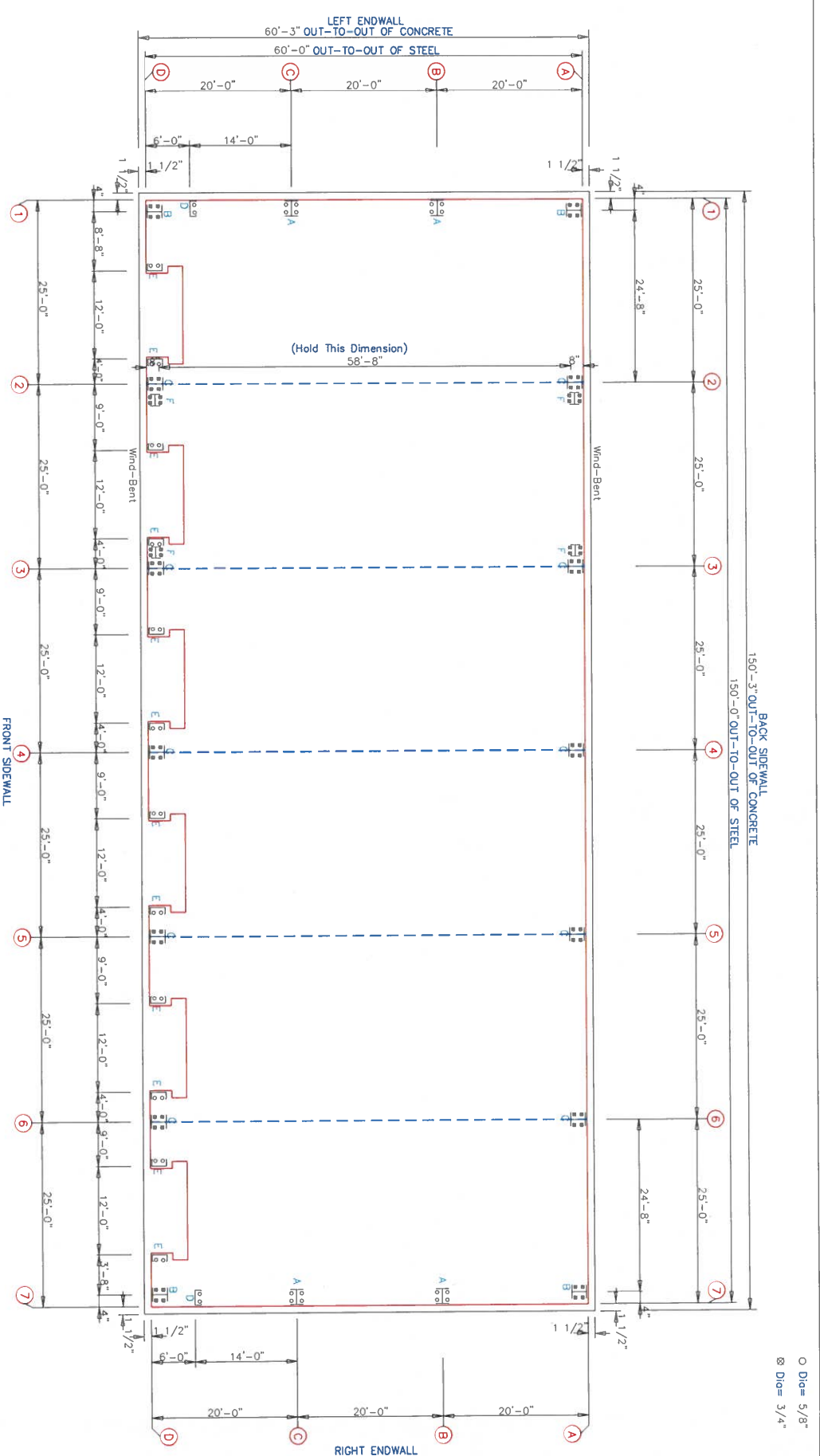
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2
FRAMING LINE D	2

DOWNSPOUT LOCATIONS





Wheeler Metals, Inc.



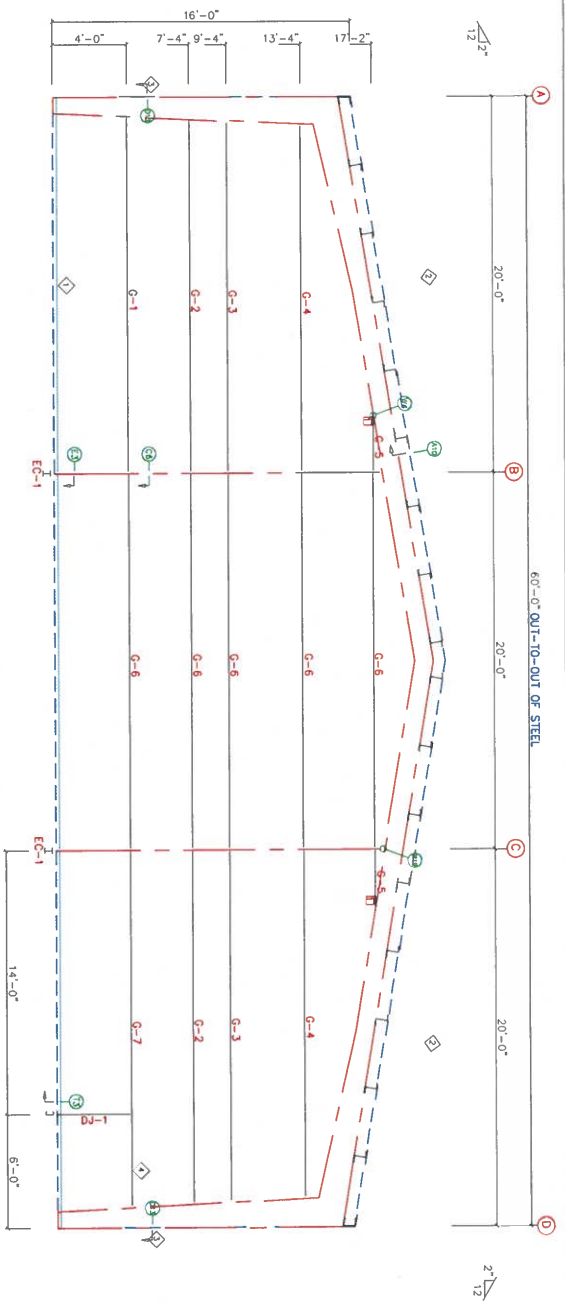
ANCHOR BOLT PLAN  
 NOTE: All Base Plates @ 100'-0" (U.N.)  
 --- Partition Wall (See KeyDwg)

APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION

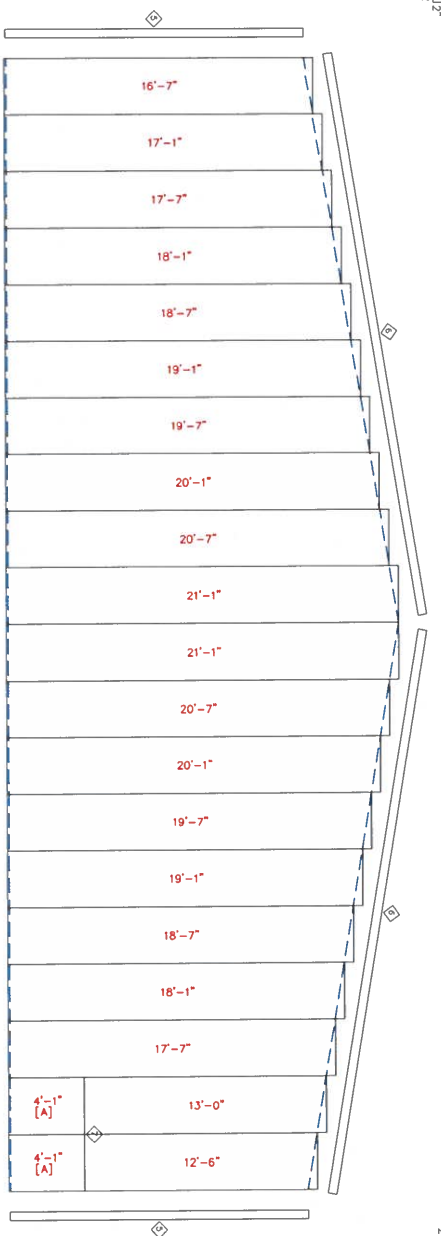


BRANDON BOWDEN		ANCHOR BOLT PLAN & DETAILS	
PROJECT	BRANDON BOWDEN	DESIGN	DRAFT
ID	024-0212	CHECK	DP
PROJECT	MUSKOGEE, DK 74403	DATE	3/18/24
ADDRESS		SHEET	01
		BUILDING SIZE	60'-0" x 150'-0" x 16'-0"





LEFT ENDWALL FRAMING: FRAME LINE 1



LEFT ENDWALL SHEETING & TRIM: FRAME LINE 1

PANELS: 26 Co. RP - NEED COLOR  
[A] PANELS: 26 Co. RP - Cadventure Plus

TRIM TABLE			
FRAME LINE 1	MEMBER	LENGTH	DETAIL
1	EC-1	19'-6"	TRIM_26
2	G-1	19'-6"	TRIM_18
3	G-2	19'-6"	TRIM_18

EQUI TABLE			
FRAME LINE 1	MEMBER	LENGTH	DETAIL
1	EC-1	19'-6"	TRIM_26
2	G-1	19'-6"	TRIM_18
3	G-2	19'-6"	TRIM_18

MEMBER TABLE			
FRAME LINE 1	MEMBER	LENGTH	DETAIL
1	EC-1	19'-6"	TRIM_26
2	G-1	19'-6"	TRIM_18
3	G-2	19'-6"	TRIM_18

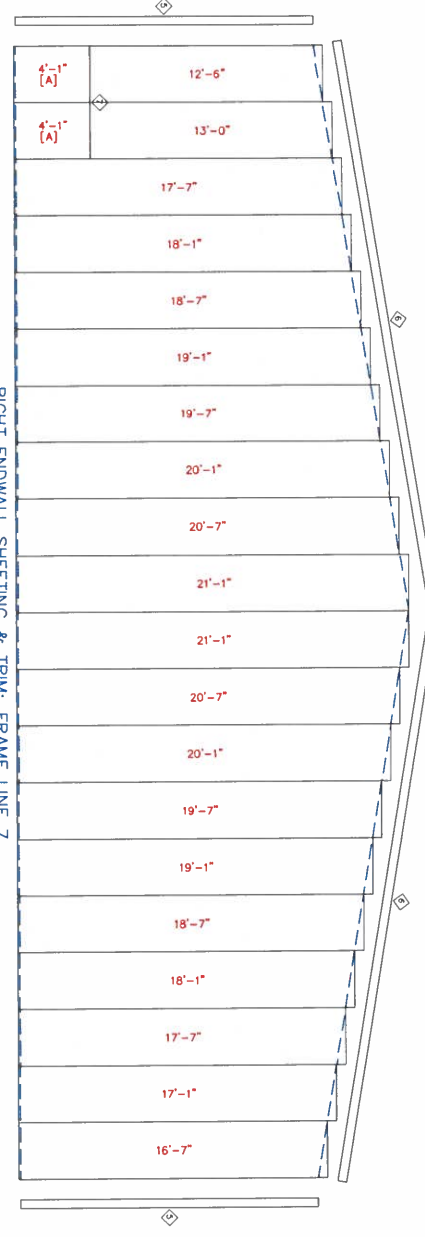
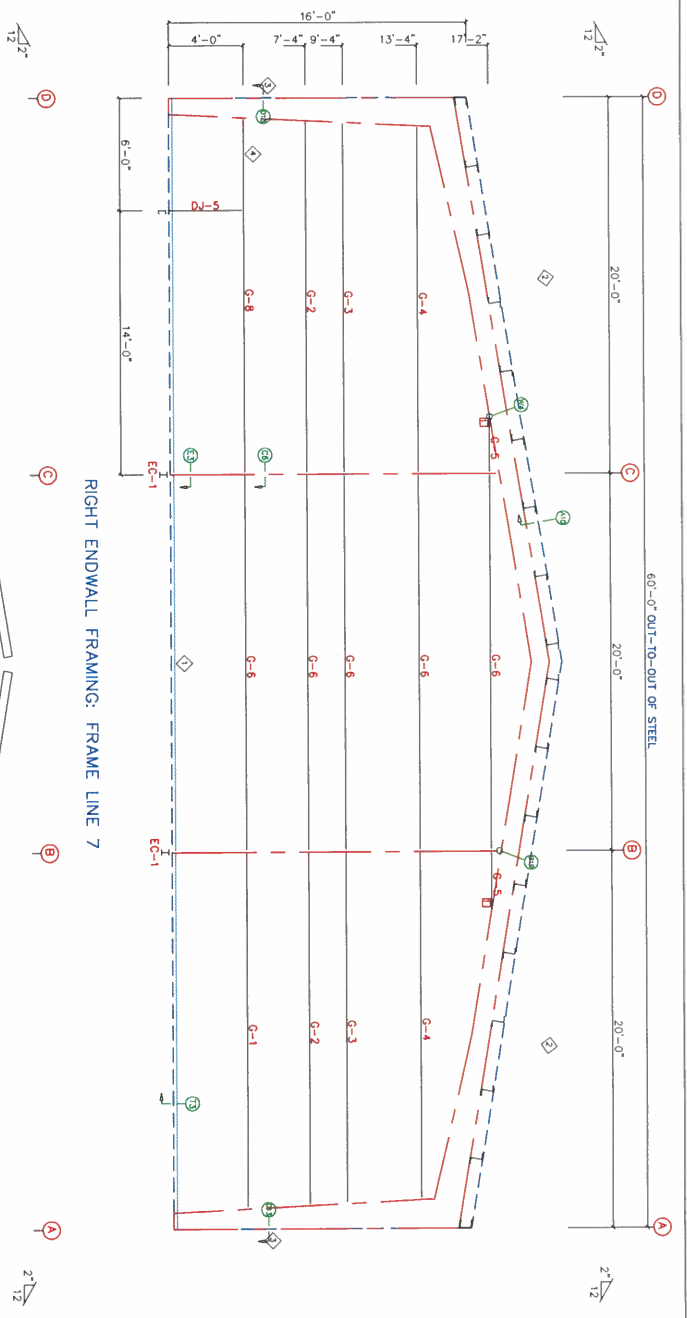
RANGE TABLE			
FRAME LINE 1	MEMBER	LENGTH	DETAIL
1	EC-1	19'-6"	TRIM_26
2	G-1	19'-6"	TRIM_18
3	G-2	19'-6"	TRIM_18

CONNECTION PLATES			
FRAME LINE 1	MEMBER	LENGTH	DETAIL
1	EC-1	19'-6"	TRIM_26
2	G-1	19'-6"	TRIM_18
3	G-2	19'-6"	TRIM_18

APPROVAL DRAWINGS  
NOT FOR CONSTRUCTION



PROJECT	BRANDON BOWDEN	DESIGN	ENDWALL FRAMING
ID	024-0212	DRAFT	CHECK
PROJECT	MUSKOGEE, OK 74403	DATE	3/18/24 SHEET
ADDRESS		BUILDING SIZE	60'-0" x 150'-0" x 18'-0"



RIGHT ENDWALL SHEETING & TRIM: FRAME LINE 7  
 PANELS: 26 Ga. RP - NEED COLOR  
 [A] PANELS: 26 Ga. RP - Galvalume Plus

**TRIM TABLE**

FRAME LINE	ITEM	LENGTH	DETAIL
7	104	15'-6"	TRIM_1/8
6	1104	15'-6"	TRIM_1/8
7	1100	10'-6"	TRIM_1/8

**BOLT TABLE**

FRAME LINE	QUANTITY	DIA.	LENGTH
7	2	A325	5/8" 1 1/2"

**MEMBER TABLE**

FRAME LINE	MARK	PART	LENGTH
7	EC-1	W090C14	4'-0" 1/4"
7	EC-1	8X25Z14	18'-6 11/16"
7	G-1	8X25Z14	18'-4 3/4"
7	G-2	8X25Z14	18'-3 9/16"
7	G-3	8X25Z14	18'-3 7/8"
7	G-4	8X25Z14	19'-3 1/2"
7	G-6	8X25Z14	18'-6 11/16"
7	G-8	8X25Z14	18'-6 11/16"

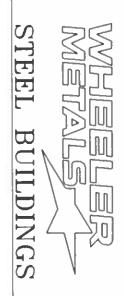
**RANGE TABLE**

FRAME LINE	PART	LENGTH
7	1	12'-4" 20"
7	2	12'-4" 20"
7	3	12'-4" 20"
7	4	12'-4" 20"

**CONNECTION PLATES**

FRAME LINE	MARK	PART
7	1	EG2RF
7	2	EG2RF

APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION

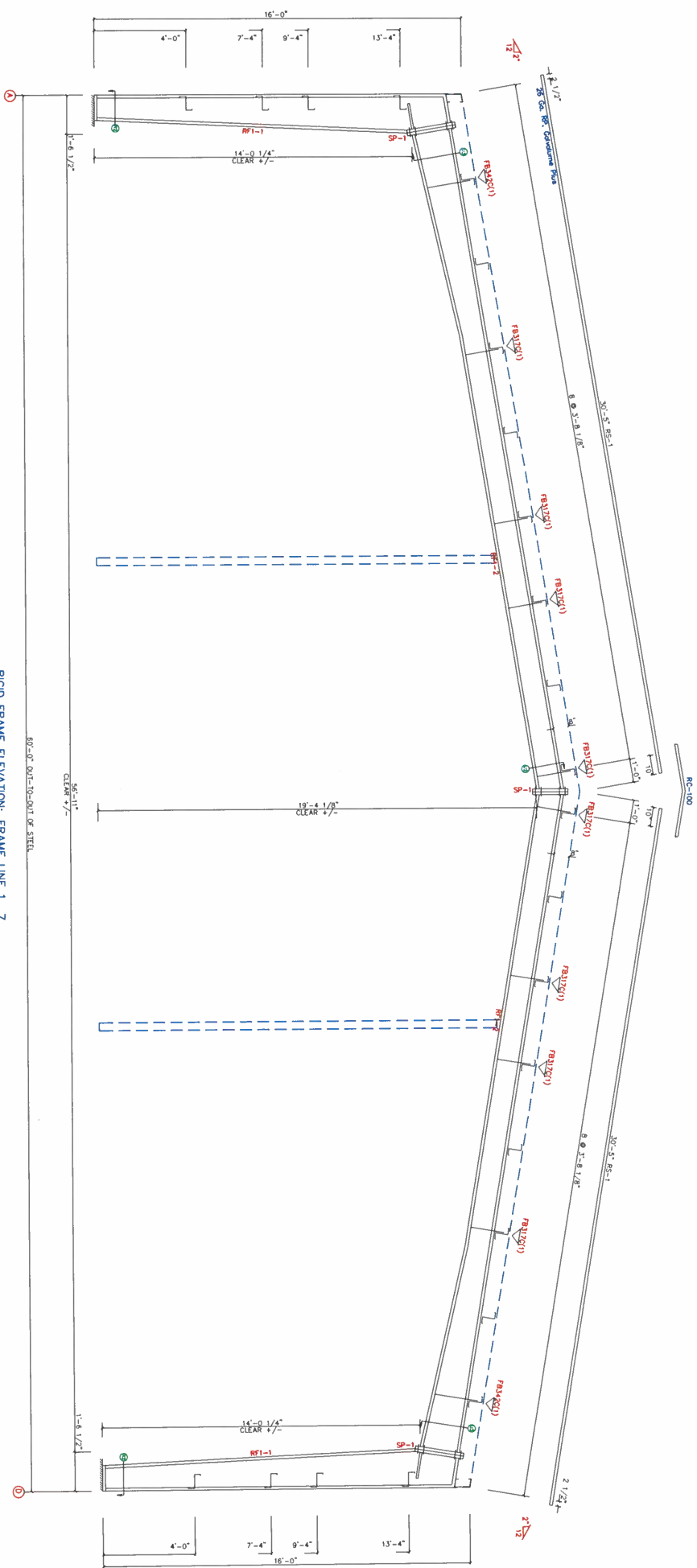


PROJECT	BRANDON BOWDEN	ENDWALL FRAMING	CHECK:
ID	024-0212	DRAFT:	
PROJECT	MUSKOGEE, OK 74403	DATE:	3/18/24
ADDRESS		SHEET	0F
		BUILDING SIZE:	60'-0" x 150'-0" x 16'-0"

**GRADE RISE TABLE**

Work	Qty	High Bolt	Type	Dia	Length
RF-1	4	0	A325	0.750	2.500

GRADE RAISES: Fbaa (1 or 2)  
 (1) Edge/End (2) Two Sides  
 C - L2X8/8



RIGID FRAME ELEVATION: FRAME LINE 1 7

MEMBER	NO.	SIZE	NO.	NO.	NO.	NO.	NO.	NO.	NO.
RF-1	4	0	A325	0.750	2.500	4	0	A325	0.750
RF-2	4	0	A325	0.750	2.500	4	0	A325	0.750

APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION

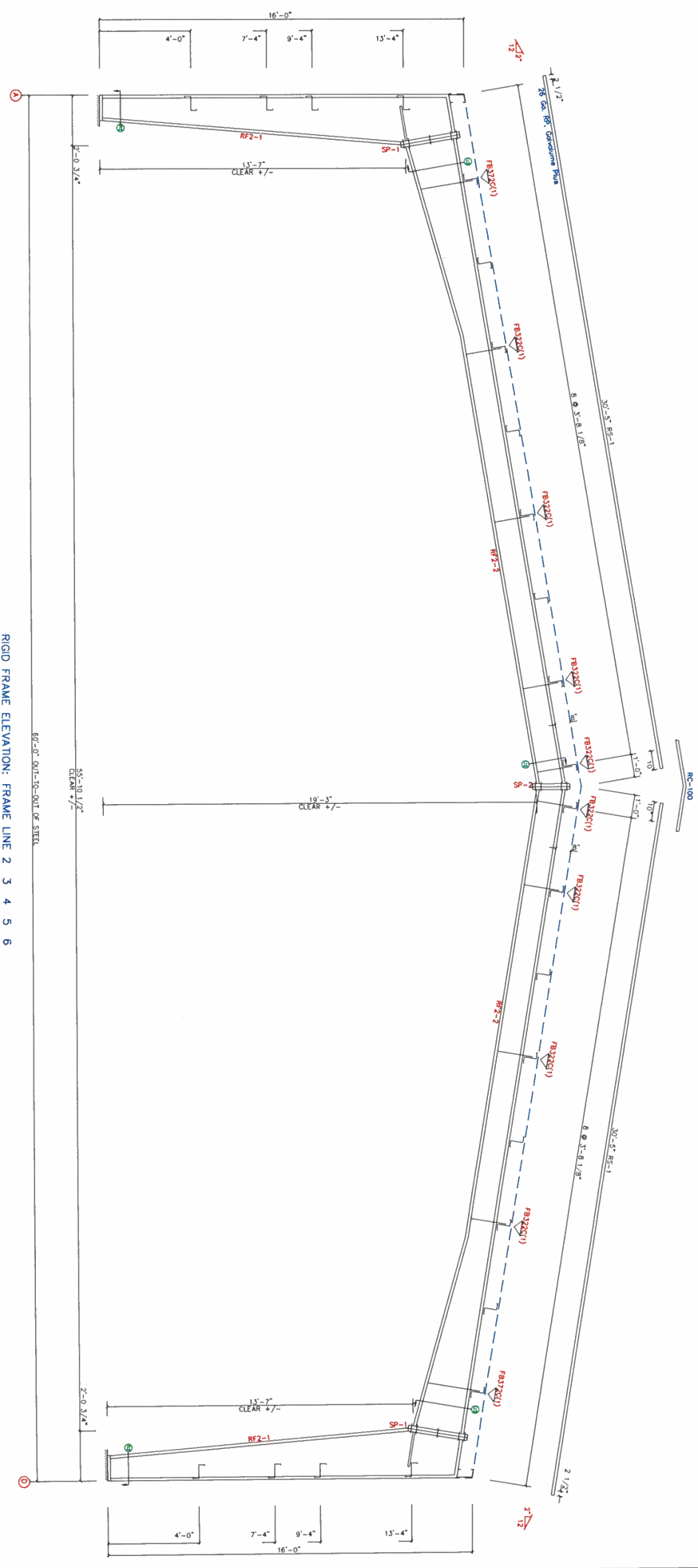


PROJECT	BRANDON BOWDEN	DESIGN	RIGID FRAME ELEVATION
ID	BRANDON BOWDEN	DRAFT	CHECK
PROJECT	024-0212	DATE	3/18/24
PROJECT	MUSKOGEE, OK 74403	SHEET	OF
ADDRESS		BUILDING SIZE	60'-0" x 150'-0" x 16'-0"

STEEL ROLLS TABLE

Item	Qty	Qty	Bar	Type	Dia	Length
SP-2	4	4	6	4325	0.750	2.00

▼ WAREHOUSE: Frame (1 or 2)  
 (1) One Side (2) Two Sides  
 C - EARTH/A



RIGID FRAME ELEVATION: FRAME LINE 2 3 4 5 6

MEMBER TABLE

Member	Span	Area	Wt	Wt	Wt	Wt	Wt	Wt	Wt	Wt	Wt	
RF2-1	20.5/24.5	0.115	40.7	6	3/8"	20.1	6	3/8"	113.1	6	3/8"	103.8
RF2-2	24.0/28.0	0.135	43.1	6	3/8"	20.1	6	3/8"	113.1	6	3/8"	103.8
	12.0/24.0	0.135	19.0	6	3/8"	228.0	6	3/8"	113.1	6	3/8"	103.8
	12.0/24.0	0.135	19.0	6	3/8"	228.0	6	3/8"	113.1	6	3/8"	103.8
			24.0									



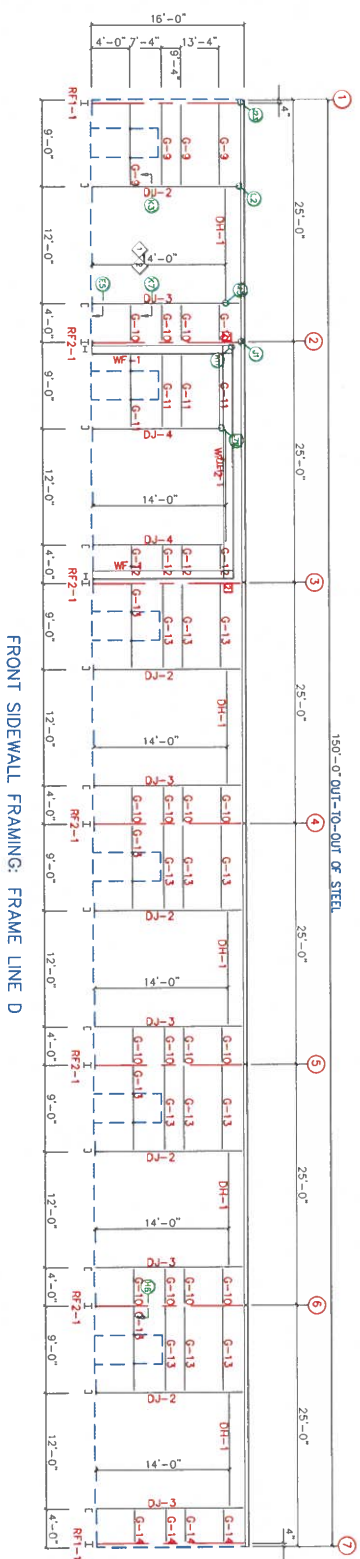
BRANDON BOWDEN  
 PROJECT BRANDON BOWDEN  
 ID 024-0212  
 PROJECT MUSKOGEE, OK 74403  
 ADDRESS

RIGID FRAME ELEVATION  
 DESIGN: DRAFT:  
 DATE: 3/18/24 SHEET OF  
 BUILDING SIZE: 60'-0" x 150'-0" x 16'-0"

APPROVAL DRAWINGS  
 NOT FOR CONSTRUCTION



DOWNSPOUT LOCATIONS



TRIM TABLE	FRAME LINE D	QUANT	PART	LENGTH	DETAIL
1	WT-1	4	A335	3/4"	TRIM_5
2	WT-2	4	A335	5/8"	TRIM_5
3	WT-3	4	A335	1 1/2"	TRIM_5
4	WT-4	4	A335	2 1/2"	TRIM_5
5	WT-5	4	A335	3 1/2"	TRIM_5
6	WT-6	4	A335	4 1/2"	TRIM_5
7	WT-7	4	A335	5 1/2"	TRIM_5
8	WT-8	4	A335	6 1/2"	TRIM_5
9	WT-9	4	A335	7 1/2"	TRIM_5
10	WT-10	4	A335	8 1/2"	TRIM_5
11	WT-11	4	A335	9 1/2"	TRIM_5
12	WT-12	4	A335	10 1/2"	TRIM_5
13	WT-13	4	A335	11 1/2"	TRIM_5
14	WT-14	4	A335	12 1/2"	TRIM_5
15	WT-15	4	A335	13 1/2"	TRIM_5
16	WT-16	4	A335	14 1/2"	TRIM_5
17	WT-17	4	A335	15 1/2"	TRIM_5
18	WT-18	4	A335	16 1/2"	TRIM_5

BOLT TABLE	FRAME LINE D	QUANT	PART	LENGTH
1	WT-1	4	A335	3/4"
2	WT-2	4	A335	5/8"
3	WT-3	4	A335	1 1/2"

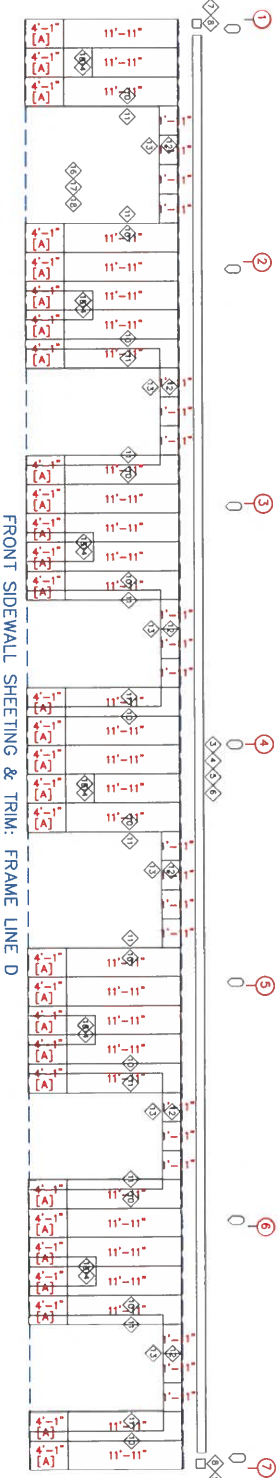
MEMBER TABLE	FRAME LINE D	QUANT	PART	LENGTH
1	WF-1	4	W10x41	15'-1 7/8"
2	WF-2	4	W10x41	12'-5 1/16"
3	DJ-1	4	8x25C14	15'-5 1/4"
4	DJ-2	4	8x25C14	14'-0 7/8"
5	DH-1	4	8x25C14	12'-0 3/8"
6	G-9	4	8x25Z14	7'-11 3/8"
7	G-10	4	8x25Z14	7'-4 3/8"
8	G-11	4	8x25Z14	2'-4 3/8"
9	G-12	4	8x25Z14	2'-4 3/8"
10	G-13	4	8x25Z14	2'-4 3/8"
11	G-14	4	8x25Z14	2'-11 3/8"

ANGLE TABLE	FRAME LINE D	QUANT	PART	LENGTH
1	RF2-1	2	L2x4-20	SCRAP
2	RF2-2	2	L2x4-20	SCRAP

CONNECTION PLATES	FRAME LINE D	QUANT	PART	LENGTH
1	CP1	2	PL1/2x4x20	SCRAP
2	CP2	2	PL1/2x4x20	SCRAP



APPROVAL DRAWINGS  
NOT FOR CONSTRUCTION

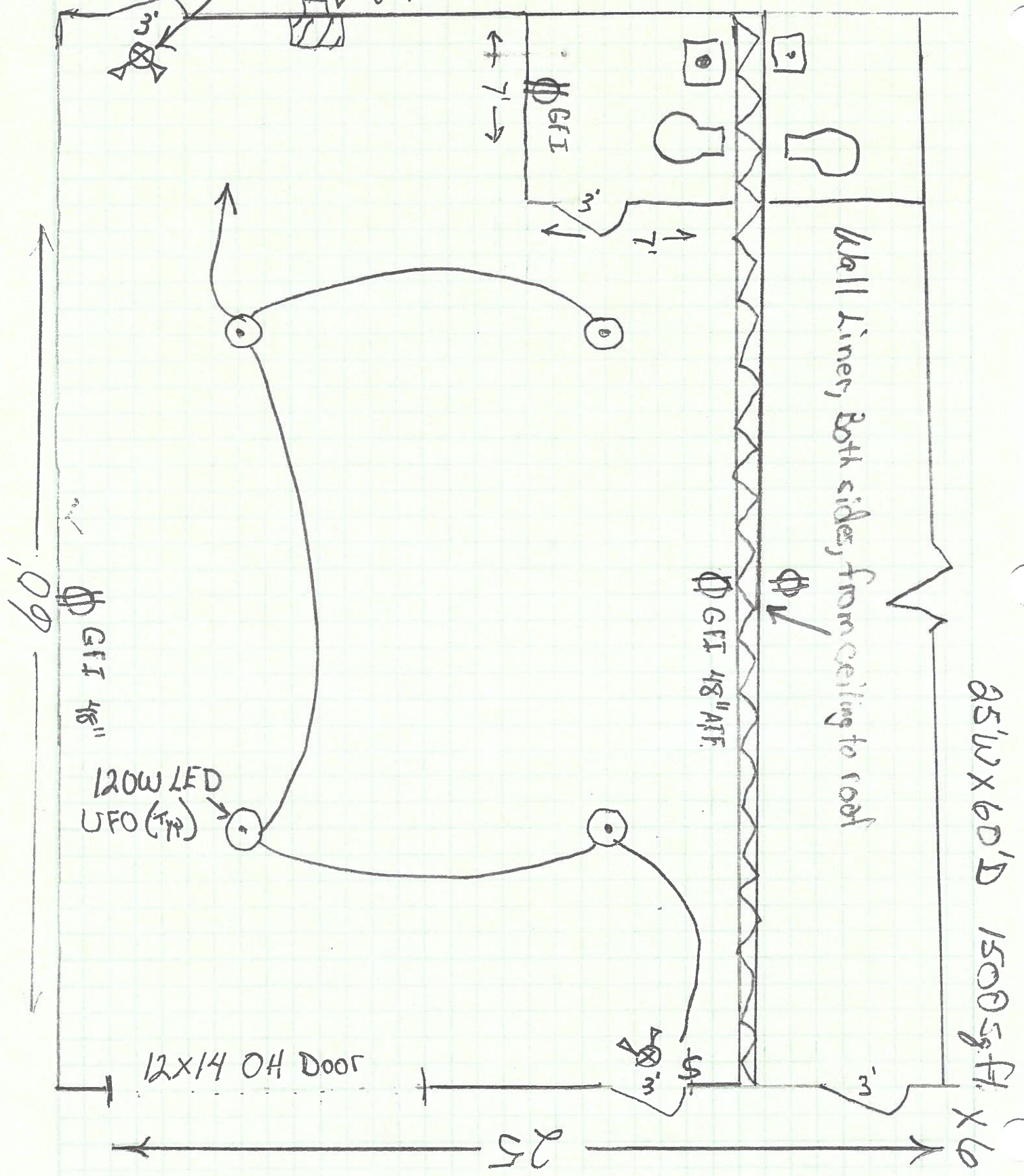


PROJECT	BRANDON BOWDEN	SIDEWALL FRAMING	CHECK:
PROJECT ID	024-0212	DRAFT:	
PROJECT ADDRESS	MUSKOGEE, OK 74403	DATE:	3/18/24
		SHEET	DF
		BUILDING SIZE:	60'-0" x 150'-0" x 16'-0"

ADA  
Compliant

Combo Emerg Exit (Typ)

200A 1Ø  
120/240



Wall Liner, Both sides, from ceiling to roof

25' W x 60' D 1500 sq. Ft.

X 10

**ORDINANCE NO. 4232-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 PROPERTY LOCATED AT 2109 WARD STREET. THE TRACT OF LAND IS IN THE NORTHEAST QUARTER OF SECTION 24, TOWNSHIP 15 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA. CONTAINING 1.00 ACRES MORE OR LESS, AND PROVIDING FOR SEVERABILITY. THE PROPERTY IS MORE PARTICULARLY DESCRIBED AS:**

**The West 208.7 feet of the East 936.1 feet of the North 208.7 feet of the SE/4 of the NE/4 of Section 24, T15N, R18E of the 1.B.&M., Muskogee County, State of Oklahoma. Containing 1.00 acres, more or less.**

**(JOE ROCKEY, Applicant)**

**FROM R-1 SINGLE FAMILY  
TO  
I-1 LIGHT INDUSTRIAL**

WHEREAS, the City of Muskogee Planning and Zoning Commission, in a meeting held Monday, May 6, 2024, 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;

**The West 208.7 feet of the East 936.1 feet of the North 208.7 feet of the SE/4 of the NE/4 of Section 24, T15N, R18E of the 1.B.&M., Muskogee County, State of Oklahoma. Containing 1.00 acres, more or less.**

**FROM R-1 SINGLE FAMILY  
TO  
I-1 LIGHT INDUSTRIAL**

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.

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 \_\_\_\_\_ DAY OF JUNE 2024.

\_\_\_\_\_  
W. PATRICK CALE, MAYOR

ATTEST:

\_\_\_\_\_  
TAMMY L. TRACY, CITY CLERK

(SEAL)

APPROVED as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
KATRINA BODENHAMER, CITY ATTORNEY

Meeting Date: 06/24/2024

Initiator: Jody King, Planning Director

---

**Information**

**AGENDA ITEM TITLE:**

Hold a Public Hearing and consider approval of Ordinance No. 4231-A, to rezone the property located at 2544 South 32<sup>nd</sup> Street, Southeast Section 4, Township 14 North, Range 18 East, to be rezoned from C-2, General Commercial and A-Agriculture, to I-1, Light Industrial, and if approved, authorize Staff to revise the Official Zoning Map of the City, or take other necessary action. (Jody King)

**LEGAL DESCRIPTION:**

A TRACT OF LAND BEING ALL OF LOT 1, BLOCK 1, OF THE SLEEPY TRAVELER ADDITION, FILED IN THE MUSKOGEE COUNTY CLERK'S OFFICE IN PLAT BOOK 4867, PAGE 503, AND A PORTION OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION FOUR (4), TOWNSHIP FOURTEEN NORTH (T14N), RANGE EIGHTEEN EAST (R18E) OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, TOGETHER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 1, MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE N88°06'48"E, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 749.94 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1205.56 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S01°36'13"E A DISTANCE OF 329.93 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S88°06'00"W, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 457.58 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1207.50 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, SAID POINT BEING ON THE PLATTED RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 64; THENCE ALONG SAID LINE N01°16'02"W A DISTANCE OF 330.22 FEET TO THE POINT OF BEGINNING SAID TRACT HAVING AN AREA OF 398,231.9 SQUARE FEET OR 9.142 ACRES, MORE OR LESS

**BACKGROUND:**

Old Dominion Freight Line (ODFL) requests the rezone of the newly consolidated lots from C-2 General Commercial & A Agriculture to I-1 Light Industrial. The frontage of the lot was originally platted as the Sleepy Traveler Addition for a proposed RV Park in 2023. The owner has since decided to sell the property to ODFL. The combined lots will serves as a drop yard for commercial trucking making Muskogee a destination for further industrial and commercial expansion. The request does not conform with the future land use plan, but as the City of Muskogee is in the middle of their comprehensive plan update, the upcoming ODOT expansion of Highway 69, and the continued growth of industrial and commercial development, the preceding land use map amendment is recommended by city staff and must be approved by the city council in order to proceed with the rezone request.

Attached is the lot consolidation survey and building plans which together, conform to the requirement of section 90-03-04 since the request does not conform to the future land use plan.

**Surrounding Zoning & Land Use**

North: I-1 Light Industrial, Accessory Structures by Legacy Buildings.

East: R-1 Single Family, Single Family Homes in the Southgate RP Addition.

South: Similarly zoned, vacant farmland.

West: outside city limits.

Public hearings will be held at the Muskogee City Hall, 3<sup>rd</sup> Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, May 6, 2024, at 9:00 A.M.
2. City of Muskogee Public Works Committee on Monday, May 13, 2024, at 5:30 P.M.
3. City of Muskogee City Council on Monday, June 24, 2024, at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Tuesday April 16, 2024, for twenty (20) days and all property owners within a 300 foot radius of the property were noticed.

At the planning commission meeting held on May 6, 2024, the commission recommended approval for the ordinance.

**RECOMMENDED STAFF ACTION:**

Recommend Approval

---

**Fiscal Impact**

**Attachments**

Staff Report

Site Plan

Building Plans

Ordinance 4231-A DRAFT

---

## **Planning & Community Development Staff Report**

**City of Muskogee Planning & Zoning Commission, Monday, May 6, 2024 at  
9:00 A.M. at City of Muskogee City Hall, 229 W Okmulgee Ave., 3<sup>rd</sup> Floor  
Council Chambers**

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee for Resolution No. 2985 to approve a land use map amendment to allow for the property located at 2544 South 32<sup>nd</sup> Street, Southeast Section 4, Township 14 North, Range 18 East to be rezoned from C-2 General Commercial and A Agriculture to I-1 Light Industrial.

AND;

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee to approve Ordinance No. 4231-A, a rezone request for the property located at 2544 South 32<sup>nd</sup> Street, Southeast Section 4, Township 14 North, Range 18 East to be rezoned from C-2 General Commercial and A Agriculture to I-1 Light Industrial and if approved, authorize staff to update the official city map.

### **Planning Department Analysis**

- Current Zoning & Use
  - Street frontage is zoned C-1 Local commercial, back half is zoned A Agriculture
  - Vacant agricultural land
- Proposed Zoning & Use
  - I-1 Light Industrial
  - Commercial Trucking Drop yard for Old Dominion Freight Line.
- Section, Township, Range
  - SW quarter of the NE quarter of Section 4, Township 14 North, Range 18 East of the Indian Meridian.
- Street Address: 2544 South 32<sup>nd</sup> Street

### **Legal Description**

A TRACT OF LAND BEING ALL OF LOT 1, BLOCK 1, OF THE SLEEPY TRAVELER ADDITION, FILED IN THE MUSKOGEE COUNTY CLERK'S OFFICE IN PLAT BOOK 4867, PAGE 503, AND A PORTION OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION FOUR (4), TOWNSHIP FOURTEEN NORTH (T14N), RANGE EIGHTEEN EAST (R18E) OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, TOGETHER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 1, MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE N88°06'48"E, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 749.94 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1205.56 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S01°36'13"E A DISTANCE OF 329.93 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S88°06'00"W, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 457.58 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1207.50 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, SAID POINT BEING ON THE PLATTED RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 64; THENCE ALONG SAID LINE N01°16'02"W A DISTANCE OF 330.22 FEET TO THE POINT OF BEGINNING SAID TRACT HAVING AN AREA OF 398,231.9 SQUARE FEET OR 9.142 ACRES, MORE OR LESS.

#### Discussion on Land Use Map Amendment

The City of Muskogee and Old Dominion Freight Line (applicant) are requesting an amendment to the Land Use Map to allow the property to be rezoned from C-2 General Commercial and A Agriculture to I-1 Light Industrial to allow for a commercial trucking drop yard. The future land use map as adopted by the City Council demonstrates that the area has the possibility of residential expansion. However, since the City of Muskogee is in the middle of their comprehensive plan update, the upcoming ODOT expansion of Highway 69, the continued growth of industrial and commercial development, and the existing I-1 zoning contiguous to the northern most portion of the property, the preceding land use map amendment is by city staff and must be approved by the city council in order to proceed with the rezone request. The amendment, if approved, would change the Land Use Map from "Single Family Residential" to "Light Industrial" and allow the rezoning request to be considered for approval.

Public hearings will be held at the Muskogee City Hall, 3<sup>rd</sup> Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, May 6, 2024, at 9:00 A.M.
2. City of Muskogee Public Works Committee on Monday, May 13, 2024, at 5:30 P.M.
3. City of Muskogee City Council on Monday, June 24, 2024, at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Tuesday April 16, 2024, for twenty (20) days and all property owners within a 300 foot radius of the property were noticed.

#### Discussion on Rezone

Old Dominion Freight Line (ODFL) requests the rezone of the newly consolidated lots from C-2 General Commercial & A Agriculture to I-1 Light Industrial. The frontage of the lot was originally platted as the Sleepy Traveler Addition for a proposed RV Park in 2023. The owner has since decided to sell the property to ODFL. The combined lots will serve as a drop yard for commercial trucking making Muskogee a destination for further industrial and commercial expansion. The request does not conform with the future land use plan, but as the City of Muskogee is in the middle of their comprehensive plan update, the upcoming ODOT expansion of Highway 69, and the continued growth of industrial and commercial development, the preceding land use map amendment is recommended by city staff and must be approved by the city council in order to proceed with the rezone request.

Attached is the lot consolidation survey and building plans which together, conform to the requirement of section 90-03-04 since the request does not conform to the future land use plan.

#### Surrounding Zoning & Land Use

North: I-1 Light Industrial, Accessory Structures by Legacy Buildings.

East: R-1 Single Family, Single Family Homes in the Southgate RP Addition.

South: Similarly zoned, vacant farmland.

West: outside city limits.

Public hearings will be held at the Muskogee City Hall, 3<sup>rd</sup> Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, May 6, 2024, at 9:00 A.M.
2. City of Muskogee Public Works Committee on Monday, May 13, 2024, at 5:30 P.M.
3. City of Muskogee City Council on Monday, June 24, 2024, at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Tuesday April 16, 2024, for twenty (20) days and all property owners within a 300 foot radius of the property were noticed.

**RECOMMENDATION: Approve Land Use Map Amendment and the Rezone**

### Request



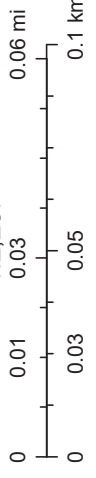
# 2544 South 32nd Street Zoning Map



4/10/2024

-  Muskogee parcels
-  R-1
-  I-1
-  C-2
-  City of Muskogee City Limits
-  A

1:2,257



Source: Esri, USDA FSA, Esri Community Maps Contributors, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph,



**SITE INFORMATION**

N/F: HOLMAN RECREATION LLC  
2544 SOUTH 32ND STREET,  
MUSKOGEE, OKLAHOMA 74401  
APN: 510045050  
398,232 ± SQUARE FEET, OR 9.142 ± ACRES

**DEED DESCRIPTION**

THE LAND IS DESCRIBED AS FOLLOWS:  
FOR APN/PARCEL ID(S): 510045050  
FOR TAX MAP ID(S): 45050 AND 58514  
THE N/2 OF THE N/2 OF THE SW/4 OF THE NE/4 OF SECTION 4, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA

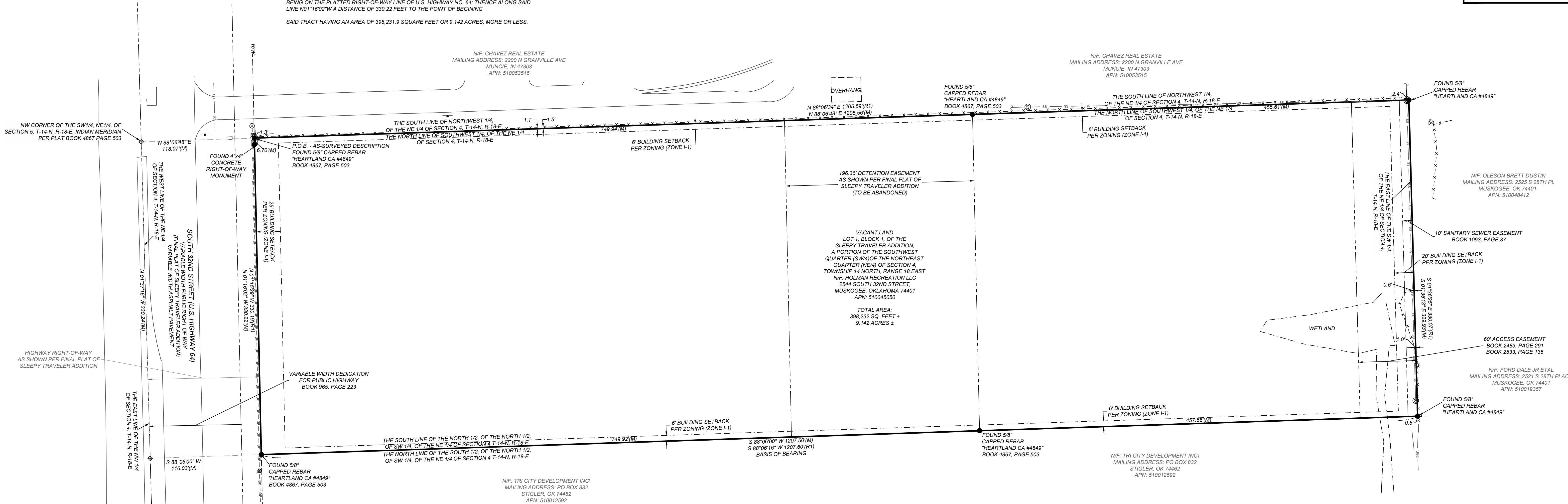
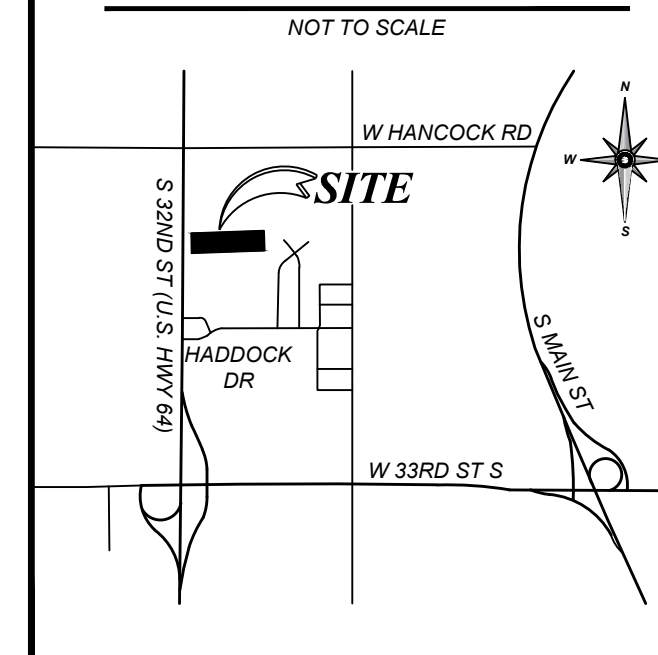
**AS-SURVEYED DESCRIPTION**

A TRACT OF LAND BEING ALL OF LOT 1, BLOCK 1, OF THE SLEEPY TRAVELER ADDITION, FILED IN THE MUSKOGEE COUNTY CLERK'S OFFICE IN PLAT BOOK 4867, PAGE 503, AND A PORTION OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION FOUR (4), TOWNSHIP FOURTEEN NORTH (T14N), RANGE EIGHTEEN EAST (R18E) OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, TOGETHER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 1, MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, THENCE  
N88°06'48"E, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 749.94 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1205.56 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, THENCE  
S01°36'13"E A DISTANCE OF 329.93 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, THENCE  
S88°06'00"W, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 457.58 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1207.50 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, SAID POINT BEING ON THE PLATED RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 84, THENCE ALONG SAID LINE N01°16'02"W A DISTANCE OF 330.22 FEET TO THE POINT OF BEGINNING  
SAID TRACT HAVING AN AREA OF 398,231.9 SQUARE FEET OR 9.142 ACRES, MORE OR LESS.

**LOT CONSOLIDATION SURVEY**

2544 SOUTH 32ND STREET,  
MUSKOGEE, OKLAHOMA 74401  
MUSKOGEE COUNTY

**VICINITY MAP**



**GENERAL NOTES**

- SOME FEATURES SHOWN ON THIS PLAT MAY BE SHOWN OUT OF SCALE FOR CLARITY.
- DIMENSIONS ON THIS PLAT ARE EXPRESSED IN FEET AND DECIMAL PARTS THEREOF UNLESS OTHERWISE NOTED. MONUMENTS WERE FOUND AT POINTS WHERE INDICATED.
- COMPLETED FIELD WORK WAS DECEMBER 26, 2023.
- THE DISTANCES SHOWN HEREON ARE UNITS OF GROUND MEASUREMENT.
- NAMES AND ADDRESSES OF ADJOINING PROPERTY OWNERS WERE TAKEN FROM MUSKOGEE COUNTY GIS.
- THIS SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.
- THIS PROJECT WAS COMPLETED UNDER MY DIRECT AND RESPONSIBLE CHARGE FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION; THAT THIS GROUND SURVEY WAS PERFORMED AT THE 90% CONFIDENCE LEVEL TO MEET FEDERAL GEOGRAPHIC DATA COMMITTEE STANDARDS; THAT THIS SURVEY WAS PERFORMED TO MEET THE SPECIFICATIONS FOR TOPOGRAPHIC AND PLANIMETRIC MAPPING CONTAINED IN THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS; THE ORIGINAL DATA WAS OBTAINED AND THAT THE SURVEY WAS COMPLETED ON DECEMBER 26, 2023, AND ALL COORDINATES ARE BASED ON NAD83(2011) EPOCH 2010.0 AND ALL ELEVATIONS ARE BASED ON NAVD83.
- PROPERTY TO BE REZONED TO I-1 - LIGHT INDUSTRIAL. THE I-1, LIGHT INDUSTRIAL DISTRICT IS INTENDED TO ACCOMMODATE MOST TYPES OF INDUSTRIAL DEVELOPMENT AS WELL AS BUSINESS PARKS. THIS DISTRICT IS DESIGNED TO PROTECT RESIDENTIAL AND LESS INTENSIVE COMMERCIAL USES BY LOCATING GENERAL INDUSTRIAL USES IN LOCATIONS REMOVED FROM SUCH RESIDENTIAL OR COMMERCIAL DEVELOPMENT. CERTAIN GENERAL INDUSTRIAL USES THAT MAY TEND TO BE OBJECTIONABLE DUE TO THEIR ODOR, VIBRATIONS, SMOKE, GLARE, HEAT, NOISE OR SIMILAR CHARACTERISTICS ARE PROVIDED AS SPECIAL USES IN THIS DISTRICT.

**FLOOD ZONE INFORMATION**

BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE "X" OF THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 40101C0235F, WHICH BEARS AN EFFECTIVE DATE OF 02/04/2011 AND IS NOT IN A SPECIAL FLOOD HAZARD AREA  
ZONE "X" - AREA OF MINIMAL FLOOD HAZARD, USUALLY DEPICTED ON FIRMS AS ABOVE THE 500-YEAR FLOOD LEVEL. ZONE "X" IS THE AREA DETERMINED TO BE OUTSIDE THE 500-YEAR FLOOD AND PROTECTED BY LEVEE FROM 100-YEAR FLOOD.

**BASIS OF BEARING**

THE BASIS OF BEARING OF THIS SURVEY IS GRID NORTH (G) BASED ON THE SOUTH LINE OF THE SUBJECT PROPERTY. THE BEARING IS DENOTED AS S88°06'00"W PER GPS COORDINATE OBSERVATIONS OKLAHOMA STATE PLANE, NORTH ZONE NAD83(2011).  
LATITUDE = 35°43'18.6047"  
LONGITUDE = -95°24'08.1325"  
CONVERGENCE ANGLE = -01°31'58.9772"

**PLANNING COMMISSION APPROVAL**

I CERTIFY THAT THIS SURVEY ACCURATELY REPRESENTS THE ACTION OF THE CITY OF MUSKOGEE PLANNING AND ZONING COMMISSION TAKEN ON \_\_\_\_\_  
PLANNING COMMISSION CHAIRMAN: \_\_\_\_\_ DATE \_\_\_\_\_

**SURVEYOR'S CERTIFICATE**

I, DENVER WINCHESTER, PROFESSIONAL LAND SURVEYOR, IN THE STATE OF OKLAHOMA, DO HEREBY CERTIFY THAT A SURVEY WAS MADE UNDER MY DIRECT SUPERVISION OF THE HEREIN DESCRIBED PROPERTY SITUATE WITHIN MUSKOGEE COUNTY. THE SURVEY WAS MADE ON THE GROUND USING AT LEAST THE MINIMUM STANDARDS OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND FURTHER CERTIFY THAT THIS PLAT MEETS SAID STANDARDS AND ACCURATELY REPRESENTS SAID SURVEY.

THE FIELD WORK WAS COMPLETED ON 12/26/2023.

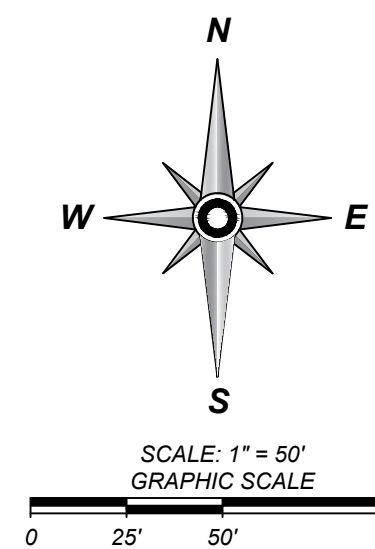
04/05/2024  
DATED



DENVER WINCHESTER  
PROFESSIONAL LAND SURVEYOR NO. 1952  
STATE OF OKLAHOMA  
OKLAHOMA COA 5387

**LEGEND & SYMBOLS**

- FOUND MONUMENT AS-NOTED
- COMPUTED POINT
- ⊕ SIGN
- FIBER OPTIC VAULT
- SANITARY MANHOLE(S/MH)
- ⊙ POWER POLE
- ⊗ WATER METER
- ⊕ IRRIGATION CONTROL VALVE
- ⊕ UTILITY VAULT
- (M) MEASURED/CALCULATED DIMENSION
- (RT) RECORD DIMENSION PER FINAL PLAT OF SLEEPY TRAVELER ADDITION, DATED JULY 17, 2023, FILE NAME: W010865
- N/F NOW OR FORMERLY
- P.O.B. POINT OF BEGINNING
- BOUNDARY LINE
- EASEMENT LINE
- RIGHT-OF-WAY LINE
- x-x-x-x- FENCE LINE
- OVERHEAD POWER LINE
- UNDERGROUND SANITARY SEWER LINE
- UNDERGROUND STORM DRAIN LINE
- EDGE OF WATER
- SETBACK LINE



DATE	REVISION HISTORY	BY

**BLEW & ASSOCIATES, P.A.**  
3825 N. SHILOH DRIVE - FAYETTEVILLE, AR 72703  
EMAIL: SURVEY@BLEWINC.COM  
OFFICE: 479.443.4506 FAX: 479.582.1883  
WWW.BLEWINC.COM

**SURVEYOR JOB NUMBER:**  
23-8131.02

**SURVEY DRAWN BY:**  
CKL/S/Ts - 03/19/2024

**SURVEY REVIEWED BY:**  
DW

**SHEET:**  
1 OF 1



GENERAL NOTES

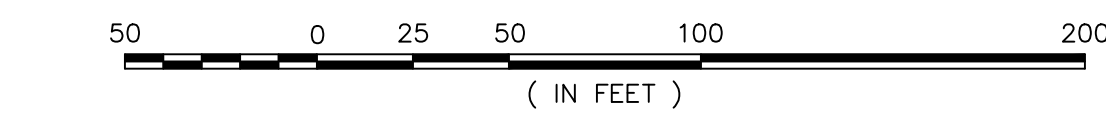
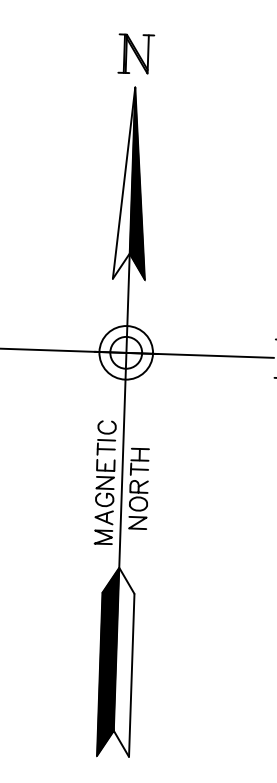
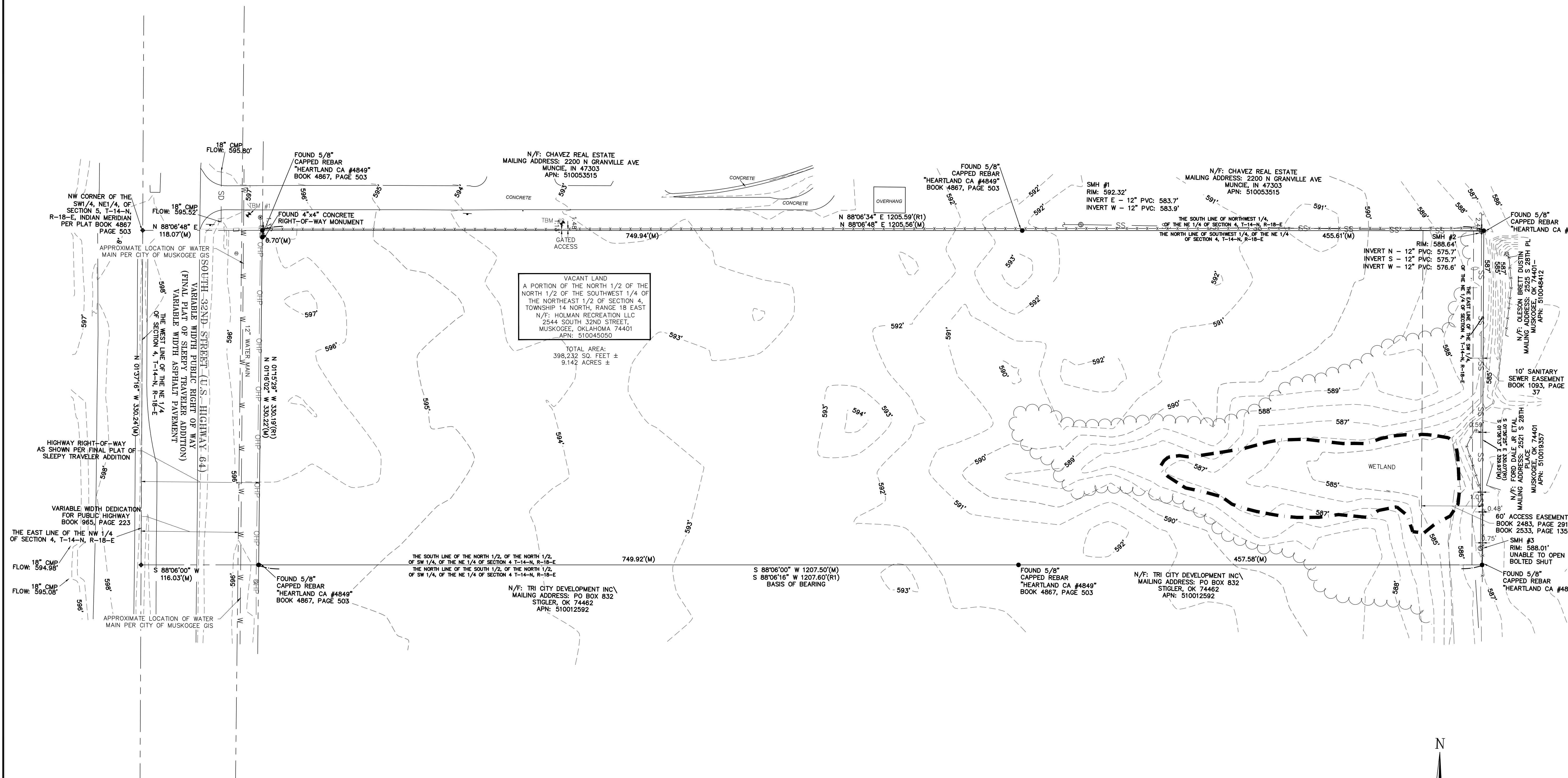
1. THIS DRAWING WAS CREATED UTILIZING INFORMATION FROM A SURVEY TITLE "ALTA/ASPS LAND TITLE SURVEY 2544 SOUTH 32ND STREET, MUSKOGEE, OKLAHOMA 74401 MUSKOGEE COUNTY" BY DENVER WINCHESTER WITH BLEW & ASSOCIATES, P.A. DATED 01/24/2024



HOYT+BERENYI  
P.O. Box 1470 Ladson, SC 29456  
843.408.3546 | www.HoytBerenyi.com



Old Dominion Freight Line  
Muskegee, OK



REV.	DATE	DESCRIPTION

DRAWN BY: Matt T. Prosser, P.E.  
CHECKED BY: Kyle M. Hoyt, P.E.  
DATE: April 05, 2024  
PROJECT #: 23-099  
SCALE: 1"=50'  
SHEET TITLE:  
**Existing Conditions**  
SHEET NUMBER:  
**C2.1**

**SWPPP SEQUENCE OF CONSTRUCTION PHASE 1**

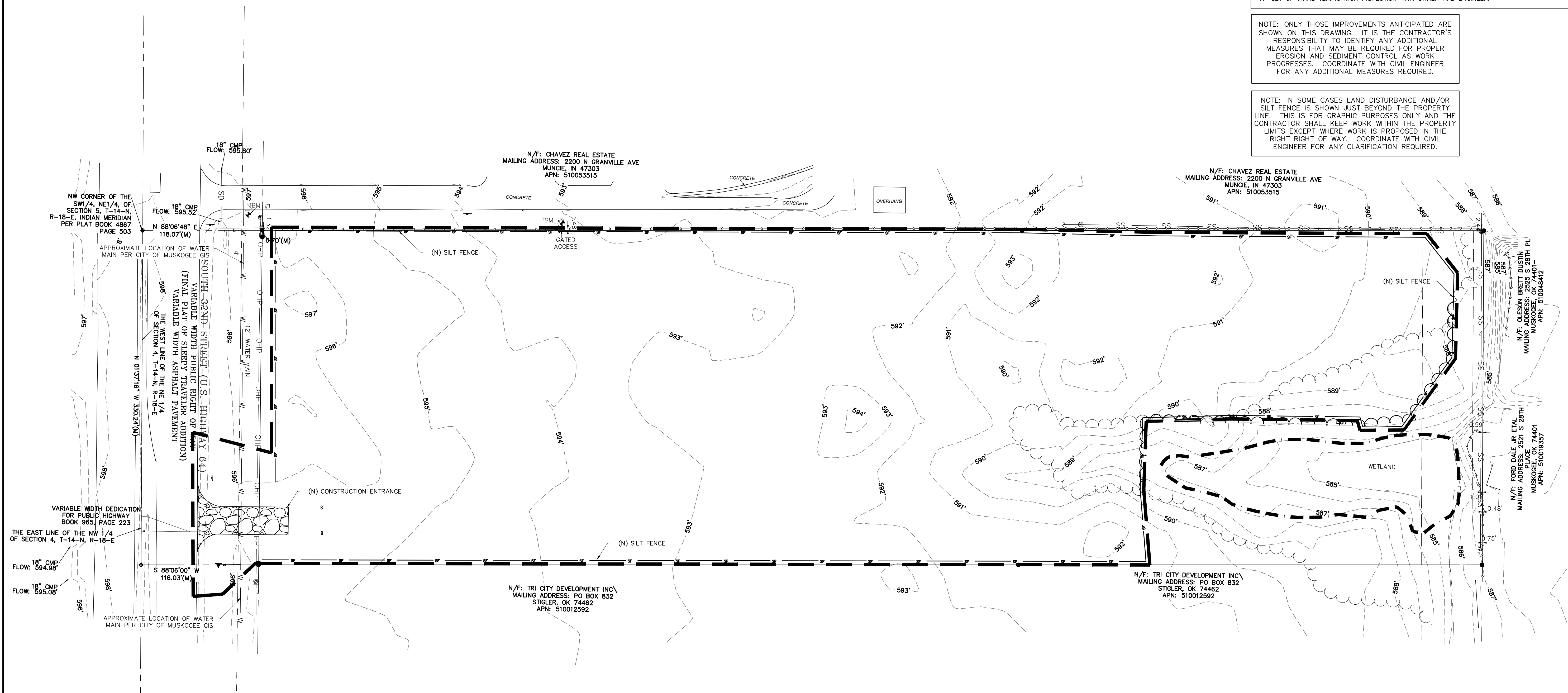
1. CONTACT CITY OF MUSKOGEE A MINIMUM OF 48 HOURS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
2. CONDUCT LIMITED CLEARING AND GRUBBING AS NECESSARY TO INSTALL PERIMETER CONTROLS AND CONSTRUCTION ENTRANCE.
3. INSTALLATION OF CONSTRUCTION ENTRANCE AND PERIMETER CONTROLS AS SHOWN.
4. CONTACT CITY OF MUSKOGEE FOR FIELD INSPECTION AND APPROVAL OF PERIMETER AND INITIAL PHASE BMP'S. \*\*NO MASS GRADING OR CLEARING CAN COMMENCE UNTIL INITIAL CONTROLS ARE IN PLACE AND INSPECTOR HAS SIGNED OFF ON SAID CONTROLS\*\*
5. MAINTAIN SWPPP BMP CONTROLS THROUGHOUT CONSTRUCTION.

**STORMWATER CLOSEOUT NOTE**

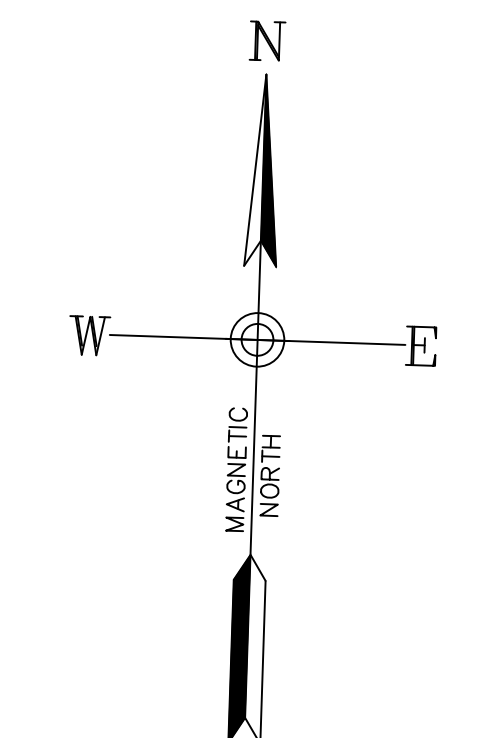
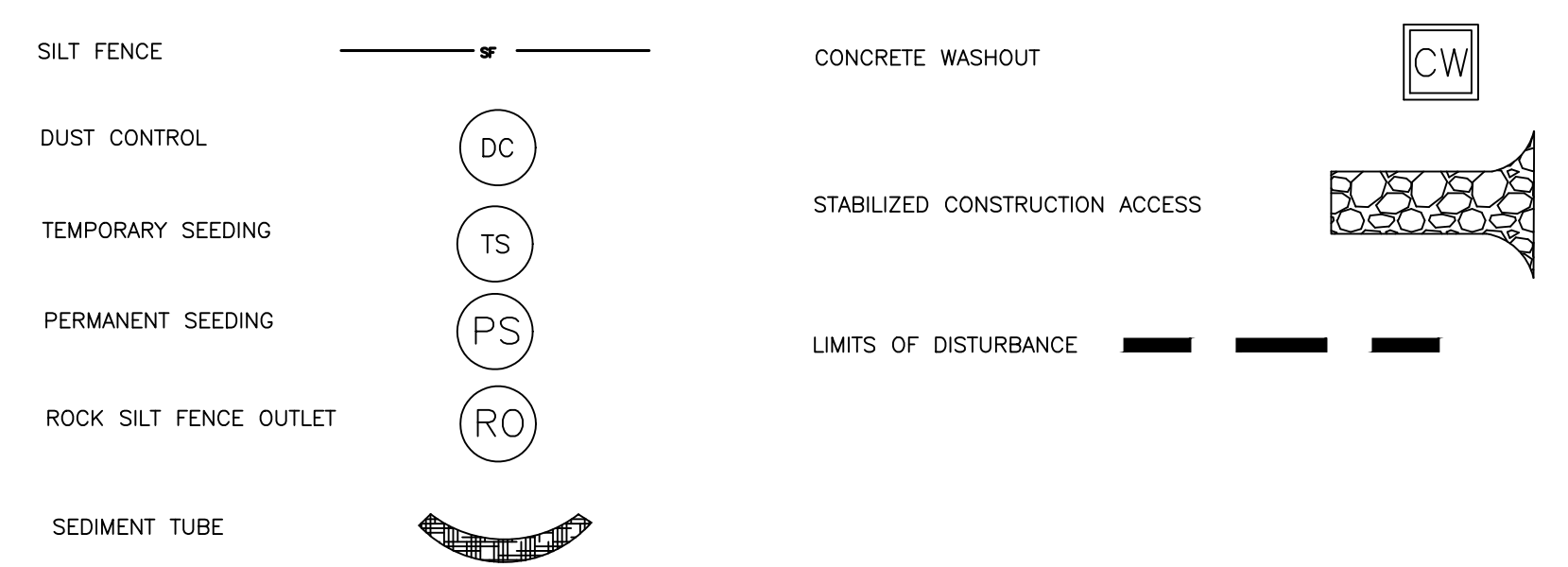
- CONTRACTOR SHALL COORDINATE WITH OWNER, ENGINEER AND COUNTY/CITY INSPECTOR AND FURNISH THE FOLLOWING ITEMS FOR REVIEW AS PART OF FINAL STORMWATER CLOSEOUT:
1. PROVIDE NOTICE FOR FINAL INSPECTION UPON INSTALLATION OF ALL IMPROVEMENTS.
  2. STORMWATER AS-BUILT (INCL. POND BMP'S, STORM DRAINAGE PIPES, DITCHES, FINISHED FLOOR ELEVATIONS, ETC.)
  3. CLEANING OF STORM DRAINAGE LINES. LINES SHOULD BE FREE AND CLEAR OF DIRT, DUST, DEBRIS, AND SEDIMENT PRIOR TO TURNOVER FOR MAINTENANCE.
  4. CLEANING OF STORM DRAINAGE POND BMP'S. THIS INCLUDES REMOVING ALL SEDIMENT ACCUMULATION WITHIN THE POND. ESTABLISH PERMANENT VEGETATION AND MAINTAIN POND UNTIL TERMINATION OF PERMIT AND CONTRACT.
  5. CCTV INSPECTION FOR ALL STORM DRAINAGE PIPES (PUBLIC AND PRIVATE).
  6. ADDRESS ALL PUNCH LIST ITEMS PROVIDED.
  7. SET UP FINAL VERIFICATION INSPECTION WITH OWNER AND ENGINEER.

NOTE: ONLY THOSE IMPROVEMENTS ANTICIPATED ARE SHOWN ON THIS DRAWING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY ANY ADDITIONAL MEASURES THAT MAY BE REQUIRED FOR PROPER EROSION AND SEDIMENT CONTROL AS WORK PROGRESSES. COORDINATE WITH CIVIL ENGINEER FOR ANY ADDITIONAL MEASURES REQUIRED.

NOTE: IN SOME CASES LAND DISTURBANCE AND/OR SILT FENCE IS SHOWN JUST BEYOND THE PROPERTY LINE. THIS IS FOR GRAPHIC PURPOSES ONLY AND THE CONTRACTOR SHALL KEEP WORK WITHIN THE PROPERTY LIMITS EXCEPT WHERE WORK IS PROPOSED IN THE RIGHT RIGHT OF WAY. COORDINATE WITH CIVIL ENGINEER FOR ANY CLARIFICATION REQUIRED.



**SWPPP LEGEND**



DRAWINGS FOR  
**Old Dominion Freight Line**  
 Muskogee, OK

REV	DATE	DESCRIPTION

DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: 1"=50'  
 SHEET TITLE:  
**SWPPP and Demolition Phase 1**

SHEET NUMBER:  
**C3.1**



**SWPPP SEQUENCE OF CONSTRUCTION PHASE 2**

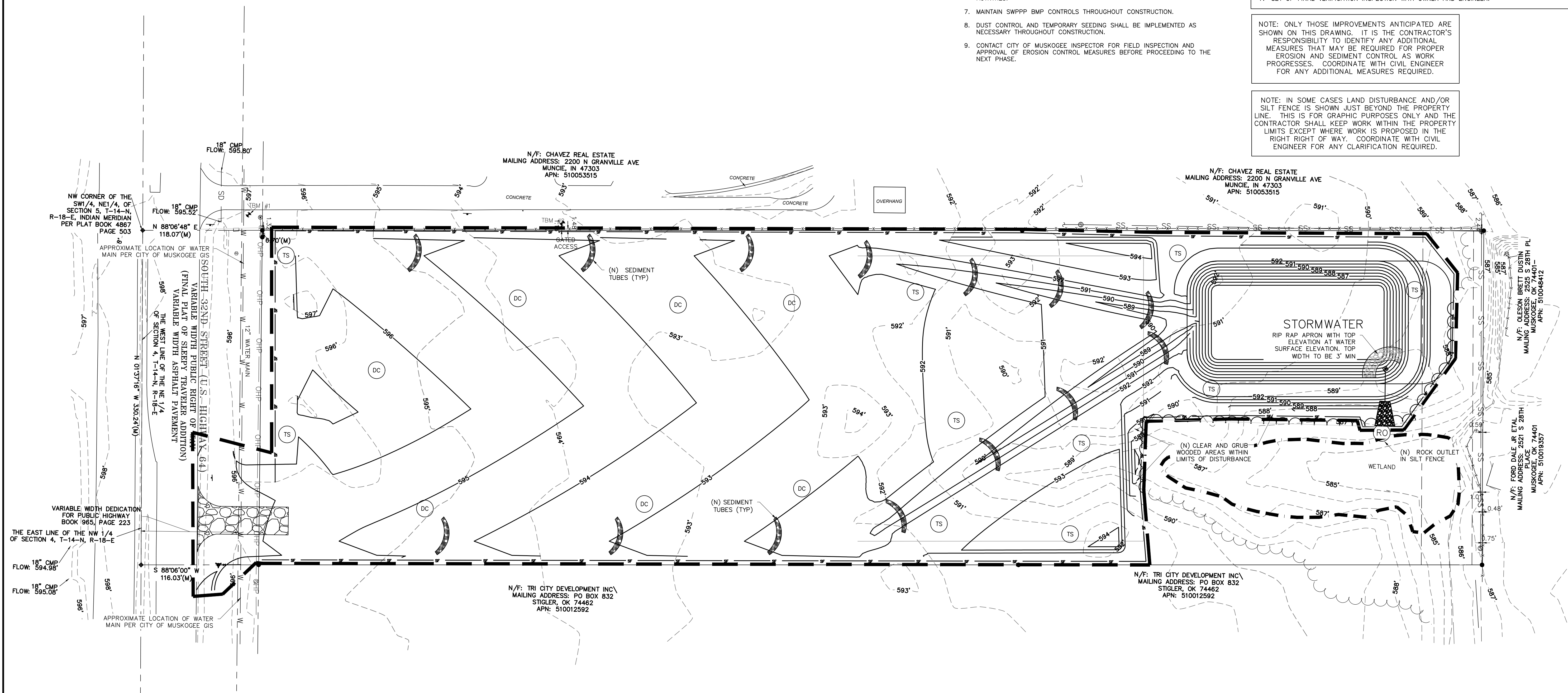
1. CLEAR AND GRUB AREAS NECESSARY TO INSTALL SEDIMENT BASINS AND DIVERSION DITCHES AS SHOWN.
2. INSTALL SEDIMENT BASINS WITH SKIMMER, TRAPS, AND DIVERSION BERMS/DITCHES. ALL SEDIMENT BASINS AND DIVERSIONS DITCHES/SWALES SHALL BE TEMPORARILY STABILIZED UPON INSTALLATION.
3. CONDUCT DEMOLITION AND MASS CLEARING AND GRADING ACTIVITIES.
4. AS MASS CLEARING AND GRADING BEING, THE CONSTRUCTION ENTRANCE MAY BE RELOCATED TO THE NEW DRIVEWAY LOCATIONS. PERMANENT CULVERTS AND INLET PROTECTION SHALL BE INSTALLED UPON CONSTRUCTION ENTRANCE RELOCATIONS.
5. AS WORK PROGRESS INSTALL NEW STORM DRAINAGE AS REQUIRED TO MANAGE RUNOFF FROM THE SITE AND TO DIRECT DISTURBED AREA RUNOFF INTO POND.
6. UTILITY INSTALLATIONS SHALL COMMENCE IN PARALLEL DURING GRADING ACTIVITIES.
7. MAINTAIN SWPPP BMP CONTROLS THROUGHOUT CONSTRUCTION.
8. DUST CONTROL AND TEMPORARY SEEDING SHALL BE IMPLEMENTED AS NECESSARY THROUGHOUT CONSTRUCTION.
9. CONTACT CITY OF MUSKOGEE INSPECTOR FOR FIELD INSPECTION AND APPROVAL OF EROSION CONTROL MEASURES BEFORE PROCEEDING TO THE NEXT PHASE.

**STORMWATER CLOSEOUT NOTE**

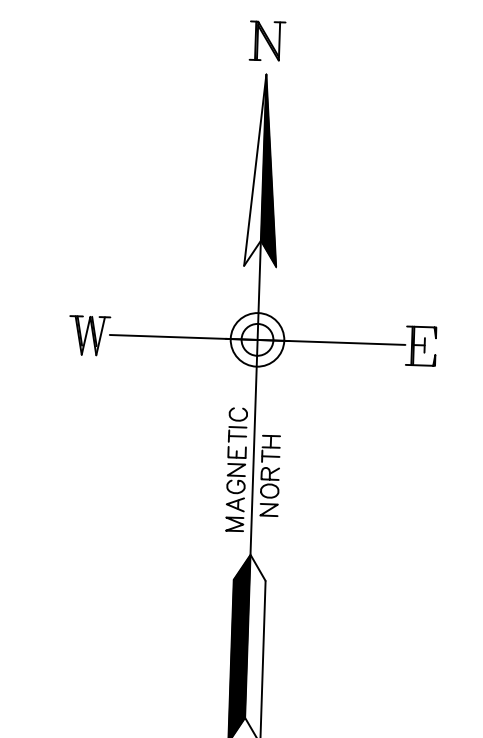
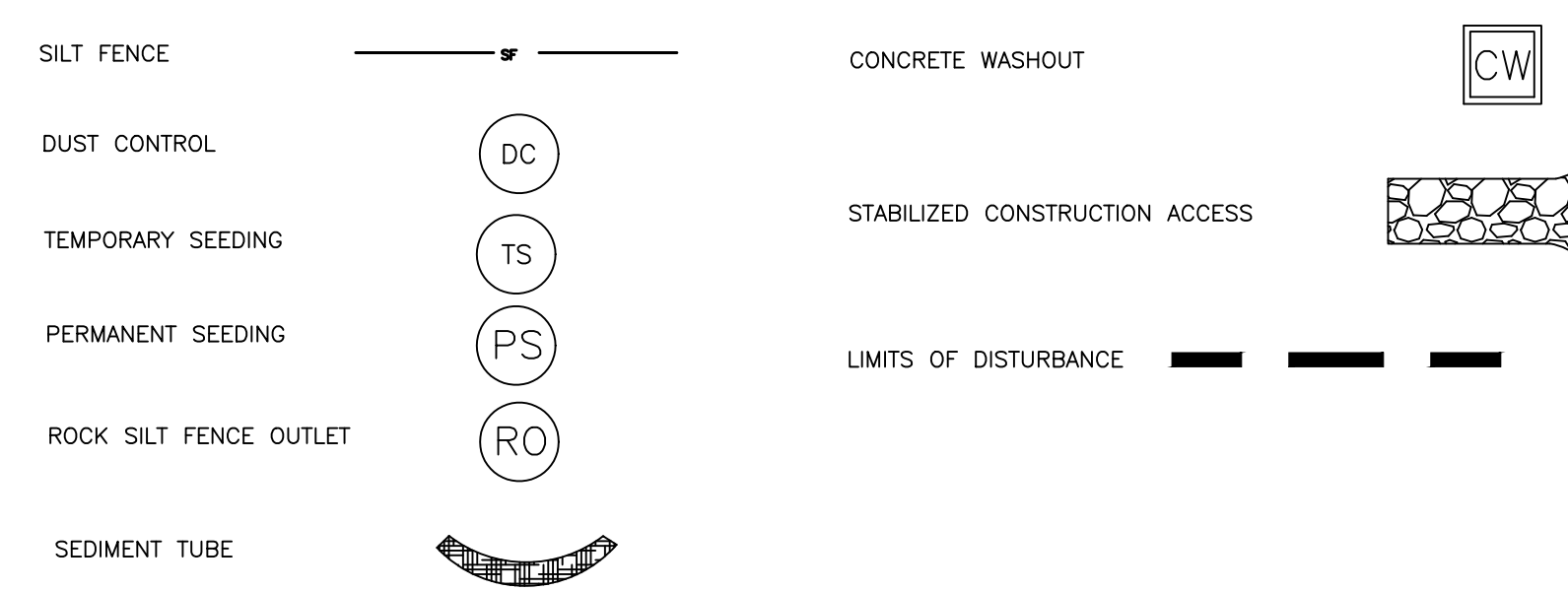
- CONTRACTOR SHALL COORDINATE WITH OWNER, ENGINEER AND COUNTY/CITY INSPECTOR AND FURNISH THE FOLLOWING ITEMS FOR REVIEW AS PART OF FINAL STORMWATER CLOSEOUT:
1. PROVIDE NOTICE FOR FINAL INSPECTION UPON INSTALLATION OF ALL IMPROVEMENTS.
  2. STORMWATER AS-BUILT (INCL. POND BMPS, STORM DRAINAGE PIPES, DITCHES, FINISHED FLOOR ELEVATIONS, ETC.).
  3. CLEANING OF STORM DRAINAGE LINES. LINES SHOULD BE FREE AND CLEAR OF DIRT, DUST, DEBRIS, AND SEDIMENT PRIOR TO TURNOVER FOR MAINTENANCE.
  4. CLEANING OF STORM DRAINAGE POND BMPS. THIS INCLUDES REMOVING ALL SEDIMENT ACCUMULATION WITHIN THE POND. ESTABLISH PERMANENT VEGETATION AND MAINTAIN POND UNTIL TERMINATION OF PERMIT AND CONTRACT.
  5. CCTV INSPECTION FOR ALL STORM DRAINAGE PIPES (PUBLIC AND PRIVATE).
  6. ADDRESS ALL PUNCH LIST ITEMS PROVIDED.
  7. SET UP FINAL VERIFICATION INSPECTION WITH OWNER AND ENGINEER.

NOTE: ONLY THOSE IMPROVEMENTS ANTICIPATED ARE SHOWN ON THIS DRAWING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY ANY ADDITIONAL MEASURES THAT MAY BE REQUIRED FOR PROPER EROSION AND SEDIMENT CONTROL AS WORK PROGRESSES. COORDINATE WITH CIVIL ENGINEER FOR ANY ADDITIONAL MEASURES REQUIRED.

NOTE: IN SOME CASES LAND DISTURBANCE AND/OR SILT FENCE IS SHOWN JUST BEYOND THE PROPERTY LINE. THIS IS FOR GRAPHIC PURPOSES ONLY AND THE CONTRACTOR SHALL KEEP WORK WITHIN THE PROPERTY LIMITS EXCEPT WHERE WORK IS PROPOSED IN THE RIGHT RIGHT OF WAY. COORDINATE WITH CIVIL ENGINEER FOR ANY CLARIFICATION REQUIRED.



**SWPPP LEGEND**



Old Dominion Freight Line  
Muskogee, OK

REV	DATE	DESCRIPTION

DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: 1"=50'  
 SHEET TITLE: SWPPP and Demolition Phase 2  
 SHEET NUMBER:

**C3.2**



**SWPPP SEQUENCE OF CONSTRUCTION PHASE 3**

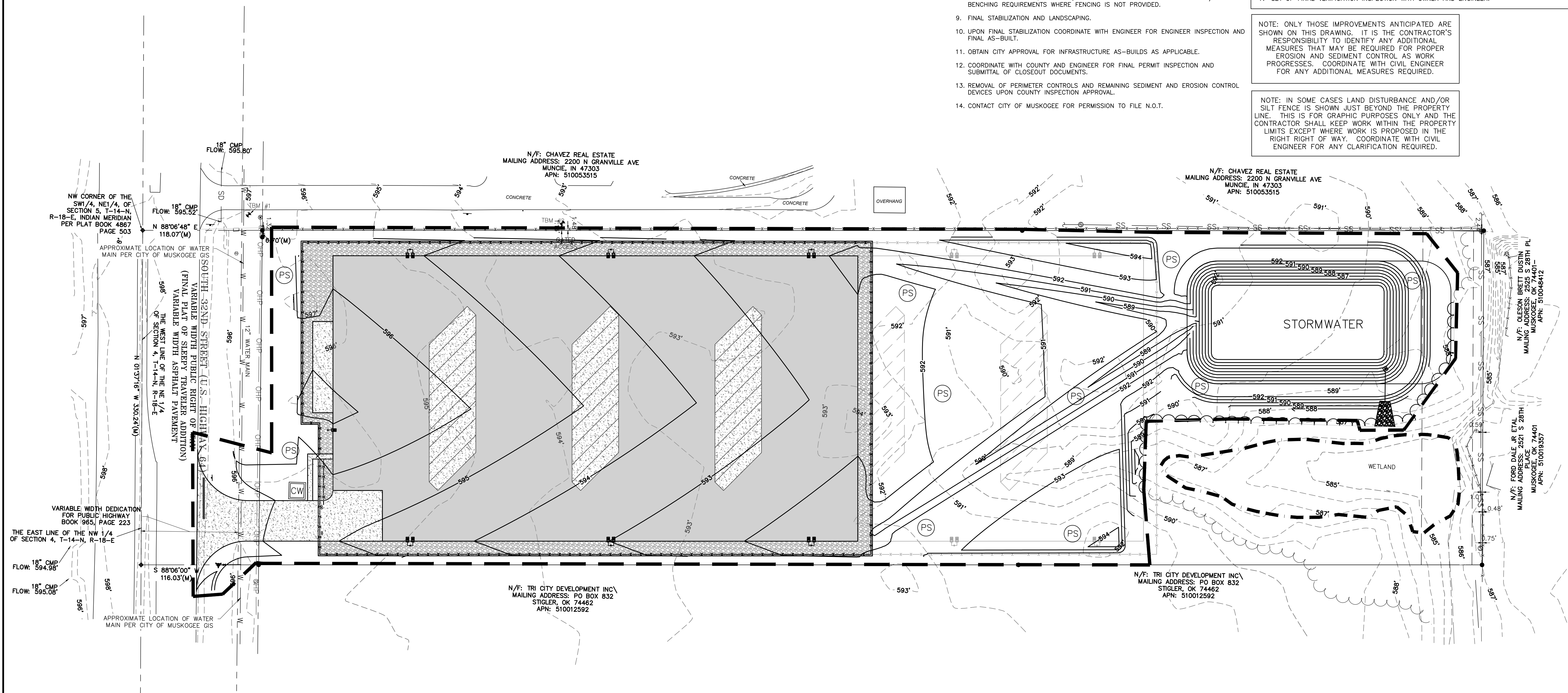
1. PREPARE SITE FOR PAVING.
2. INSTALL CONCRETE WASHOUT PRIOR TO ANY CONCRETE WORK.
3. INSTALL PAVING, SIDEWALKS, AND BUILDING FOUNDATION.
4. INSTALL APPROPRIATE INLET PROTECTION FOR PAVED AREAS AS WORK PROGRESSES.
5. COMPLETE GRADING, PAVING AND DRAINAGE.
6. PERFORM PRELIMINARY AS-BUILT AND COORDINATE WITH ENGINEER FOR ANY DISCREPANCIES.
7. FINAL STABILIZATION INCLUDING LANDSCAPING. CONTRACTOR SHALL COORDINATE WITH ENGINEER AND INSPECTOR FOR REMOVAL OF EROSION AND SEDIMENT CONTROLS.
8. CONVERT SEDIMENT BASIN BMPs INTO PERMANENT STORMWATER POND BMPs. SEE STORMWATER CLOSEOUT NOTE FOR SPECIFIC REQUIREMENTS. FINAL POND CONVERSION MUST INCLUDE INSTALLATION OF POND FENCING IN ACCORDANCE WITH COUNTY ZONING AND STORMWATER REQUIREMENTS, OR VERIFICATION OF MINIMUM SLOPE AND/OR BENCHING REQUIREMENTS WHERE FENCING IS NOT PROVIDED.
9. FINAL STABILIZATION AND LANDSCAPING.
10. UPON FINAL STABILIZATION COORDINATE WITH ENGINEER FOR ENGINEER INSPECTION AND FINAL AS-BUILT.
11. OBTAIN CITY APPROVAL FOR INFRASTRUCTURE AS-BUILDS AS APPLICABLE.
12. COORDINATE WITH COUNTY AND ENGINEER FOR FINAL PERMIT INSPECTION AND SUBMITTAL OF CLOSEOUT DOCUMENTS.
13. REMOVAL OF PERIMETER CONTROLS AND REMAINING SEDIMENT AND EROSION CONTROL DEVICES UPON COUNTY INSPECTION APPROVAL.
14. CONTACT CITY OF MUSKOGEE FOR PERMISSION TO FILE N.O.T.

**STORMWATER CLOSEOUT NOTE**

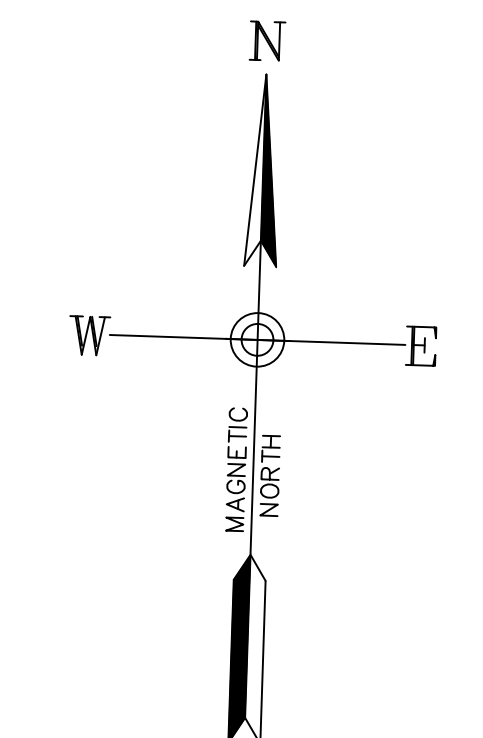
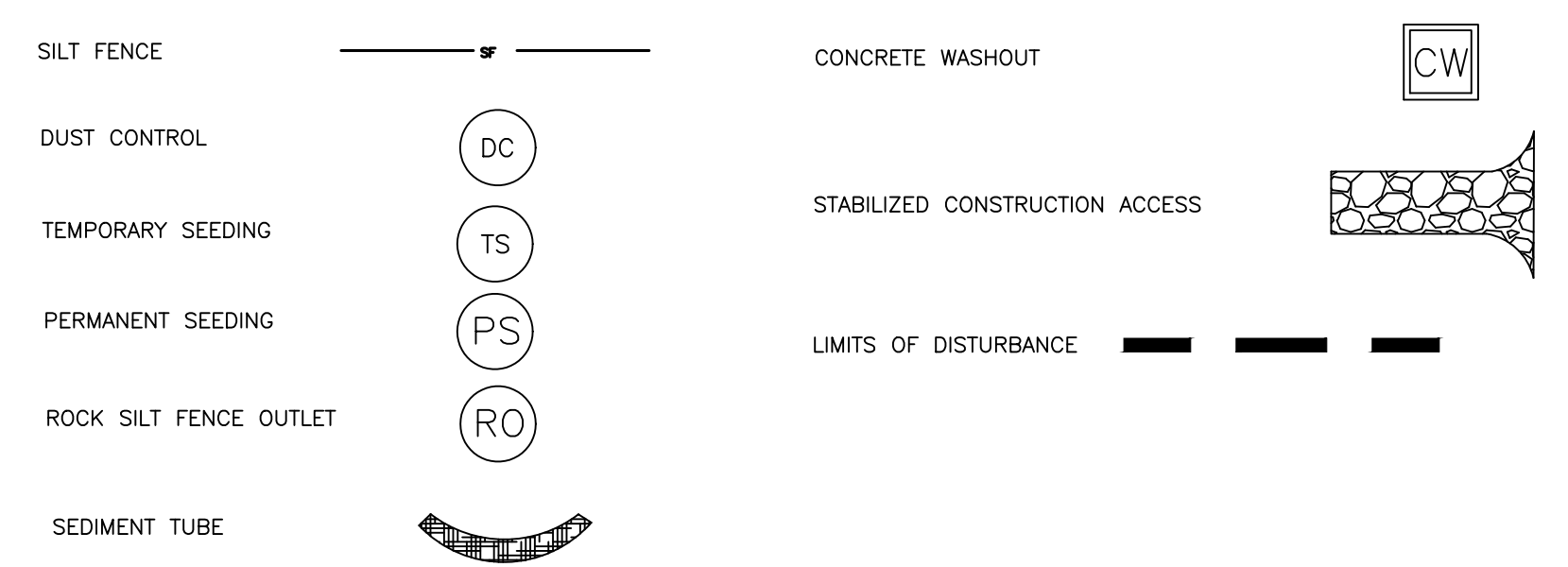
- CONTRACTOR SHALL COORDINATE WITH OWNER, ENGINEER AND COUNTY/CITY INSPECTOR AND FURNISH THE FOLLOWING ITEMS FOR REVIEW AS PART OF FINAL STORMWATER CLOSEOUT:
1. PROVIDE NOTICE FOR FINAL INSPECTION UPON INSTALLATION OF ALL IMPROVEMENTS.
  2. STORMWATER AS-BUILT (INCL. POND BMPs, STORM DRAINAGE PIPES, DITCHES, FINISHED FLOOR ELEVATIONS, ETC.)
  3. CLEANING OF STORM DRAINAGE LINES. LINES SHOULD BE FREE AND CLEAR OF DIRT, DUST, DEBRIS, AND SEDIMENT PRIOR TO TURNOVER FOR MAINTENANCE.
  4. CLEANING OF STORM DRAINAGE POND BMPs. THIS INCLUDES REMOVING ALL SEDIMENT ACCUMULATION WITHIN THE POND. ESTABLISH PERMANENT VEGETATION AND MAINTAIN POND UNTIL TERMINATION OF PERMIT AND CONTRACT.
  5. CCTV INSPECTION FOR ALL STORM DRAINAGE PIPES (PUBLIC AND PRIVATE).
  6. ADDRESS ALL PUNCH LIST ITEMS PROVIDED.
  7. SET UP FINAL VERIFICATION INSPECTION WITH OWNER AND ENGINEER.

NOTE: ONLY THOSE IMPROVEMENTS ANTICIPATED ARE SHOWN ON THIS DRAWING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY ANY ADDITIONAL MEASURES THAT MAY BE REQUIRED FOR PROPER EROSION AND SEDIMENT CONTROL AS WORK PROGRESSES. COORDINATE WITH CIVIL ENGINEER FOR ANY ADDITIONAL MEASURES REQUIRED.

NOTE: IN SOME CASES LAND DISTURBANCE AND/OR SILT FENCE IS SHOWN JUST BEYOND THE PROPERTY LINE. THIS IS FOR GRAPHIC PURPOSES ONLY AND THE CONTRACTOR SHALL KEEP WORK WITHIN THE PROPERTY LIMITS EXCEPT WHERE WORK IS PROPOSED IN THE RIGHT RIGHT OF WAY. COORDINATE WITH CIVIL ENGINEER FOR ANY CLARIFICATION REQUIRED.



**SWPPP LEGEND**



DRAWINGS FOR  
**Old Dominion Freight Line**  
 Muskogee, OK

REV	DATE	DESCRIPTION

DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: 1"=50'  
 SHEET TITLE:  
**SWPPP and Demolition Phase 3**

SHEET NUMBER:  
**C3.3**



### SEDIMENT TUBE INSTALLATION

2" x 2" wood stakes or  
1.25 #/ft Steel Post

24-IN  
Minimum Length

20' Spacing (Typical)  
Continuous Along Tube

PLAN SYMBOL

#### SEDIMENT TUBE SPACING

SLOPE	MAX. SEDIMENT TUBE SPACING
LESS THAN 2%	150- FEET
2%	100- FEET
3%	75- FEET
4%	50- FEET
5%	40- FEET
6%	30- FEET
GREATER THAN 6%	25- FEET

**SEDIMENT TUBES**

STANDARD DRAWING NO. SC-05 PAGE 1 of 2  
FEBRUARY 2014 DATE  
NOT TO SCALE

### SEDIMENT TUBES - GENERAL NOTES

- Sediment tubes may be installed along contours, in drainage conveyance channels, and around inlets to help prevent off-site discharge of sediment-laden stormwater runoff.
- Sediment tubes are elongated tubes of compacted geotextiles, curled excelsior wood, natural coconut fiber, or hardwood mulch. Straw, pine needle, and leaf mulch-filled sediment tubes are not permitted.
- The outer netting of the sediment tube should consist of seamless, high-density polyethylene photodegradable materials treated with ultraviolet stabilizers or a seamless, high-density polyethylene non-degradable material.
- Sediment tubes, when used as checks within channels, should range between 18-inches and 24-inches depending on channel dimensions. Diameters outside this range may be allowed where necessary when approved.
- Curled excelsior wood, or natural coconut products that are rolled up to create a sediment tube are not allowed.
- Sediment tubes should be staked using wooden stakes (2-inch x 2-inch) or steel posts (standard "U" or "T" sections with a minimum weight of 1.25 pounds per foot) at a minimum of 48-inches in length placed on 2-foot centers.
- Install all sediment tubes to ensure that no gaps exist between the soil and the bottom of the tube. Manufacturer's recommendations should always be consulted before installation.
- The ends of adjacent sediment tubes should be overlapped 6-inches to prevent flow and sediment from passing through the field joint.
- Sediment tubes should not be stacked on top of one another, unless recommended by manufacturer.
- Each sediment tube should be installed in a trench with a depth equal to 1/3 the diameter of the sediment tube.
- Sediment tubes should continue up the side slopes a minimum of 1-foot above the design flow depth of the channel.
- Install stakes at a diagonal facing incoming runoff.

### SEDIMENT TUBES - INSPECTION & MAINTENANCE

- The key to functional sediment tubes is weekly inspections, routine maintenance, and regular sediment removal.
- Regular inspections of sediment tubes shall be conducted once every calendar week and, as recommended, within 24-hours after each rainfall even that produces 1/2-inch or more of precipitation.
- Attention to sediment accumulations in front of the sediment tube is extremely important. Accumulated sediment should be continually monitored and removed when necessary.
- Remove accumulated sediment when it reaches 1/3 the height of the sediment tube.
- Removed sediment shall be placed in stockpile storage areas or spread thinly across disturbed area. Stabilize the removed sediment after it is relocated.
- Large debris, trash, and leaves should be removed from in front of tubes when found.
- If erosion causes the edges to fall to a height equal to or below the height of the sediment tube, repairs should be made immediately to prevent runoff from bypassing tube.
- Sediment tubes should be removed after the contributing drainage area has been completely stabilized. Permanent vegetation should replace areas from which sediment tubes have been removed.

**SEDIMENT TUBES**

STANDARD DRAWING NO. SC-05 PAGE 2 of 2  
FEBRUARY 2014 DATE  
GENERAL NOTES

### SILT FENCE INSTALLATION

PLAN SYMBOL

FLAT-BOTTOM TRENCH DETAIL

V-SHAPED TRENCH DETAIL

**SILT FENCE**

STANDARD DRAWING NO. SC-03 PAGE 1 of 2  
FEBRUARY 2014 DATE  
NOT TO SCALE

### SILT FENCE - POST REQUIREMENTS

- Silt fence posts must be 48-inch long steel posts that meet, at a minimum, the following physical characteristics:
  - Composed of a high strength steel with a minimum yield strength of 50,000 psi.
  - Include a standard "T" section with a nominal face width of 1.38-inches and a nominal "T" length of 1.48-inches.
  - Weigh 1.25 pounds per foot (± 8%).
- Posts shall be equipped with projections to aid in fastening of filter fabric.
- Steel posts may need to have a metal soil stabilization plate welded near the bottom when installed along steep slopes or installed in loose soils. The plate should have a minimum cross section of 17-square inches and be composed of 15 gauge steel, at a minimum. The metal soil stabilization plate should be completely buried.
- Install posts to a minimum of 24-inches. A minimum height of 1- to 2-inches above the fabric shall be maintained, and a maximum height of 3 feet shall be maintained above the ground.
- Post spacing shall be at a maximum of 6-feet on center.

### SILT FENCE - FABRIC REQUIREMENTS

- Silt fence must be composed of woven geotextile filter fabric that consists of the following requirements:
  - Composed of fibers consisting of long chain synthetic polymers of at least 85% by weight of polypropylene, polyesters, or polyamides that are formed into a network such that the filaments or yarns retain dimensional stability relative to each other.
  - Free of any treatment or coating which might adversely alter its physical properties after installation.
  - Free of any defects or flaws that significantly affect its physical and/or filtering properties; and,
  - Have a minimum width of 36-inches.
- Use only fabric appearing on SC DOT's Qualified Products Listing (QPL), Approval Sheet #34, meeting the requirements of the most current edition of the SC DOT Standard Specifications for Highway Construction.
- 12-inches of the fabric should be placed within excavated trench and tied in when the trench is backfilled.
- Filter Fabric shall be purchased in continuous rolls and cut to the length of the barrier to avoid joints.
- Filter fabric shall be installed at a minimum of 24-inches above the ground.

### SILT FENCE - INSPECTION & MAINTENANCE

- The key to functional silt fence is weekly inspections, routine maintenance, and regular sediment removal.
- Regular inspections of silt fence shall be conducted once every calendar week and, as recommended, within 24-hours after each rainfall even that produces 1/2-inch or more of precipitation.
- Attention to sediment accumulations along the silt fence is extremely important. Accumulated sediment should be continually monitored and removed when necessary.
- Remove accumulated sediment when it reaches 1/3 the height of the silt fence.
- Removed sediment shall be placed in stockpile storage areas or spread thinly across disturbed area. Stabilize the removed sediment after it is relocated.
- Check for areas where stormwater runoff has eroded a channel beneath the silt fence, or where the fence has sagged or collapsed due to runoff overlapping the silt fence. Install checks/tee-backs and/or reinstall silt fence, as necessary.
- Check for tears within the silt fence, areas where silt fence has begun to decompose, and for any other circumstance that may render the silt fence ineffective. Removed damaged silt fence and reinstall new silt fence immediately.
- Silt fence should be removed within 30 days after final stabilization is achieved and once it is removed, the resulting disturbed area shall be permanently stabilized.

**SILT FENCE**

STANDARD DRAWING NO. SC-03 PAGE 2 of 2  
FEBRUARY 2014 DATE  
GENERAL NOTES

### EXCAVATED PIT CONCRETE WASHOUT

PLAN

SECTION A-A

**CONCRETE WASHOUT**

STANDARD DRAWING NO. RC-08 PAGE 1 of 1  
FEBRUARY 2014 DATE  
NOT TO SCALE

### CONSTRUCTION ENTRANCE

PLAN SYMBOL

**CONSTRUCTION ENTRANCE**

STANDARD DRAWING NO. SC-06 PAGE 1 of 2  
FEBRUARY 2014 DATE  
NOT TO SCALE

SPECIFICATION	SIZE
ROCK PAD THICKNESS	6 INCHES
ROCK PAD WIDTH	24 FEET
ROCK PAD LENGTH	100 FEET
ROCK PAD STONE SIZE	D = 2-3 INCHES

### CONSTRUCTION ENTRANCE - GENERAL NOTES

- Stabilized construction entrances should be used at all points where traffic will egress/ingress a construction site onto a public road or any impervious surfaces, such as parking lots.
- Install a non-woven geotextile fabric prior to placing any stone.
- Install a culvert pipe across the entrance when needed to provide positive drainage.
- The entrance shall consist of 2-inch to 3-inch D50 stone placed at a minimum depth of 6-inches.
- Minimum dimensions of the entrance shall be 24-feet wide by 100-feet long, and may be modified as necessary to accommodate site constraints.
- The edges of the entrance shall be tapered out towards the road to prevent tracking at the edge of the entrance.
- Divert all surface runoff and drainage from the stone pad to a sediment trap or basin or other sediment trapping structure.
- Limestone may not be used for the stone pad.

### CONSTR. ENTRANCE - INSPECTION & MAINTENANCE

- The key to functional construction entrances is weekly inspections, routine maintenance, and regular sediment removal.
- Regular inspections of construction entrances shall be conducted once every calendar week and, as recommended, within 24-hours after each rainfall even that produces 1/2-inch or more of precipitation.
- During regular inspections, check for mud and sediment buildup and pad integrity. Inspection frequencies may need to be more frequent during long periods of wet weather.
- Reshape the stone pad as necessary for drainage and runoff control.
- Wash or replace stones as needed and as directed by site inspector. The stone in the entrance should be washed or replaced whenever the entrance fails to reduce the amount of mud being carried off-site by vehicles. Frequent washing will extend the useful life of stone pad.
- Immediately remove mud and sediment tracked or washed onto adjacent impervious surfaces by brushing or sweeping. Flushing should only be used when the water can be discharged to a sediment trap or basin.
- During maintenance activities, any broken pavement should be repaired immediately.
- Construction entrances should be removed after the site has reached final stabilization. Permanent vegetation should replace areas from which construction entrances have been removed, unless area will be converted to an impervious surface to serve post-construction.

**CONSTRUCTION ENTRANCE**

STANDARD DRAWING NO. SC-06 PAGE 2 of 2  
FEBRUARY 2014 DATE  
GENERAL NOTES

### SILT FENCE ROCK OUTLET

ELEVATION - UP-SLOPE FACE

PLAN SYMBOL

**SILT FENCE ROCK OUTLET**

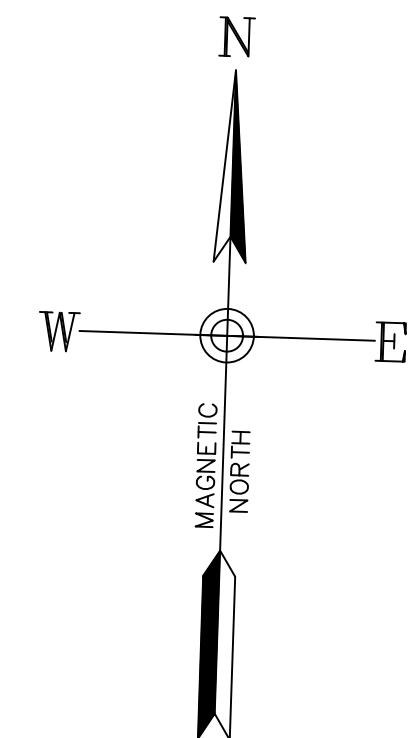
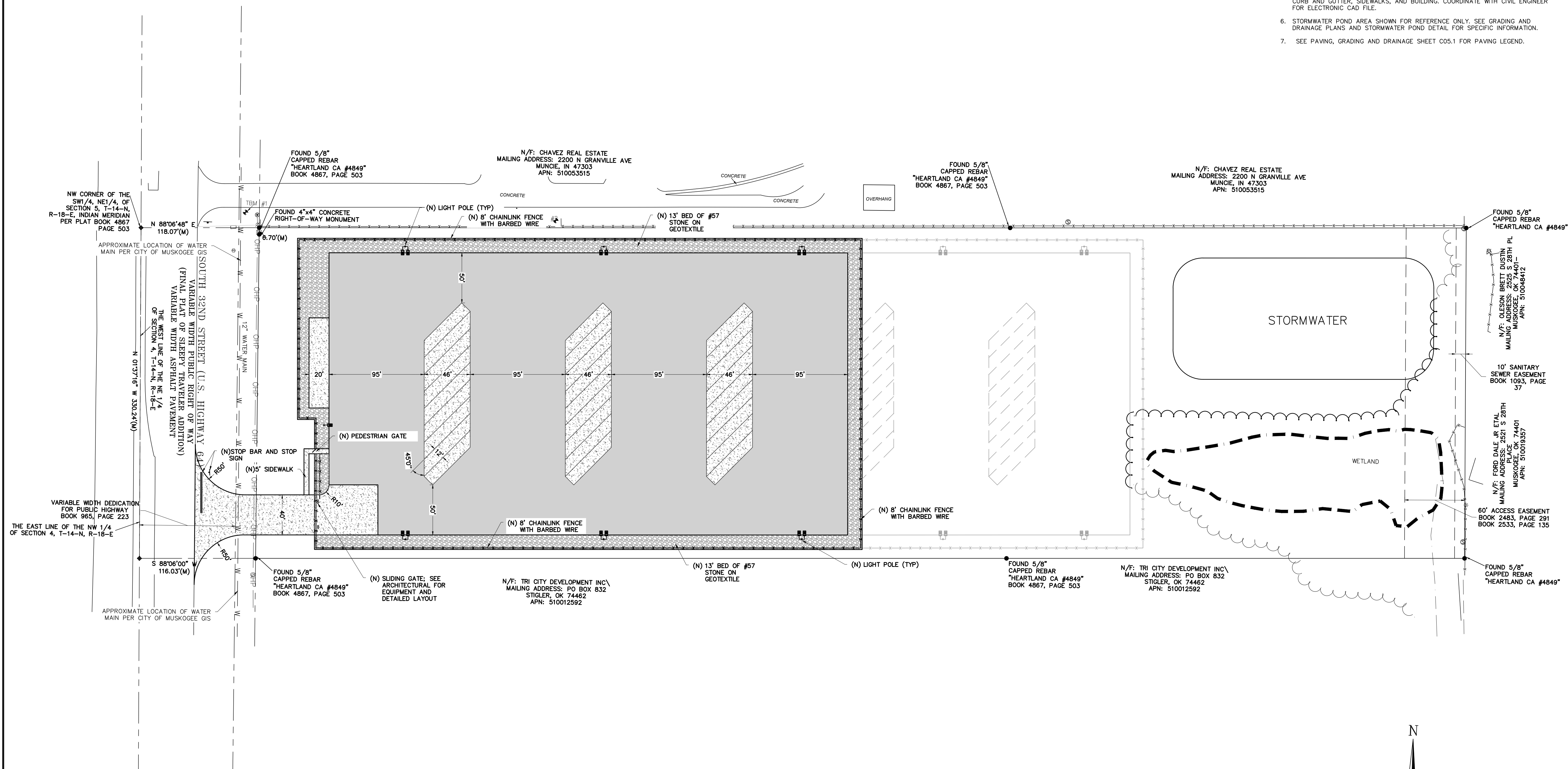
STANDARD DRAWING NO. SC-14 PAGE 1 of 1  
FEBRUARY 2014 DATE  
NOT TO SCALE

NO.	DESCRIPTION	DATE	BY

DRAWN BY: Matt T. Prosser, P.E.  
CHECKED BY: Kyle M. Hoyt, P.E.  
DATE: April 05, 2024  
PROJECT #: 23-099  
SCALE: AS NOTED  
SHEET TITLE: SWPPP Details  
SHEET NUMBER: C3.4

**GENERAL NOTES**

1. REFERENCE ARCHITECT'S PLANS FOR TRUE BUILDING DIMENSIONS, GATE ENTRANCE REQUIREMENTS, DOORS, TRUCK DOCKS, SIDEWALKS, DUMPSTER PADS, STEPS, TRANSFORMER PADS, CANOPIES, ETC. CONTACT CIVIL ENGINEER WITH ANY DISCREPANCIES SHOWN ON THESE PLANS.
2. ALL DIMENSIONS SHOWN ARE TO OUTSIDE FACE OF BUILDING, FACE OF CURB, OR EDGE OF TRAVELWAY.
3. CONTRACTOR SHALL REFER TO ARCHITECT'S PLANS AND SPECIFICATIONS TO VERIFY ACTUAL LOCATION OF ALL UTILITY ENTRANCES TO INCLUDE SEWER LATERALS, DOMESTIC AND FIRE PROTECTION, WATER SERVICE, ELECTRICAL, GAS AND PHONE. CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES IN SUCH A MANNER AS TO AVOID CONFLICTS AND ASSURE PROPER DEPTHS AND CLEARANCES AS SHOWN IN THE CIVIL PLANS CAN BE ACHIEVED.
4. CONTRACTOR SHALL VERIFY FINAL LOCATION OF POWER, GAS, COMMUNICATION, AND LIGHTING WITH UTILITY PROVIDER AND COORDINATE WITH CIVIL ENGINEER IF MODIFICATIONS ARE REQUIRED.
5. CONTRACTOR SHALL HAVE STAKEOUT PERFORMED BY LICENSED SURVEYOR FOR CURB AND GUTTER, SIDEWALKS, AND BUILDING. COORDINATE WITH CIVIL ENGINEER FOR ELECTRONIC CAD FILE.
6. STORMWATER POND AREA SHOWN FOR REFERENCE ONLY. SEE GRADING AND DRAINAGE PLANS AND STORMWATER POND DETAIL FOR SPECIFIC INFORMATION.
7. SEE PAVING, GRADING AND DRAINAGE SHEET C05.1 FOR PAVING LEGEND.



Old Dominion Freight Line  
Muskogee, OK

REV	DATE	DESCRIPTION

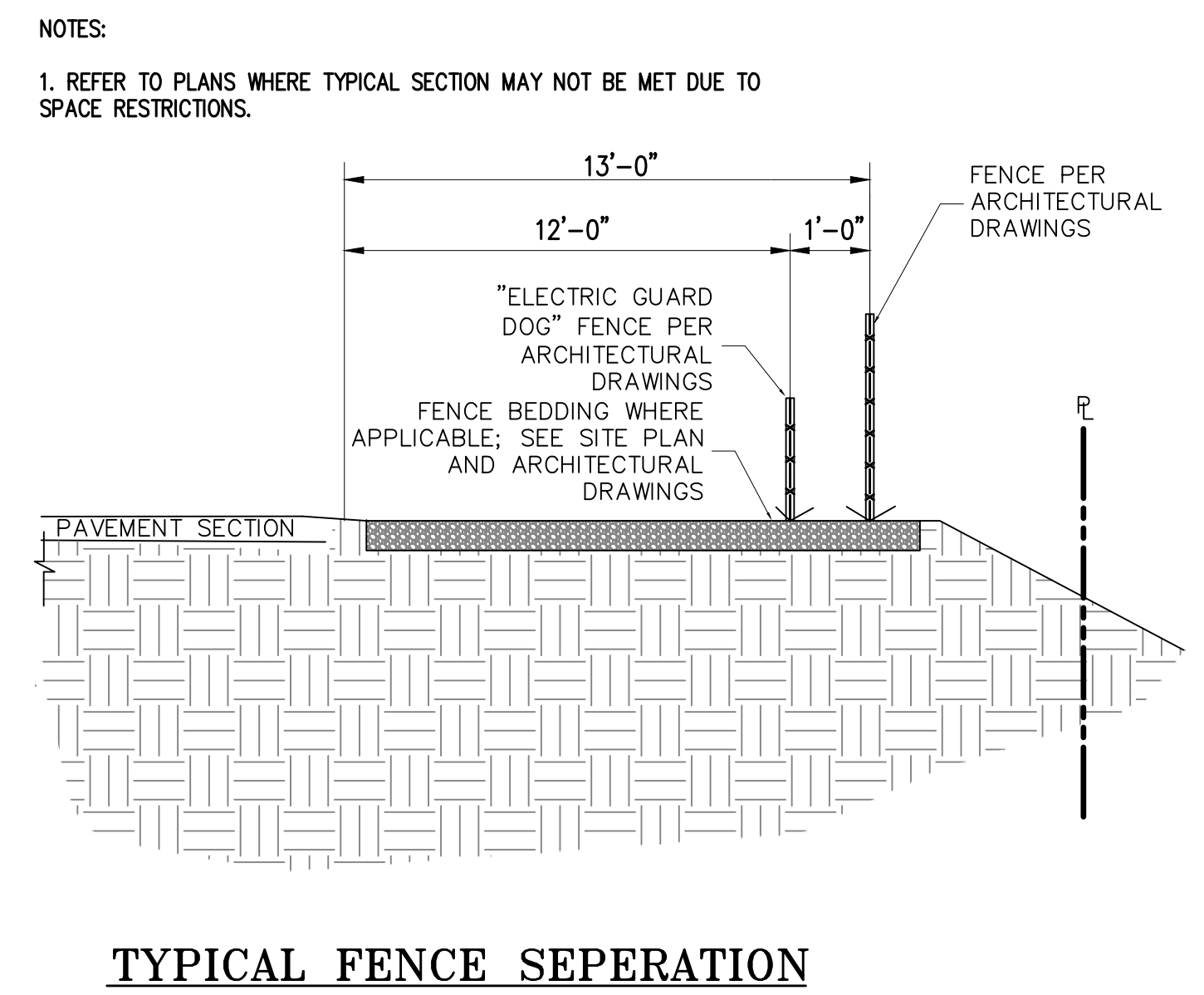
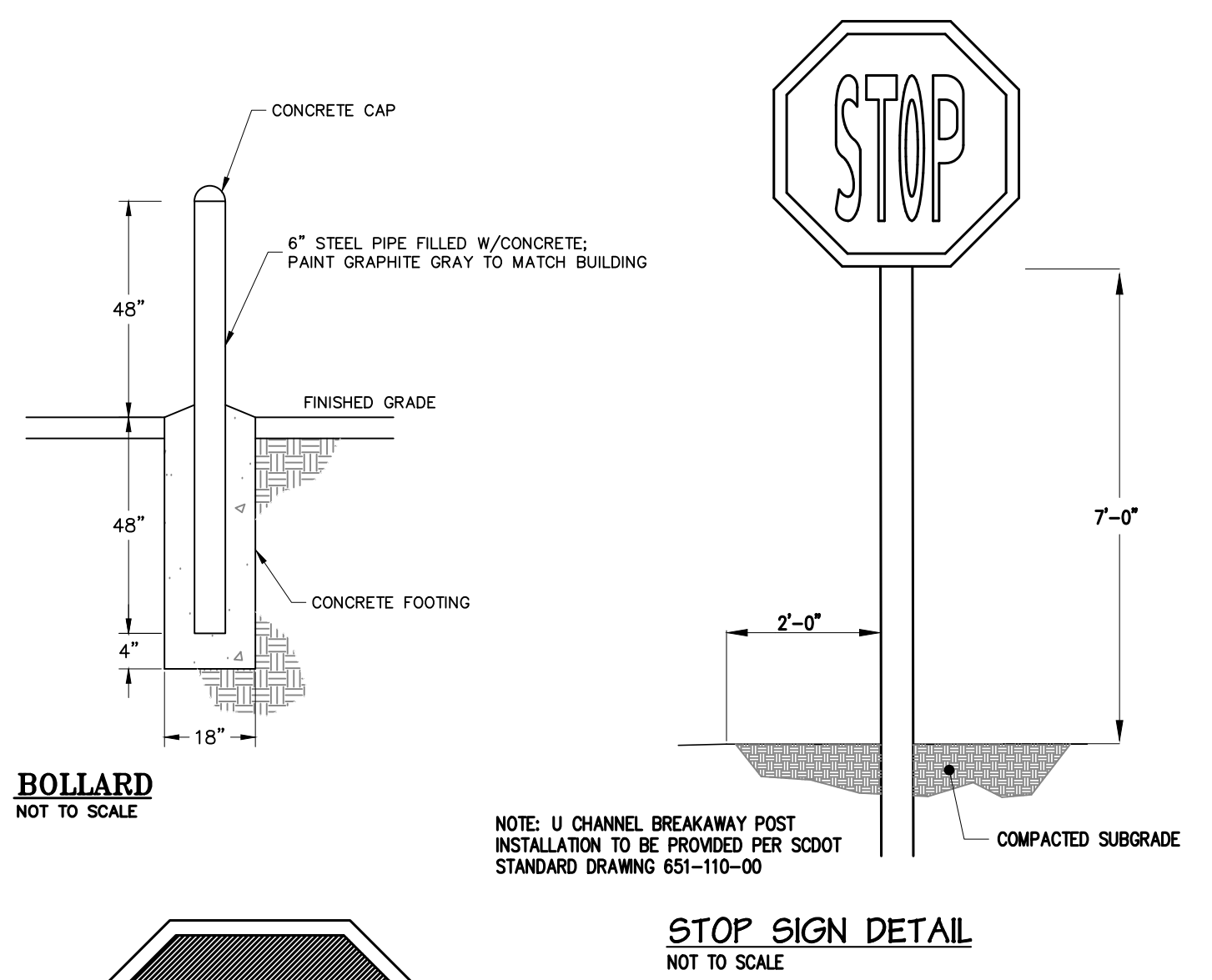
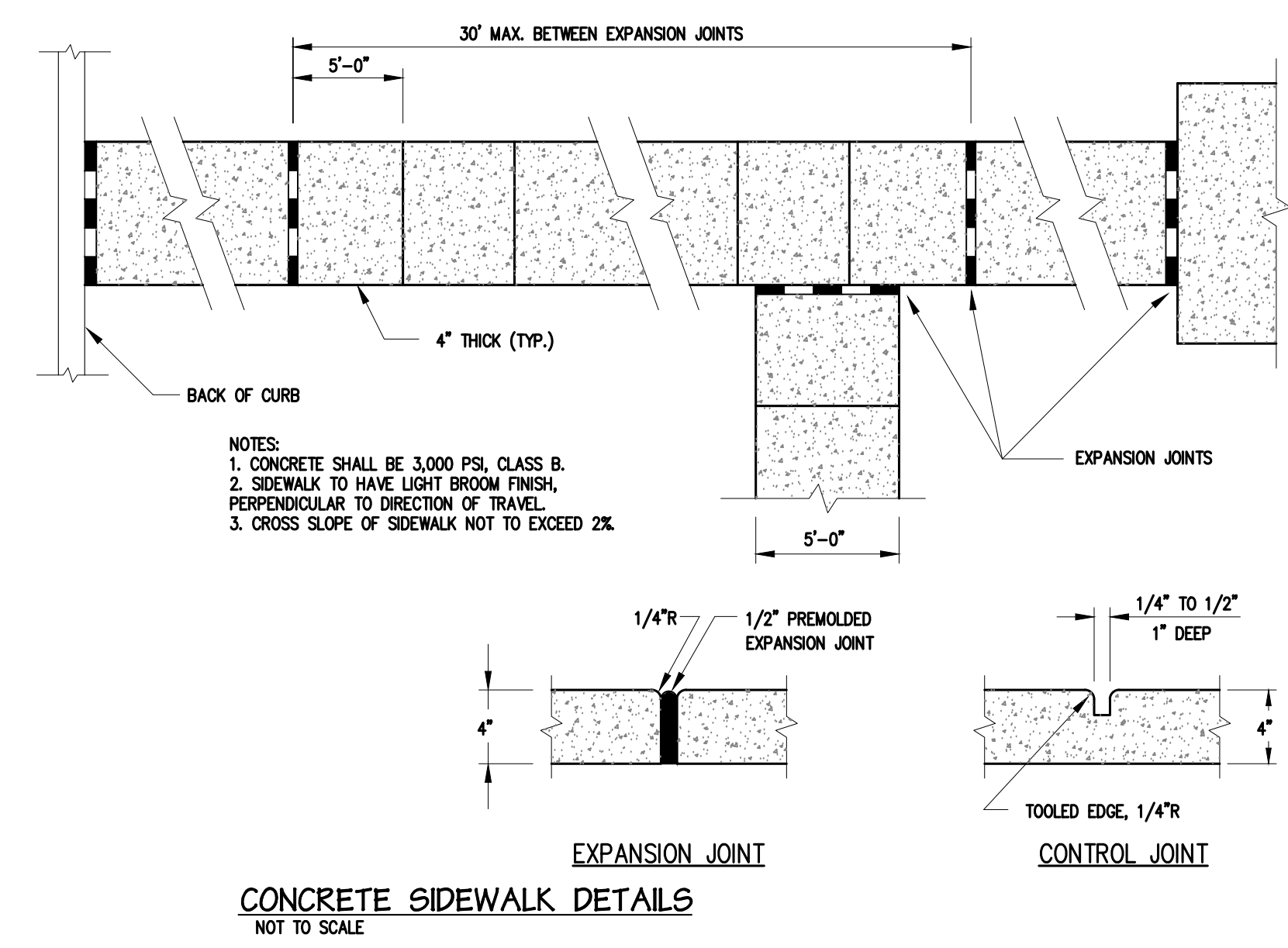
DRAWN BY: Matt T. Prosser, P.E.  
CHECKED BY: Kyle M. Hoyt, P.E.  
DATE: April 05, 2024  
PROJECT #: 23-099  
SCALE: 1"=50'  
SHEET TITLE:  
**Site Plan**

SHEET NUMBER:  
**C4.1**





DRAWINGS FOR  
Old Dominion Freight Line  
Muskogee, OK



REV	DATE	DESCRIPTION	BY

DRAWN BY: Matt T. Prosser, P.E.  
CHECKED BY: Kyle M. Hoyt, P.E.  
DATE: April 05, 2024  
PROJECT #: 23-099  
SCALE: AS NOTED  
SHEET TITLE:  
**Site Details**

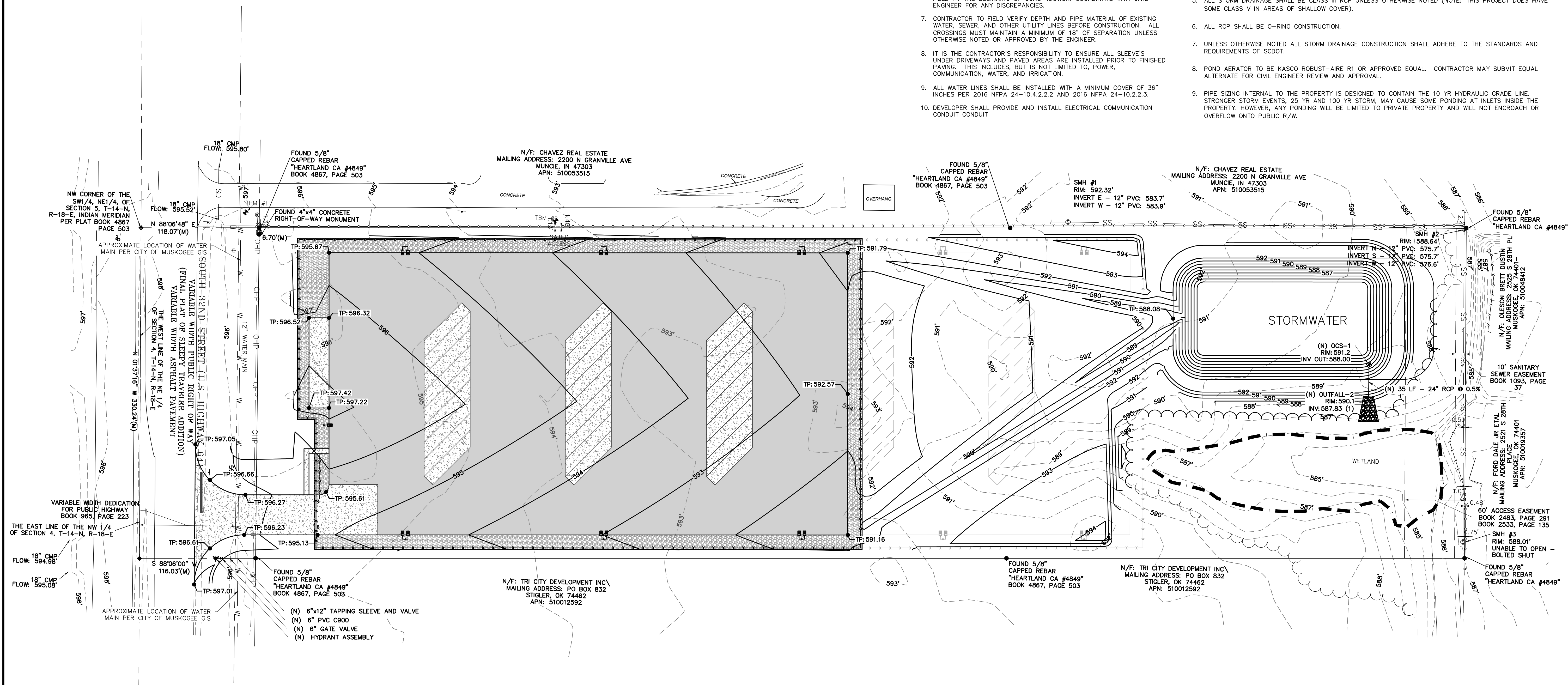
SHEET NUMBER:  
**C4.2**

**WATER AND UTILITY GENERAL NOTES:**

1. ALL NEW WATER LINES SHALL CONFORM TO CITY OF MUSKOGEE STANDARD SPECIFICATIONS.
2. POWER, GAS, AND COMMUNICATION ARE SHOWN FOR REFERENCE PURPOSES ONLY. ALL UTILITY REQUIREMENTS AND ROUTING SHALL BE CONFIRMED WITH MP&E AND THE UTILITY PROVIDER.
3. 18" MIN. VERTICAL SEPARATION SHALL BE PROVIDED AT ALL UTILITY CROSSINGS UNLESS OTHERWISE NOTED.
4. NOT ALL FITTINGS (I.E. BENDS, RESTRAINTS, ETC.) ARE SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY FITTINGS REQUIRED BASED ON THE ALIGNMENT SHOWN.
5. RESTRAINED JOINTS ARE NOT GRAPHICALLY REFLECTED IN THE DRAWING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IMPLEMENT RESTRAINED JOINTS AS REQUIRED UNDER THE CITY OF MUSKOGEE SPECIFICATIONS.
6. ALL EXISTING UTILITIES SHOWN ARE BASED ON PUPS UTILITY LOCATE AND ABOVE GROUND OBSERVATIONS. ALL UTILITIES SHALL BE VERIFIED IN THE FIELD AT THE BEGINNING OF CONSTRUCTION. COORDINATE WITH CIVIL ENGINEER FOR ANY DISCREPANCIES.
7. CONTRACTOR TO FIELD VERIFY DEPTH AND PIPE MATERIAL OF EXISTING WATER, SEWER, AND OTHER UTILITY LINES BEFORE CONSTRUCTION. ALL CROSSINGS MUST MAINTAIN A MINIMUM OF 18" OF SEPARATION UNLESS OTHERWISE NOTED OR APPROVED BY THE ENGINEER.
8. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE ALL SLEEVE'S UNDER DRIVEWAYS AND PAVED AREAS ARE INSTALLED PRIOR TO FINISHED PAVING. THIS INCLUDES, BUT IS NOT LIMITED TO, POWER, COMMUNICATION, WATER, AND IRRIGATION.
9. ALL WATER LINES SHALL BE INSTALLED WITH A MINIMUM COVER OF 36" INCHES PER 2016 NFPA 24-10.4.2.2.2 AND 2016 NFPA 24-10.2.2.3.
10. DEVELOPER SHALL PROVIDE AND INSTALL ELECTRICAL COMMUNICATION CONDUIT CONDUIT

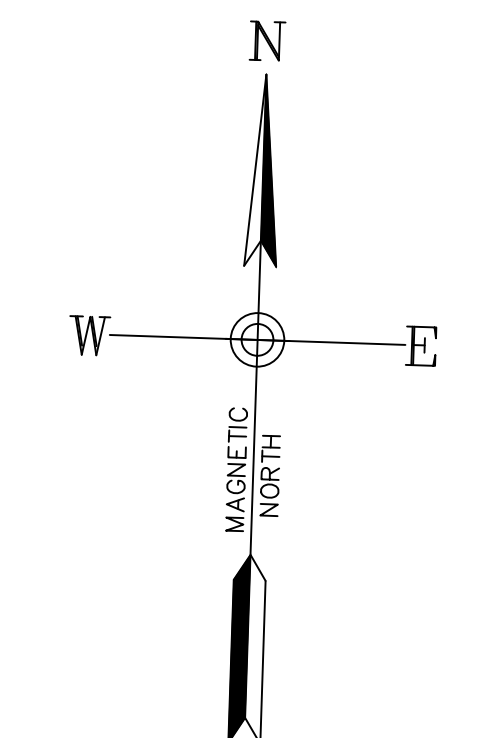
**PAVING GRADING AND DRAINAGE NOTES:**

1. GRADING IN THIS PLAN CAN BE LIMITED TO 0.1'. WHERE REQUIRED, CONTRACTOR SHALL ENSURE FINER IN-FIELD GRADE ADJUSTMENTS ARE IMPLEMENTED TO ENSURE POSITIVE DRAINAGE IS MAINTAINED. FLAT SLOPES SHALL NOT BE PERMITTED. COORDINATE WITH ENGINEER IF ANY AREAS IN THE PLAN REQUIRE FURTHER DETAIL FOR INSTALLATION.
2. PRIOR TO GRADING ACTIVITIES IT IS THE CONTRACTOR'S RESPONSIBILITY TO CHECK INTO SURVEY CONTROL AND VERIFY TOPOGRAPHIC INFORMATION. COORDINATE WITH ENGINEER IF DISCREPANCIES ARE ENCOUNTERED WHICH MAY AFFECT ANTICIPATED EARTHWORK QUANTITIES.
3. CONTRACTOR SHALL PROVIDE ADD ALTERNATE PRICING FOR CONCRETE PAVEMENT WITHIN YARD IN LIEU OF HEAVY-DUTY ASPHALT. COORDINATE WITH CIVIL ENGINEER IF NEEDED.
4. THIS PROJECT WILL HAVE A GEOTECHNICAL REPORT. THE REPORT MAY NOT HAVE BEEN AVAILABLE DURING ORIGINAL DESIGN DRAWING CREATION. CONTRACTOR SHALL OBTAIN A COPY OF THIS REPORT ADHERE TO THE REQUIREMENTS OF THE REPORT. COORDINATE WITH CIVIL ENGINEER IF DISCREPANCIES BETWEEN THE REPORT AND DRAWINGS EXIST.
5. ALL STORM DRAINAGE SHALL BE CLASS III RCP UNLESS OTHERWISE NOTED (NOTE: THIS PROJECT DOES HAVE SOME CLASS V IN AREAS OF SHALLOW COVER).
6. ALL RCP SHALL BE O-RING CONSTRUCTION.
7. UNLESS OTHERWISE NOTED ALL STORM DRAINAGE CONSTRUCTION SHALL ADHERE TO THE STANDARDS AND REQUIREMENTS OF SCDOT.
8. POND AERATOR TO BE KASCO ROBUST-AIRE R1 OR APPROVED EQUAL. CONTRACTOR MAY SUBMIT EQUAL ALTERNATE FOR CIVIL ENGINEER REVIEW AND APPROVAL.
9. PIPE SIZING INTERNAL TO THE PROPERTY IS DESIGNED TO CONTAIN THE 10 YR HYDRAULIC GRADE LINE. STRONGER STORM EVENTS, 25 YR AND 100 YR STORM, MAY CAUSE SOME PONDING AT INLETS INSIDE THE PROPERTY. HOWEVER, ANY PONDING WILL BE LIMITED TO PRIVATE PROPERTY AND WILL NOT ENCROUGH OR OVERFLOW ONTO PUBLIC R/W.



**PAVING LEGEND**

- CONCRETE
- HEAVY DUTY ASPHALT



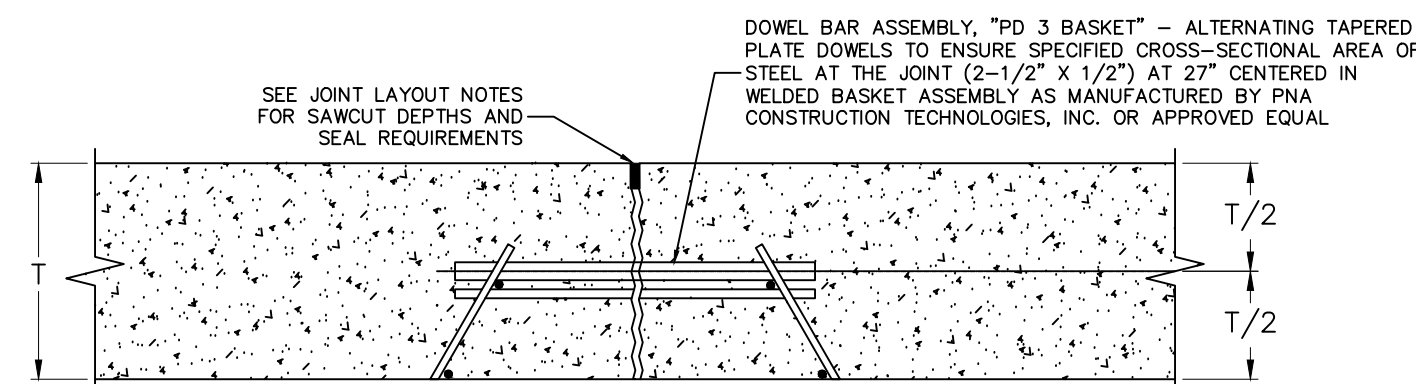
Drawings for  
**Old Dominion Freight Line**  
 Muskogee, OK

REV	DATE	DESCRIPTION

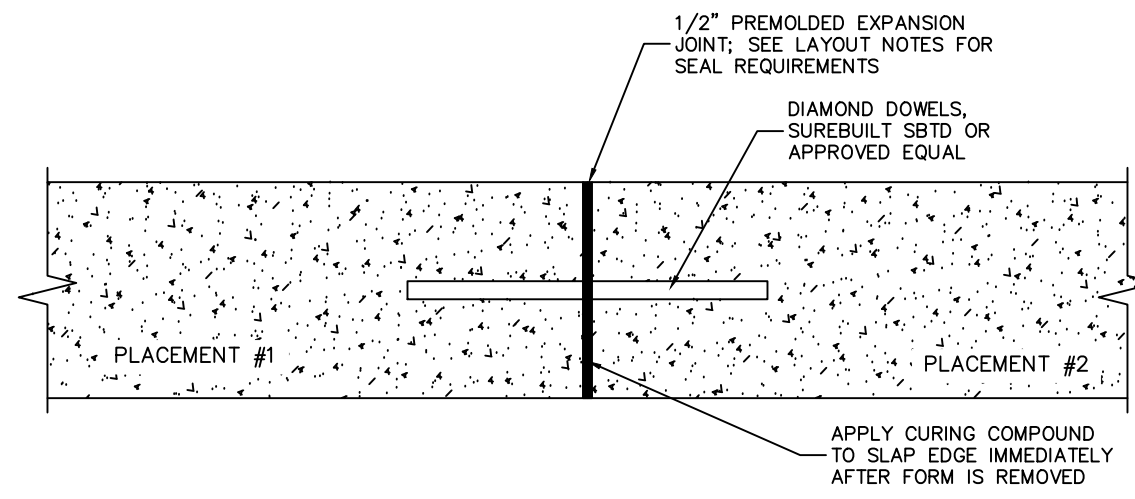
DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: 1"=50'  
 SHEET TITLE:  
**Paving, Grading,  
 Drainage, and  
 Utilities**

SHEET NUMBER:  
**C5.1**

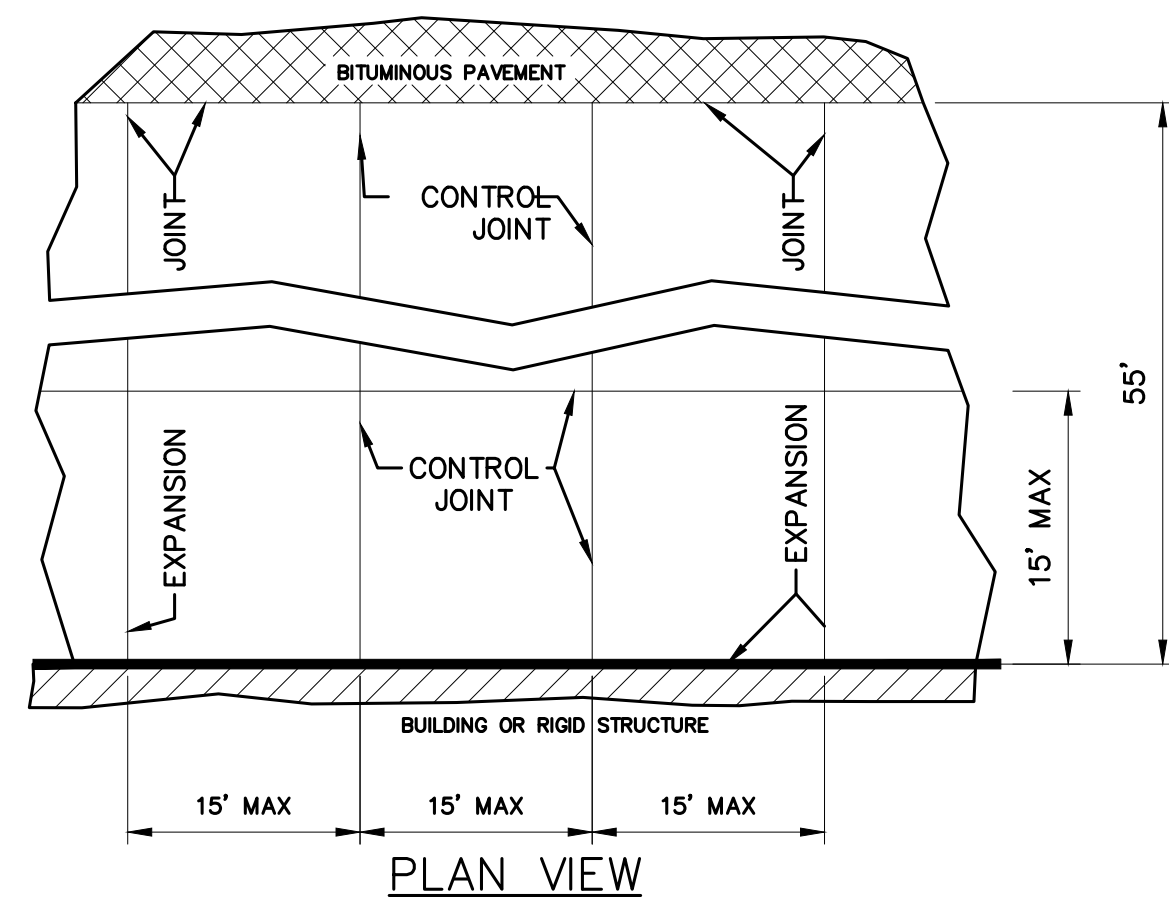




**TYPICAL CONTROL JOINT**  
NOT TO SCALE

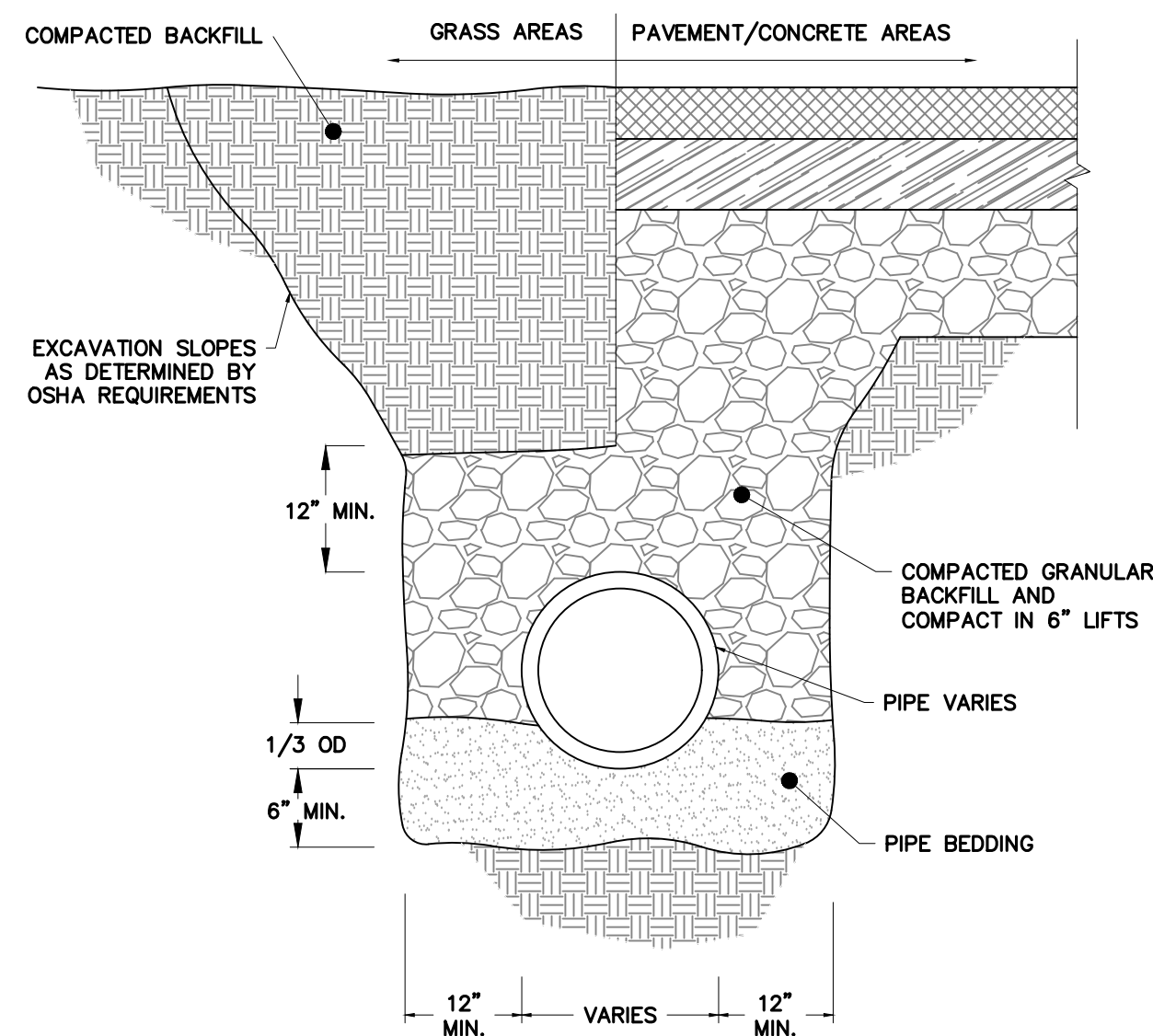


**TYPICAL EXPANSION/CONSTRUCTION JOINT**  
NOT TO SCALE

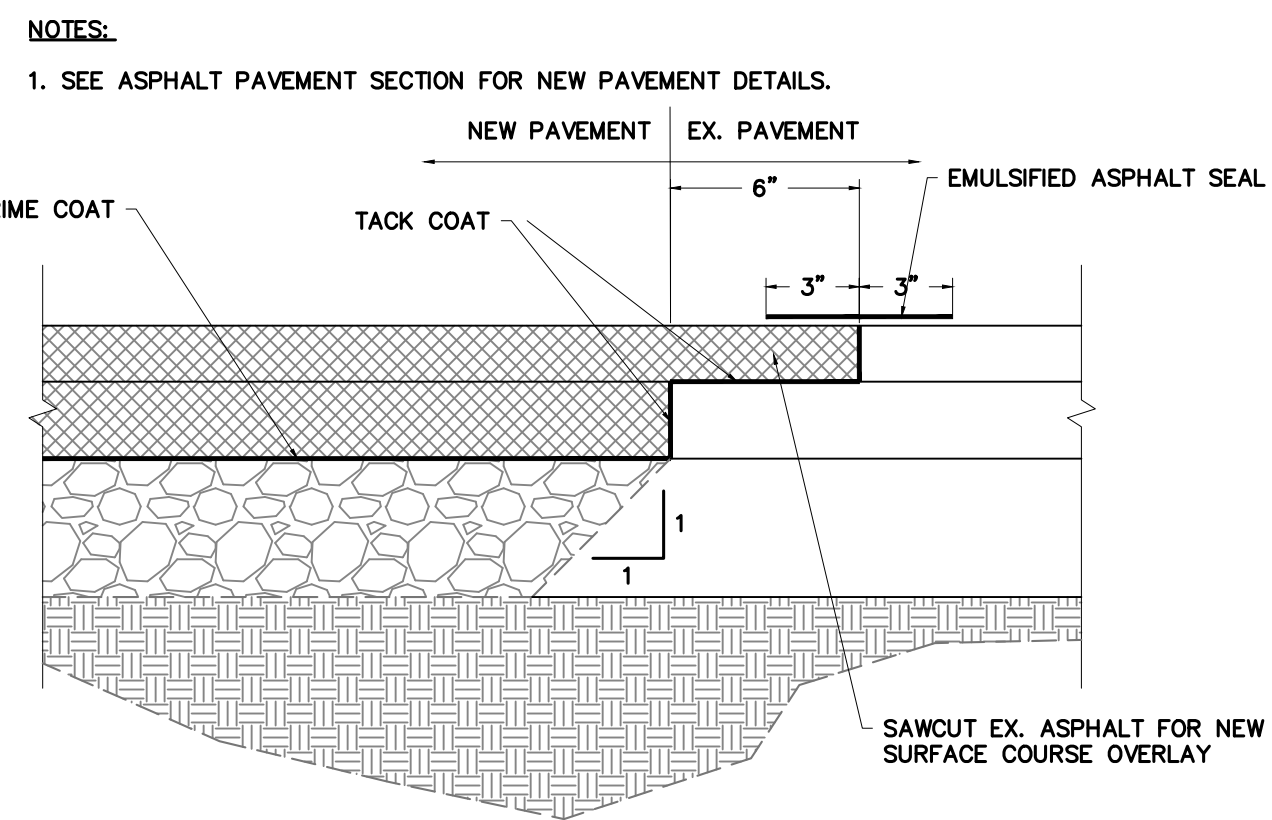


- NOTES:**
- CONTROL JOINTS TO BE 1/4" TO 3/8" SAW CUT. DEPTH TO BE 2" AND JOINT TO BE SEALED WITH SELF-LEVELING, UV RESISTANT, EXTERIOR GRADE, NON-PRIMING POLYURETHANE SEALANT. SEALANT TO BE FLUSH WITH CONCRETE SURFACE.
  - WIRE SUPPORTS SHALL BE SPACED AT 4'-0" (MAX.) IN BOTH DIRECTIONS.
  - IN GENERAL PROVIDE EXPANSION JOINTS AT MAXIMUM 60' SPACING PERPENDICULAR TO THE BUILDING AND AGAINST BUILDINGS, SIDEWALKS, DRIVEWAY APRONS, BUILDING PADS AND OTHER STRUCTURES. EXPANSION JOINTS MAY BE ELIMINATED DURING LARGER CONTINUOUS POURS IF COORDINATED WITH ENGINEER PRIOR TO INSTALLATION. EXPANSION JOINTS SHALL BE REQUIRED BETWEEN POURS IN ANY CASE.
  - DIAMOND DOWELS, SUREBUILT SBTD OR APPROVED EQUAL TO BE PROVIDED AT PAD EXPANSION JOINTS BETWEEN POURS.
  - SEAL CONCRETE/ASPHALT PAVING JOINT WITH PG 64-22 ASPHALT.
  - REFER TO PLAN VIEW FOR LANDING PAD DIMENSIONS.

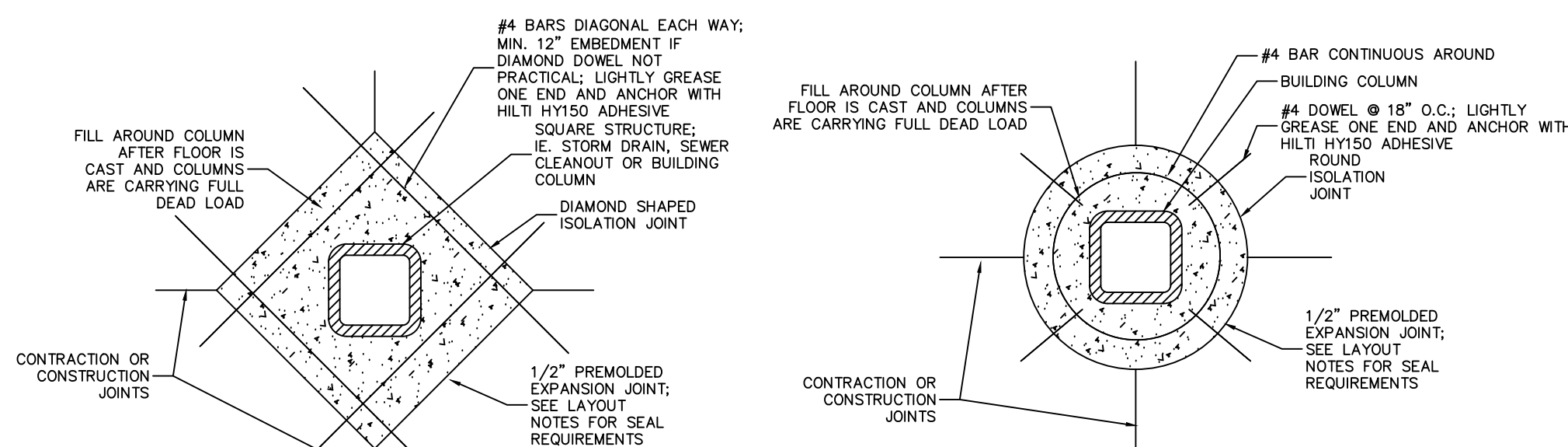
**CONCRETE LOADING DOCK & LANDING PAD JOINT DETAILS**  
NOT TO SCALE



**RCP TRENCH DETAIL**  
NOT TO SCALE

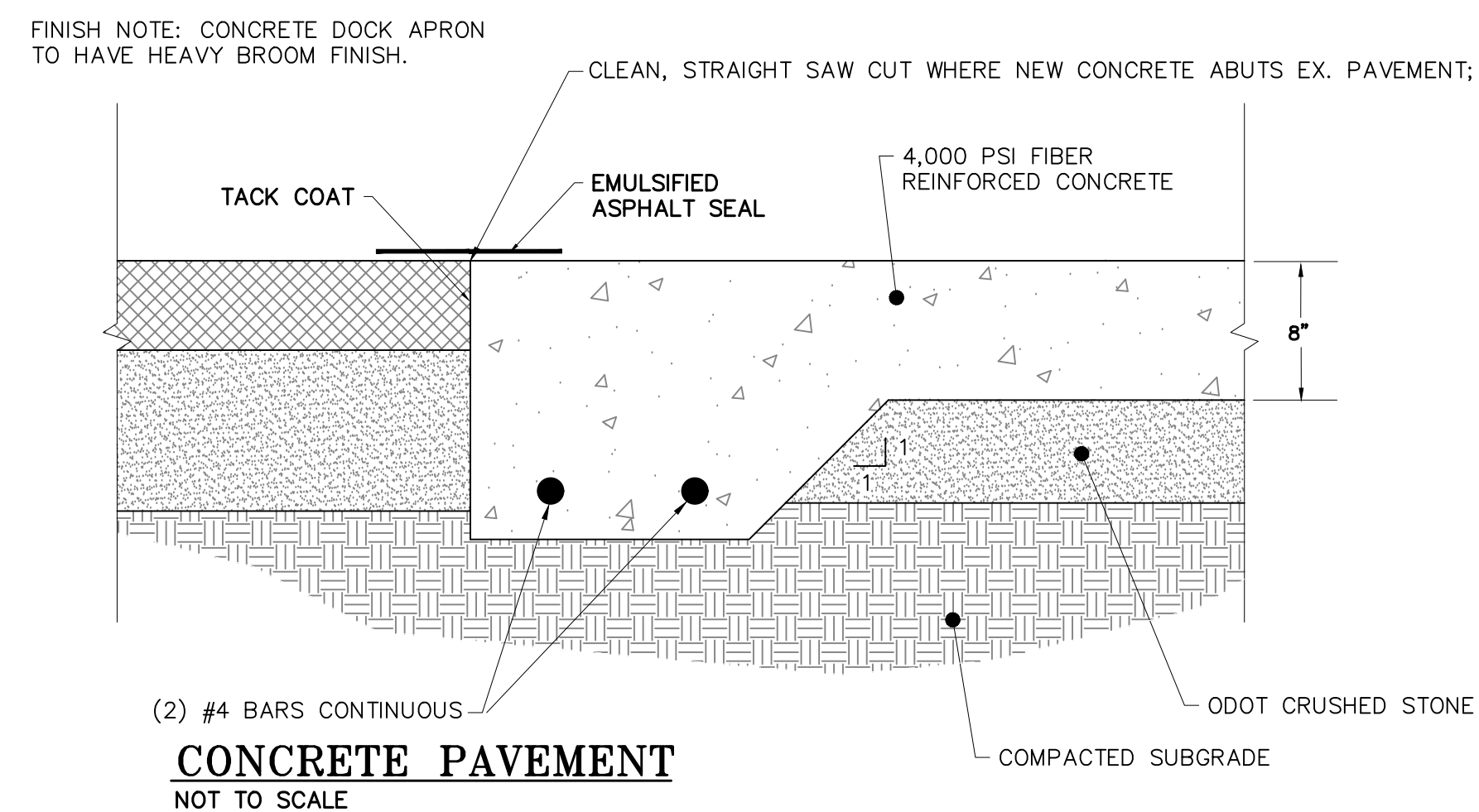


**NEW PAVEMENT TO EX PAVEMENT JOINT DETAIL**  
NOT TO SCALE

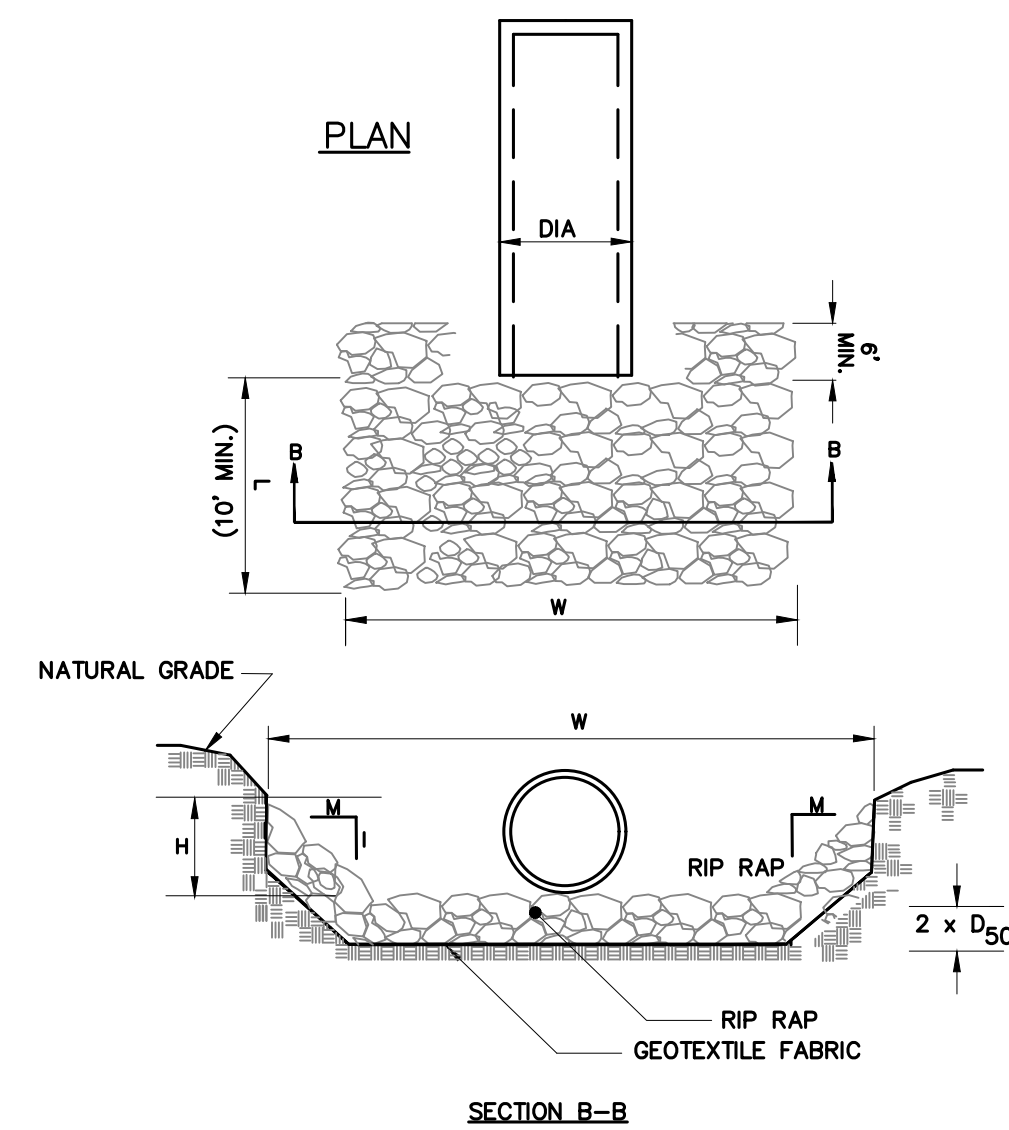


**RECTANGULAR EXPANSION JOINT**  
NOT TO SCALE

**ROUND EXPANSION JOINT**  
NOT TO SCALE

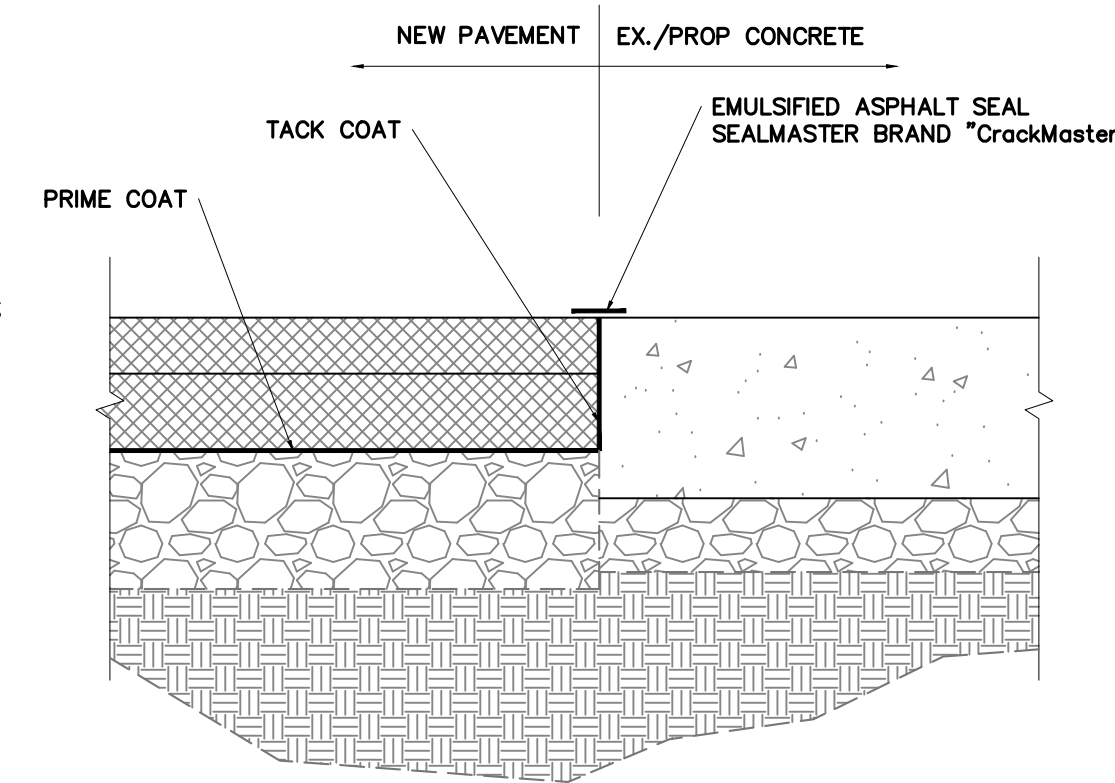


**CONCRETE PAVEMENT**  
NOT TO SCALE



**RIPRAP APRON AT PIPE OUTLETS**  
NOT TO SCALE

- NOTES:**
- SEE ASPHALT PAVING SECTION FOR NEW PAVEMENT DETAILS.
  - SEE CONCRETE APRON DETAILS FOR CONCRETE SECTION REQUIREMENTS.



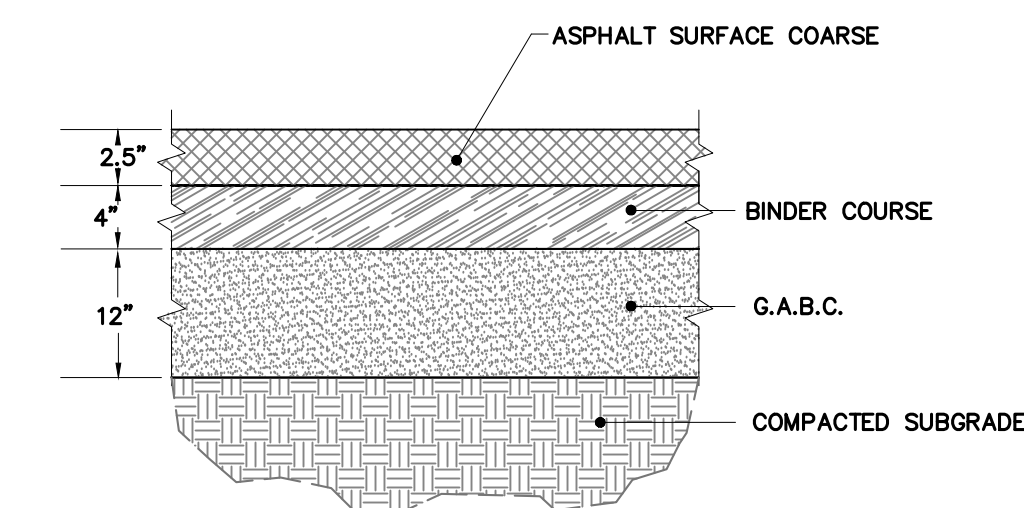
**NEW PAVEMENT TO CONCRETE JOINT DETAIL**  
NOT TO SCALE

- NOTES:**
- GRADED AGGREGATE BASE COURSE (G.A.B.C.) SHALL MEET OKLAHOMA
  - RIPRAP SHOULD EXTEND UP BOTH SIDES OF THE APRON AND AROUND THE END OF THE PIPE OR CULVERT AT THE DISCHARGE OUTLET AT A MAXIMUM SLOPE OF 3:1 (H:1) AND A HEIGHT (H) NOT LESS THAN TWO THIRDS THE PIPE DIAMETER OR CULVERT HEIGHT.
  - THERE SHALL BE NO OVERFLOW FROM THE END OF THE APRON TO THE SURFACE OF THE RECEIVING CHANNEL. THE AREA TO BE PAVED OR RIPRAPPED SHALL BE UNDERCUT SO THAT THE INVERT OF THE APRON SHALL BE AT THE SAME GRADE (FLUSH) WITH THE SURFACE OF THE RECEIVING CHANNEL. THE APRON SHALL HAVE A CUTOFF OR TOE WALL AT THE DOWNSTREAM END.
  - THE WIDTH OF THE END OF THE APRON SHALL BE EQUAL TO THE BOTTOM WIDTH OF THE RECEIVING CHANNEL. MAXIMUM TAPER TO RECEIVING CHANNEL 5:1
  - ALL SUBGRADE FOR STRUCTURE TO BE COMPACTED TO 95% OR GREATER.
  - THE PLACING OF FILL, EITHER LOOSE OR COMPACTED IN THE RECEIVING CHANNEL SHALL NOT BE ALLOWED.
  - NO BENDS OR CURVES IN THE HORIZONTAL ALIGNMENT OF THE APRON WILL BE PERMITTED.
  - GEOTEXTILE FILTER FABRIC IS REQUIRED UNDER RIP RAP.
  - ANY DISTURBED AREA FROM END OF APRON TO RECEIVING CHANNEL MUST BE STABILIZED.
  - WIDTH (W) = DIAMETER OF PIPE + LENGTH OF APRON

Pipe Diameter (DIA)	Rip-rap Size (D50)	Width (W)	Length (L)
24"	6"	15'	25'

**PAVEMENT SECTION**

- DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS.
- THE SURFACE COURSE SHALL BE APPLIED NO LESS THAN 4 DAYS AND NO MORE THAN 7 DAYS AFTER THE APPLICATION OF PRIME COAT EXCEPT AS APPROVED BY THE ENGINEER.
- THE SURFACE COURSE SHALL MEET THE REQUIREMENTS OF ODOT.
- THE SUBGRADE SHALL BE PREPARED IN ACCORDANCE WITH ODOT STANDARDS.
- REFER TO GEOTECHNICAL REPORT FOR ADDITIONAL ASPHALT PAVING REQUIREMENTS.



**HEAVY DUTY ASPHALT**  
NOT TO SCALE



Old Dominion Freight Line  
Muskegee, OK

REV	DATE	DESCRIPTION	BY

DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: AS NOTED  
 SHEET TITLE: Paving, Grading, and Drainage Details  
 SHEET NUMBER:

**C5.2**

**ORDINANCE NO. 4231-A**

**AN ORDINANCE OF THE CITY OF MUSKOGEE, OKLAHOMA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF MUSKOGEE, AS PROVIDED BY CHAPTER 90 OF THE CITY OF MUSKOGEE CITY CODE, RE-ZONING PROPERTY LOCATED AT 2544 S 32ND STREET, IN THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, AS FURTHER HEREIN DESCRIBED; PROVIDING FOR REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE.**

**(Old Dominion Freight Line, Applicant)**

**FROM C-2 GENERAL COMMERCIAL AND A AGRICULTURE**

**TO**

**I-1 LIGHT INDUSTRIAL**

WHEREAS, the City of Muskogee Planning and Zoning Commission, in a meeting held [date of planning meeting], 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;

**A TRACT OF LAND BEING ALL OF LOT 1, BLOCK 1, OF THE SLEEPY TRAVELER ADDITION, FILED IN THE MUSKOGEE COUNTY CLERK'S OFFICE IN PLAT BOOK 4867, PAGE 503, AND A PORTION OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION FOUR (4), TOWNSHIP FOURTEEN NORTH (T14N), RANGE EIGHTEEN EAST (R18E) OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, TOGETHER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:**

**BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 1, MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE N88°06'48"E, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 749.94 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1205.56 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED**

**"CA 4849" FOUND IN PLACE; THENCE S01°36'13"E A DISTANCE OF 329.93 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S88°06'00"W, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 457.58 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1207.50 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, SAID POINT BEING ON THE PLATTED RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 64; THENCE ALONG SAID LINE N01°16'02"W A DISTANCE OF 330.22 FEET TO THE POINT OF BEGINNING SAID TRACT HAVING AN AREA OF 398,231.9 SQUARE FEET OR 9.142 ACRES, MORE OR LESS.**

FROM C-2 GENERAL COMMERCIAL AND A AGRICULTURE  
TO  
I-1 LIGHT INDUSTRIAL

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.

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 \_\_\_\_\_ DAY OF JUNE 2024.

\_\_\_\_\_  
W. PATRICK CALE, MAYOR

ATTEST:

\_\_\_\_\_  
TAMMY L. TRACY, CITY CLERK

(SEAL)

APPROVED as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

---

**KATRINA BODENHAMER, CITY ATTORNEY**

DRAFT

Meeting Date: 06/24/2024

Initiator: Jody King, Planning Director

---

**Information**

**AGENDA ITEM TITLE:**

Hold a Public Hearing and consider approval of Resolution No. 2985 to approve a land use map amendment to allow for the property located at 2544 South 32<sup>nd</sup> Street, Southeast Section 4, Township 14 North, Range 18 East to be rezoned from C-2, General Commercial and A Agriculture, to I-1, Light Industrial, or take other necessary action. (Jody King)

**LEGAL DESCRIPTION:**

A TRACT OF LAND BEING ALL OF LOT 1, BLOCK 1, OF THE SLEEPY TRAVELER ADDITION, FILED IN THE MUSKOGEE COUNTY CLERK'S OFFICE IN PLAT BOOK 4867, PAGE 503, AND A PORTION OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION FOUR (4), TOWNSHIP FOURTEEN NORTH (T14N), RANGE EIGHTEEN EAST (R18E) OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, TOGETHER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 1, MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE N88°06'48"E, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 749.94 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1205.56 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S01°36'13"E A DISTANCE OF 329.93 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S88°06'00"W, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 457.58 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1207.50 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, SAID POINT BEING ON THE PLATTED RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 64; THENCE ALONG SAID LINE N01°16'02"W A DISTANCE OF 330.22 FEET TO THE POINT OF BEGINNING SAID TRACT HAVING AN AREA OF 398,231.9 SQUARE FEET OR 9.142 ACRES, MORE OR LESS.

**BACKGROUND:**

The City of Muskogee and Old Dominion Freight Line (applicant) are requesting an amendment to the Land Use Map to allow the property to be rezoned from C-2 General Commercial and A Agriculture to I-1 Light Industrial to allow for a commercial trucking drop yard. The future land use map as adopted by the City Council demonstrates that the area has the possibility of residential expansion. However, since the City of Muskogee is in the middle of their comprehensive plan update, the upcoming ODOT expansion of Highway 69, the continued growth of industrial and commercial development, and the existing I-1 zoning contiguous to the northern most portion of the property, the preceding land use map amendment is by city staff and must be approved by the city council in order to proceed with the rezone request. The amendment, if approved, would change the Land Use Map from "Single Family Residential" to "Light Industrial" and allow the rezoning request to be considered for approval.

Public hearings will be held at the Muskogee City Hall, 3<sup>rd</sup> Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, May 6, 2024, at 9:00 A.M.
2. City of Muskogee Public Works Committee on Monday, May 13, 2024, at 5:30 P.M.
3. City of Muskogee City Council on Monday, June 24, 2024, at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Tuesday April 16, 2024, for twenty (20) days and all property owners within a 300 foot radius of the property were noticed.

At the planning commission meeting held on May 6, 2024, the commission recommended approval of the resolution.

**RECOMMENDED STAFF ACTION:**

Recommend Approval

---

---

**Fiscal Impact**

**Attachments**

Staff Report

Site Plan

Building Plans

Res 2985

---

---



## **Planning & Community Development Staff Report**

**City of Muskogee Planning & Zoning Commission, Monday, May 6, 2024 at  
9:00 A.M. at City of Muskogee City Hall, 229 W Okmulgee Ave., 3<sup>rd</sup> Floor  
Council Chambers**

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee for Resolution No. 2985 to approve a land use map amendment to allow for the property located at 2544 South 32<sup>nd</sup> Street, Southeast Section 4, Township 14 North, Range 18 East to be rezoned from C-2 General Commercial and A Agriculture to I-1 Light Industrial.

AND;

Hold a public hearing and consider a recommendation to the City Council of the City of Muskogee to approve Ordinance No. 4231-A, a rezone request for the property located at 2544 South 32<sup>nd</sup> Street, Southeast Section 4, Township 14 North, Range 18 East to be rezoned from C-2 General Commercial and A Agriculture to I-1 Light Industrial and if approved, authorize staff to update the official city map.

### **Planning Department Analysis**

- Current Zoning & Use
  - Street frontage is zoned C-1 Local commercial, back half is zoned A Agriculture
  - Vacant agricultural land
- Proposed Zoning & Use
  - I-1 Light Industrial
  - Commercial Trucking Drop yard for Old Dominion Freight Line.
- Section, Township, Range
  - SW quarter of the NE quarter of Section 4, Township 14 North, Range 18 East of the Indian Meridian.
- Street Address: 2544 South 32<sup>nd</sup> Street

### **Legal Description**

A TRACT OF LAND BEING ALL OF LOT 1, BLOCK 1, OF THE SLEEPY TRAVELER ADDITION, FILED IN THE MUSKOGEE COUNTY CLERK'S OFFICE IN PLAT BOOK 4867, PAGE 503, AND A PORTION OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION FOUR (4), TOWNSHIP FOURTEEN NORTH (T14N), RANGE EIGHTEEN EAST (R18E) OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, TOGETHER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 1, MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE N88°06'48"E, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 749.94 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1205.56 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S01°36'13"E A DISTANCE OF 329.93 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S88°06'00"W, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 457.58 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1207.50 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, SAID POINT BEING ON THE PLATTED RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 64; THENCE ALONG SAID LINE N01°16'02"W A DISTANCE OF 330.22 FEET TO THE POINT OF BEGINNING SAID TRACT HAVING AN AREA OF 398,231.9 SQUARE FEET OR 9.142 ACRES, MORE OR LESS.

#### Discussion on Land Use Map Amendment

The City of Muskogee and Old Dominion Freight Line (applicant) are requesting an amendment to the Land Use Map to allow the property to be rezoned from C-2 General Commercial and A Agriculture to I-1 Light Industrial to allow for a commercial trucking drop yard. The future land use map as adopted by the City Council demonstrates that the area has the possibility of residential expansion. However, since the City of Muskogee is in the middle of their comprehensive plan update, the upcoming ODOT expansion of Highway 69, the continued growth of industrial and commercial development, and the existing I-1 zoning contiguous to the northern most portion of the property, the preceding land use map amendment is by city staff and must be approved by the city council in order to proceed with the rezone request. The amendment, if approved, would change the Land Use Map from "Single Family Residential" to "Light Industrial" and allow the rezoning request to be considered for approval.

Public hearings will be held at the Muskogee City Hall, 3<sup>rd</sup> Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, May 6, 2024, at 9:00 A.M.
2. City of Muskogee Public Works Committee on Monday, May 13, 2024, at 5:30 P.M.
3. City of Muskogee City Council on Monday, June 24, 2024, at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Tuesday April 16, 2024, for twenty (20) days and all property owners within a 300 foot radius of the property were noticed.

#### Discussion on Rezone

Old Dominion Freight Line (ODFL) requests the rezone of the newly consolidated lots from C-2 General Commercial & A Agriculture to I-1 Light Industrial. The frontage of the lot was originally platted as the Sleepy Traveler Addition for a proposed RV Park in 2023. The owner has since decided to sell the property to ODFL. The combined lots will serve as a drop yard for commercial trucking making Muskogee a destination for further industrial and commercial expansion. The request does not conform with the future land use plan, but as the City of Muskogee is in the middle of their comprehensive plan update, the upcoming ODOT expansion of Highway 69, and the continued growth of industrial and commercial development, the preceding land use map amendment is recommended by city staff and must be approved by the city council in order to proceed with the rezone request.

Attached is the lot consolidation survey and building plans which together, conform to the requirement of section 90-03-04 since the request does not conform to the future land use plan.

#### Surrounding Zoning & Land Use

North: I-1 Light Industrial, Accessory Structures by Legacy Buildings.

East: R-1 Single Family, Single Family Homes in the Southgate RP Addition.

South: Similarly zoned, vacant farmland.

West: outside city limits.

Public hearings will be held at the Muskogee City Hall, 3<sup>rd</sup> Floor Council Chambers, at 229 W Okmulgee, Muskogee, OK 74401 at the following meetings and times:

1. City of Muskogee Planning & Zoning Commission on Monday, May 6, 2024, at 9:00 A.M.
2. City of Muskogee Public Works Committee on Monday, May 13, 2024, at 5:30 P.M.
3. City of Muskogee City Council on Monday, June 24, 2024, at 5:30 P.M.

This notice was published in the Muskogee Phoenix for circulation no later than Tuesday April 16, 2024, for twenty (20) days and all property owners within a 300 foot radius of the property were noticed.

**RECOMMENDATION: Approve Land Use Map Amendment and the Rezone**

### Request



# 2544 South 32nd Street Zoning Map



4/10/2024

 Muskogee parcels

 R-1

 I-1

Zoning

 C-2

 City of Muskogee City Limits

 A

Source: Esri, USDA FSA, Esri Community Maps Contributors, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph,

**SITE INFORMATION**

N/F: HOLMAN RECREATION LLC  
2544 SOUTH 32ND STREET,  
MUSKOGEE, OKLAHOMA 74401  
APN: 510045050  
398,232 ± SQUARE FEET, OR 9.142 ± ACRES

**DEED DESCRIPTION**

THE LAND IS DESCRIBED AS FOLLOWS:  
FOR APN/PARCEL ID(S): 510045050  
FOR TAX MAP ID(S): 45050 AND 58514  
THE N/2 OF THE N/2 OF THE SW/4 OF THE NE/4 OF SECTION 4, TOWNSHIP 14 NORTH, RANGE 18 EAST OF THE INDIAN BASE AND MERIDIAN, MUSKOGEE COUNTY, STATE OF OKLAHOMA

**AS-SURVEYED DESCRIPTION**

A TRACT OF LAND BEING ALL OF LOT 1, BLOCK 1, OF THE SLEEPY TRAVELER ADDITION, FILED IN THE MUSKOGEE COUNTY CLERK'S OFFICE IN PLAT BOOK 4867, PAGE 503, AND A PORTION OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION FOUR (4), TOWNSHIP FOURTEEN NORTH (T14N), RANGE EIGHTEEN EAST (R18E) OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, TOGETHER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 1, MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, THENCE  
N88°06'48"E, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 749.94 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1205.56 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, THENCE

S01°36'13"E A DISTANCE OF 329.93 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, THENCE

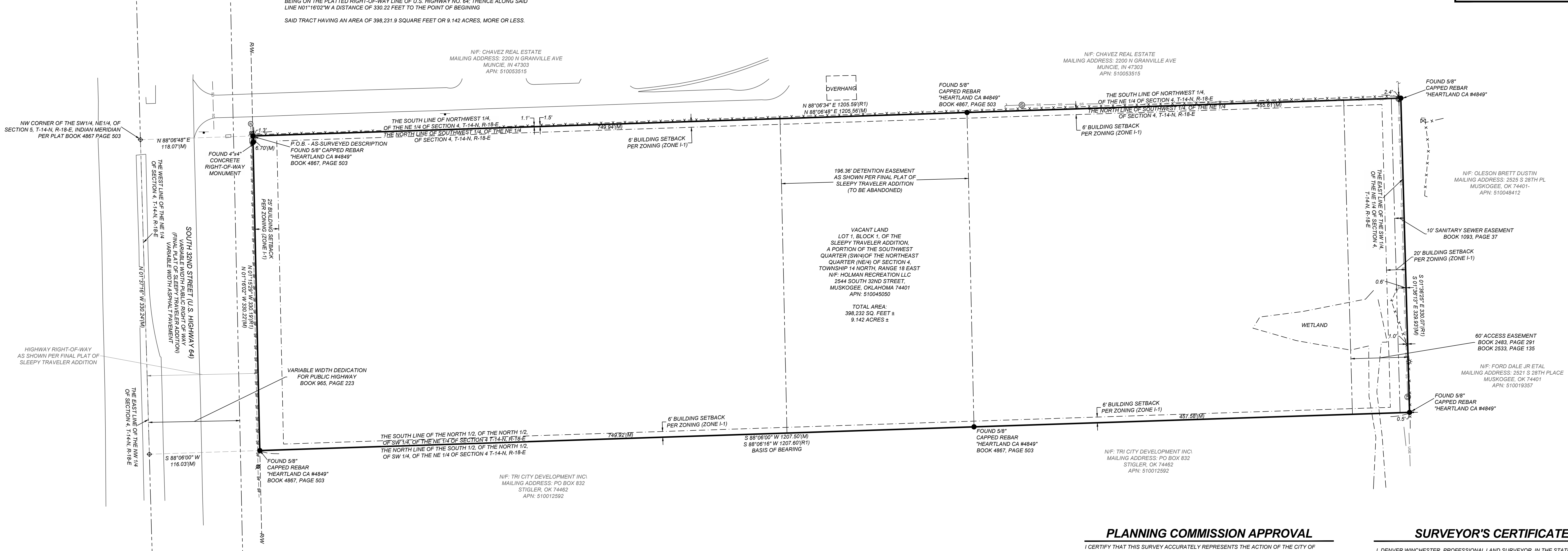
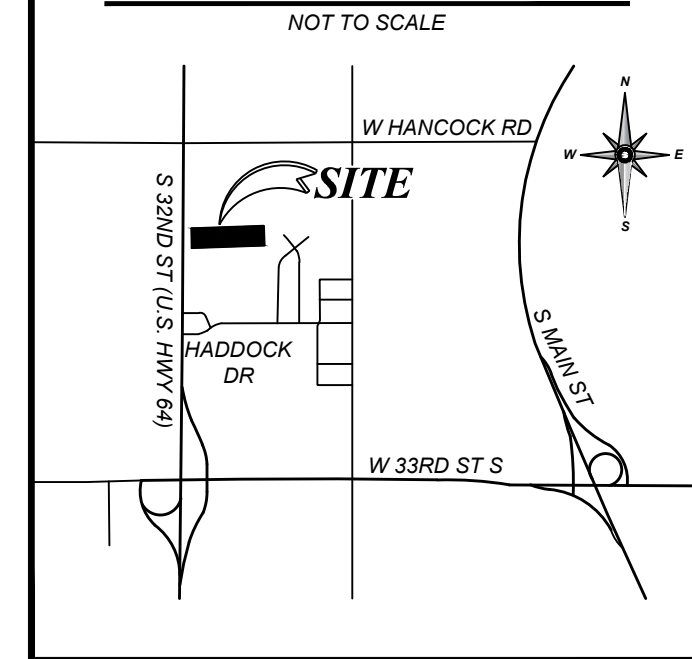
S88°06'00"W, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 457.58 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1207.50 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, SAID POINT BEING ON THE PLATED RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 84, THENCE ALONG SAID LINE N01°16'02"W A DISTANCE OF 330.22 FEET TO THE POINT OF BEGINNING

SAID TRACT HAVING AN AREA OF 398,231.9 SQUARE FEET OR 9.142 ACRES, MORE OR LESS.

**LOT CONSOLIDATION SURVEY**

2544 SOUTH 32ND STREET,  
MUSKOGEE, OKLAHOMA 74401  
MUSKOGEE COUNTY

**VICINITY MAP**



**GENERAL NOTES**

- 1. SOME FEATURES SHOWN ON THIS PLAT MAY BE SHOWN OUT OF SCALE FOR CLARITY.
- 2. DIMENSIONS ON THIS PLAT ARE EXPRESSED IN FEET AND DECIMAL PARTS THEREOF UNLESS OTHERWISE NOTED. MONUMENTS WERE FOUND AT POINTS WHERE INDICATED.
- 3. COMPLETED FIELD WORK WAS DECEMBER 26, 2023.
- 4. THE DISTANCES SHOWN HEREON ARE UNITS OF GROUND MEASUREMENT.
- 5. NAMES AND ADDRESSES OF ADJOINING PROPERTY OWNERS WERE TAKEN FROM MUSKOGEE COUNTY GIS.
- 6. THIS SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.
- 7. THIS PROJECT WAS COMPLETED UNDER MY DIRECT AND RESPONSIBLE CHARGE FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION; THAT THIS GROUND SURVEY WAS PERFORMED AT THE 90% CONFIDENCE LEVEL TO MEET FEDERAL GEOGRAPHIC DATA COMMITTEE STANDARDS; THAT THIS SURVEY WAS PERFORMED TO MEET THE SPECIFICATIONS FOR TOPOGRAPHIC AND PLANIMETRIC MAPPING CONTAINED IN THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS. THE ORIGINAL DATA WAS OBTAINED AND THAT THE SURVEY WAS COMPLETED ON DECEMBER 26, 2023, AND ALL COORDINATES ARE BASED ON NAD83(2011) EPOCH 2010.0 AND ALL ELEVATIONS ARE BASED ON NAVD83.
- 8. PROPERTY TO BE REZONED TO I-1 - LIGHT INDUSTRIAL. THE I-1, LIGHT INDUSTRIAL DISTRICT IS INTENDED TO ACCOMMODATE MOST TYPES OF INDUSTRIAL DEVELOPMENT AS WELL AS BUSINESS PARKS. THIS DISTRICT IS DESIGNED TO PROTECT RESIDENTIAL AND LESS INTENSIVE COMMERCIAL USES BY LOCATING GENERAL INDUSTRIAL USES IN LOCATIONS REMOVED FROM SUCH RESIDENTIAL OR COMMERCIAL DEVELOPMENT. CERTAIN GENERAL INDUSTRIAL USES THAT MAY TEND TO BE OBJECTIONABLE DUE TO THEIR ODOR, VIBRATIONS, SMOKE, GLARE, HEAT, NOISE OR SIMILAR CHARACTERISTICS ARE PROVIDED AS SPECIAL USES IN THIS DISTRICT.

**FLOOD ZONE INFORMATION**

BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE "X" OF THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 40101C0235F, WHICH BEARS AN EFFECTIVE DATE OF 02/04/2011 AND IS NOT IN A SPECIAL FLOOD HAZARD AREA

ZONE "X" - AREA OF MINIMAL FLOOD HAZARD, USUALLY DEPICTED ON FIRMS AS ABOVE THE 500-YEAR FLOOD LEVEL. ZONE "X" IS THE AREA DETERMINED TO BE OUTSIDE THE 500-YEAR FLOOD AND PROTECTED BY LEVEE FROM 100-YEAR FLOOD.

**BASIS OF BEARING**

THE BASIS OF BEARING OF THIS SURVEY IS GRID NORTH (G) BASED ON THE SOUTH LINE OF THE SUBJECT PROPERTY. THE BEARING IS DENOTED AS S88°06'00"W PER GPS COORDINATE OBSERVATIONS OKLAHOMA STATE PLANE, NORTH ZONE NAD83(2011).  
LATITUDE = 35°43'18.607"  
LONGITUDE = -95°24'08.1325"  
CONVERGENCE ANGLE = -01°31'58.9772"

**PLANNING COMMISSION APPROVAL**

I CERTIFY THAT THIS SURVEY ACCURATELY REPRESENTS THE ACTION OF THE CITY OF MUSKOGEE PLANNING AND ZONING COMMISSION TAKEN ON \_\_\_\_\_  
PLANNING COMMISSION CHAIRMAN: \_\_\_\_\_ DATE \_\_\_\_\_

**SURVEYOR'S CERTIFICATE**

I, DENVER WINCHESTER, PROFESSIONAL LAND SURVEYOR, IN THE STATE OF OKLAHOMA, DO HEREBY CERTIFY THAT A SURVEY WAS MADE UNDER MY DIRECT SUPERVISION OF THE HEREIN DESCRIBED PROPERTY SITUATE WITHIN MUSKOGEE COUNTY. THE SURVEY WAS MADE ON THE GROUND USING AT LEAST THE MINIMUM STANDARDS OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND FURTHER CERTIFY THAT THIS PLAT MEETS SAID STANDARDS AND ACCURATELY REPRESENTS SAID SURVEY.

THE FIELD WORK WAS COMPLETED ON 12/26/2023.

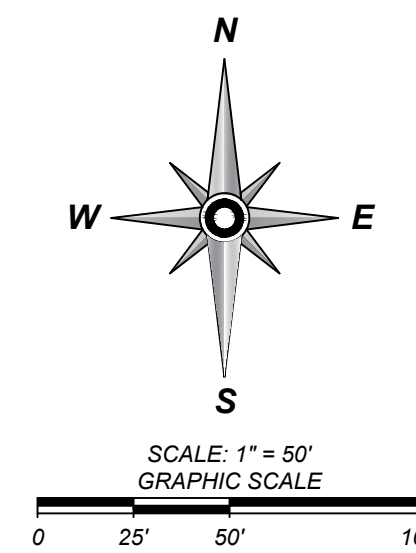
04/05/2024  
DATED



DENVER WINCHESTER  
PROFESSIONAL LAND SURVEYOR NO. 1952  
STATE OF OKLAHOMA  
OKLAHOMA COA 5387

**LEGEND & SYMBOLS**

- FOUND MONUMENT AS-NOTED
- COMPUTED POINT
- ⊕ SIGN
- FIBER OPTIC VAULT
- SANITARY MANHOLE(S/MH)
- ⊗ POWER POLE
- ⊙ WATER METER
- ⊕ IRRIGATION CONTROL VALVE
- ⊕ UTILITY VAULT
- (M) MEASURED/CALCULATED DIMENSION
- (RT) RECORD DIMENSION PER FINAL PLAT OF SLEEPY TRAVELER ADDITION, DATED JULY 17, 2023, FILE NAME: W010865
- N/F NOW OR FORMERLY
- P.O.B. POINT OF BEGINNING
- BOUNDARY LINE
- EASEMENT LINE
- RIGHT-OF-WAY LINE
- x-x-x- FENCE LINE
- OVERHEAD POWER LINE
- UNDERGROUND SANITARY SEWER LINE
- UNDERGROUND STORM DRAIN LINE
- EDGE OF WATER
- SETBACK LINE



DATE	REVISION HISTORY	BY

**BLEW & ASSOCIATES, P.A.**  
3825 N. SHILOH DRIVE - FAYETTEVILLE, AR 72703  
EMAIL: SURVEY@BLEWINC.COM  
OFFICE: 479.443.4506 FAX: 479.582.1883  
WWW.BLEWINC.COM

**SURVEYOR JOB NUMBER:**  
23-8131.02

**SURVEY DRAWN BY:**  
CKL/S/Ts - 03/19/2024

**SURVEY REVIEWED BY:**  
DW

**SHEET:**  
1 OF 1







**SWPPP SEQUENCE OF CONSTRUCTION PHASE 1**

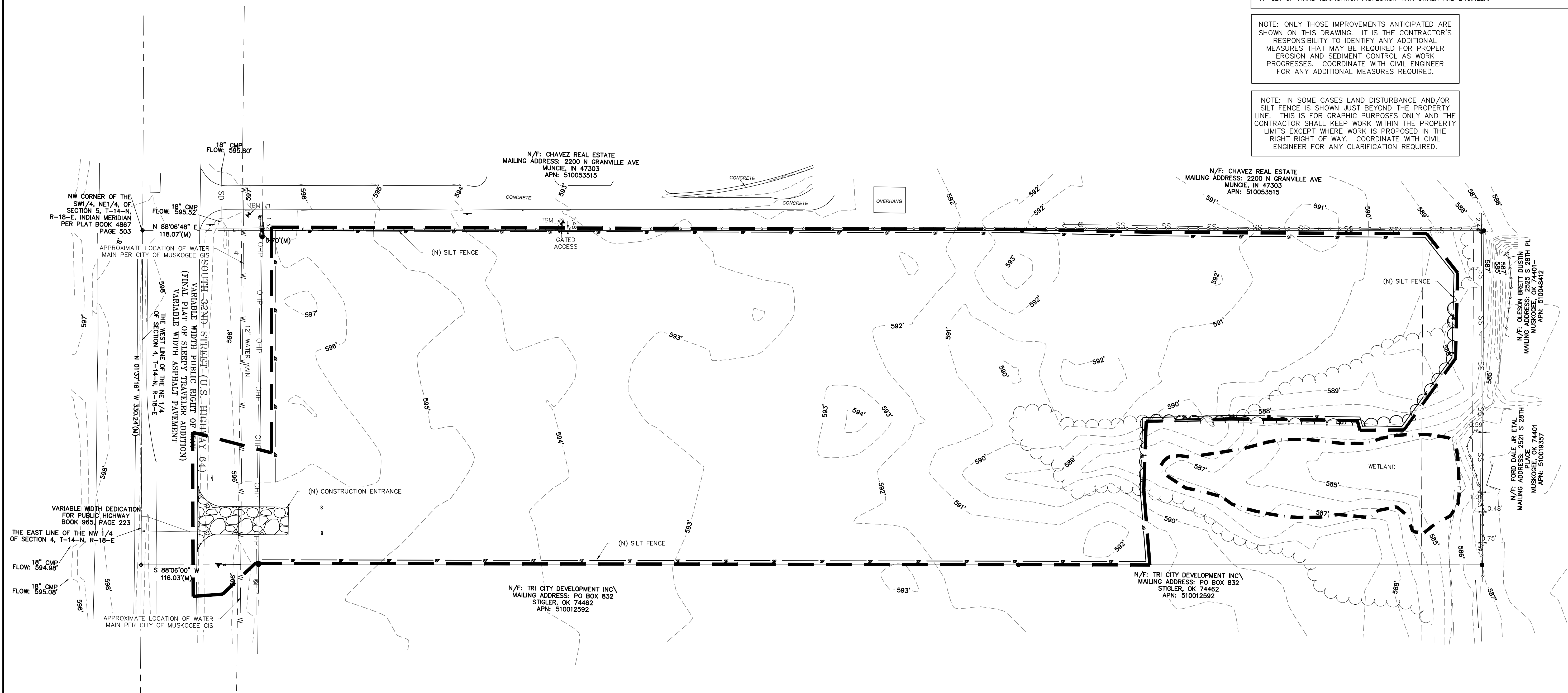
1. CONTACT CITY OF MUSKOGEE A MINIMUM OF 48 HOURS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
2. CONDUCT LIMITED CLEARING AND GRUBBING AS NECESSARY TO INSTALL PERIMETER CONTROLS AND CONSTRUCTION ENTRANCE.
3. INSTALLATION OF CONSTRUCTION ENTRANCE AND PERIMETER CONTROLS AS SHOWN.
4. CONTACT CITY OF MUSKOGEE FOR FIELD INSPECTION AND APPROVAL OF PERIMETER AND INITIAL PHASE BMP'S. \*\*NO MASS GRADING OR CLEARING CAN COMMENCE UNTIL INITIAL CONTROLS ARE IN PLACE AND INSPECTOR HAS SIGNED OFF ON SAID CONTROLS\*\*
5. MAINTAIN SWPPP BMP CONTROLS THROUGHOUT CONSTRUCTION.

**STORMWATER CLOSEOUT NOTE**

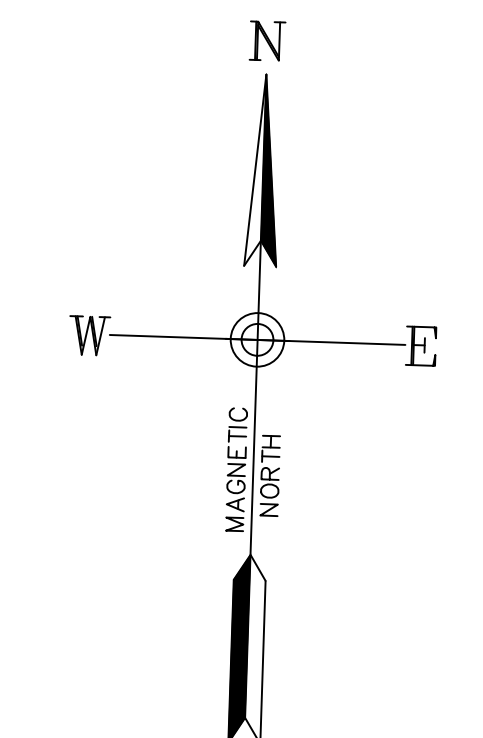
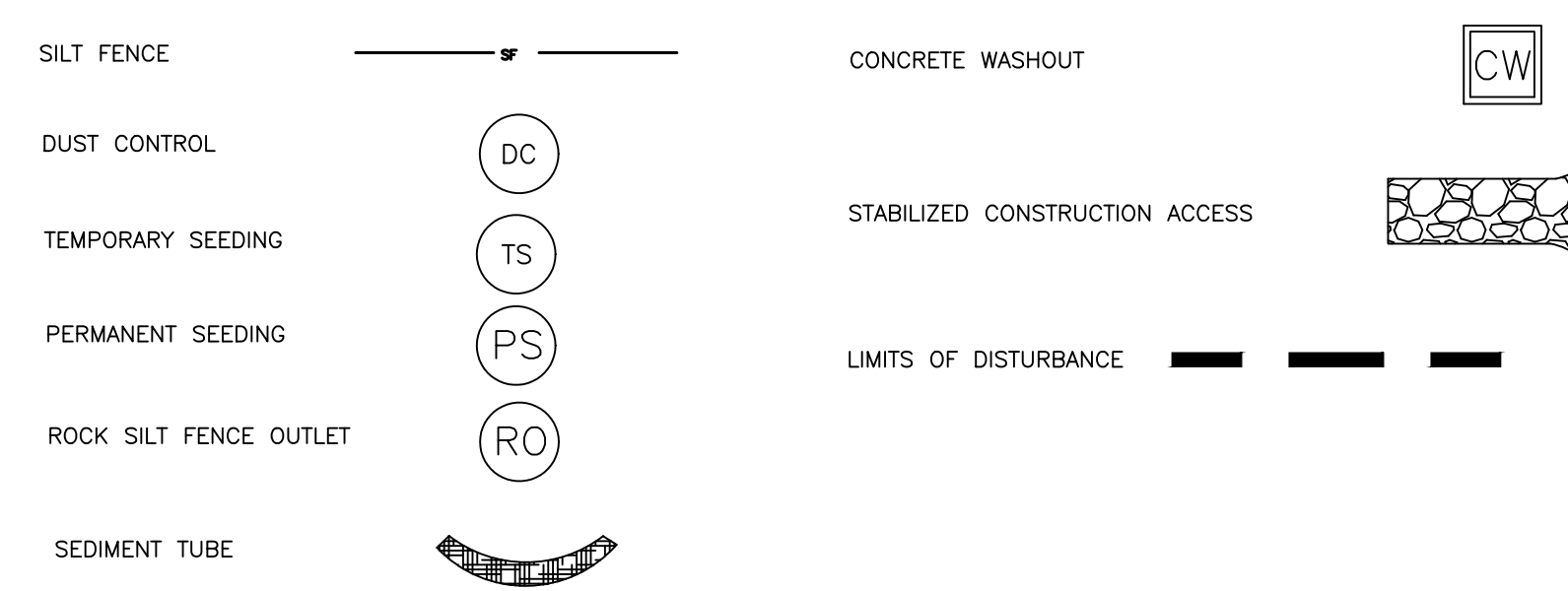
- CONTRACTOR SHALL COORDINATE WITH OWNER, ENGINEER AND COUNTY/CITY INSPECTOR AND FURNISH THE FOLLOWING ITEMS FOR REVIEW AS PART OF FINAL STORMWATER CLOSEOUT:
1. PROVIDE NOTICE FOR FINAL INSPECTION UPON INSTALLATION OF ALL IMPROVEMENTS.
  2. STORMWATER AS-BUILT (INCL. POND BMP'S, STORM DRAINAGE PIPES, DITCHES, FINISHED FLOOR ELEVATIONS, ETC.)
  3. CLEANING OF STORM DRAINAGE LINES. LINES SHOULD BE FREE AND CLEAR OF DIRT, DUST, DEBRIS, AND SEDIMENT PRIOR TO TURNOVER FOR MAINTENANCE.
  4. CLEANING OF STORM DRAINAGE POND BMP'S. THIS INCLUDES REMOVING ALL SEDIMENT ACCUMULATION WITHIN THE POND. ESTABLISH PERMANENT VEGETATION AND MAINTAIN POND UNTIL TERMINATION OF PERMIT AND CONTRACT.
  5. CCTV INSPECTION FOR ALL STORM DRAINAGE PIPES (PUBLIC AND PRIVATE).
  6. ADDRESS ALL PUNCH LIST ITEMS PROVIDED.
  7. SET UP FINAL VERIFICATION INSPECTION WITH OWNER AND ENGINEER.

NOTE: ONLY THOSE IMPROVEMENTS ANTICIPATED ARE SHOWN ON THIS DRAWING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY ANY ADDITIONAL MEASURES THAT MAY BE REQUIRED FOR PROPER EROSION AND SEDIMENT CONTROL AS WORK PROGRESSES. COORDINATE WITH CIVIL ENGINEER FOR ANY ADDITIONAL MEASURES REQUIRED.

NOTE: IN SOME CASES LAND DISTURBANCE AND/OR SILT FENCE IS SHOWN JUST BEYOND THE PROPERTY LINE. THIS IS FOR GRAPHIC PURPOSES ONLY AND THE CONTRACTOR SHALL KEEP WORK WITHIN THE PROPERTY LIMITS EXCEPT WHERE WORK IS PROPOSED IN THE RIGHT RIGHT OF WAY. COORDINATE WITH CIVIL ENGINEER FOR ANY CLARIFICATION REQUIRED.



**SWPPP LEGEND**



DRAWINGS FOR  
**Old Dominion Freight Line**  
 Muskogee, OK

REV	DATE	DESCRIPTION

DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: 1"=50'  
 SHEET TITLE:  
**SWPPP and Demolition Phase 1**

SHEET NUMBER:  
**C3.1**



**SWPPP SEQUENCE OF CONSTRUCTION PHASE 2**

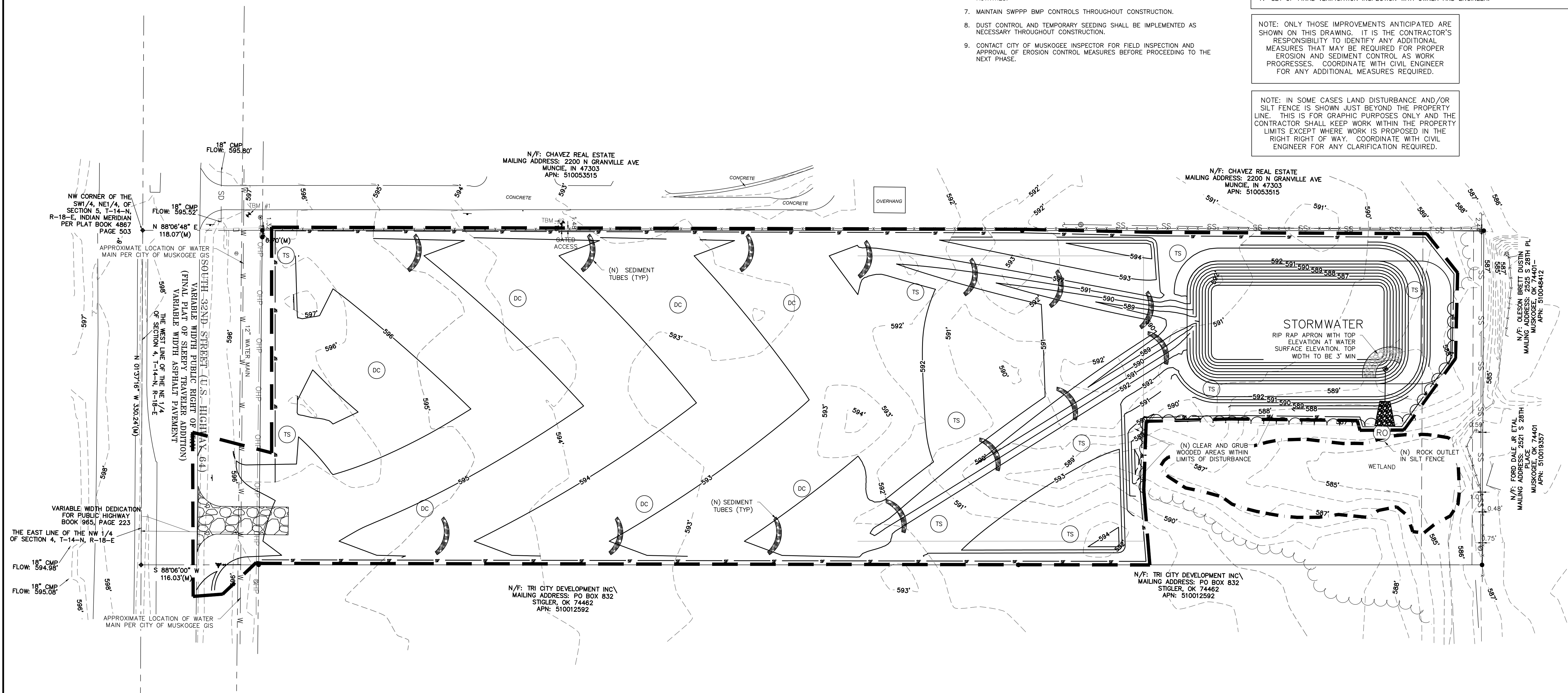
1. CLEAR AND GRUB AREAS NECESSARY TO INSTALL SEDIMENT BASINS AND DIVERSION DITCHES AS SHOWN.
2. INSTALL SEDIMENT BASINS WITH SKIMMER, TRAPS, AND DIVERSION BERMS/DITCHES. ALL SEDIMENT BASINS AND DIVERSIONS DITCHES/SWALES SHALL BE TEMPORARILY STABILIZED UPON INSTALLATION.
3. CONDUCT DEMOLITION AND MASS CLEARING AND GRADING ACTIVITIES.
4. AS MASS CLEARING AND GRADING BEING, THE CONSTRUCTION ENTRANCE MAY BE RELOCATED TO THE NEW DRIVEWAY LOCATIONS. PERMANENT CULVERTS AND INLET PROTECTION SHALL BE INSTALLED UPON CONSTRUCTION ENTRANCE RELOCATIONS.
5. AS WORK PROGRESS INSTALL NEW STORM DRAINAGE AS REQUIRED TO MANAGE RUNOFF FROM THE SITE AND TO DIRECT DISTURBED AREA RUNOFF INTO POND.
6. UTILITY INSTALLATIONS SHALL COMMENCE IN PARALLEL DURING GRADING ACTIVITIES.
7. MAINTAIN SWPPP BMP CONTROLS THROUGHOUT CONSTRUCTION.
8. DUST CONTROL AND TEMPORARY SEEDING SHALL BE IMPLEMENTED AS NECESSARY THROUGHOUT CONSTRUCTION.
9. CONTACT CITY OF MUSKOGEE INSPECTOR FOR FIELD INSPECTION AND APPROVAL OF EROSION CONTROL MEASURES BEFORE PROCEEDING TO THE NEXT PHASE.

**STORMWATER CLOSEOUT NOTE**

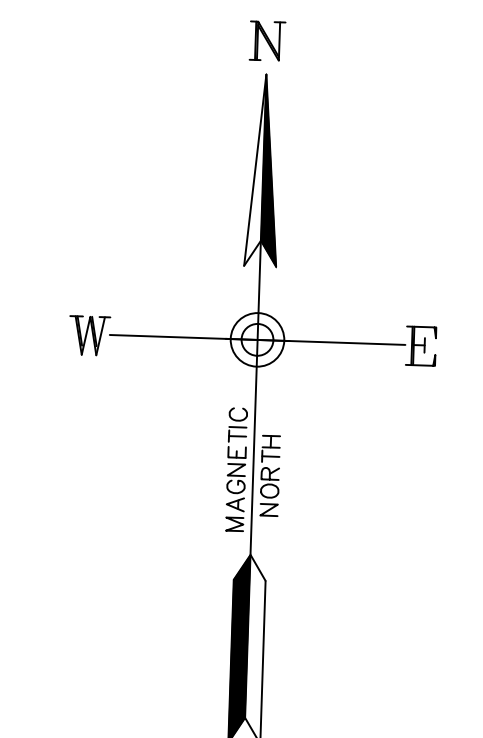
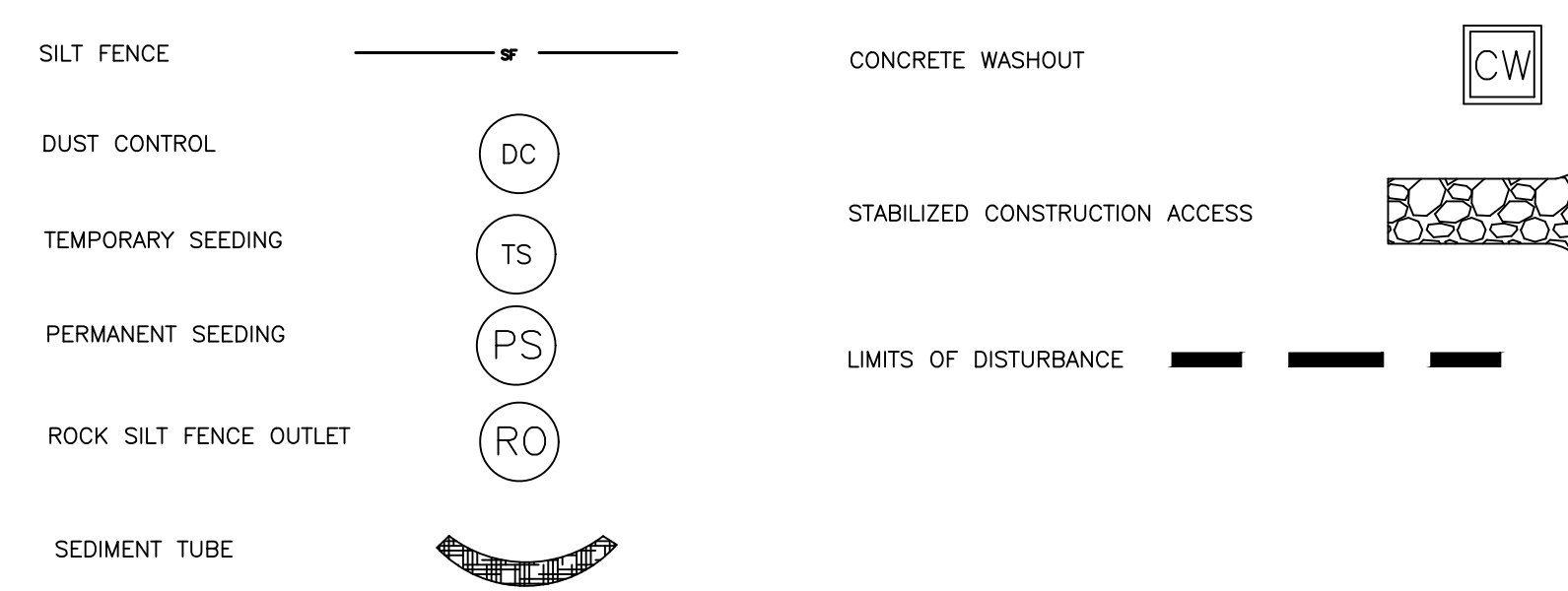
- CONTRACTOR SHALL COORDINATE WITH OWNER, ENGINEER AND COUNTY/CITY INSPECTOR AND FURNISH THE FOLLOWING ITEMS FOR REVIEW AS PART OF FINAL STORMWATER CLOSEOUT:
1. PROVIDE NOTICE FOR FINAL INSPECTION UPON INSTALLATION OF ALL IMPROVEMENTS.
  2. STORMWATER AS-BUILT (INCL. POND BMPS, STORM DRAINAGE PIPES, DITCHES, FINISHED FLOOR ELEVATIONS, ETC.).
  3. CLEANING OF STORM DRAINAGE LINES. LINES SHOULD BE FREE AND CLEAR OF DIRT, DUST, DEBRIS, AND SEDIMENT PRIOR TO TURNOVER FOR MAINTENANCE.
  4. CLEANING OF STORM DRAINAGE POND BMPS. THIS INCLUDES REMOVING ALL SEDIMENT ACCUMULATION WITHIN THE POND. ESTABLISH PERMANENT VEGETATION AND MAINTAIN POND UNTIL TERMINATION OF PERMIT AND CONTRACT.
  5. CCTV INSPECTION FOR ALL STORM DRAINAGE PIPES (PUBLIC AND PRIVATE).
  6. ADDRESS ALL PUNCH LIST ITEMS PROVIDED.
  7. SET UP FINAL VERIFICATION INSPECTION WITH OWNER AND ENGINEER.

NOTE: ONLY THOSE IMPROVEMENTS ANTICIPATED ARE SHOWN ON THIS DRAWING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY ANY ADDITIONAL MEASURES THAT MAY BE REQUIRED FOR PROPER EROSION AND SEDIMENT CONTROL AS WORK PROGRESSES. COORDINATE WITH CIVIL ENGINEER FOR ANY ADDITIONAL MEASURES REQUIRED.

NOTE: IN SOME CASES LAND DISTURBANCE AND/OR SILT FENCE IS SHOWN JUST BEYOND THE PROPERTY LINE. THIS IS FOR GRAPHIC PURPOSES ONLY AND THE CONTRACTOR SHALL KEEP WORK WITHIN THE PROPERTY LIMITS EXCEPT WHERE WORK IS PROPOSED IN THE RIGHT RIGHT OF WAY. COORDINATE WITH CIVIL ENGINEER FOR ANY CLARIFICATION REQUIRED.



**SWPPP LEGEND**



DRAWINGS FOR  
**Old Dominion Freight Line**  
Muskogee, OK

REV	DATE	DESCRIPTION

DRAWN BY: Matt T. Prosser, P.E.  
CHECKED BY: Kyle M. Hoyt, P.E.  
DATE: April 05, 2024  
PROJECT #: 23-099  
SCALE: 1"=50'  
SHEET TITLE:  
**SWPPP and Demolition Phase 2**

SHEET NUMBER:  
**C3.2**



**SWPPP SEQUENCE OF CONSTRUCTION PHASE 3**

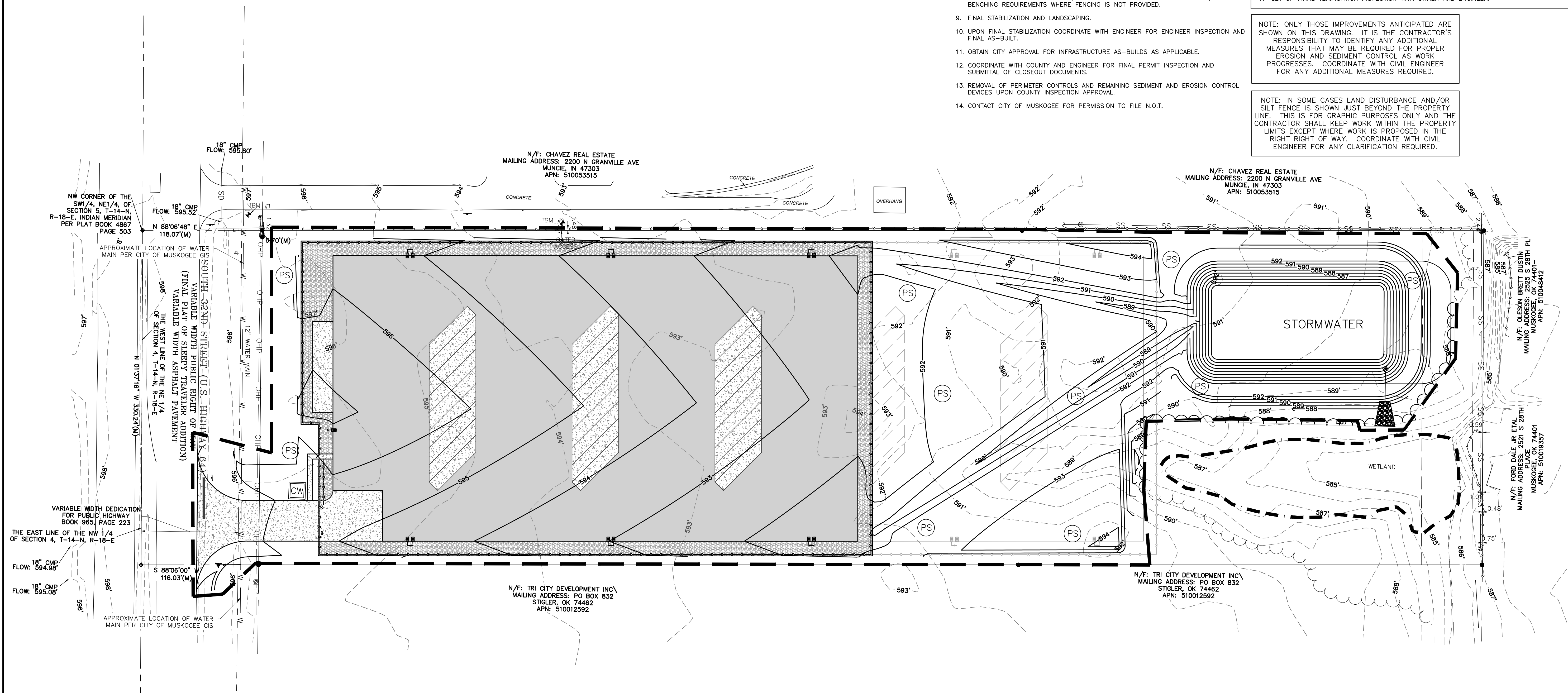
1. PREPARE SITE FOR PAVING.
2. INSTALL CONCRETE WASHOUT PRIOR TO ANY CONCRETE WORK.
3. INSTALL PAVING, SIDEWALKS, AND BUILDING FOUNDATION.
4. INSTALL APPROPRIATE INLET PROTECTION FOR PAVED AREAS AS WORK PROGRESSES.
5. COMPLETE GRADING, PAVING AND DRAINAGE.
6. PERFORM PRELIMINARY AS-BUILT AND COORDINATE WITH ENGINEER FOR ANY DISCREPANCIES.
7. FINAL STABILIZATION INCLUDING LANDSCAPING. CONTRACTOR SHALL COORDINATE WITH ENGINEER AND INSPECTOR FOR REMOVAL OF EROSION AND SEDIMENT CONTROLS.
8. CONVERT SEDIMENT BASIN BMPs INTO PERMANENT STORMWATER POND BMPs. SEE STORMWATER CLOSEOUT NOTE FOR SPECIFIC REQUIREMENTS. FINAL POND CONVERSION MUST INCLUDE INSTALLATION OF POND FENCING IN ACCORDANCE WITH COUNTY ZONING AND STORMWATER REQUIREMENTS, OR VERIFICATION OF MINIMUM SLOPE AND/OR BENCHING REQUIREMENTS WHERE FENCING IS NOT PROVIDED.
9. FINAL STABILIZATION AND LANDSCAPING.
10. UPON FINAL STABILIZATION COORDINATE WITH ENGINEER FOR ENGINEER INSPECTION AND FINAL AS-BUILT.
11. OBTAIN CITY APPROVAL FOR INFRASTRUCTURE AS-BUILDS AS APPLICABLE.
12. COORDINATE WITH COUNTY AND ENGINEER FOR FINAL PERMIT INSPECTION AND SUBMITTAL OF CLOSEOUT DOCUMENTS.
13. REMOVAL OF PERIMETER CONTROLS AND REMAINING SEDIMENT AND EROSION CONTROL DEVICES UPON COUNTY INSPECTION APPROVAL.
14. CONTACT CITY OF MUSKOGEE FOR PERMISSION TO FILE N.O.T.

**STORMWATER CLOSEOUT NOTE**

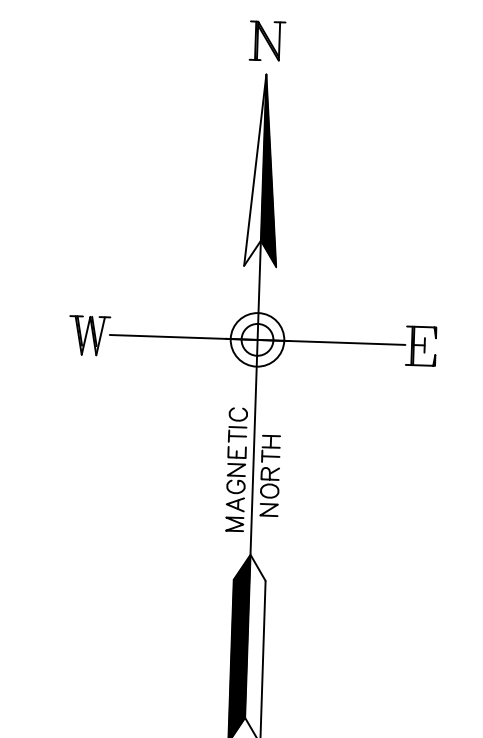
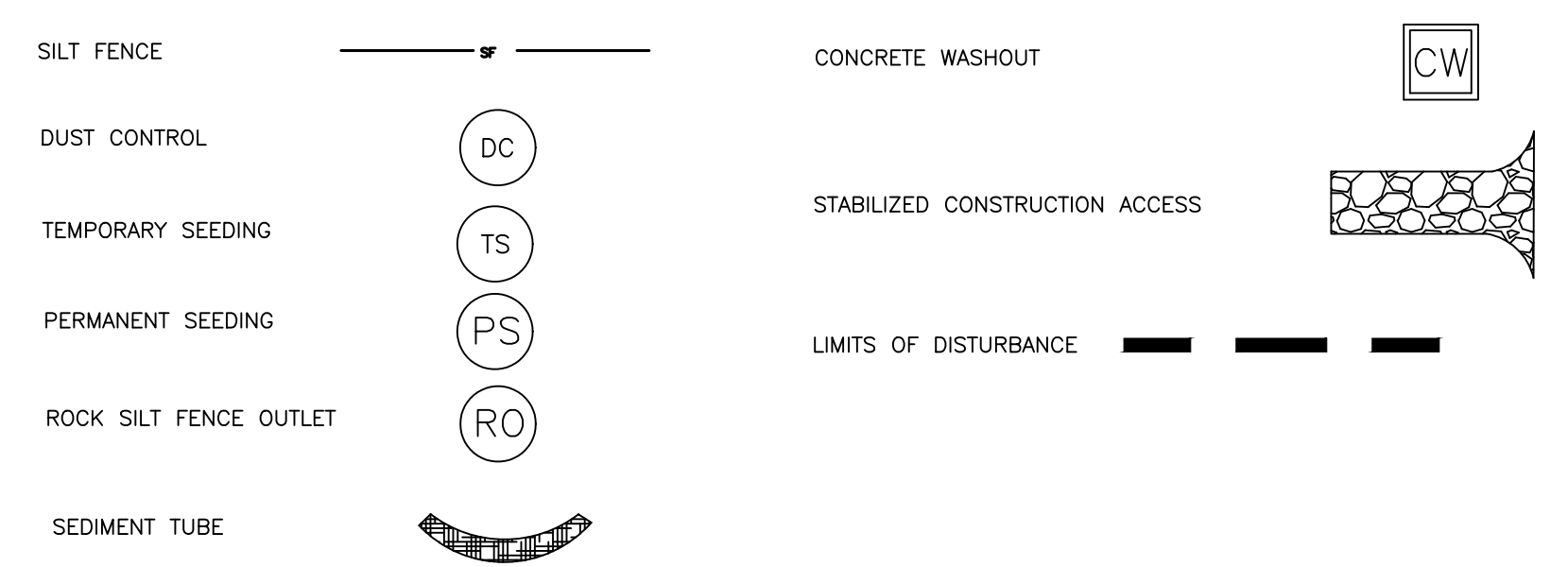
- CONTRACTOR SHALL COORDINATE WITH OWNER, ENGINEER AND COUNTY/CITY INSPECTOR AND FURNISH THE FOLLOWING ITEMS FOR REVIEW AS PART OF FINAL STORMWATER CLOSEOUT:
1. PROVIDE NOTICE FOR FINAL INSPECTION UPON INSTALLATION OF ALL IMPROVEMENTS.
  2. STORMWATER AS-BUILT (INCL. POND BMPs, STORM DRAINAGE PIPES, DITCHES, FINISHED FLOOR ELEVATIONS, ETC.)
  3. CLEANING OF STORM DRAINAGE LINES. LINES SHOULD BE FREE AND CLEAR OF DIRT, DUST, DEBRIS, AND SEDIMENT PRIOR TO TURNOVER FOR MAINTENANCE.
  4. CLEANING OF STORM DRAINAGE POND BMPs. THIS INCLUDES REMOVING ALL SEDIMENT ACCUMULATION WITHIN THE POND. ESTABLISH PERMANENT VEGETATION AND MAINTAIN POND UNTIL TERMINATION OF PERMIT AND CONTRACT.
  5. CCTV INSPECTION FOR ALL STORM DRAINAGE PIPES (PUBLIC AND PRIVATE).
  6. ADDRESS ALL PUNCH LIST ITEMS PROVIDED.
  7. SET UP FINAL VERIFICATION INSPECTION WITH OWNER AND ENGINEER.

NOTE: ONLY THOSE IMPROVEMENTS ANTICIPATED ARE SHOWN ON THIS DRAWING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY ANY ADDITIONAL MEASURES THAT MAY BE REQUIRED FOR PROPER EROSION AND SEDIMENT CONTROL AS WORK PROGRESSES. COORDINATE WITH CIVIL ENGINEER FOR ANY ADDITIONAL MEASURES REQUIRED.

NOTE: IN SOME CASES LAND DISTURBANCE AND/OR SILT FENCE IS SHOWN JUST BEYOND THE PROPERTY LINE. THIS IS FOR GRAPHIC PURPOSES ONLY AND THE CONTRACTOR SHALL KEEP WORK WITHIN THE PROPERTY LIMITS EXCEPT WHERE WORK IS PROPOSED IN THE RIGHT RIGHT OF WAY. COORDINATE WITH CIVIL ENGINEER FOR ANY CLARIFICATION REQUIRED.



**SWPPP LEGEND**



DRAWINGS FOR  
**Old Dominion Freight Line**  
 Muskogee, OK

REV	DATE	DESCRIPTION

DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: 1"=50'  
 SHEET TITLE:  
**SWPPP and Demolition Phase 3**

SHEET NUMBER:  
**C3.3**



DRAWINGS FOR

NO.	REV.	DATE	DESCRIPTION

DRAWN BY: Matt T. Prosser, P.E.  
CHECKED BY: Kyle M. Hoyt, P.E.  
DATE: April 05, 2024  
PROJECT #: 23-099  
SCALE: AS NOTED  
SHEET TITLE: SWPPP Details  
SHEET NUMBER:

### SEDIMENT TUBE INSTALLATION

2" x 2" wood stakes or 1.25 #/ft Steel Post  
20' Spacing (Typical) Continuous Along Tube  
Stakes Placed at 2' Minimum Spacing  
FLOW

### SEDIMENT TUBE SPACING

SLOPE	MAX. SEDIMENT TUBE SPACING
LESS THAN 2%	150- FEET
2%	100- FEET
3%	75- FEET
4%	50- FEET
5%	40- FEET
6%	30- FEET
GREATER THAN 6%	25- FEET

### SEDIMENT TUBES

STANDARD DRAWING NO. SC-05 PAGE 1 of 2  
NOT TO SCALE  
FEBRUARY 2014 DATE

### SEDIMENT TUBES - GENERAL NOTES

- Sediment tubes may be installed along contours, in drainage conveyance channels, and around inlets to help prevent off-site discharge of sediment-laden stormwater runoff.
- Sediment tubes are elongated tubes of compacted geotextiles, curled excelsior wood, natural coconut fiber, or hardwood mulch. Straw, pine needle, and leaf mulch-filled sediment tubes are not permitted.
- The outer netting of the sediment tube should consist of seamless, high-density polyethylene photodegradable materials treated with ultraviolet stabilizers or a seamless, high-density polyethylene non-degradable material.
- Sediment tubes, when used as checks within channels, should range between 18-inches and 24-inches depending on channel dimensions. Diameters outside this range may be allowed where necessary when approved.
- Curled excelsior wood, or natural coconut products that are rolled up to create a sediment tube are not allowed.
- Sediment tubes should be staked using wooden stakes (2-inch x 2-inch) or steel posts (standard "U" or "T" sections with a minimum weight of 1.25 pounds per foot) at a minimum of 48-inches in length placed on 2-foot centers.
- Install all sediment tubes to ensure that no gaps exist between the soil and the bottom of the tube. Manufacturer's recommendations should always be consulted before installation.
- The ends of adjacent sediment tubes should be overlapped 6-inches to prevent flow and sediment from passing through the field joint.
- Sediment tubes should not be stacked on top of one another, unless recommended by manufacturer.
- Each sediment tube should be installed in a trench with a depth equal to 1/3 the diameter of the sediment tube.
- Sediment tubes should continue up the side slopes a minimum of 1-foot above the design flow depth of the channel.
- Install stakes at a diagonal facing incoming runoff.

### SEDIMENT TUBES - INSPECTION & MAINTENANCE

- The key to functional sediment tubes is weekly inspections, routine maintenance, and regular sediment removal.
- Regular inspections of sediment tubes shall be conducted once every calendar week and, as recommended, within 24-hours after each rainfall even that produces 1/2-inch or more of precipitation.
- Attention to sediment accumulations in front of the sediment tube is extremely important. Accumulated sediment should be continually monitored and removed when necessary.
- Remove accumulated sediment when it reaches 1/3 the height of the sediment tube.
- Removed sediment shall be placed in stockpile storage areas or spread thinly across disturbed area. Stabilize the removed sediment after it is relocated.
- Large debris, trash, and leaves should be removed from in front of tubes when found.
- If erosion causes the edges to fall to a height equal to or below the height of the sediment tube, repairs should be made immediately to prevent runoff from bypassing tube.
- Sediment tubes should be removed after the contributing drainage area has been completely stabilized. Permanent vegetation should replace areas from which sediment tubes have been removed.

### SEDIMENT TUBES

STANDARD DRAWING NO. SC-05 PAGE 2 of 2  
GENERAL NOTES  
FEBRUARY 2014 DATE

### SILT FENCE INSTALLATION

1.25 LB./LINEAR FT. STEEL POSTS  
FILTER FABRIC  
MAXIMUM SPACING = 6 FT.  
HEAVY DUTY PLASTIC TIE FOR STEEL POSTS (RESTRICT TO TOP 8-INCHES OF FABRIC)  
BACKFILL TRENCH WITH COMPACTED EARTH  
RUNOFF  
USE EITHER FLAT-BOTTOM OR V-BOTTOM TRENCH SEE DETAILS  
BURY FABRIC

### FLAT-BOTTOM TRENCH DETAIL

FILTER FABRIC  
HEAVY DUTY PLASTIC TIES  
COMPACTED EARTH  
RUNOFF  
6-IN.  
24-IN. (MINIMUM)  
6-IN.

### V-SHAPED TRENCH DETAIL

FILTER FABRIC  
HEAVY DUTY PLASTIC TIES  
COMPACTED EARTH  
RUNOFF  
6-IN.  
24-IN. (MINIMUM)  
BURY FILTER FABRIC AT LEAST 12-INCHES

### SILT FENCE - GENERAL NOTES

- Do not place silt fence across channels or in other areas subject to concentrated flows. Silt fence should not be used as a velocity control BMP. Concentrated flows are any flows greater than 0.5 cfs.
- Maximum sheet or overland flow path length to the silt fence shall be 100-feet.
- Maximum slope steepness (normal [perpendicular] to the fence line) shall be 2:1.
- Silt fence joints, when necessary, shall be completed by one of the following options:
  - Wrap each fabric together at a support post with both ends fastened to the post, with a 1-foot minimum overlap.
  - Overlap silt fence by installing 3-feet passed the support post to which the new silt fence roll is attached. Attach old roll to new roll with heavy-duty plastic ties or,
  - Overlap entire width of each silt fence roll from one support post to the next support post.
- Attach filter fabric to the steel posts using heavy-duty plastic ties that are evenly spaced within the top 8-inches of the fabric.
- Install the silt fence perpendicular to the direction of the stormwater flow and place the silt fence the proper distance from the toe of steep slopes to provide sediment storage and access for maintenance and cleanout.
- Install Silt Fence Checks (Tie-Backs) every 50-100 feet, dependent on slope, along silt fence that is installed with slope and where concentrated flows are expected or are documented along the proposed/installed silt fence.

### SILT FENCE

STANDARD DRAWING NO. SC-03 PAGE 1 of 2  
NOT TO SCALE  
FEBRUARY 2014 DATE

### SILT FENCE - POST REQUIREMENTS

- Silt fence posts must be 48-inch long steel posts that meet, at a minimum, the following physical characteristics:
  - Composed of a high strength steel with a minimum yield strength of 50,000 psi.
  - Include a standard "T" section with a nominal face width of 1.38-inches and a nominal "T" length of 1.48-inches.
  - Weigh 1.25 pounds per foot (± 8%).
- Posts shall be equipped with projections to aid in fastening of filter fabric.
- Steel posts may need to have a metal soil stabilization plate welded near the bottom when installed along steep slopes or installed in loose soils. The plate should have a minimum cross section of 17-square inches and be composed of 15 gauge steel, at a minimum. The metal soil stabilization plate should be completely buried.
- Install posts to a minimum of 24-inches. A minimum height of 1- to 2-inches above the fabric shall be maintained, and a maximum height of 3 feet shall be maintained above the ground.
- Post spacing shall be at a maximum of 6-feet on center.

### SILT FENCE - FABRIC REQUIREMENTS

- Silt fence must be composed of woven geotextile filter fabric that consists of the following requirements:
  - Composed of fibers consisting of long chain synthetic polymers of at least 85% by weight of polyolefins, polyesters, or polyamides that are formed into a network such that the filaments or yarns retain dimensional stability relative to each other.
  - Free of any treatment or coating which might adversely alter its physical properties after installation.
  - Free of any defects or flaws that significantly affect its physical and/or filtering properties; and,
  - Have a minimum width of 36-inches.
- Use only fabric appearing on SC DOT's Qualified Products Listing (QPL), Approval Sheet #34, meeting the requirements of the most current edition of the SC DOT Standard Specifications for Highway Construction.
- 12-inches of the fabric should be placed within excavated trench and tied in when the trench is backfilled.
- Filter Fabric shall be purchased in continuous rolls and cut to the length of the barrier to avoid joints.
- Filter fabric shall be installed at a minimum of 24-inches above the ground.

### SILT FENCE

STANDARD DRAWING NO. SC-03 PAGE 2 of 2  
GENERAL NOTES  
FEBRUARY 2014 DATE

### EXCAVATED PIT CONCRETE WASHOUT

GRAVEL-FILLED BAGS  
EDGE OF PLASTIC LINER  
TOP OF CUT  
EARTHEN BERM  
TYPE "EXCAVATED PIT"  
SECTION B-B NOT TO SCALE  
SECTION A-A NOT TO SCALE  
ORIGINAL GROUND  
PLASTIC LINER PLACED UNDER BERM (ENTRY SIDE ONLY)  
EARTHEN BERM OVER BERM  
GRAVEL-FILLED BAG  
EARTHEN BERM OVER BERM (ENTRY SIDE ONLY)  
ORIGINAL GROUND

### CONCRETE WASHOUT

STANDARD DRAWING NO. RC-08 PAGE 1 of 1  
NOT TO SCALE  
FEBRUARY 2014 DATE

### CONSTRUCTION ENTRANCE

EDGES SHALL BE TAPERED OUT TOWARDS ROAD TO PREVENT TRACKING OF MUD ON THE EDGES  
100-FT. MIN.  
6-INCH MIN.  
24-FT. MIN.  
AVERAGE STONE DIAMETER OF 2 TO 3-INCHES WITH A 6-INCH MINIMUM DEPTH  
UNDERLYING NON-WOVEN GEOTEXTILE FABRIC

SPECIFICATION	SIZE
ROCK PAD THICKNESS	6 INCHES
ROCK PAD WIDTH	24 FEET
ROCK PAD LENGTH	100 FEET
ROCK PAD STONE SIZE	D = 2-3 INCHES

### CONSTRUCTION ENTRANCE

STANDARD DRAWING NO. SC-06 PAGE 1 of 2  
NOT TO SCALE  
FEBRUARY 2014 DATE

### CONSTRUCTION ENTRANCE - GENERAL NOTES

- Stabilized construction entrances should be used at all points where traffic will egress/ingress a construction site onto a public road or any impervious surfaces, such as parking lots.
- Install a non-woven geotextile fabric prior to placing any stone.
- Install a culvert pipe across the entrance when needed to provide positive drainage.
- The entrance shall consist of 2-inch to 3-inch D50 stone placed at a minimum depth of 6-inches.
- Minimum dimensions of the entrance shall be 24-feet wide by 100-feet long, and may be modified as necessary to accommodate site constraints.
- The edges of the entrance shall be tapered out towards the road to prevent tracking at the edge of the entrance.
- Divert all surface runoff and drainage from the stone pad to a sediment trap or basin or other sediment trapping structure.
- Limestone may not be used for the stone pad.

### CONSTR. ENTRANCE - INSPECTION & MAINTENANCE

- The key to functional construction entrances is weekly inspections, routine maintenance, and regular sediment removal.
- Regular inspections of construction entrances shall be conducted once every calendar week and, as recommended, within 24-hours after each rainfall even that produces 1/2-inch or more of precipitation.
- During regular inspections, check for mud and sediment buildup and pad integrity. Inspection frequencies may need to be more frequent during long periods of wet weather.
- Reshape the stone pad as necessary for drainage and runoff control.
- Wash or replace stones as needed and as directed by site inspector. The stone in the entrance should be washed or replaced whenever the entrance fails to reduce the amount of mud being carried off-site by vehicles. Frequent washing will extend the useful life of stone pad.
- Immediately remove mud and sediment tracked or washed onto adjacent impervious surfaces by brushing or sweeping. Flushing should only be used when the water can be discharged to a sediment trap or basin.
- During maintenance activities, any broken pavement should be repaired immediately.
- Construction entrances should be removed after the site has reached final stabilization. Permanent vegetation should replace areas from which construction entrances have been removed, unless area will be converted to an impervious surface to serve post-construction.

### CONSTRUCTION ENTRANCE

STANDARD DRAWING NO. SC-06 PAGE 2 of 2  
GENERAL NOTES  
FEBRUARY 2014 DATE

### SILT FENCE ROCK OUTLET

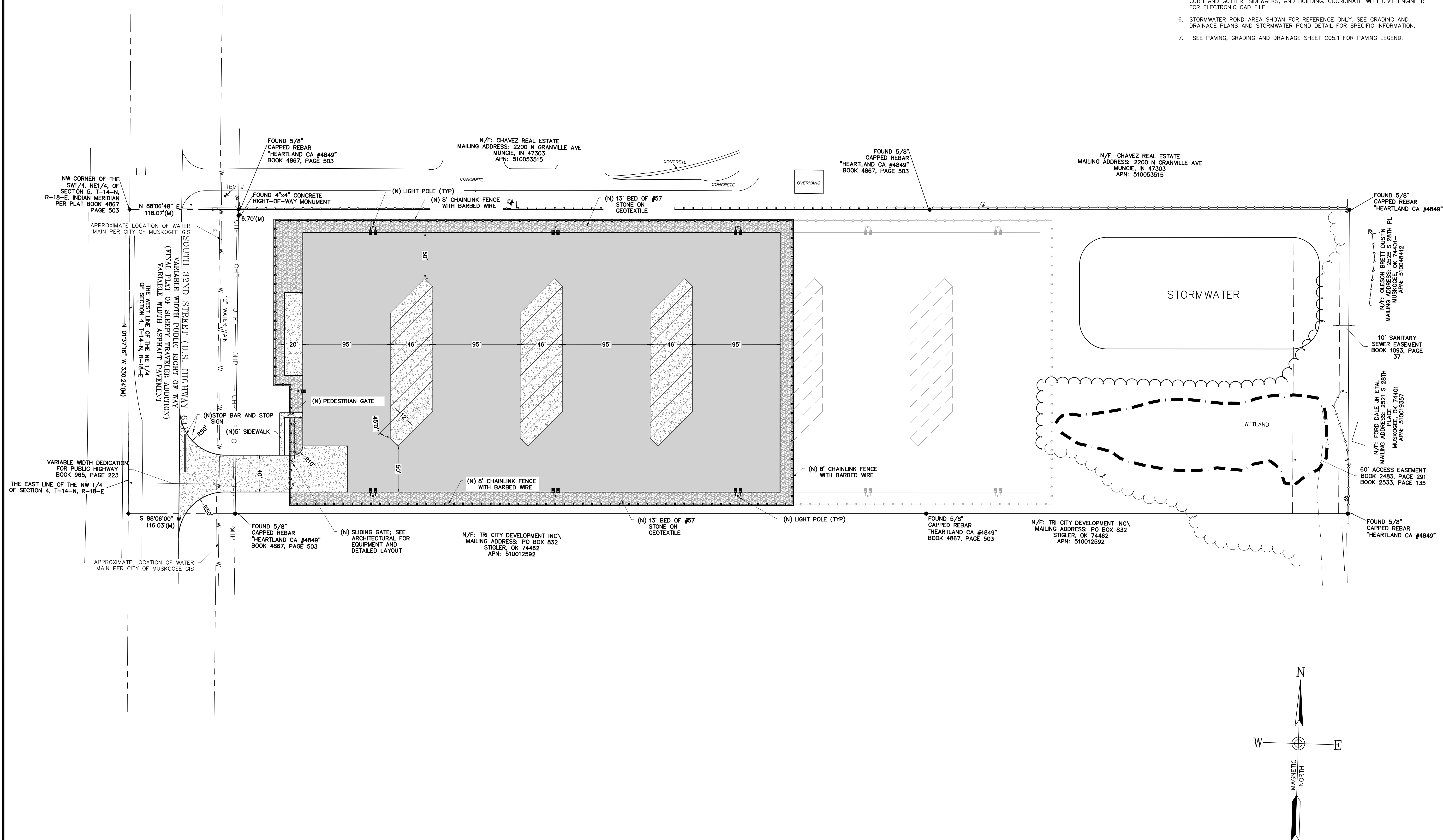
TOP OF FENCE  
3'-0" MIN.  
1'-0"  
MEDIAN 6" DIA. RIP-RAP  
ELEVATION - UP-SLOPE FACE  
6" MIN. THICKNESS #57 STONE FACE ON UPSTREAM SIDE  
FLOW  
SECTION A-A  
PLAN SYMBOL

### SILT FENCE ROCK OUTLET

STANDARD DRAWING NO. SC-14 PAGE 1 of 1  
NOT TO SCALE  
FEBRUARY 2014 DATE

**GENERAL NOTES**

1. REFERENCE ARCHITECT'S PLANS FOR TRUE BUILDING DIMENSIONS, GATE ENTRANCE REQUIREMENTS, DOORS, TRUCK DOCKS, SIDEWALKS, DUMPSTER PADS, STEPS, TRANSFORMER PADS, CANOPIES, ETC. CONTACT CIVIL ENGINEER WITH ANY DISCREPANCIES SHOWN ON THESE PLANS.
2. ALL DIMENSIONS SHOWN ARE TO OUTSIDE FACE OF BUILDING, FACE OF CURB, OR EDGE OF TRAVELWAY.
3. CONTRACTOR SHALL REFER TO ARCHITECT'S PLANS AND SPECIFICATIONS TO VERIFY ACTUAL LOCATION OF ALL UTILITY ENTRANCES TO INCLUDE SEWER LATERALS, DOMESTIC AND FIRE PROTECTION, WATER SERVICE, ELECTRICAL, GAS AND PHONE. CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES IN SUCH A MANNER AS TO AVOID CONFLICTS AND ASSURE PROPER DEPTHS AND CLEARANCES AS SHOWN IN THE CIVIL PLANS CAN BE ACHIEVED.
4. CONTRACTOR SHALL VERIFY FINAL LOCATION OF POWER, GAS, COMMUNICATION, AND LIGHTING WITH UTILITY PROVIDER AND COORDINATE WITH CIVIL ENGINEER IF MODIFICATIONS ARE REQUIRED.
5. CONTRACTOR SHALL HAVE STAKEOUT PERFORMED BY LICENSED SURVEYOR FOR CURB AND GUTTER, SIDEWALKS, AND BUILDING. COORDINATE WITH CIVIL ENGINEER FOR ELECTRONIC CAD FILE.
6. STORMWATER POND AREA SHOWN FOR REFERENCE ONLY. SEE GRADING AND DRAINAGE PLANS AND STORMWATER POND DETAIL FOR SPECIFIC INFORMATION.
7. SEE PAVING, GRADING AND DRAINAGE SHEET C05.1 FOR PAVING LEGEND.



Old Dominion Freight Line  
Muskogee, OK

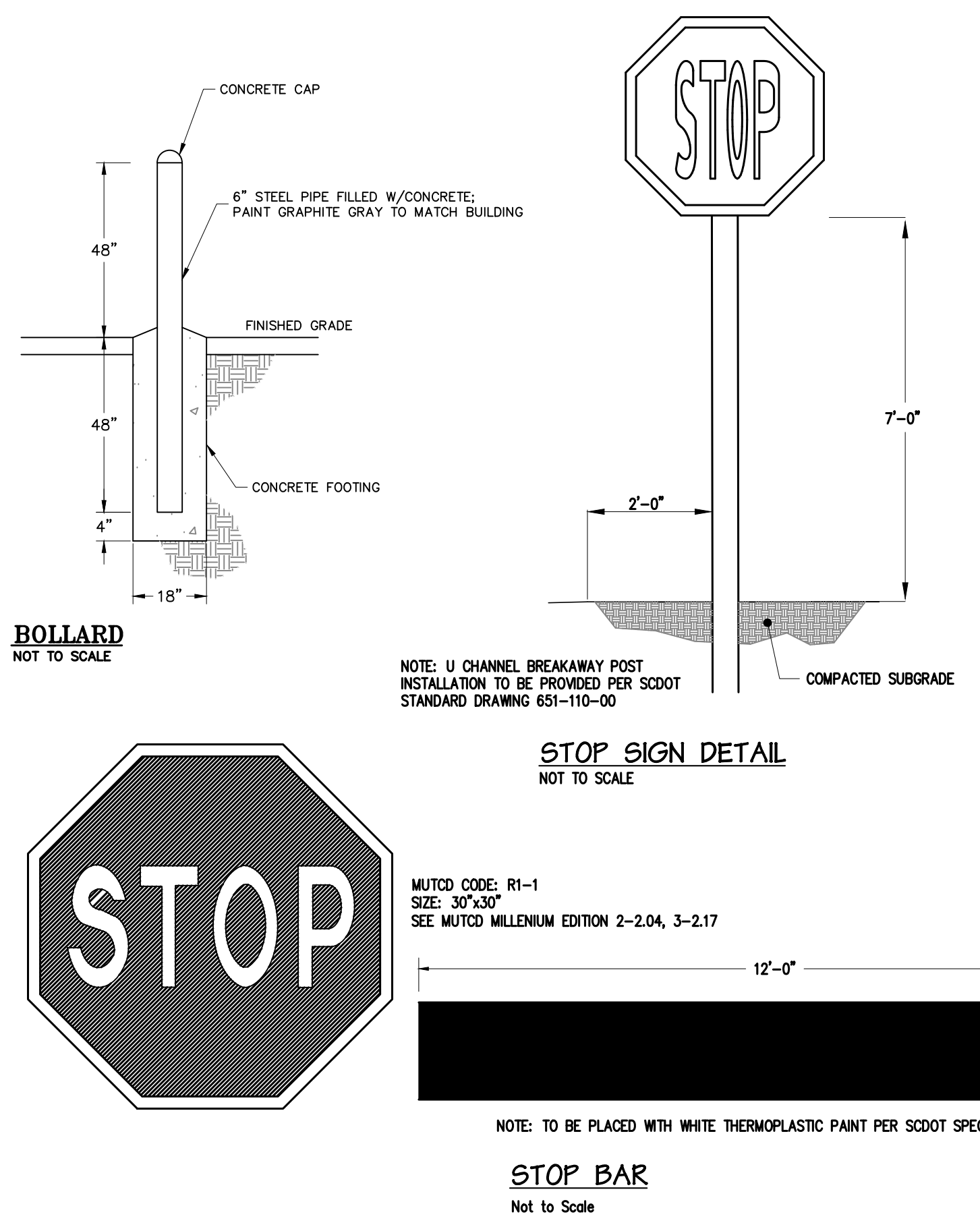
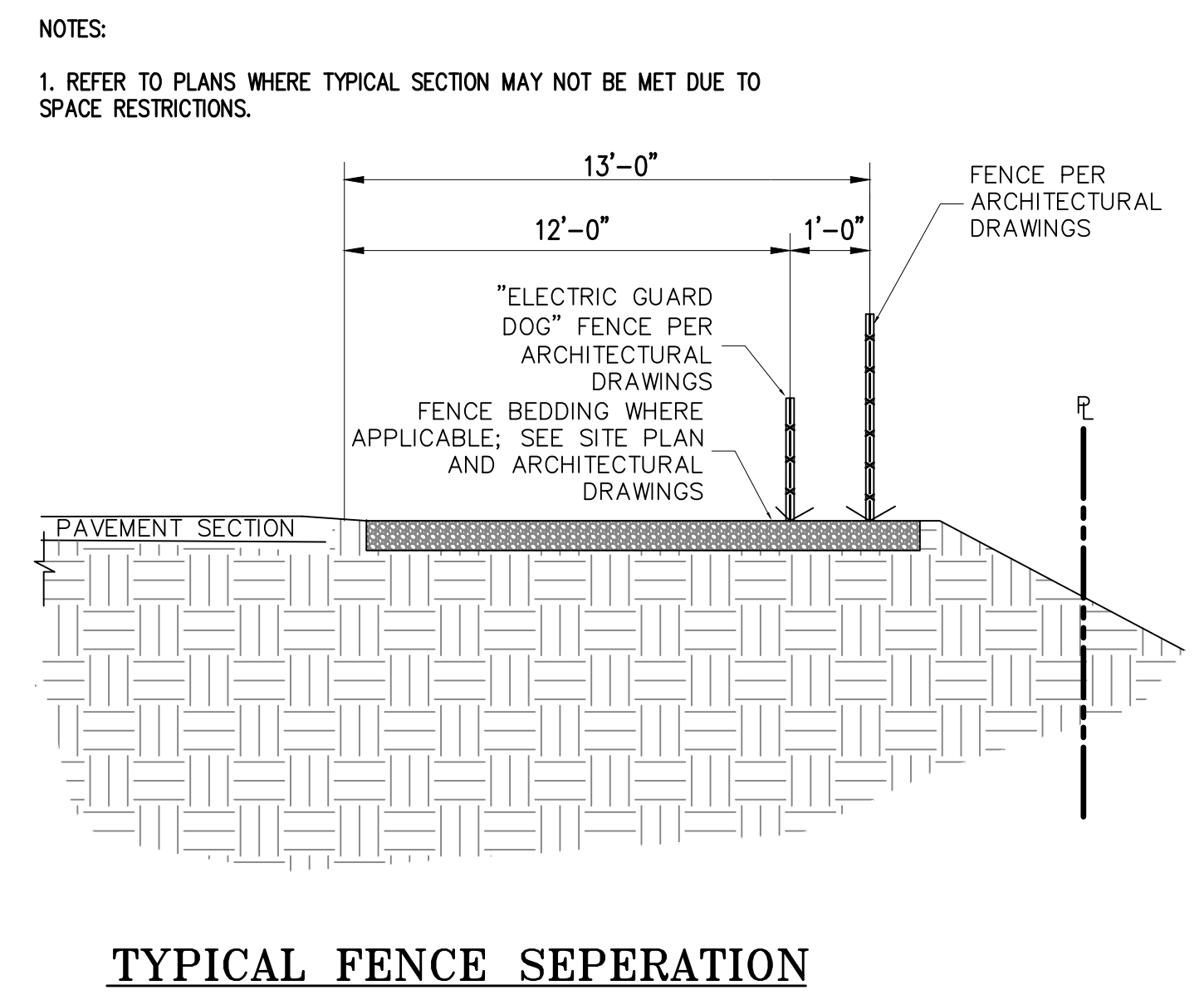
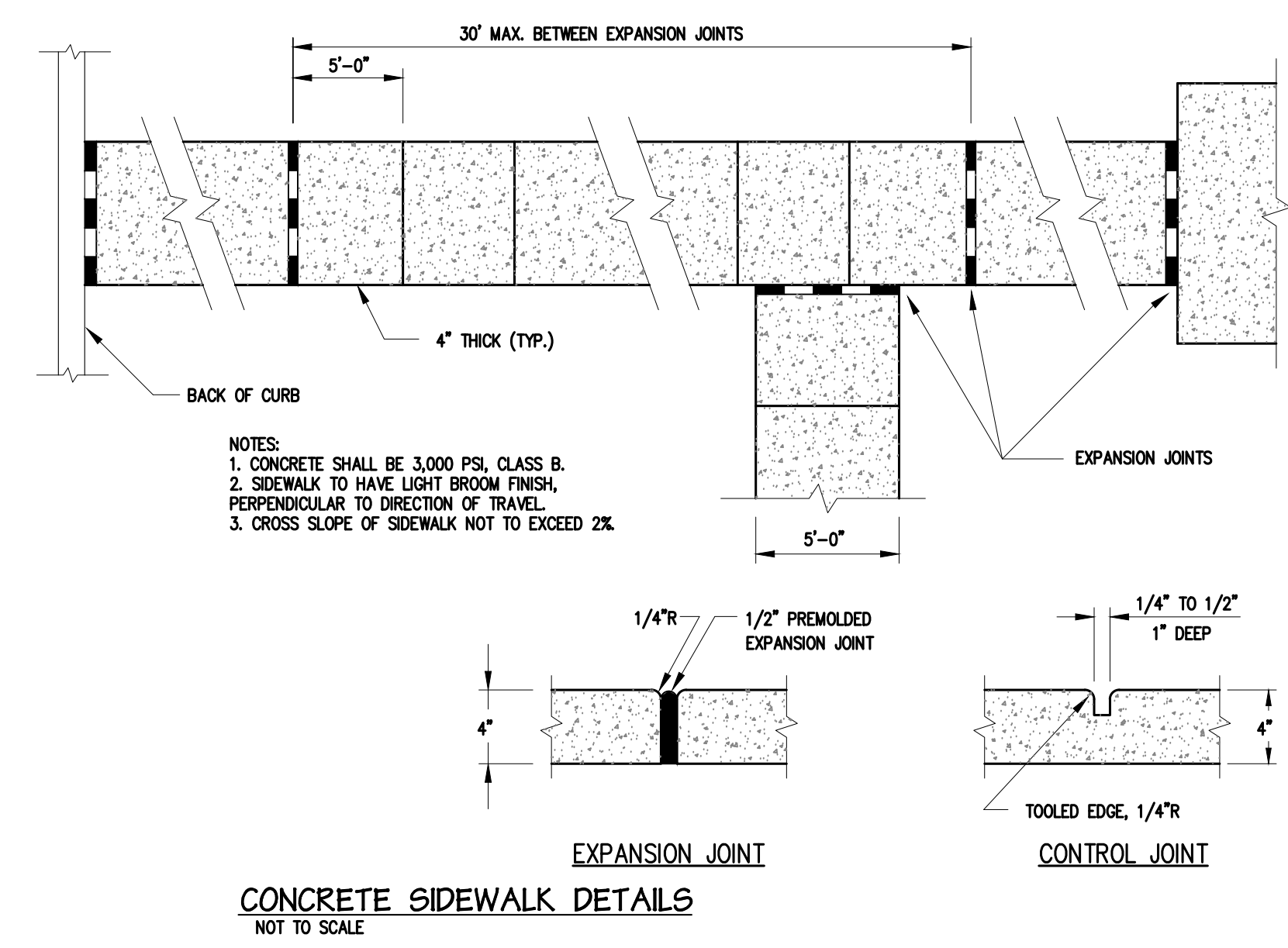
REV	DATE	DESCRIPTION	BY

DRAWN BY: Matt T. Prosser, P.E.  
CHECKED BY: Kyle M. Hoyt, P.E.  
DATE: April 05, 2024  
PROJECT #: 23-099  
SCALE: 1"=50'  
SHEET TITLE: Site Plan

SHEET NUMBER:  
**C4.1**



DRAWINGS FOR  
Old Dominion Freight Line  
Muskogee, OK



REV	DATE	DESCRIPTION	BY

DRAWN BY: Matt T. Prosser, P.E.  
CHECKED BY: Kyle M. Hoyt, P.E.  
DATE: April 05, 2024  
PROJECT #: 23-099  
SCALE: AS NOTED  
SHEET TITLE:  
**Site Details**

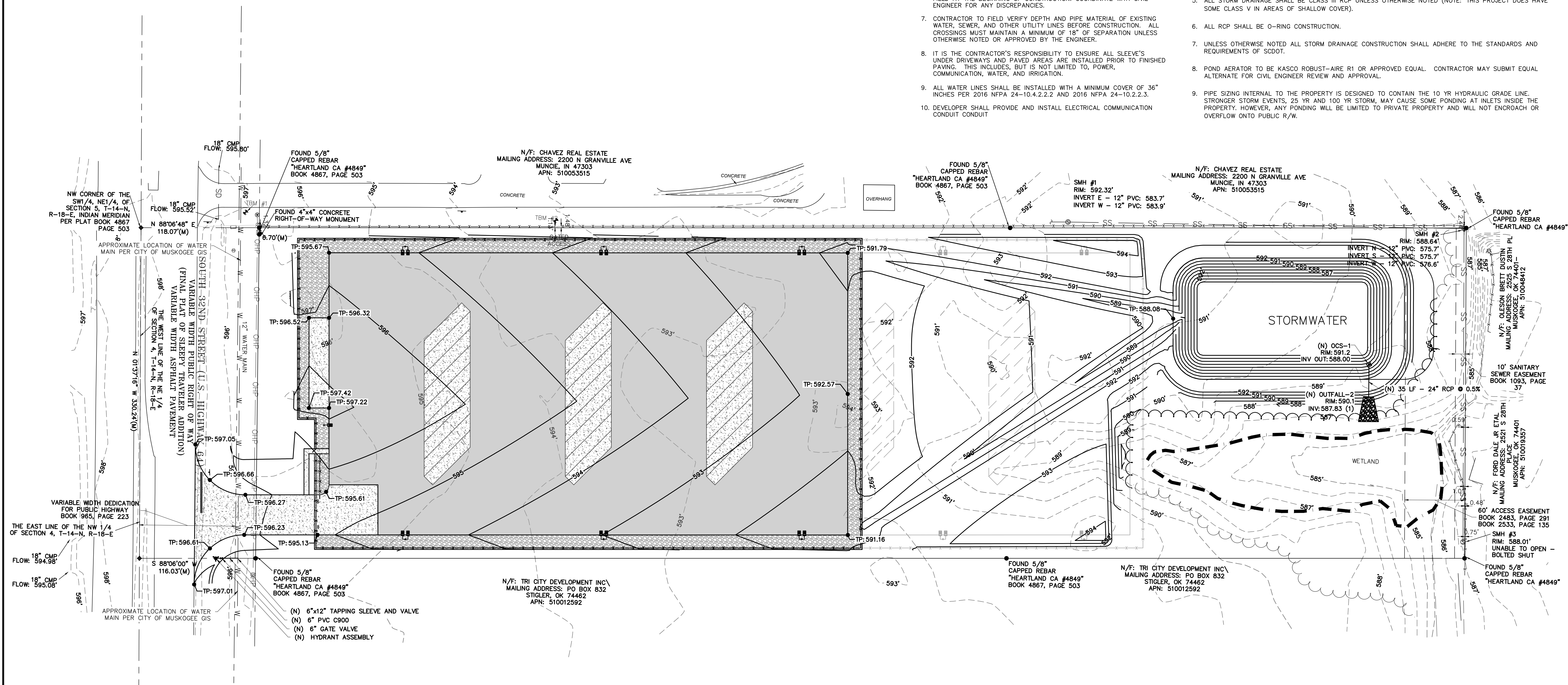
SHEET NUMBER:  
**C4.2**

**WATER AND UTILITY GENERAL NOTES:**

1. ALL NEW WATER LINES SHALL CONFORM TO CITY OF MUSKOGEE STANDARD SPECIFICATIONS.
2. POWER, GAS, AND COMMUNICATION ARE SHOWN FOR REFERENCE PURPOSES ONLY. ALL UTILITY REQUIREMENTS AND ROUTING SHALL BE CONFIRMED WITH MP&E AND THE UTILITY PROVIDER.
3. 18" MIN. VERTICAL SEPARATION SHALL BE PROVIDED AT ALL UTILITY CROSSINGS UNLESS OTHERWISE NOTED.
4. NOT ALL FITTINGS (I.E. BENDS, RESTRAINTS, ETC.) ARE SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY FITTINGS REQUIRED BASED ON THE ALIGNMENT SHOWN.
5. RESTRAINED JOINTS ARE NOT GRAPHICALLY REFLECTED IN THE DRAWING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IMPLEMENT RESTRAINED JOINTS AS REQUIRED UNDER THE CITY OF MUSKOGEE SPECIFICATIONS.
6. ALL EXISTING UTILITIES SHOWN ARE BASED ON PUPS UTILITY LOCATE AND ABOVE GROUND OBSERVATIONS. ALL UTILITIES SHALL BE VERIFIED IN THE FIELD AT THE BEGINNING OF CONSTRUCTION. COORDINATE WITH CIVIL ENGINEER FOR ANY DISCREPANCIES.
7. CONTRACTOR TO FIELD VERIFY DEPTH AND PIPE MATERIAL OF EXISTING WATER, SEWER, AND OTHER UTILITY LINES BEFORE CONSTRUCTION. ALL CROSSINGS MUST MAINTAIN A MINIMUM OF 18" OF SEPARATION UNLESS OTHERWISE NOTED OR APPROVED BY THE ENGINEER.
8. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE ALL SLEEVE'S UNDER DRIVEWAYS AND PAVED AREAS ARE INSTALLED PRIOR TO FINISHED PAVING. THIS INCLUDES, BUT IS NOT LIMITED TO, POWER, COMMUNICATION, WATER, AND IRRIGATION.
9. ALL WATER LINES SHALL BE INSTALLED WITH A MINIMUM COVER OF 36" INCHES PER 2016 NFPA 24-10.4.2.2.2 AND 2016 NFPA 24-10.2.2.3.
10. DEVELOPER SHALL PROVIDE AND INSTALL ELECTRICAL COMMUNICATION CONDUIT CONDUIT

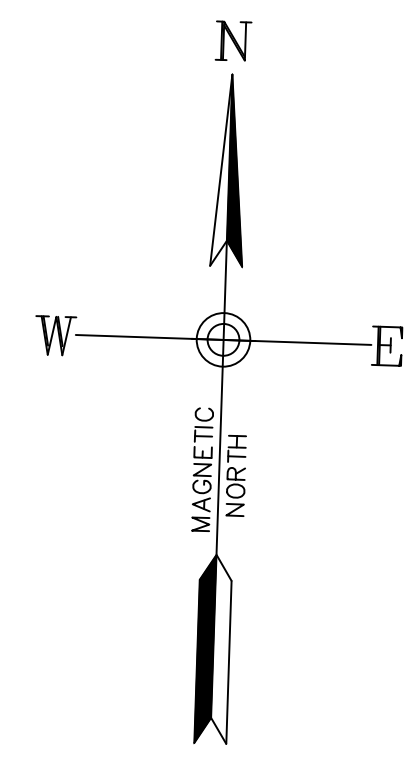
**PAVING GRADING AND DRAINAGE NOTES:**

1. GRADING IN THIS PLAN CAN BE LIMITED TO 0.1'. WHERE REQUIRED, CONTRACTOR SHALL ENSURE FINER IN-FIELD GRADE ADJUSTMENTS ARE IMPLEMENTED TO ENSURE POSITIVE DRAINAGE IS MAINTAINED. FLAT SLOPES SHALL NOT BE PERMITTED. COORDINATE WITH ENGINEER IF ANY AREAS IN THE PLAN REQUIRE FURTHER DETAIL FOR INSTALLATION.
2. PRIOR TO GRADING ACTIVITIES IT IS THE CONTRACTOR'S RESPONSIBILITY TO CHECK INTO SURVEY CONTROL AND VERIFY TOPOGRAPHIC INFORMATION. COORDINATE WITH ENGINEER IF DISCREPANCIES ARE ENCOUNTERED WHICH MAY AFFECT ANTICIPATED EARTHWORK QUANTITIES.
3. CONTRACTOR SHALL PROVIDE ADD ALTERNATE PRICING FOR CONCRETE PAVEMENT WITHIN YARD IN LIEU OF HEAVY-DUTY ASPHALT. COORDINATE WITH CIVIL ENGINEER IF NEEDED.
4. THIS PROJECT WILL HAVE A GEOTECHNICAL REPORT. THE REPORT MAY NOT HAVE BEEN AVAILABLE DURING ORIGINAL DESIGN DRAWING CREATION. CONTRACTOR SHALL OBTAIN A COPY OF THIS REPORT ADHERE TO THE REQUIREMENTS OF THE REPORT. COORDINATE WITH CIVIL ENGINEER IF DISCREPANCIES BETWEEN THE REPORT AND DRAWINGS EXIST.
5. ALL STORM DRAINAGE SHALL BE CLASS III RCP UNLESS OTHERWISE NOTED (NOTE: THIS PROJECT DOES HAVE SOME CLASS V IN AREAS OF SHALLOW COVER).
6. ALL RCP SHALL BE O-RING CONSTRUCTION.
7. UNLESS OTHERWISE NOTED ALL STORM DRAINAGE CONSTRUCTION SHALL ADHERE TO THE STANDARDS AND REQUIREMENTS OF SCDOT.
8. POND AERATOR TO BE KASCO ROBUST-AIRE R1 OR APPROVED EQUAL. CONTRACTOR MAY SUBMIT EQUAL ALTERNATE FOR CIVIL ENGINEER REVIEW AND APPROVAL.
9. PIPE SIZING INTERNAL TO THE PROPERTY IS DESIGNED TO CONTAIN THE 10 YR HYDRAULIC GRADE LINE. STRONGER STORM EVENTS, 25 YR AND 100 YR STORM, MAY CAUSE SOME PONDING AT INLETS INSIDE THE PROPERTY. HOWEVER, ANY PONDING WILL BE LIMITED TO PRIVATE PROPERTY AND WILL NOT ENCRUGH OR OVERFLOW ONTO PUBLIC R/W.



**PAVING LEGEND**

- CONCRETE
- HEAVY DUTY ASPHALT



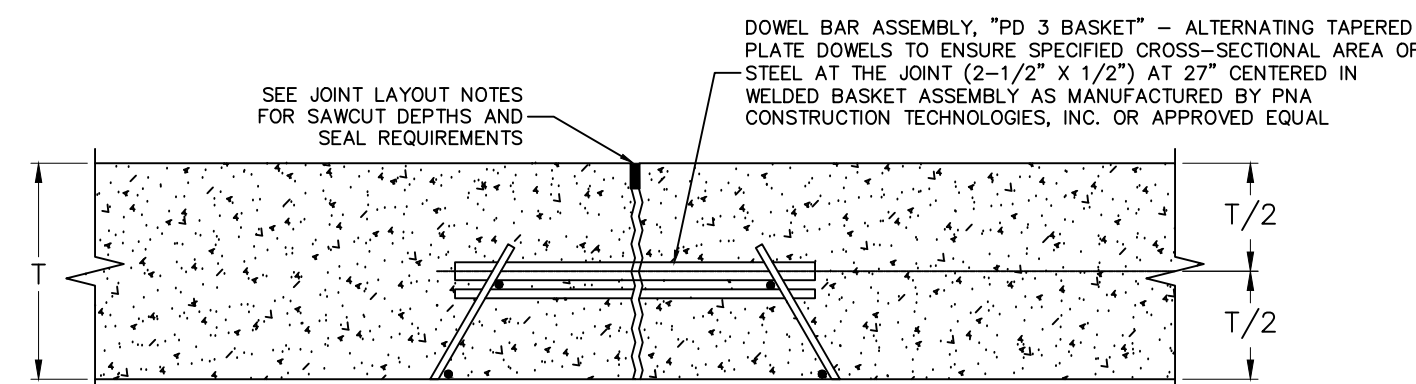
Drawings for  
**Old Dominion Freight Line**  
 Muskogee, OK

REV	DATE	DESCRIPTION

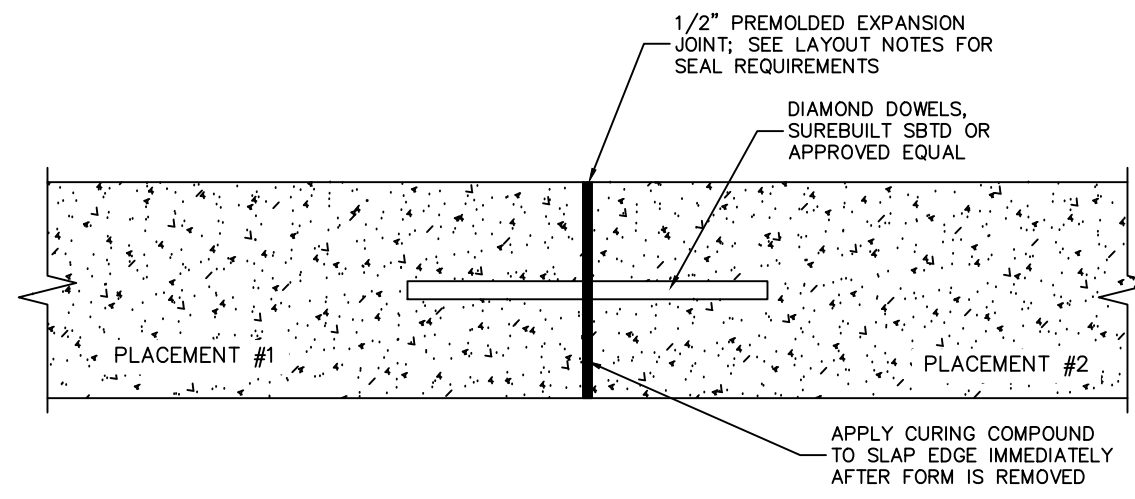
DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: 1"=50'  
 SHEET TITLE:  
**Paving, Grading,  
 Drainage, and  
 Utilities**

SHEET NUMBER:  
**C5.1**

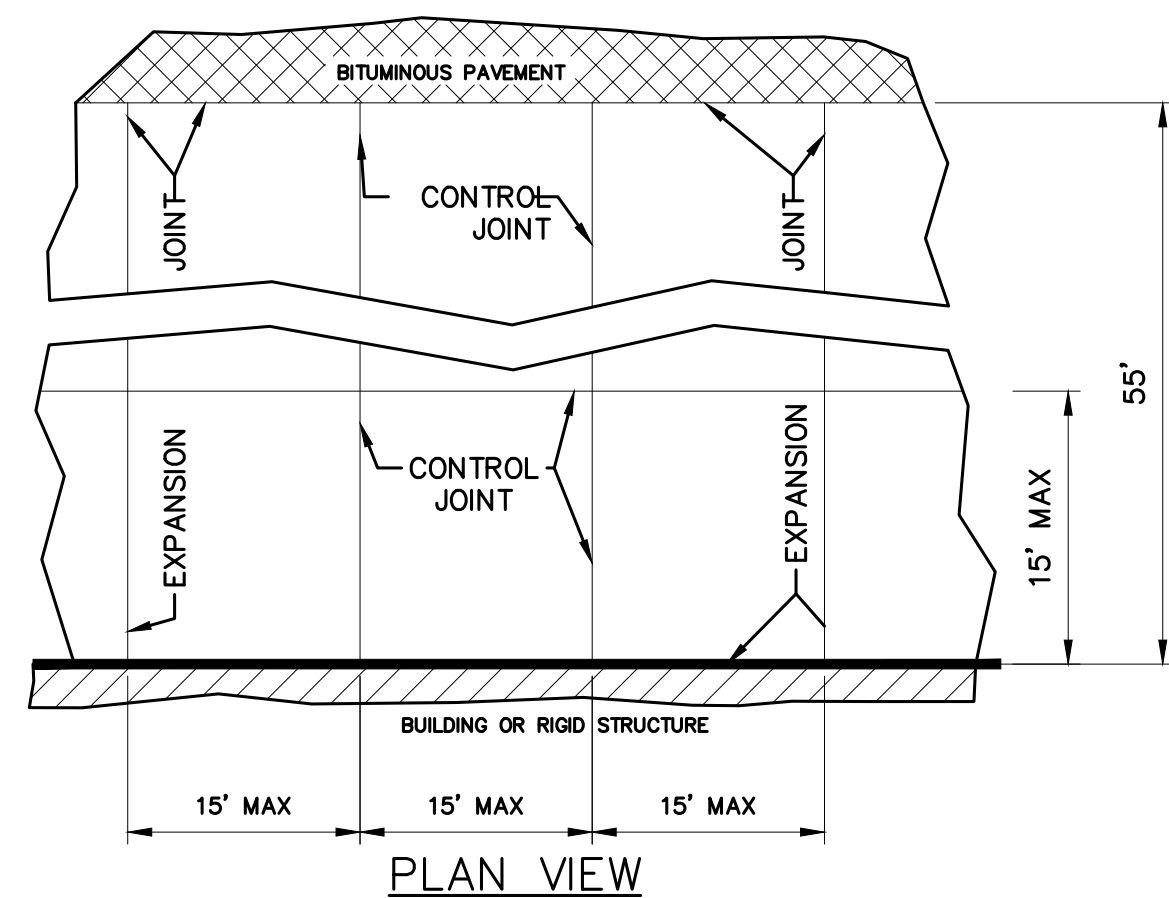




**TYPICAL CONTROL JOINT**  
NOT TO SCALE

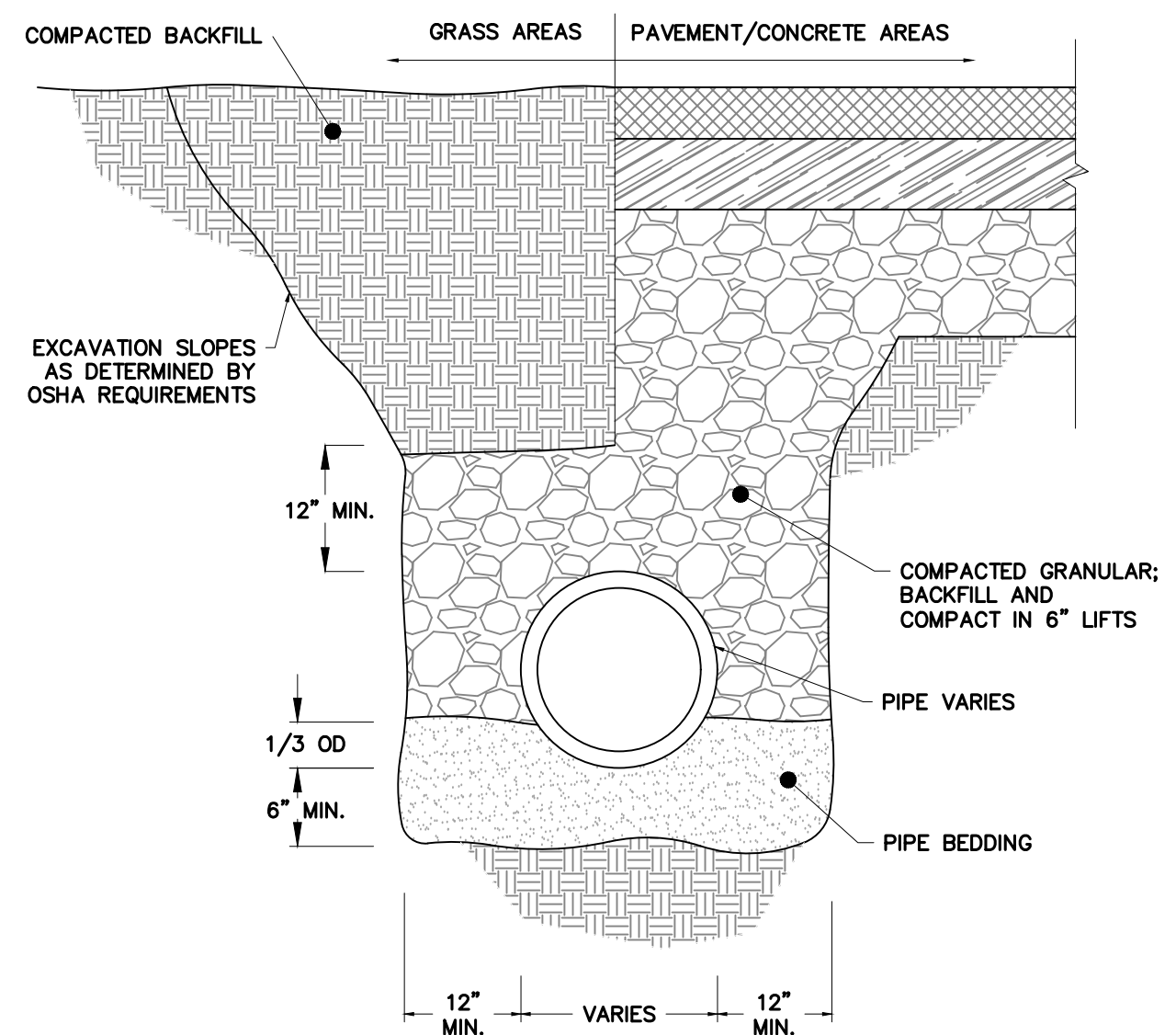


**TYPICAL EXPANSION/CONSTRUCTION JOINT**  
NOT TO SCALE

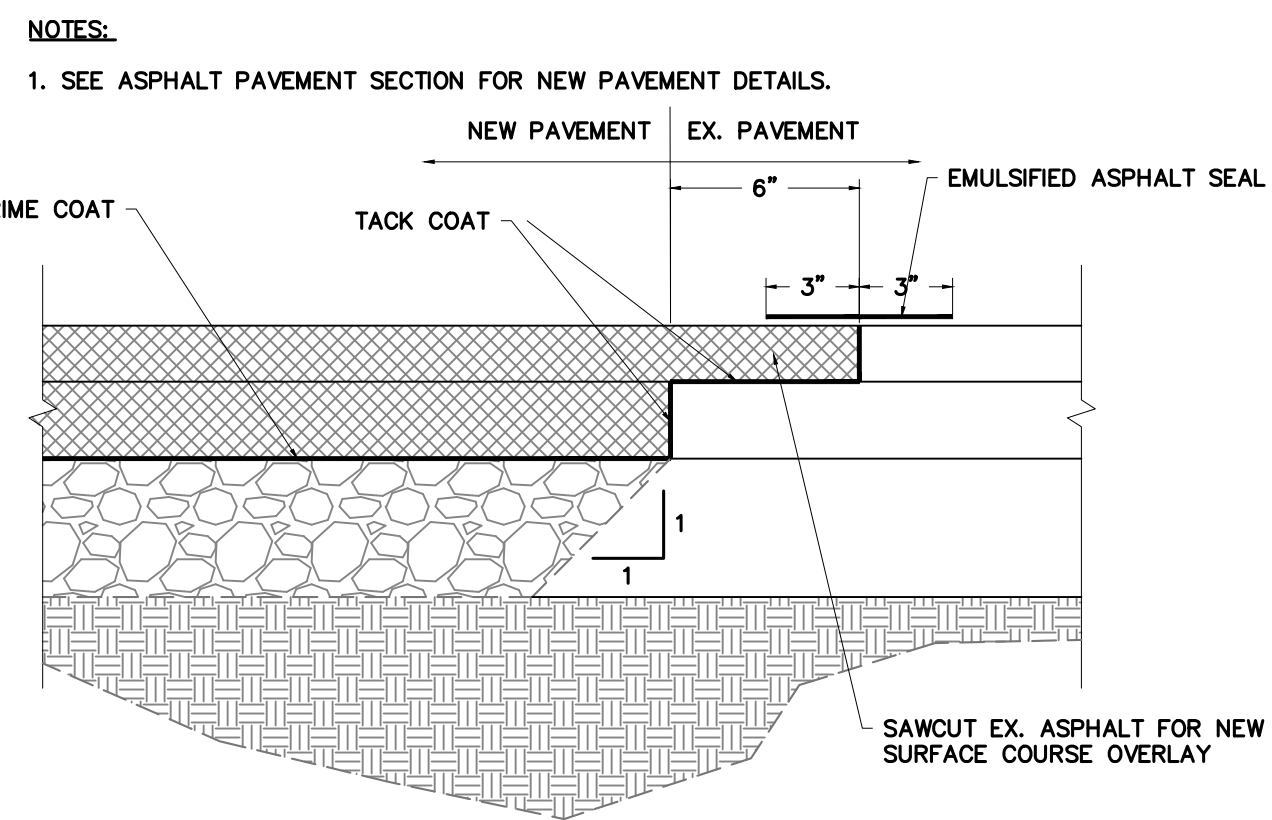


- NOTES:**
- CONTROL JOINTS TO BE 1/4" TO 3/8" SAW CUT. DEPTH TO BE 2" AND JOINT TO BE SEALED WITH SELF-LEVELING, UV RESISTANT, EXTERIOR GRADE, NON-PRIMING POLYURETHANE SEALANT. SEALANT TO BE FLUSH WITH CONCRETE SURFACE.
  - WIRE SUPPORTS SHALL BE SPACED AT 4'-0" (MAX.) IN BOTH DIRECTIONS.
  - IN GENERAL PROVIDE EXPANSION JOINTS AT MAXIMUM 60' SPACING PERPENDICULAR TO THE BUILDING AND AGAINST BUILDINGS, SIDEWALKS, DRIVEWAY APRONS, BUILDING PADS AND OTHER STRUCTURES. EXPANSION JOINTS MAY BE ELIMINATED DURING LARGER CONTINUOUS POURS IF COORDINATED WITH ENGINEER PRIOR TO INSTALLATION. EXPANSION JOINTS SHALL BE REQUIRED BETWEEN POURS IN ANY CASE.
  - DIAMOND DOWELS, SUREBUILT SBTD OR APPROVED EQUAL TO BE PROVIDED AT PAD EXPANSION JOINTS BETWEEN POURS.
  - SEAL CONCRETE/ASPHALT PAVING JOINT WITH PG 64-22 ASPHALT.
  - REFER TO PLAN VIEW FOR LANDING PAD DIMENSIONS.

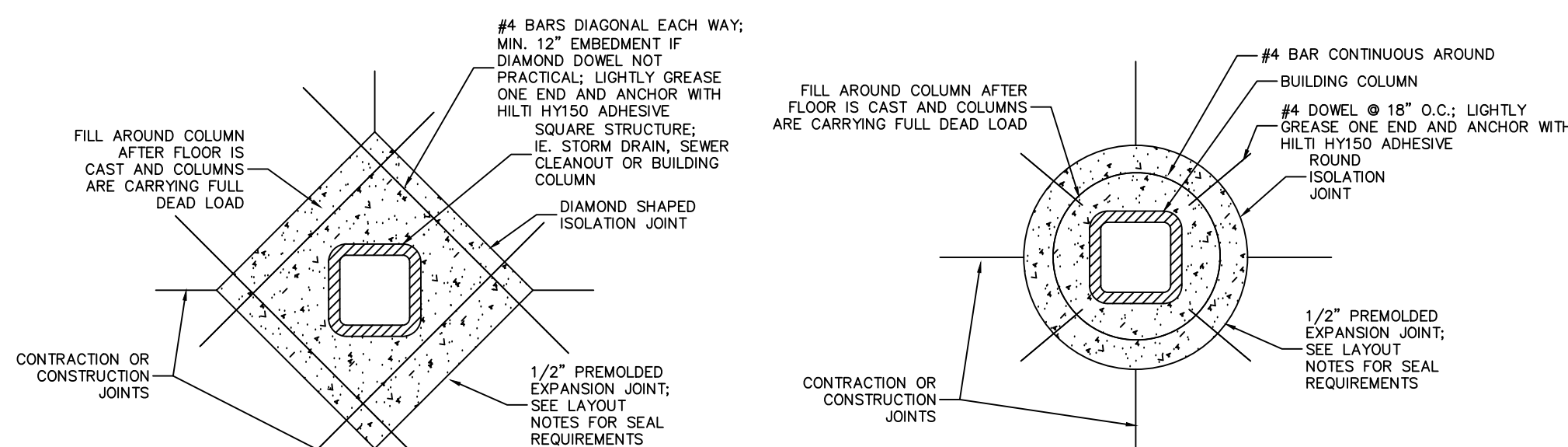
**CONCRETE LOADING DOCK & LANDING PAD JOINT DETAILS**  
NOT TO SCALE



**RCP TRENCH DETAIL**  
NOT TO SCALE

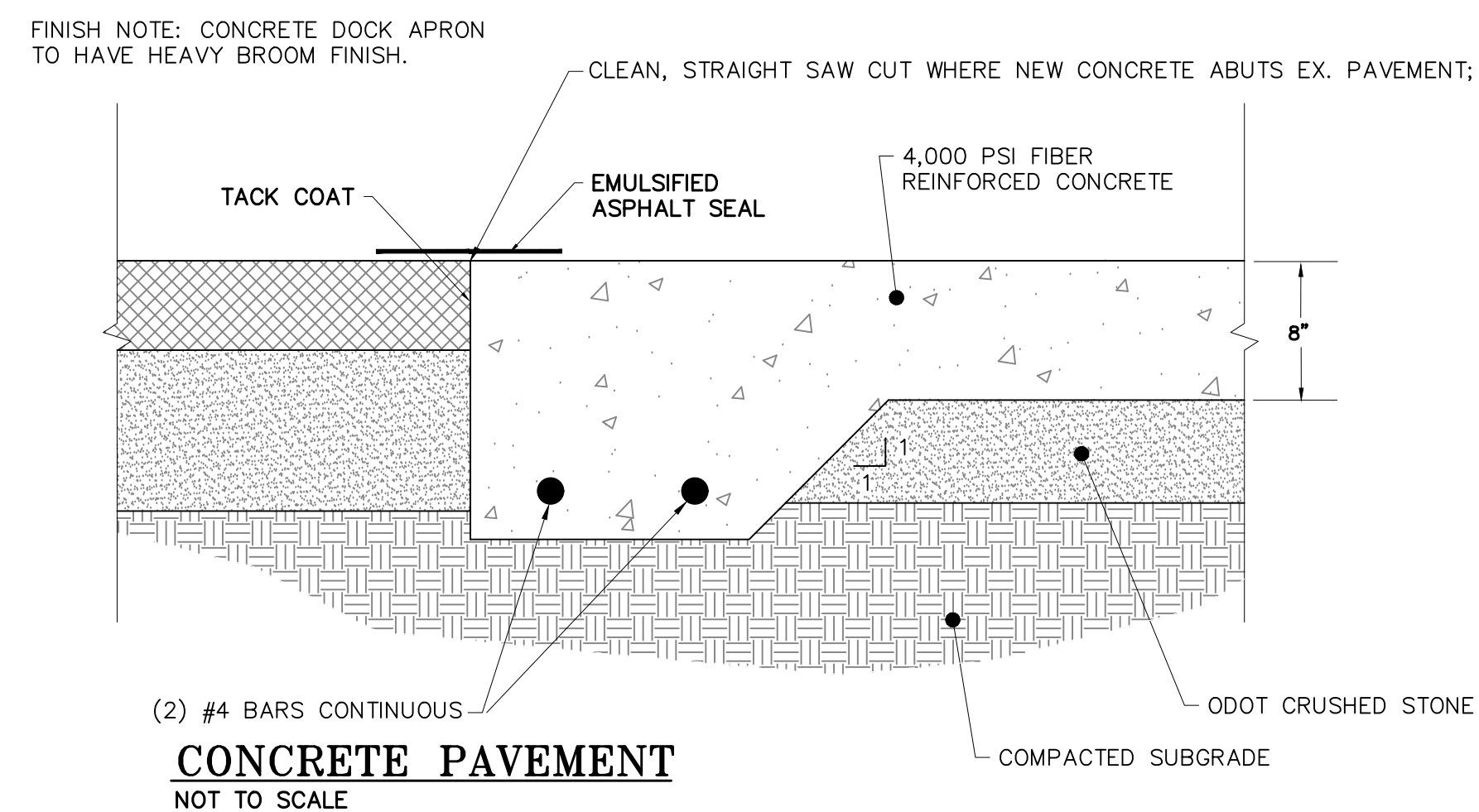


**NEW PAVEMENT TO EX PAVEMENT JOINT DETAIL**  
NOT TO SCALE

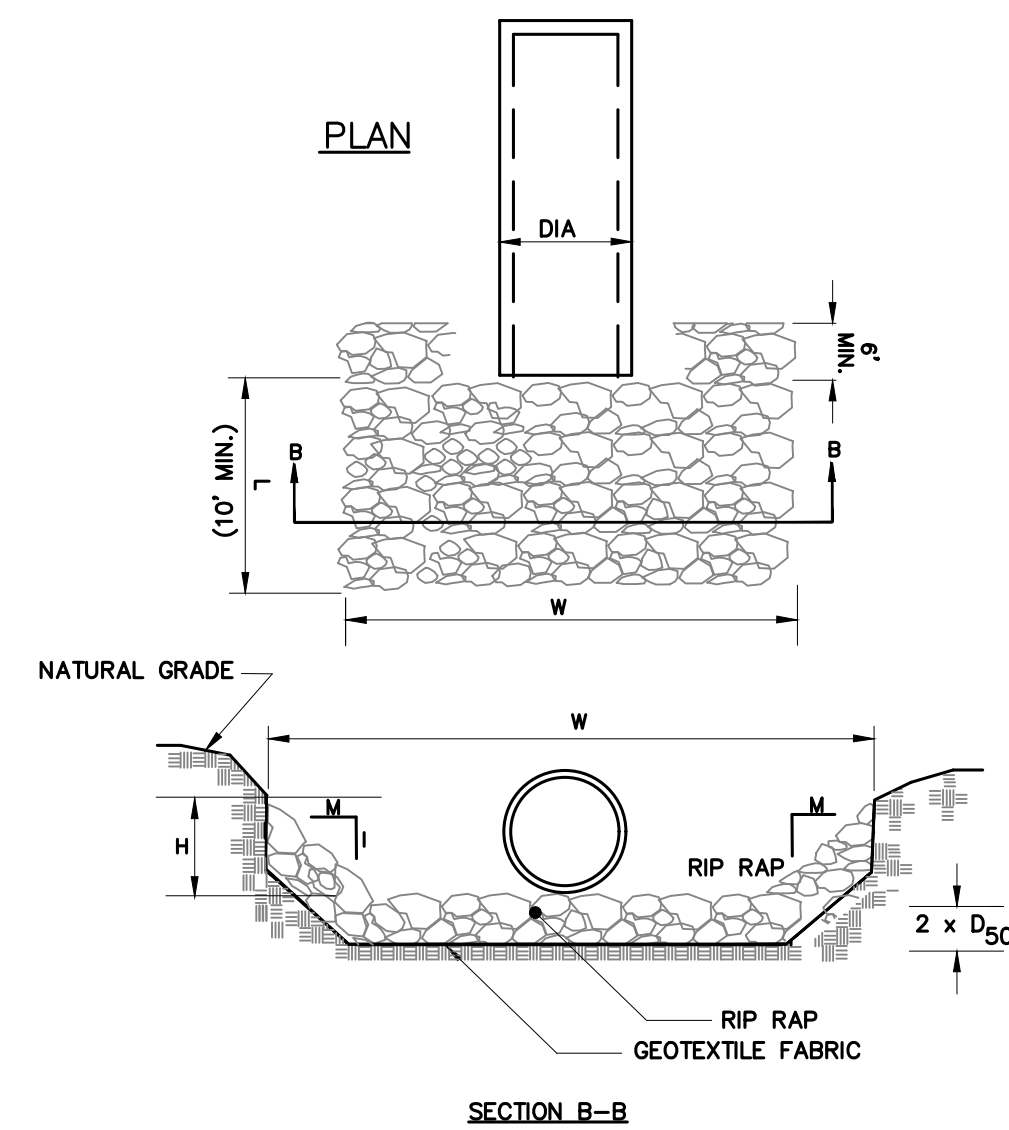


**RECTANGULAR EXPANSION JOINT**  
NOT TO SCALE

**ROUND EXPANSION JOINT**  
NOT TO SCALE

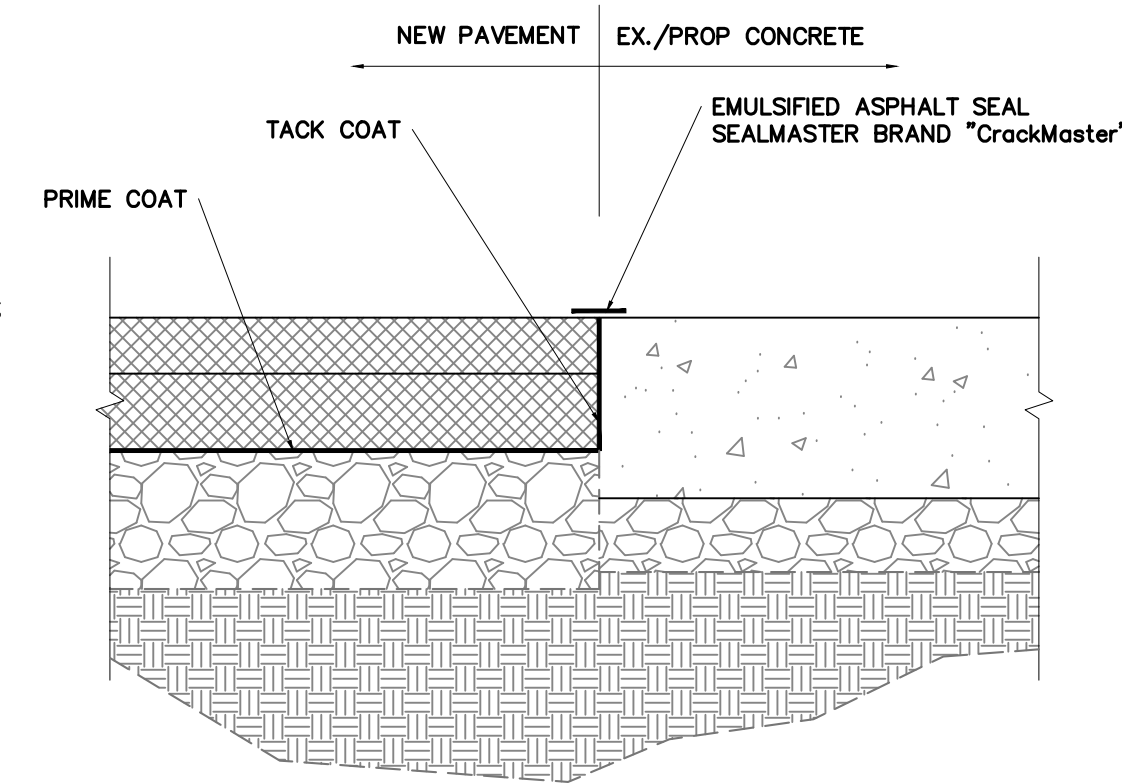


**CONCRETE PAVEMENT**  
NOT TO SCALE



**RIPRAP APRON AT PIPE OUTLETS**  
NOT TO SCALE

- NOTES:**
- SEE ASPHALT PAVING SECTION FOR NEW PAVEMENT DETAILS.
  - SEE CONCRETE APRON DETAILS FOR CONCRETE SECTION REQUIREMENTS.



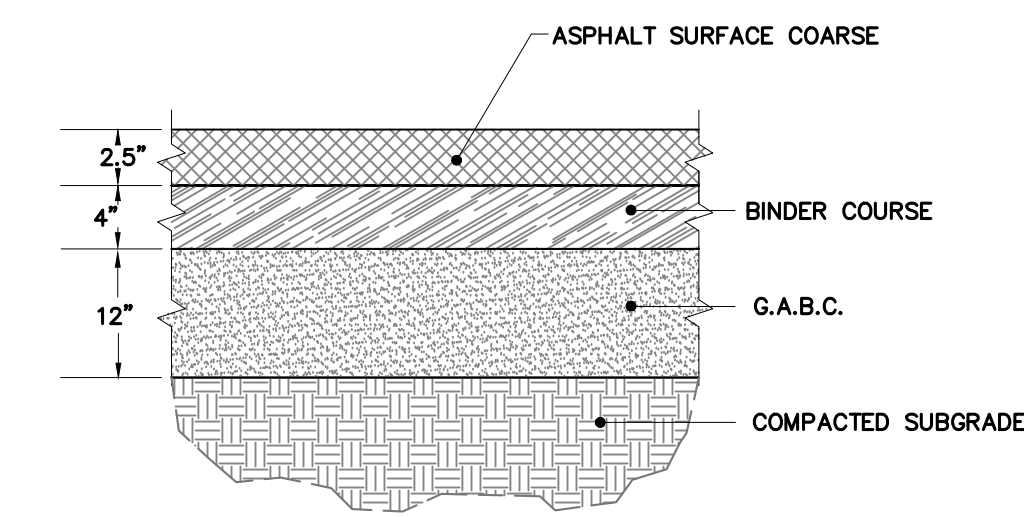
**NEW PAVEMENT TO CONCRETE JOINT DETAIL**  
NOT TO SCALE

- NOTES:**
- GRADED AGGREGATE BASE COURSE (G.A.B.C.) SHALL MEET OKLAHOMA
- RIPRAP SHOULD EXTEND UP BOTH SIDES OF THE APRON AND AROUND THE END OF THE PIPE OR CULVERT AT THE DISCHARGE OUTLET AT A MAXIMUM SLOPE OF 3:1 (H:1) AND A HEIGHT (H) NOT LESS THAN TWO THIRDS THE PIPE DIAMETER OR CULVERT HEIGHT.
- THERE SHALL BE NO OVERFLOW FROM THE END OF THE APRON TO THE SURFACE OF THE RECEIVING CHANNEL. THE AREA TO BE PAVED OR RIPRAPPED SHALL BE UNDERCUT SO THAT THE INVERT OF THE APRON SHALL BE AT THE SAME GRADE (FLUSH) WITH THE SURFACE OF THE RECEIVING CHANNEL. THE APRON SHALL HAVE A CUTOFF OR TOE WALL AT THE DOWNSTREAM END.
- THE WIDTH OF THE END OF THE APRON SHALL BE EQUAL TO THE BOTTOM WIDTH OF THE RECEIVING CHANNEL. MAXIMUM TAPER TO RECEIVING CHANNEL 5:1
- ALL SUBGRADE FOR STRUCTURE TO BE COMPACTED TO 95% OR GREATER.
- THE PLACING OF FILL, EITHER LOOSE OR COMPACTED IN THE RECEIVING CHANNEL SHALL NOT BE ALLOWED.
- NO BENDS OR CURVES IN THE HORIZONTAL ALIGNMENT OF THE APRON WILL BE PERMITTED.
- GEOTEXTILE FILTER FABRIC IS REQUIRED UNDER RIP RAP.
- ANY DISTURBED AREA FROM END OF APRON TO RECEIVING CHANNEL MUST BE STABILIZED.
- WIDTH (W) = DIAMETER OF PIPE + LENGTH OF APRON

Pipe Diameter (DIA)	Rip-rap Size (D <sub>50</sub> )	Width (W)	Length (L)
24"	6"	15'	25'

**PAVEMENT SECTION**

- DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS.
- THE SURFACE COURSE SHALL BE APPLIED NO LESS THAN 4 DAYS AND NO MORE THAN 7 DAYS AFTER THE APPLICATION OF PRIME COAT EXCEPT AS APPROVED BY THE ENGINEER.
- THE SURFACE COURSE SHALL MEET THE REQUIREMENTS OF ODOT.
- THE SUBGRADE SHALL BE PREPARED IN ACCORDANCE WITH ODOT STANDARDS.
- REFER TO GEOTECHNICAL REPORT FOR ADDITIONAL ASPHALT PAVING REQUIREMENTS.



**HEAVY DUTY ASPHALT**  
NOT TO SCALE



Old Dominion Freight Line  
Muskegee, OK

REV	DATE	DESCRIPTION	BY

DRAWN BY: Matt T. Prosser, P.E.  
 CHECKED BY: Kyle M. Hoyt, P.E.  
 DATE: April 05, 2024  
 PROJECT #: 23-099  
 SCALE: AS NOTED  
 SHEET TITLE: Paving, Grading, and Drainage Details  
 SHEET NUMBER:

**C5.2**



RESOLUTION NO. 2985

A RESOLUTION APPROVING AN AMENDMENT TO THE FUTURE LAND USE MAP FOR THE CITY OF MUSKOGEE FROM A SINGLE FAMILY RESIDENTIAL DISTRICT TO AN INDUSTRIAL 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 6, 2024, 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 A SINGLE FAMILY RESIDENTIAL DISTRICT TO AN INDUSTRIAL DISTRICT located on the tract of land described as:

**A TRACT OF LAND BEING ALL OF LOT 1, BLOCK 1, OF THE SLEEPY TRAVELER ADDITION, FILED IN THE MUSKOGEE COUNTY CLERK'S OFFICE IN PLAT BOOK 4867, PAGE 503, AND A PORTION OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION FOUR (4), TOWNSHIP FOURTEEN NORTH (T14N), RANGE EIGHTEEN EAST (R18E) OF THE INDIAN MERIDIAN, MUSKOGEE COUNTY, OKLAHOMA, TOGETHER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:**

**BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1, BLOCK 1, MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE N88°06'48"E, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 749.94 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1205.56 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S01°36'13"E A DISTANCE OF 329.93 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE; THENCE S88°06'00"W, PASSING THROUGH A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE FOR THE SOUTHEAST CORNER OF SAID LOT 1, BLOCK 1 AT A DISTANCE OF 457.58 FEET, AND CONTINUING FOR A TOTAL DISTANCE OF 1207.50 FEET TO A POINT MARKED BY A 5/8" REBAR WITH CAP STAMPED "CA 4849" FOUND IN PLACE, SAID POINT BEING ON THE PLATTED RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 64; THENCE ALONG SAID LINE N01°16'02"W A DISTANCE OF 330.22 FEET TO THE**

**POINT OF BEGINNING SAID TRACT HAVING AN AREA OF 398,231.9 SQUARE FEET  
OR 9.142 ACRES, MORE OR LESS.**

PASSED and APPROVED by the Mayor and Council of the City of Muskogee this \_\_\_\_\_ day  
of JUNE, 2024.

\_\_\_\_\_  
W. PATRICK CALE, MAYOR

ATTEST:

\_\_\_\_\_  
TAMMY L. TRACY, CITY CLERK

APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
KATRINA BODENHAMER, CITY ATTORNEY

Meeting Date: 06/24/2024

Initiator: Jody King, Planning Director

**Information**

**AGENDA ITEM TITLE:**

Hold a Public Hearing and consider approval of a Specific Use Permit for the property located at 1617 B North York Street, or take other necessary action. (Jody King)

**LEGAL DESCRIPTION:**

Tract 1 and 2 in Bailey's Acreage Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma, Less street thereof.

**BACKGROUND:**

Mr. Jason Bushlow has applied for a specific use permit for the location at 1617 B North York Street. His proposed (existing) use is a medical marijuana grow. This location is not properly zoned for the use. Being currently zoned I-1 Light Industrial does not allow for medical marijuana grows as a permitted or even a special use. However, this existing business was operating under different ownership prior to Ordinance No. 4179-A, § 1, 2-27-2023, that permitted medical marijuana grows to only be located in agricultural zoning districts. Since the use has continued on under new ownership, the use of the land as a medical marijuana grow is considered a legally nonconforming use (grandfathered) under the City of Muskogee Code of Ordinances. Even though the land use has remained the same, the new owner is required to obtain a specific use permit before a certificate of compliance can be issued (90-23-01(D)).

- o Current Zoning & Use: I-1 Light Industrial, Medical Marijuana Grow, a legally conforming use.
- o Proposed Zoning & Use: I-1 Light Industrial, Medical Marijuana Grow, a legally conforming use.
- o NW quarter of the SE quarter of Section 24, Township 15 North, Range 18 West of the Indian Meridian.
- o Street Address: 1617 B North York Street

The Planning Commission recommended approval at the June 3, 2024, Planning and Zoning Commission meeting.

**RECOMMENDED STAFF ACTION:**

Recommend Approval

**Fiscal Impact**

**Attachments**

Staff Report

## Planning & Community Development Staff Report

- City of Muskogee Planning & Zoning Commission, Monday, June 3, 2024 at 9:00 A.M.
- City of Muskogee Public Works Committee, Monday, June 3, 2024 at 5:30 P.M.
- City of Muskogee City Council Meeting, Monday, June 3, 2024 at 5:30 P.M.

**Location: City of Muskogee City Hall, 229 W Okmulgee Ave., 3<sup>rd</sup> Floor Council Chambers**

Consider approval of the specific use permit for the property located at 1617 B North York Street.

### **Planning Department Analysis**

- Current Zoning & Use: I-1 Light Industrial, Medical Marijuana Grow, a legally nonconforming use.
- Proposed Zoning & Use: I-1 Light Industrial, Medical Marijuana Grow, a legally nonconforming use.
- NW quarter of the SE quarter of Section 24, Township 15 North, Range 18 West of the Indian Meridian.
- Street Address: 1617 B North York Street

### Legal Description:

Tract 1 and 2 in Bailey's Acreage Addition to the City of Muskogee, according to the official plat thereof, Muskogee County, State of Oklahoma, Less street thereof.

### Discussion:

Mr. Jason Bushlow has applied for a specific use permit for the location at 1617 B North York Street. His proposed (existing) use is a medical marijuana grow. This location is not properly zone for the use. Being currently zoned I-1 Light Industrial does not allow for medical marijuana grows as a permitted or even a special use. However, this existing business was operating under different ownership prior to Ordinance No. 4179-A, § 1, 2-27-2023, that permitted medical marijuana grows to only be located in agriculture zoning districts. Since the use has continued on under new ownership, the use of the land as a medical marijuana grow is considered a legally nonconforming use (grandfathered) in under the City of Muskogee Code of Ordinances. Even though the land use has remained the same, the new owner is required to obtain a specific use permit before a certificate of compliance can be issued (90-23-01(D)).

**RECOMMENDATION:     Approve the Specific Use Permit**

# Specific Use Permit-Bushlow-1617 B N York Street

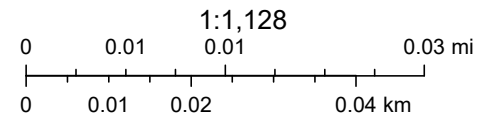


5/28/2024

- Zoning Districts
- PP
  - C-1
  - C-2
  - I-1
  - Muskogee County Parcels
  - World Imagery

- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery

- Citations
- 30cm Resolution Metadata



Maxar, Microsoft, Esri Community Maps Contributors, Texas Parks & Wildlife,  
 © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph,

Jody King, MPA  
 City of Muskogee Planning & Community Development Department

**Meeting Date:** 06/24/2024

**Initiator:** Jody King, Planning Director

---

**Information**

**AGENDA ITEM TITLE:**

Hold a Public Hearing and consider approval of a Specific Use Permit for the property located at 117 North Junction Street, or take other necessary action. (Jody King)

**LEGAL DESCRIPTION:**

Lot 16, Block 1, Alta Vista Addition, City of Muskogee, Muskogee County, State of Oklahoma, containing 7005.5 square feet or 0.16 acres, more or less.

**BACKGROUND:**

Mr. Shawn Gandy has applied for a specific use permit for the location at 117 N Junction Street. His proposed use is a medical marijuana dispensary. Being in a properly zoned location, the use is allowed by the City of Muskogee City Code.

Current Zoning & Use: C-1 Local Commercial, Vacant (Old Barber Shop)

Proposed Zoning & Use: C-1 Local Commercial, Medical Marijuana Dispensary

SW quarter of the SW quarter of Section 22, Township 15 North, Range 18 West of the Indian Meridian.

The Planning Commission recommended approval at the June 3, 2024, Planning and Zoning Commission meeting.

**RECOMMENDED STAFF ACTION:**

Recommend Approval

---

**Fiscal Impact**

**Attachments**

Staff Report

---

## Planning & Community Development Staff Report

- City of Muskogee Planning & Zoning Commission, Monday, June 3, 2024 at 9:00 A.M.
- City of Muskogee Public Works Committee, Monday, June 3, 2024 at 5:30 P.M.
- City of Muskogee City Council Meeting, Monday, June 3, 2024 at 5:30 P.M.

**Location: City of Muskogee City Hall, 229 W Okmulgee Ave., 3<sup>rd</sup> Floor Council Chambers**

Consider approval of the specific use permit for the property located at 117 N Junction.

### **Planning Department Analysis**

- Current Zoning & Use: C-1 Local Commercial, Vacant (Old Barber Shop)
- Proposed Zoning & Use: C-1 Local Commercial, Medical Marijuana Dispensary
- SW quarter of the SW quarter of Section 22, Township 15 North, Range 18 West of the Indian Meridian.
- Street Address: 117 North Junction Street

Legal Description:

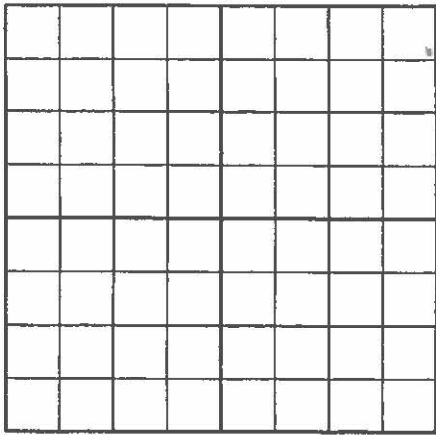
Lot 16, Block 1, Alta Vista Addition, City of Muskogee, Muskogee County, State of Oklahoma, containing 7005.5 square feet or 0.16 acres, more or less.

Discussion:

Mr. Shawn Gandy has applied for a specific use permit for the location at 117 N Junction Street. His proposed use is a medical marijuana dispensary. Being in a properly zoned locations, the use is allowed by the City of Muskogee City Code.

**RECOMMENDATION:            Approve the Specific Use Permit**

# SITE PLAN



## LOCATION MAP

### LEGAL DESCRIPTION

Lot 16, Block 1, Alta Vista Addition, City of Muskogee, Muskogee County, State of Oklahoma, containing 7005.5 square feet or 0.16 acres, more or less.

SEC. \_\_\_\_\_ T \_\_\_\_\_ N, R \_\_\_\_\_ E

SCALE: 1" = 30'

● = IRON PIN

—x— = FENCE

BROADWAY AVENUE

SET MAG NAIL WITH FLASHER

SET 5/8" IRON PIN

S88°33'12"W

50.00'

CONCRETE PARKING LOT

140.00'

S1°25'06"E

7005.5 SQ FT ±  
0.16 ACRES ±

140.00'

SIDEWALK

140.00'

SIDEWALK

12.5'

12.6'

6.2'

1.0'

1.0'

1-STORY BRICK BLDG

JUNCTION STREET

FOUND 3/8" IRON PIN

ASPHALT ALLEYWAY

SET 5/8" IRON PIN

N88°33'12"E

50.00'

In compliance with state code, title 245-15-13-2-C-11 only easements and rights-of-way's provided to the surveyor are shown.

Bearings are based on NAD83 Oklahoma State Plane Coordinate System.

3/5/2024

*Tony Robison*

TONY ROBISON, LAND SURVEYOR NO. 1686

**Heartland Surveying & Mapping, PLLC**

CA #4849

600 Emporia St., Ste. "C"  
Muskogee, Oklahoma 74401

(918) 682-7796

115 N JUNCTION ST, MUSKOGEE OK

DATE: 2/27/24

THIS SURVEY MEETS OKLAHOMA MINIMUM SURVEY STANDARDS.



This survey was performed without the benefit of a title commitment being furnished and may contain easements or rights of ways not shown.

W.O.# 11926

SURVEYED BY: JT/AC

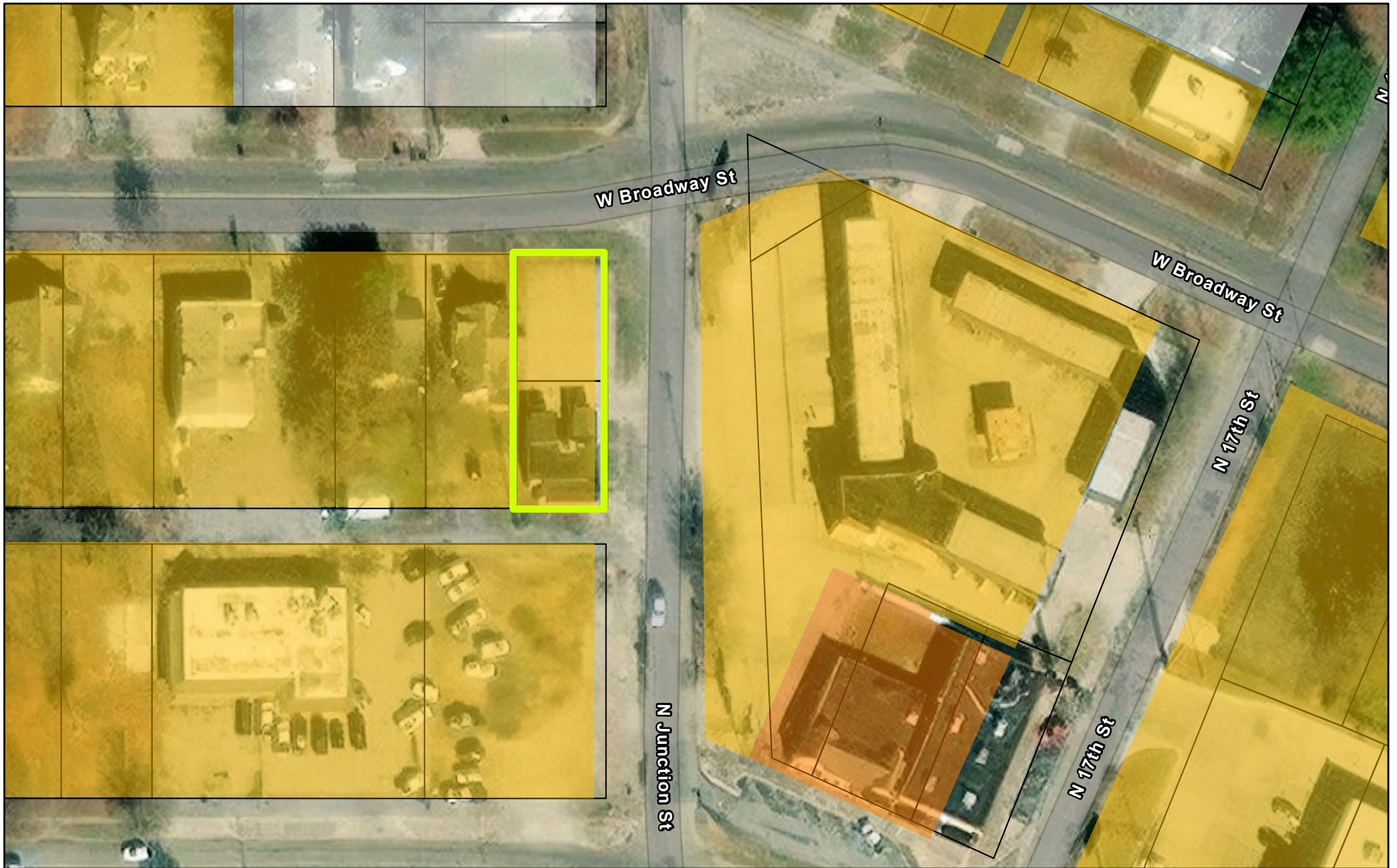
DRAWN BY: JB

Last Site Visit: 2/16/24

FILE NAME  
Mar 05, 2024 - 1:19pm  
S:\CAD - HEARTLAND-FILES\W011926.dwg



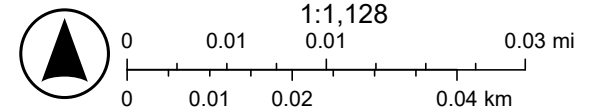
# Specific Use Permit Site & Zoning Map-117 N Junction St.



5/28/2024

- Zoning Districts
- Muskogee County Parcels
  - R-1
  - C-1
  - C-2
  - World Imagery
  - Low Resolution 15m Imagery
  - High Resolution 60cm Imagery

- High Resolution 30cm Imagery
- Citations
- 30cm Resolution Metadata



**Regular City Council**

**19.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Austin Witt, Deputy City Attorney  
**Department:** City Attorney  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Consider Approval of Ordinance No. 4237-A, Amending Chapter 54, Offenses And Miscellaneous Provisions, Amending Article IV, Offenses Against Public Peace, Amending Division 2, Firearms And Deadly Weapons, Adding Section 54-218, Unlawful Discharge Of Fireworks Prohibited; Providing For Codification, Repealer, Severability And Declaring An Emergency. (Deputy Mayor Derrick Reed and Councilor Melody Cranford)

**BACKGROUND:**

On July 10, 2023, City Council directed staff to propose amendments to the City of Muskogee Code of Ordinances regarding the discharging of fireworks within City ordinances. This direction was given following the events of July 3rd and 4th of 2023, where the City of Muskogee Police Department and Fire Department responded to a number of calls regarding fireworks and injuries to persons or property. Different proposals have been presented to the council but no conclusions were reached on amendments. During the past week, individuals in Muskogee have used fireworks as weapons against persons and dwellings, thus creating an emergency situation that threatens the health, safety and welfare of citizens. The proposed ordinance will allow a person to be prosecuted for violating the provisions under City of Muskogee Code of Ordinances Chapter 22, Business Regulations, Article IV, Fireworks, by describing and prohibiting the unlawful discharge of fireworks within the municipal boundaries and making the penalty for such unlawful discharge a misdemeanor. This proposed ordinance amendment also needs to be declared as an emergency so it can be enacted immediately for the protection of citizens.

**RECOMMENDED ACTION:**

Approve the ordinance and declare an emergency

---

**Fiscal Impact**

**Attachments**

54-218 Unlawful Discharge of Fireworks Prohibited

---

**ORDINANCE NO. 4237-A**

**A NEW ORDINANCE OF THE CITY OF MUSKOGEE, OKLAHOMA, AMENDING CHAPTER 54, OFFENSES AND MISCELLANEOUS PROVISIONS, AMENDING ARTICLE IV, OFFENSES AGAINST PUBLIC PEACE, AMENDING DIVISION 2, FIREARMS AND DEADLY WEAPONS, ADDING SECTION 54-218, UNLAWFUL DISCHARGE OF FIREWORKS PROHIBITED; PROVIDING FOR CODIFICATION, REPEALER, SEVERABILITY AND DECLARING AN EMERGENCY.**

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

**AN EMERGENCY ORDINANCE**

**Section 1.** Section 54-218, Unlawful Discharge of Fireworks Prohibited, is hereby created and added to Chapter 54, Offenses And Miscellaneous Provisions, Article IV, Offenses Against Public Peace, Division 2, Firearms And Deadly Weapons of the Muskogee Code of Ordinances as follows:

**Section 54-218, Unlawful Discharge Of Fireworks Prohibited.**

- A. It shall be unlawful and an offense for any person or persons to discharge fireworks at another person, or person's property, within the municipal boundaries.
- B. No person shall discharge fireworks on municipal property, including but not limited to municipal parks and the municipal airport, personal property where the property owner has not given explicit consent, or within 500 feet of any church, hospital, public school, area where flammable fuels are sold or dispensed, or where fireworks are stored, sold or offered for sale.
- C. No person shall allow for or cause any provision of Chapter 22, Business Regulations, Article IV, Fireworks, to be violated within the municipal boundaries.
- D. Any person violating or causing another to violate any provision of this section shall be guilty of a misdemeanor and, upon conviction, shall be punished by imprisonment for a period not exceeding sixty (60) days, or by imposition of a fine, according to a schedule of fines as may be modified from time to time by the City Council, or by both such fine and imprisonment.
- E. The fire marshal, or any police officer shall seize as contraband any illegal fireworks or fireworks utilized in a manner which violated this ordinance, or as defined under the terms of Chapter 22, Business Regulations, Article IV, Fireworks. Fireworks seized in this enforcement shall be held in the custody of the police department. The party surrendering the fireworks, if aggrieved by the action, may file an appeal in writing to the municipal judge. Upon hearing the appeal, the municipal judge may authorize the return of part or all of the confiscated fireworks; otherwise, the court shall authorize and direct that such contraband fireworks be destroyed.

Section 2. CODIFICATION. Chapter 54, Article IV, Section 54-218, is hereby codified as titled to be included in Chapter 54, Offenses and Miscellaneous Provisions, Article IV, Offenses Against Public Peace, Division 2, Firearms and Deadly Weapons, in the City of Muskogee Code of Ordinances.

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

Section 4. SEVERABILITY. Should any section, subsection, sentence, provision, clause or phrase hereof be held to be invalid, void or unconstitutional for any reason, such holding shall not render invalid, void or unconstitutional any other section, subsection, sentence, provisions, clause or phrase of this ordinance, and the same are deemed severable for this purpose.

Section 5. EMERGENCY. This ordinance being designated to protect the public health, safety and welfare of the inhabitants of the City of Muskogee, Oklahoma, and its passage being immediately necessary, an emergency is hereby declared to exist and by reason whereof this ordinance shall take effect immediately upon its passage, approval and publication as provided by the Charter of the City of Muskogee.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
W. PATRICK CALE, MAYOR

ATTEST:

\_\_\_\_\_  
TAMMY L. TRACY, CITY CLERK

Approved as to form and legality, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Katrina S. Bodenhamer, City Attorney

**Regular City Council**

**20.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Austin Witt, Deputy City Attorney  
**Department:** City Attorney  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Consider approval of Resolution No. 2958 adopting an amendment to Appendix A of the Muskogee City Code pertaining to the schedules of fines for Criminal Offenses, or take other necessary action. (Deputy Mayor Derrick Reed and Councilor Melody Cranford)

**BACKGROUND:**

This amendment is necessary to establish the fines for a violation of section 54-218, as laid out in proposed emergency ordinance No. 4237-A.

**RECOMMENDED ACTION:**

Approve the resolution.

---

**Fiscal Impact**

**Attachments**

Res. 2958 Amending Schedule A to reflect Ordinance 54-218

---

RESOLUTION NO. 2958

A RESOLUTION ADOPTING AMENDMENT TO APPENDIX A OF THE MUSKOGEE CITY CODE PERTAINING TO SCHEDULES OF FEES AND CHARGES PER ATTACHED LIST (DISCHARGE OF FIREWORKS).

WHEREAS, the City of Muskogee has prepared the City's Code of Ordinances containing all ordinances adopted by the City; and

WHEREAS, the City of Muskogee has prepared an Amendment to Appendix A to the City Code, pertaining to fees and charges as per attached;

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

THAT Amendment to Appendix A of the Muskogee City code pertaining to schedule of City fees and charges, as per attached list, is hereby approved and adopted; and

THAT the public is hereby notified of adoption of amended fee schedule and that copies of the amended fee schedule are available for review in the office of the City Clerk; and

THAT the City Clerk shall cause to be filed one copy of this resolution with the office of the County Clerk of Muskogee County; and

THAT the City Clerk shall cause one copy of this resolution to be filed with the Law Library of Muskogee County; and

THAT the City Clerk shall keep at least one (1) copy of amended fee schedule to the Code of Ordinances in the office of the City Clerk for public use, inspection, and examination.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2024, by the City Council of the City of Muskogee.

\_\_\_\_\_  
W. PATRICK CALE, MAYOR

ATTEST:

\_\_\_\_\_  
TAMMY L TRACY, CITY CLERK

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Katrina Bodenhamer, City Attorney

Amendment to Appendix A

<b>OFFENSES AND MISCELLANEOUS PROVISIONS</b>			
54-218	Discharge of fireworks within the municipal boundaries.	\$500.00	

**Regular City Council**

**21.**

**Meeting Date:** 06/24/2024

**Submitted For:** Johnny Teehee, Police

**Initiator:** Chad Farmer,  
Deputy Chief

**Department:** Police

**Staff Information Source:**

**Information**

**AGENDA ITEM TITLE:**

Consider approval of Resolution No. 2995 declaring certain items of City property to be surplus to the needs of the City and authorizing the City Manager, or his designee to dispose of the same, as per the items listed, or take other necessary action. (Johnny Teehee)

**BACKGROUND:**

We currently have 15 Bushmaster short barreled rifles (SBR) that are no longer being utilized by our Special Operations Team. We are recommending that we sell these rifles and use the money towards the purchase of new SOT rifles. We have contacted many companies in regards to this transaction with little success. Only two companies were interested enough to give us a quote. Due to the condition and high cost of a tax stamp to transfer an SBR, most companies were not interested. The Officers that currently are in possession of these rifles would like the opportunity to purchase the rifle they were issued. Any additional costs such as tax stamp would be purchased by the individual officer and the city would not be out any additional money. This transaction would be similar to previous similar transactions where officers purchased their handguns during a trade in for new firearms.

**MPD Officers** - \$400 per rifle would be a total of \$6,000.

**Phoenix Distributors** - \$350 per rifle for a total of \$5,250.

**GT Distributors** - \$255 per rifle for a total of \$3,825.

Below is a list of the property:

Bushmaster	SBR-11	5.56mm	BFI671784
Bushmaster	SBR-11	5.56mm	BFI671048
Bushmaster	SBR-11	5.56mm	BFI671063
Bushmaster	SBR-11	5.56mm	BFI671083
Bushmaster	SBR-11	5.56mm	BFI671212
Bushmaster	SBR-11	5.56mm	BFI671756
Bushmaster	SBR-11	5.56mm	BFI671768
Bushmaster	SBR-11	5.56mm	BFI671765
Bushmaster	SBR-11	5.56mm	BFI671778
Bushmaster	SBR-11	5.56mm	BFI671783
Bushmaster	SBR-11	5.56mm	BFI671843
Bushmaster	SBR-11	5.56mm	BFI671846
Bushmaster	SBR-11	5.56mm	BFI671897
Bushmaster	SBR-11	5.56mm	BFI671898
Bushmaster	SBR-11	5.56mm	BFI671900



**RECOMMENDED ACTION:**

Approve a resolution declaring certain items surplus to the needs of the City and authorizing the City Manager to dispose of said property.

---

---

**Fiscal Impact**

**Attachments**

Resolution No. 2995

---

---

RESOLUTION NO. 2995

A RESOLUTION BY THE CITY OF MUSKOGEE DECLARING CERTAIN ITEMS OF CITY PROPERTY TO BE SURPLUSED TO THE NEEDS OF THE CITY AND AUTHORIZATION FOR THE CITY MANAGER TO DISPOSE OF THE ITEMS

WHEREAS, the City of Muskogee Police Department has fifteen (15) bushmaster short-barreled rifles that are no longer being utilized by the Special Operations Team (SOT); and

WHEREAS, if these items are sold, the money recovered therefrom can be used toward the purchase of new SOT rifles; and

WHEREAS, The City of Muskogee Police Department has been unable to sell these items for a reasonable price due to their current condition and the high cost of a tax stamps to transfer said items, and

WHEREAS, The City of Muskogee Police Department officers who are currently in possession of said items wish to purchase them, paying for any required tax stamps individually, for more than the two offers received for the items (which would additionally require the City of Muskogee to pay tax stamps thereon); and

WHEREAS, it is common practice for officers to purchase their handguns during a trade for new firearms.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA AND THE COUNTY OF MUSKOGEE:

THAT the items listed below be declared surplus to the needs of the City, and the City Manager is hereby authorized to dispose of them by offering them for sale at the prices listed therein to the SOT officers, with said officers paying any necessary tax stamps on their purchase and transfer;

**MPD Officers** - \$400 per rifle would be a total of \$6,000.00

Below is a list of the property:

Bushmaster	SBR-11	5.56mm	BF1671784
Bushmaster	SBR-11	5.56mm	BF1671048
Bushmaster	SBR-11	5.56mm	BF1671063
Bushmaster	SBR-11	5.56mm	BF1671083
Bushmaster	SBR-11	5.56mm	BF1671212
Bushmaster	SBR-11	5.56mm	BF1671756
Bushmaster	SBR-11	5.56mm	BF1671768
Bushmaster	SBR-11	5.56mm	BF1671765
Bushmaster	SBR-11	5.56mm	BF1671778
Bushmaster	SBR-11	5.56mm	BF1671783
Bushmaster	SBR-11	5.56mm	BF1671843
Bushmaster	SBR-11	5.56mm	BF1671846

Bushmaster SBR-11 5.56mm BFI671897  
Bushmaster SBR-11 5.56mm BFI671898  
Bushmaster SBR-11 5.56mm BFI671900

THAT the City Clerk shall cause to be filed one copy of this resolution with the office of the County Clerk of Muskogee County; and

THAT the City Clerk shall cause one copy of this resolution to be filed with the Law Library of Muskogee County; and

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2024, by the City Council of the City of Muskogee.

\_\_\_\_\_  
W. PATRICK CALE, MAYOR

ATTEST:

(Seal)

\_\_\_\_\_  
TAMMY L. TRACY, CITY CLERK

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Katrina Bodenhamer, City Attorney

**Regular City Council**

**22.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Tyler Evans, Emergency Management  
**Initiator:** Tyler Evans, Emergency Management Director  
**Department:** Emergency Management  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Consider approval of Resolution No. 2993 adopting a county-wide Multi-Jurisdiction Hazard Mitigation Plan, or take other necessary action. (Tyler Evans)

**BACKGROUND:**

The 2024 Muskogee County Multi-Hazard Mitigation Plan Update has been prepared in accordance with the Disaster Mitigation Act of 2000 and has been reviewed and approved by FEMA. By receiving this approval, eligibility for the Hazard Mitigation Assistance Grants will be ensured for five years, expiring on April 16, 2029.

**RECOMMENDED ACTION:**

Approval of Resolution No. 2993

---

**Fiscal Impact**

**Attachments**

HMGP Resolution Adoption  
FEMA Approval

---

**RESOLUTION NO. 2993**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MUSKOGEE ADOPTING THE MUSKOGEE COUNTY MULTI-HAZARD MITIGATION PLAN UPDATE IN ACCORDANCE WITH THE DISASTER MITIGATION ACT OF 2000.**

**WHEREAS**, the 2024 Muskogee County Multi-Hazard Mitigation Plan Update has been prepared in accordance with the Disaster Mitigation Act of 2000; and

**WHEREAS**, the City Council is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

**WHEREAS**, the City Council has reviewed the Plan and affirms that the Plan will be updated no less than every five years; and

**WHEREAS**, adoption of the Plan is necessary to ensure eligibility for future FEMA Hazard Mitigation Assistance Grants; and

**NOW, THEREFORE**, it was duly moved and seconded that the following resolution be adopted.

**THEREFORE, BE IT RESOLVED** that the City of Muskogee, Oklahoma, hereby adopts this Plan as the City of Muskogee’s FEMA Natural Hazard Mitigation Plan.

**ADOPTED, PASSED AND APPROVED** by the Council of the City of Muskogee this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
PATRICK W. CALE, MAYOR

ATTEST:

(SEAL)

\_\_\_\_\_  
TAMMY L. TRACY, City Clerk

APPROVED as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
KATRINA BODENHAMER, City Attorney

U.S. Department of Homeland Security  
FEMA Region 6  
800 N. Loop 288  
Denton, TX 76209



**FEMA**

April 17, 2024

Kim Jenson, Mitigation Planning Team Lead  
Oklahoma Department of Emergency Management and Homeland Security  
P.O. Box 53365  
Oklahoma City, OK 73152-3365

RE: Approval of the Muskogee County, Oklahoma Multi-Jurisdiction Hazard  
Mitigation Plan  
Funding Source: HMGP; FEMA-4530-DR-OK 12

Dear Mrs. Jenson:

This office has concluded its review of the referenced plan and we are pleased to provide our approval of this plan in meeting the criteria set forth by 44 CFR § 201.6. By receiving this approval, eligibility for the Hazard Mitigation Assistance Grants will be ensured for five years from the date of this letter, expiring on April 16, 2029.

This approval does not demonstrate approval of projects contained in the plan. This office has provided the enclosed Local Hazard Mitigation Planning Tool with reviewer's comments, to further assist the community in refining the plan going forward. Please advise the referenced community of this approval.

If you have any questions, please contact Shanene Thomas, HM Community Planner, at (940) 898-5492.

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald C. Wanhanen".

Ronald C. Wanhanen  
Chief, Risk Analysis Branch

Enclosure: Approved Participants

cc: Shona Gibson, R6-MT-HM

## Approved Participants

Attached is the list of approved participating governments included in the April 17, 2024 review of the referenced Hazard Mitigation plan.

Community Name
1) Fort Gibson Public Schools
2) Hilldale Public Schools
3) Warner Public Schools



**Regular City Council**

**23.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Katrina Bodenhamer, City Attorney  
**Department:** City Attorney  
**Staff Information Source:** Katrina Bodenhamer

---

**Information**

**AGENDA ITEM TITLE:**

Consider approval of Resolution No. 2997, a Resolution approving and adopting an amendment to the Muskogee Medical Center Authority Bylaws to allow Trustees to serve two (2) consecutive terms of seven (7) years each, and to allow Trustees to reside outside the Muskogee City Limits within 100 miles, or take other necessary action. (Katrina Bodenhamer)

**BACKGROUND:**

The proposed amendments to the bylaws will make it easier to fill vacancies on the board with qualified members. Resolution No. 2997 adopts the amendment to the bylaws as approved by the Muskogee Medical Center Authority pursuant to its March 26, 2024 meeting.

**RECOMMENDED ACTION:**

Approve Resolution No. 2997

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**24.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Mike Miller, City Manager  
**Initiator:** Judy Villalobos, Executive Assistant  
**Department:** City Manager  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Receive recognition from the Oklahoma State Department of Health for the Water Fluoridation Award, which was awarded to the City of Muskogee, or take other necessary action. (Mike Miller)

**BACKGROUND:**

Two Oklahoma towns (Del City and Muskogee) recently celebrated the 50th anniversary of Community Water Fluoridation. In recognition, on behalf of the ASTDD, ADA, and CDC, Dental Health Service would like to present this award to the City of Muskogee, in person at a City Council meeting.

**RECOMMENDED ACTION:**

Receive recognition.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**25.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Mike Miller, City Manager  
**Initiator:** Judy Villalobos, Executive Assistant  
**Department:** City Manager  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Discuss and consider approval for the City Manager to negotiate and execute a Memorandum of Agreement (MOA) between the Oklahoma Department of Commerce, Selser Schaefer Architects d/b/a Narrate, the City of Muskogee, and the Oklahoma Music Hall of Fame, or take other necessary action. (Councilor Jamie Stout and Mike Miller)

**BACKGROUND:**

This Memorandum of Agreement is regarding the renovation, remodeling and re-branding of the OMHOF within the Frisco Freight Depot building located at 401 S. 3rd Street, in Muskogee.

**RECOMMENDED ACTION:**

Discuss and consider approval.

---

**Fiscal Impact**

**Attachments**

OMHOF/STATE OF OKLAHOMA

---



**MEMORANDUM OF AGREEMENT BETWEEN  
THE OKLAHOMA DEPARTMENT OF COMMERCE,  
SELSE SCHAEFER ARCHITECTS dba NARRATE,  
THE CITY OF MUSKOGEE, OKLA.,  
AND THE OKLAHOMA MUSIC HALL OF FAME**

**1. Purpose**

This Memorandum of Agreement (“Agreement”) is by and between the Oklahoma Department of Commerce (“ODOC”), Selser Schaefer Architects dba Narrate (“Narrate”), the City of Muskogee, Okla. (“Muskogee”), and the Oklahoma Music Hall of Fame (“OMHOF”) regarding the renovation, remodeling, and rebranding of the OMHOF within the Frisco Freight Depot building located at 401 S. 3<sup>rd</sup> St., Muskogee, OK 74401. ODOC, Narrate, Muskogee, and OMHOF may collectively be referred to as the “Parties.”

**2. Authority**

Authority to enter this memorandum exists pursuant to 74 O.S. §5003.6.

**3. Agreement of Parties**

To carry out the purpose of this Agreement, the Parties agree to act as follows:

3.1 ODOC shall perform the following duties:

- 3.1.1 ODOC Representative(s) act as the central point of contact for all Parties
- 3.1.2 Provide funding to Narrate for all agreed costs associated with basic services including, but not limited to, architectural, structural engineering, and mechanical/electrical/plumbing engineering, as outlined in the Scope of Work (*Attachment A*)
- 3.1.3 Provide funding to Muskogee for all agreed costs associated with construction as outlined in the Opinion of Probable Cost (*Attachment B*)
- 3.1.4 ODOC will work with Muskogee for the proper submission of applications for potential funds available via ODOC’s P3 Pooled Finance Program
- 3.1.5 ODOC will work with OMHOF to explore fundraising opportunities to contribute private funds to overall construction as outlined in the Scope of Work and/or Opinion of Probable Cost and to establish revenue for future programming of OMHOF
- 3.1.6 In conjunction with Narrate, Muskogee and OMHOF representative(s), act as decision-making authority for all construction-related questions and/or adjustments to the original Scope of Work and/or Opinion of Probable Cost

3.2 Narrate shall perform the following duties:

- 3.2.1 Act as lead project manager during all phases of construction as outlined in the Scope of Work
- 3.2.2 In conjunction with Muskogee, assist in the construction bidding phase to secure General Contractor necessary for execution of construction as outlined in the Scope of Work and/or Opinion of Probable Cost

- 3.2.3 Work directly with Muskogee to obtain necessary permits and inspections
  - 3.2.4 In conjunction with ODOC, Muskogee and OMHOF representative(s), act as decision making authority for all construction-related questions and/or adjustments to original Scope of Work and/or Opinion of Cost
  - 3.2.5 Provide periodic reports to Parties, upon reasonable request, regarding the progress of construction as outlined in the Scope of Work
  - 3.2.6 Provide periodic reports to ODOC and Muskogee, upon reasonable request, regarding the status of project budget as outlined in the Opinion of Probable Cost
- 3.3 Muskogee shall perform the following duties:
- 3.3.1 In conjunction with Narrate, replace and/or repair existing HVAC mechanical systems at OMHOF located at 401 S. 3<sup>rd</sup> St., Muskogee, OK 74401
  - 3.3.2 In conjunction with Narrate, replace and/or repair existing roof at OMHOF located at 401 S. 3<sup>rd</sup> St., Muskogee, OK 74401
  - 3.3.3 With assistance from Narrate, manage the competitive bidding phase to secure General Contractor necessary for execution of construction as outlined in the Scope of Work and/or Opinion of Probable Cost
    - 3.3.3.1 Management of phase to include, but not limited to, establish bid process, review of submitted applications, and award project bid
  - 3.3.4 Work directly with Narrate to submit and obtain all necessary permits and inspections to complete construction as outlined in the Scope of Work
  - 3.3.5 In conjunction with Narrate, ODOC and OMHOF representative(s), act as decision making authority for all construction-related questions and/or adjustments to original Scope of Work and/or Opinion of Cost
  - 3.3.6 Provide unrestricted access to premises located at 401 S. 3<sup>rd</sup> St., Muskogee, OK 74401
- 3.4 OMHOF shall perform the following duties:
- 3.4.1 Vacate premises and relocate administrative functions and museum artifacts and archives until conclusion of construction
  - 3.4.2 Provide unrestricted access to premises located at 401 S. 3<sup>rd</sup> St., Muskogee, OK 74401
  - 3.4.3 In conjunction with ODOC, Narrate, and Muskogee representative(s), act as decision making authority for all construction-related questions and/or adjustments to original Scope of Work and/or Opinion of Cost
  - 3.4.4 In conjunction with Narrate and/or subcontractor(s), determine exhibit programming and content to be featured in museum exhibit space
  - 3.4.5 Commit to exploring fundraising opportunities to contribute to the cost of construction as outlined in the Opinion of Probable Cost and to establish revenue for future programming of OMHOF
  - 3.4.6 Commit to updating overall OMHOF marketing and branding elements including, but not limited to, website, collateral marketing pieces, internal and external communication pieces (stationary, business cards, email signatures, etc.), etc.

#### **4. Cost of Agreement**

Pursuant to this Agreement, ODOC agrees to remit payment within forty-five (45) days to Narrate and/or Muskogee upon receipt of properly sent invoice(s) for performing the services

in this Agreement. Narrate shall review and certify all project invoices, including all invoices and documentation submitted by Muskogee, and approve monthly applications of payment to ODOC for payment by ODOC. This cost is based on the Scope of Work (*Attachment A*) and the Opinion of Probable Cost (*Attachment B*) provided by Narrate.

Payment will be paid on a Net 45 basis after ODOC receives a request for payment. Payment for these services shall be requested on a monthly basis.

**5. Agreement Duration and Renewal Options**

This Agreement shall remain in effect from [redacted] until the projected date of project completion of [redacted]. This Agreement may be extended in 90-day increments by mutual agreement of the Parties, unless the Parties agree otherwise, or the Agreement is superseded or canceled consistent with the cancellation provisions contained below.

**6. Agreement Cancellation**

Any party to the Agreement may cancel the Agreement at any time by notifying the other Parties of the intent to cancel the Agreement in writing. Notice of the intent to cancel this Agreement shall be provided to the other Parties no less than sixty (60) days prior to the date of cancellation unless agreed otherwise by all Parties.

**7. Execution**

This Agreement has been duly executed by the Parties as evidenced by the signatures below.

\_\_\_\_\_  
Hopper Smith, Chief of Staff  
Oklahoma Department of Commerce

Date

\_\_\_\_\_  
Hank Spieker, Partner  
Selser Schaefer Architects dba Narrate

Date

---

Mike Miller, City Manager  
City of Muskogee, Okla.

Date

---

Tony Corbell, Executive Director  
Oklahoma Music Hall of Fame

Date

---

Jaime Stout, Board President  
Oklahoma Music Hall of Fame

Date

Attachments:

- *Attachment A: Scope of Work*
- *Attachment B: Opinion of Probable Cost*

**Regular City Council**

**26.**

**Meeting Date:** 06/24/2024

**Submitted For:** Johnny Teehee, Police

**Initiator:** Chad Farmer,  
Deputy Chief

**Department:** Police

**Staff Information Source:**

**Information**

**AGENDA ITEM TITLE:**

Consider approval for the Muskogee Police Department to purchase and install emergency equipment on 25 new police vehicles in the amount of \$330,134.82, from Dana Safety Supply, Inc., under the Oklahoma State Contract, or take other necessary action. (Johnny Teehee)

**BACKGROUND:**

The Muskogee Police Department has ordered 25 new Police Tahoe's that are scheduled to be built in June. The equipment necessary to outfit them needs to be ordered now so that when the vehicles are delivered the equipment can be installed as soon as possible. The State Contract (SW0142-Vehicle Mounted Equip) for police vehicle equipment and installation is Dana Safety Supply, Inc in Edmond, Oklahoma. The vehicles will be delivered to a dealership in Oklahoma City so they can be easily sent to Edmond and their installation facility. There are four invoices based on the vehicles ordered and the timing of those orders as well as the equipment installed on them.

- 16 Police Tahoe's for Patrol
  - 4 Police K9 Tahoe's
  - 2 Police Tahoe's for Patrol
  - 3 Police Tahoe's for Captains
- See attached invoices.

**RECOMMENDED ACTION:**

Approve the Muskogee Police Department to use Dana Safety Supply, Inc to purchase and install emergency equipment on 25 police Chevrolet Tahoes in the amount of \$330,134.82.

**Fiscal Impact**

**Attachments**

- 16 Tahoes Equipment and Installation
- 4 Police K9 Tahoes
- 2 Police Tahoes
- 3 Police Tahoes



DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505006-D
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	INFO CITY OF MUSKOGEE - CHEVROLET TAHOE Warehouse: DROP	0.0000	0.00
16	16	N	MISC 16-334422-CM-S CODE 3 COVERT LIGHTBAR Warehouse: DROP COVERT LIGHTBAR - WITH TINTED LENSES BLACK TOP COVER DUO RED/BLUE WITH WHITE SCENE FRONT RED/BLUE WITH AMBER T/A REAR  LIST PRICE \$4006 STATE CONTRACT PRICE \$2043 MUSKOGEE PD PRICE \$1672	1,672.0000	26,752.00
1	1	N	INFO VEHICLE INFORMATION Warehouse: DROP  When Door is Open - Turn Edge of Bar Off Passenger - Passenger Side Bar Off Driver - Driver Side Door Off  Brakes - Red - Tag Only  Code 3 - Entire Rear Red on Code 3 Drive Code 3 - Reguarl - Tag Lights and 2 Lightbar Module Flash	0.0000	0.00

Print Date	06/10/24
Print Time	04:13:02 PM
Page No.	1

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505006-D
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
16	16	N	ADJBKT016-B CODE 3 2021 Tahoe Strap kit Warehouse: DROP LIST \$81.39 STATE CONTRACT \$41.51 MUSKOGEE PD PRICE \$41.51	41.5100	664.16
16	16	N	CODE3-V2V CODE 3 MATRIX SYNC MODULE Warehouse: DROP LIST PRICE \$273.21 STATE CONTRACT PRICE \$139.34	200.0000	3,200.00
96	96	N	CD3802RBW CODE 3 MEGA THIN TRI-COLOR, RED/BLUE/WHITE Warehouse: DROP LIST PRICE \$163.73 STATE CONTRACT PRICE \$83.50  TWO FRONT OF PB 1 EACH SIDE OF PB 1 EACH SIDE OF TAG - WHITE IN REVERSE	83.5000	8,016.00

Print Date	06/10/24
Print Time	04:13:02 PM
Page No.	2

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505006-D
Customer No.	MUSKOGEEPDP

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPDP.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
06/10/24	Ground	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Cody Craig		Cody Craig - Oklahoma	CAPT DEAN	

Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
16	16	N	Z3SP-1 CODE 3 PUSH BUTTON CONTROL HEAD SIREN Warehouse: DROP  STATE CONTRACT PRICE \$855 MUSKOGEE PD PRICE \$798	798.0000	12,768.00
16	16	N	Z3S-OB-D-TH21 CODE 3 Z3 SERIAL OBD MODULE AND HARNESS 21+ TAHO Warehouse: DROP  LIST 451 STATE CONTRACT \$230.01	230.0000	3,680.00
16	16	N	C3900U CODE3 100W SPEAKER W UNIV BRKT Warehouse: DROP  LIST PRICE \$283.29 SW0142 CONTRACT PRICE \$144.48	168.5700	2,697.12
16	16	N	PBV45 CODE 3 PUSH BUMPER BRACKET VERTICAL 45 ANGLE Warehouse: DROP  LIST PRICE \$91 STATE CONTRACT PRICE \$46.41	46.4100	742.56

Print Date	06/10/24
Print Time	04:13:02 PM
Page No.	3

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505006-D
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
16	16	N	SWITCHNODE CODE 3 SWITCHNODE Warehouse: DROP LIST PRICE \$333 SW0142 STATE CONTRACT PRICE \$169.83	169.8300	2,717.28
16	16	N	MISC 43-T31-RBW Warehouse: DROP 1551 LIST PRICE SW0142 STATE CONTRACT PRICE \$791	791.0000	12,656.00
16	16	N	15371 USB power ports for Console Warehouse: DROP FITS ROCKER SWITCH KNOCK-OUT *****	66.8600	1,069.76
16	16	N	7170-0848-05 GJ, CONSOLE PKG, 2021-23 TAHOE, RMK TAB, 20" Warehouse: DROP TAHOE WIDE BODY CONSOLE WITH LOCKING SIDE POCKET ARMREST - CUPHOLDER	719.5500	11,512.80
1	1	N	INFO Install Customer Supplied Warehouse: DROP Customer has UNV-SASK- LUND TABLET MOUNT	0.0000	0.00

Print Date	06/10/24
Print Time	04:13:02 PM
Page No.	4

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505006-D
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
16	16	N	PK1156TAH21 SMC 10 XL COATED POLY 21 TAHOE Warehouse: DROP SW0142 STATE CONTRACT PRICING	733.0000	11,728.00
16	16	N	WK0514TAH21H SMC 2021 TAHOE WINDOW STEEL BARRIER, HORIZONTAL Warehouse: DROP SW0142 STATE CONTRACT PRICING	273.0000	4,368.00
16	16	N	QK2023TAH21 SMC #12 EXPANDED METAL W/ SEAT Warehouse: DROP QK2023TAH21 SW0142 STATE CONTRACT	1,281.0000	20,496.00
16	16	N	HK2272TAH21 SMC PB10 W/PB9 STEEL Warehouse: DROP SW0142 STATE CONTRACT PRICING	665.0000	10,640.00
16	16	N	BK0534TAH21 SMC ALUMINUM PB400 Warehouse: DROP BK0534TAH21 2021 TAHOE	393.4700	6,295.52

Print Date	06/10/24
Print Time	04:13:02 PM
Page No.	5

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505006-D
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
16	16	N	MISC LPBKTR-TH21 LICENSE PLATE BRACKET Warehouse: DROP	51.0000	816.00
16	16	N	PMP2WDG35B REAR SPOILER - WEDGE - SHINES BACK INTO VEHICLE Warehouse: DROP	31.0000	496.00
16	16	N	EMPS2STS4D RED/WHITE MPOWER - REAR RED/OR WHITE Warehouse: DROP SHINES BACK INTO VEHICLE	121.0000	1,936.00
16	16	N	GK1027IUHK SMC S T-RAIL MOUNT 1 UNIVERSAL HK Warehouse: DROP GK1027IUHK S T-RAIL MOUNT 1 UNIVERSAL HK	321.0000	5,136.00
16	16	N	7615B BLUE SEA, SOLENOID TIMER 120A 12VDC ATD Warehouse: DROP	175.0000	2,800.00
32	32	N	5026B BlueSea 12 Circuit Fuse Block w/ Ground Bus and Cover Warehouse: DROP	50.0000	1,600.00
16	16	N	MB8U25 25 FT ANTENNA CABLE WITH 3/4 IN BRASS MOUNT Warehouse: DROP	30.0000	480.00

Print Date	06/10/24
Print Time	04:13:02 PM
Page No.	6

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505006-D
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
16	16	N	HAF4013A 7/8/900 MHZ WIDEBAND LOW PROFILE, 3DB GAIN THROUGH MNT Warehouse: DROP TESSCO SKU: 262486	62.0000	992.00
16	16	N	INSTALL 33 HOURS @ 82.50 SW0142 State Contract Warehouse: DROP	2,722.5000	43,560.00
16	16	N	SHOP SHOP SUPPLIES - WIRE/CONNECTORS/RELAYS/INSTALL KIT Warehouse: DROP	272.0000	4,352.00
1	1	N	INFO VEHICLE INFORMATION Warehouse: DROP VEHICLE SHOULD HAVE T/L FLASHER FROM FACTORY ACCORDING TO DEALER	0.0000	0.00
1	1	N	INFO VEHICLE INFORMATION Warehouse: DROP customer supplied LUND Computer Stand - Mounts to Side of Console	0.0000	0.00

Print Date	06/10/24
Print Time	04:13:02 PM
Page No.	7

Amount Shipped	0.00
Open Order	202,171.20

Subtotal	202,171.20
Freight	8,800.00
<b>Order Total</b>	<b>210,971.20</b>

Printed By: Cody Craig

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505012-B
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	INFO CITY OF MUSKOGEE - CHEVROLET TAHOE K9 X 4 Warehouse: DROP	0.0000	0.00
4	4	N	MISC 16-334422-CM CODE 3 COVERT LIGHTBAR Warehouse: DROP  COVERT TINTED LIGHTBART BLACK TOP RED/BLUE WITH WHITE FRONT RED/BLUE WITH AMBER REAR	1,672.0000	6,688.00
4	4	N	ADJBKT016-B CODE 3 2021 Tahoe Strap kit Warehouse: DROP  LIST \$81.39 STATE CONTRACT \$41.51 MUSKOGEE PD PRICE \$41.51	41.5100	166.04

Print Date	06/10/24
Print Time	04:13:37 PM
Page No.	1

Printed By: Cody Craig

Continued on Next Page



DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505012-B
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	N	CODE3-V2V CODE 3 MATRIX SYNC MODULE Warehouse: DROP LIST PRICE \$273.21 STATE CONTRACT PRICE \$139.34	200.0000	800.00
24	24	N	CD3802RBW CODE 3 MEGA THIN TRI-COLOR, RED/BLUE/WHITE Warehouse: DROP LIST PRICE \$163.73 STATE CONTRACT PRICE \$83.50	83.5000	2,004.00
4	4	N	TWO FRONT OF PB 1 EACH SIDE OF PB 1 EACH SIDE OF TAG - WHITE IN REVERSE Z3SP-1 CODE 3 PUSH BUTTON CONTROL HEAD SIREN Warehouse: DROP STATE CONTRACT PRICE \$855 MUSKGOEE PD PRICE \$798	798.0000	3,192.00

Print Date	06/10/24
Print Time	04:13:37 PM
Page No.	2

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505012-B
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	N	Z3S-OBD-TH21 CODE 3 Z3 SERIAL OBD MODULE AND HARNESS 21+ TAHO Warehouse: DROP  LIST 451 STATE CONTRACT \$230.01	230.0000	920.00
4	4	N	C3900U CODE3 100W SPEAKER W UNIV BRKT Warehouse: DROP  LIST PRICE \$283.29 SW0142 CONTRACT PRICE \$144.48	168.5700	674.28
4	4	N	PBV45 CODE 3 PUSH BUMPER BRACKET VERTICAL 45 ANGLE Warehouse: DROP  LIST PRICE \$91 STATE CONTRACT PRICE \$46.41	46.4100	185.64
4	4	N	SWITCHNODE CODE 3 SWITCHNODE Warehouse: DROP  LIST PRICE \$333 SW0142 STATE CONTRACT PRICE \$169.83	169.8300	679.32

Print Date	06/10/24
Print Time	04:13:37 PM
Page No.	3

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505012-B
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	N	MISC 43-T31-RBW Warehouse: DROP 1551 LIST PRICE SW0142 STATE CONTRACT PRICE \$791	791.0000	3,164.00
4	4	N	15371 USB power ports for Console Warehouse: DROP FITS ROCKER SWITCH KNOCK-OUT *****	66.8600	267.44
4	4	N	7170-0848-05 GAMBER CONSOLE - W LOCKING SIDE ARM/CUPHOLDER Warehouse: DROP The new 2021+ Chevrolet Tahoe Wide Body Console Box Kit with Cup Holder and Vertical Mount maximizes mounting space while the locking side pocket secures valuables. KIT INCLUDES 2021+ Chevrolet Tahoe Wide Body Console (7160-1566) Internal Cup Holder (7160-0846) Vertical Side Mount (14593)	719.5500	2,878.20
4	4	N	HK2272TAH21 SMC PB10 W/PB9 STEEL Warehouse: DROP SW0142 STATE CONTRACT PRICING	665.0000	2,660.00

Print Date	06/10/24
Print Time	04:13:37 PM
Page No.	4

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505012-B
Customer No.	MUSKOGEEPD

Bill To
---------

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Ship To
---------

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	N	BK0534TAH21 SMC ALUMINUM PB400 Warehouse: DROP	393.4700	1,573.88
4	4	N	BK0534TAH21 2021 TAHOE MISC LPBKTR-TH21 LICENSE PLATE BRACKET Warehouse: DROP	51.0000	204.00
4	4	N	PMP2WDG35B REAR SPOILER - WEDGE - SHINES BACK INTO VEHICLE Warehouse: DROP	31.0000	124.00
4	4	N	EMPS2STS4D RED/WHITE MPOWER - REAR RED/OR WHITE Warehouse: DROP SHINES BACK INTO VEHICLE	121.0000	484.00
4	4	N	ELS-270-30 BSR w/AR15/30 rnd mag. kit, AR,M4, 90 degree frame, 3" Warehouse: DROP	321.0000	1,284.00
4	4	N	w/AR15/30 rnd mag. kit, AR,M4, 90 degree frame, 3" max optic BSR-K9 BIG SKY K-9 BRACKET Warehouse: DROP	68.0000	272.00

Print Date	06/10/24
Print Time	04:13:37 PM
Page No.	5

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505012-B
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	N	7615B BLUE SEA, SOLENOID TIMER 120A 12VDC ATD Warehouse: DROP	175.0000	700.00
8	8	N	5026B BlueSea 12 Circuit Fuse Block w/ Ground Bus and Cover Warehouse: DROP	50.0000	400.00
4	4	N	MB8U25 25 FT ANTENNA CABLE WITH 3/4 IN BRASS MOUNT Warehouse: DROP	30.0000	120.00
4	4	N	HAF4013A 7/8/900 MHZ WIDEBAND LOW PROFILE, 3DB GAIN THROUGH MNT Warehouse: DROP TESSCO SKU: 262486	62.0000	248.00
4	4	N	INSTALL 46 Hours @ 82.50 SW0142 State Contract Warehouse: DROP	3,795.0000	15,180.00
4	4	N	SHOP SHOP SUPPLIES - WIRE/CONNECTORS/RELAYS/INSTALL KIT Warehouse: DROP	379.5000	1,518.00
1	1	N	INFO VEHICLE WILL HAVE TL FLASHER FACTORY Warehouse: DROP	0.0000	0.00

Print Date	06/10/24
Print Time	04:13:37 PM
Page No.	6

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	505012-B
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106

E-mail: GJOHNSON@MUSKOGEEPD.ORG

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPT DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	N	CK2417TAH21-10 SMC ULTIMATE K9 2 Warehouse: DROP	3,350.0000	13,400.00
4	4	N	MISC EK0689TAH21 TAHOE FAN Warehouse: DROP	225.0000	900.00
4	4	N	HA-2520B ACE K9 HEAT ALARM PRO Warehouse: DROP  ***REQUIRED INFO*** YEAR- MAKE- MODEL- *****	995.0000	3,980.00

Print Date	06/10/24
Print Time	04:13:37 PM
Page No.	7

Amount Shipped	0.00
Open Order	64,666.80

Subtotal	64,666.80
Freight	3,400.00
<b>Order Total</b>	<b>68,066.80</b>

Printed By: Cody Craig

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526829
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	INFO MUSKOGEE PD - PATROL 2 UNITS Warehouse: DROP	0.0000	0.00
2	2	N	MISC 16-334422-CM-S CODE 3 COVERT LIGHTBAR Warehouse: DROP  COVERT LIGHTBAR - WITH TINTED LENSES BLACK TOP COVER DUO RED/BLUE WITH WHITE SCENE FRONT RED/BLUE WITH AMBER T/A REAR  LIST PRICE \$4006 STATE CONTRACT PRICE \$2043 MUSKOGEE PD PRICE \$1672	1,672.0000	3,344.00
1	1	N	INFO VEHICLE INFORMATION Warehouse: DROP  When Door is Open - Turn Edge of Bar Off Passenger - Passenger Side Bar Off Driver - Driver Side Door Off  Brakes - Red - Tag Only  Code 3 - Entire Rear Red on Code 3 Drive Code 3 - Reguarl - Tag Lights and 2 Lightbar Module Flash	0.0000	0.00

Print Date	06/10/24
Print Time	04:14:07 PM
Page No.	1

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526829
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	N	ADJBKT016-B CODE 3 2021 Tahoe Strap kit Warehouse: DROP LIST \$81.39 STATE CONTRACT \$41.51 MUSKOGEE PD PRICE \$41.51	41.5100	83.02
2	2	N	CODE3-V2V CODE 3 MATRIX SYNC MODULE Warehouse: DROP LIST PRICE \$273.21 STATE CONTRACT PRICE \$139.34	200.0000	400.00
8	8	N	CD3802RBW CODE 3 MEGA THIN TRI-COLOR, RED/BLUE/WHITE Warehouse: DROP LIST PRICE \$163.73 STATE CONTRACT PRICE \$83.50  TWO FRONT OF PB 1 EACH SIDE OF PB 1 EACH SIDE OF TAG - WHITE IN REVERSE	83.5000	668.00

Print Date	06/10/24
Print Time	04:14:07 PM
Page No.	2

Printed By: Cody Craig

Continued on Next Page



DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526829
Customer No.	MUSKOGEEPDP

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPDP.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	N	Z3SP-1 CODE 3 PUSH BUTTON CONTROL HEAD SIREN Warehouse: DROP  STATE CONTRACT PRICE \$855 MUSKOGEE PD PRICE \$798	798.0000	1,596.00
2	2	N	Z3S-OBDD-TH21 CODE 3 Z3 SERIAL OBD MODULE AND HARNESS 21+ TAHO Warehouse: DROP  LIST 451 STATE CONTRACT \$230.01	230.0000	460.00
2	2	N	C3900U CODE3 100W SPEAKER W UNIV BRKT Warehouse: DROP  LIST PRICE \$283.29 SW0142 CONTRACT PRICE \$144.48	168.5700	337.14
2	2	N	PBV45 CODE 3 PUSH BUMPER BRACKET VERTICAL 45 ANGLE Warehouse: DROP  LIST PRICE \$91 STATE CONTRACT PRICE \$46.41	46.4100	92.82

Print Date	06/10/24
Print Time	04:14:07 PM
Page No.	3

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526829
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	N	SWITCHNODE CODE 3 SWITCHNODE Warehouse: DROP LIST PRICE \$333 SW0142 STATE CONTRACT PRICE \$169.83	169.8300	339.66
2	2	N	MISC 43-T31-RBW Warehouse: DROP 1551 LIST PRICE SW0142 STATE CONTRACT PRICE \$791	791.0000	1,582.00
2	2	N	15371 USB power ports for Console Warehouse: DROP FITS ROCKER SWITCH KNOCK-OUT *****	66.8600	133.72
2	2	N	7170-0848-05 GJ, CONSOLE PKG, 2021-23 TAHOE, RMK TAB, 20" Warehouse: DROP TAHOE WIDE BODY CONSOLE WITH LOCKING SIDE POCKET ARMREST - CUPHOLDER	719.5500	1,439.10
2	2	N	INFO Install Customer Supplied Warehouse: DROP Customer has UNV-SASK- LUND TABLET MOUNT	0.0000	0.00

Print Date	06/10/24
Print Time	04:14:07 PM
Page No.	4

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526829
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	N	PK1156TAH21 SMC 10 XL COATED POLY 21 TAHOE Warehouse: DROP SW0142 STATE CONTRACT PRICING	733.0000	1,466.00
2	2	N	WK0514TAH21H SMC 2021 TAHOE WINDOW STEEL BARRIER, HORIZONTAL Warehouse: DROP SW0142 STATE CONTRACT PRICING	273.0000	546.00
2	2	N	QK2023TAH21 SMC #12 EXPANDED METAL W/ SEAT Warehouse: DROP QK2023TAH21 SW0142 STATE CONTRACT	1,281.0000	2,562.00
2	2	N	HK2272TAH21 SMC PB10 W/PB9 STEEL Warehouse: DROP SW0142 STATE CONTRACT PRICING	665.0000	1,330.00
2	2	N	BK0534TAH21 SMC ALUMINUM PB400 Warehouse: DROP BK0534TAH21 2021 TAHOE	393.4700	786.94

Print Date	06/10/24
Print Time	04:14:07 PM
Page No.	5

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526829
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	N	MISC LPBKTR-TH21 LICENSE PLATE BRACKET Warehouse: DROP	51.0000	102.00
2	2	N	PMP2WDG35B REAR SPOILER - WEDGE - SHINES BACK INTO VEHICLE Warehouse: DROP	31.0000	62.00
2	2	N	EMPS2STS4D RED/WHITE MPOWER - REAR RED/OR WHITE Warehouse: DROP SHINES BACK INTO VEHICLE	121.0000	242.00
2	2	N	GK10271UHK SMC S T-RAIL MOUNT 1 UNIVERSAL HK Warehouse: DROP GK10271UHK S T-RAIL MOUNT 1 UNIVERSAL HK	321.0000	642.00
2	2	N	7615B BLUE SEA, SOLENOID TIMER 120A 12VDC ATD Warehouse: DROP	175.0000	350.00
4	4	N	5026B BlueSea 12 Circuit Fuse Block w/ Ground Bus and Cover Warehouse: DROP	50.0000	200.00
2	2	N	MB8U25 25 FT ANTENNA CABLE WITH 3/4 IN BRASS MOUNT Warehouse: DROP	30.0000	60.00

Print Date	06/10/24
Print Time	04:14:07 PM
Page No.	6

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526829
Customer No.	MUSKOGEEPDP

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPDP.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	N	HAF4013A 7/8/900 MHZ WIDEBAND LOW PROFILE, 3DB GAIN THROUGH MNT Warehouse: DROP TESSCO SKU: 262486	62.0000	124.00
2	2	N	INSTALL 33 HOURS @ 82.50 SW0142 State Contract Warehouse: DROP	2,722.5000	5,445.00
2	2	N	SHOP SHOP SUPPLIES - WIRE/CONNECTORS/RELAYS/INSTALL KIT Warehouse: DROP	272.0000	544.00
1	1	N	INFO VEHICLE INFORMATION Warehouse: DROP VEHICLE SHOULD HAVE T/L FLASHER FROM FACTORY ACCORDING TO DEALER	0.0000	0.00
1	1	N	INFO VEHICLE INFORMATION Warehouse: DROP customer supplied LUND Computer Stand - Mounts to Side of Console	0.0000	0.00

Print Date	06/10/24
Print Time	04:14:07 PM
Page No.	7

Amount Shipped	0.00
Open Order	24,937.40

Subtotal	24,937.40
Freight	1,100.00
<b>Order Total</b>	<b>26,037.40</b>

Printed By: Cody Craig

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526830-B
Customer No.	MUSKOGEEPDP

Bill To
---------

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Ship To
---------

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPDP.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	INFO ADMIN/DETECTIVE UNIT - 2023 TAHOE PPV Warehouse: DROP	0.0000	0.00
3	3	N	ENFWB Soundoff Visor RB with White Warehouse: DROP DO NOT USE GENERIC P/N, USE EOS PART NUMBER	941.0000	2,823.00
12	12	N	MICROPAK-DC-RB Front Corner - Rear Corner Warehouse: DROP	74.0000	888.00
3	3	N	EMPAK001EU SOI, MPWR ARRW, REAR, 8MOD, 2015-20 TAHOE, RBA/RBA Warehouse: DROP Chevrolet Tahoe (2015-20) 8 Mod Split Rear  (DRV)  T18 T18  T18 T18   T18 T18  T18 T18  (PAS)   RBA  RBA  RBA  RBA X X RBA  RBA  RBA  RBA   Accessories: PNFLBSPLT1	1,045.0000	3,135.00
3	3	N	DSC w/ Breakout Box (Included) PMP2BK003 SOI 6 MODULE GRILLE BRACKET Warehouse: DROP	71.0000	213.00

Print Date	06/10/24
Print Time	04:14:48 PM
Page No.	1

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526830-B
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
18	18	N	EMPS2STS5RBW 6 Across Front of Grille RBW Trio Mpower Warehouse: DROP PUT THESE IN THE BRACKET AND MAKE SURE IT'S IN THE BOWTIE LINE IN THE TAHOE GRILLE - LIKE WE DID CAPTAIN CRAWFORDS TAHOE	130.0000	2,340.00
1	1	N	ETFBSSN-P T/L FLASHER - HL FLASH IS BUILT IN Warehouse: DROP	81.0000	81.00
3	3	N	ESLRL6105D RED/WHITE - IN RUNNING BOARD Warehouse: DROP MOUNTED IN RUNNING BOARD - LIKE COUNTY	275.0000	825.00
3	3	N	ESLRL6105E BLUE/WHITE - IN RUNNING BOARD Warehouse: DROP MOUNTED IN RUNNING BOARD - LIKE COUNTY	275.0000	825.00
6	6	N	EMPS2QMS4J SOI, MPWR FASCIA, 4", QM, BLK HSG, RED/BLU Warehouse: DROP LICENESE PLATE MOUNT HIGH - UNDER LEDGE BY LICENSE PLATE ASK CODY	121.0000	726.00

Print Date	06/10/24
Print Time	04:14:48 PM
Page No.	2

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526830-B
Customer No.	MUSKOGEEPD

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPD.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
6	6	N	EMPS2STS5RBW SIDE 1/4 GLASS - RBW LIGHT Warehouse: DROP NO SOI CONFIG ONLINE	130.0000	780.00
6	6	N	PMP2BKDGAJ SIDE 1/4 GLASS BRACKET Warehouse: DROP	11.0000	66.00
3	3	N	ETSA462HPP SOI, 400 SERIES HH REMOTE SIREN, 200WATT Warehouse: DROP	525.0000	1,575.00
6	6	N	C3900U CODE3 100W SPEAKER W UNIV BRKT Warehouse: DROP	168.5700	1,011.42
0	0	N	INFO keep factory center console Warehouse: DROP	0.0000	0.00
5	5	N	5026B BlueSea 12 Circuit Fuse Block w/ Ground Bus and Cover Warehouse: DROP	50.0000	250.00
3	3	N	MB8U25 25 FT ANTENNA CABLE WITH 3/4 IN BRASS MOUNT Warehouse: DROP	30.0000	90.00

Print Date	06/10/24
Print Time	04:14:48 PM
Page No.	3

Printed By: Cody Craig

Continued on Next Page



DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526830-B
Customer No.	MUSKOGEEPDP

Bill To
---------

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

Ship To
---------

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPDP.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
3	3	N	HAF4013A 7/8/900 MHZ WIDEBAND LOW PROFILE, 3DB GAIN THROUGH MNT Warehouse: DROP TESSCO SKU: 262486	62.0000	186.00
3	3	N	7615B BLUE SEA, SOLENOID TIMER 120A 12VDC ATD Warehouse: DROP	175.0000	525.00
3	3	N	SHOP SHOP SUPPLIES - WIRE/CONNECTORS/RELAYS/INSTALL KIT Warehouse: DROP	185.0000	555.00
3	3	N	INSTALL 26 Hours @ 82.50 SW0142 Warehouse: DROP	2,145.0000	6,435.00
3	3	N	Added Side Runner Lights RBW Added Micropacks 4 Corners RB GF1092TAH21 SMC FREESTAND MOUNT Warehouse: DROP GF1092TAH21	198.0000	594.00

Print Date	06/10/24
Print Time	04:14:48 PM
Page No.	4

Printed By: Cody Craig

Continued on Next Page

DANA SAFETY SUPPLY, INC  
 4809 KOGER BLVD  
 GREENSBORO, NC 27407

# Sales Order

Telephone: 800-845-0405

Sales Order No.	526830-B
Customer No.	MUSKOGEEPDP

**Bill To**

MUSKOGEE POLICE DEPARTMENT  
 112 S 3rd St  
 Muskogee, OK 74401  
 United States

**Ship To**

(For Pickup - OKLA)  
 OKLAHOMA  
 308 NE 145th Pl  
 Edmond, OK 73013

Contact: GAYLE JOHNSON  
 Telephone: 918-680-3106  
 E-mail: GJOHNSON@MUSKOGEEPDP.ORG

Contact:  
 Telephone:  
 E-mail:

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
06/10/24	Ground	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Cody Craig	Cody Craig - Oklahoma	CAPTAIN DEAN			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
3	3	N	GK10271UHK SMC S T-RAIL MOUNT 1 UNIVERSAL HK Warehouse: DROP	312.0000	936.00
1	1	N	GK10271UHK S T-RAIL MOUNT 1 UNIVERSAL HK INFO NO BOX Warehouse: DROP	0.0000	0.00

Print Date	06/10/24
Print Time	04:14:48 PM
Page No.	5

Amount Shipped	0.00
Open Order	24,859.42

Subtotal	24,859.42
Freight	200.00
<b>Order Total</b>	<b>25,059.42</b>

Printed By: Cody Craig

**Regular City Council**

**27.**

Meeting Date: 06/24/2024

Submitted For: Tammy Tracy, City Clerk Initiator: Tammy Tracy, City Clerk

Department: City Clerk

Staff Information Source: Deputy Mayor Derrick Reed

---

Information

AGENDA ITEM TITLE:

Consider approval of the appointment of D'Elbie Walker to the Martin Luther King Community Trust Authority, filling the expiring term of Juanda Perkins, beginning August 1, 2024, and ending on July 31, 2029, or take other necessary action. (Deputy Mayor Derrick Reed)

BACKGROUND:

Deputy Mayor Reed requests City Council approve the appointment as presented.

RECOMMENDED ACTION:

Approve the appointment of D'Elbie Walker

---

Fiscal Impact

Attachments

D'Elbie Walker

---

## 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:

\* MLK CCTA

Your Full Legal Name: *Delbie Venters-Walker*

Your Preferred Name:

Business Name:

Home Address: *4704 Howard St.*

Job Title/Employment Date: *Started Jan 2005*  
*OSDH Community Engagement and Health Planning Coordinator*

City Zip: *Muskogee, Ok. 74401*

Business Address:

Ward: 1 2 3 4

Business Phone:

Home Phone:  
Cell Phone: *9189138064*

Fax:

Home Email: *delbielizabeth46@gmail.com*

Business Email:

Are you registered to vote in City of Muskogee Elections?  
Are you a citizen of the United States?

Yes No  
*yes*

**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):**



D ' E L B I E E . W A L K E R

PROFESSIONAL EXPERIENCE

---

March 27, 2023 – Present OSDH Community Engagement and Health Planning Coordinator delivers technical assistance and training to Community Engagement Managers and Health Planning staff from across the state.

Dec. 1, 2019 – March 27, 2023 Community Strategist focuses on community engagement and planning to increase health outcomes within an eight-county district.

May 31, 2016 – December 1, 2019 Regional Director for four County Health Departments with Oklahoma State Department of Health. Managed \$3.6 million in budgets yearly and 103 employees.

July 1, 2015 – May 30, 2016 Wellness Coordinator  
Manage staff and oversee \$420,000 budget in Tobacco Prevention, Fitness and Nutrition education and policy development with Businesses, Schools, Community Organizations, Churches and Cities in Muskogee County.

April 2012- June 30, 2015 Tobacco Control Coordinator  
Managed staff and \$320,000 budget for Tobacco Control efforts in Muskogee and Sequoyah Counties. Worked to get policy passed in both counties. Built and Maintained an active Coalition.

July 1 2009 – April 2012 Cessation Statewide Field Rep.  
*Created and Implemented Academic Detailing in Clinics and Hospitals*  
Develop training materials and provide technical assistance on implementation to Low SES Clinics and Hospitals.  
Partnered with St. John (Tulsa), and Hastings Indian Hospital (Tahlequah) to create and implement a system for patients to quit using tobacco.  
Provide and coordinate training to clinicians on 5A's, Fax Referral and Helpline.  
Trained over 900 clinicians in 3 years over 5A's, Fax Referral and Helpline.  
Partner with CX/Tribal Coordinators to deliver trainings to clinicians in their community to achieve indicators in their work plan. Along with working with Tribal and Statewide Coalitions.

Jan 2005 – July 1, 2009 Northeast Regional SWAT Coordinator  
Served as Coordinator for 17 counties in the Northeast part of Oklahoma for the OSDH Tobacco Prevention Program.

Managed \$75,000 budget, assisted with recruitment, training, technical assistance and evaluation of 2000 youth/adults in over 75 teams. Worked with Coalitions to build youth partnership.

Developed media campaigns, materials and incentive items tailored to SWAT team's needs, including radio ads, magazines, and television.

Conducted an average of 30 educational seminars/trainings yearly for adults and youth to increase their capacity.

## EDUCATION

---

2016	University of Phoenix	Phoenix, Az.
	<i>Doctor of Management in Organizational Leadership 6 hours</i>	
2009-2011	University of Phoenix	Tulsa, Okla.
	<i>Masters of Business Administration</i>	
2004	Northeastern State University	Tahlequah, Okla.
	<i>Bachelor of Arts</i>	
	<i>Degree in Business Administration</i>	

## COMMUNITY INVOLVEMENT

---

Alpha Kappa Alpha Sorority, Inc.

Appointed by Mayor to serve on City of Muskogee Wellness Initiative

Christ Kingdom Builders Church Board Member

Earnest Love Board Member (Non-Profit-Support for Abused Women)

Former City of Muskogee Foundation Board Director

Choctaw Nation Tribal Member

OHIP (Okla. Health Improvement Plan) Tobacco Flagship Workgroup

Served on Oklahoma Disparities Plan Action Team

## ACCOMPLISHMENTS

---

1993-1997 President for Atlanta Falcons Wives Association  
1997-2000 Planned Events for San Francisco Wives Association  
2006 Presenter for the CDC (Center for Disease Control) Annual Meeting  
2007-09 General Assembly Speaker for Ok. Native American Prev. Conf.  
2007 Poster Presenter for National conference on Tobacco or Health  
2007- 08 Speaker for Oklahoma Safe and Healthy Schools Conference  
2009 Poster Presenter for OPHA  
2011 Presenter Cherokee Nation National Conference to improve Health  
2015 Sally Carter Award for Tribal Partnership and Advocacy  
2015 Oklahoma Public Health Leadership Fellows Program  
2018-19 Oklahoma Public Health Association President

## REFERENCES

---

Tina Johnson	OSDH Asst. Deputy Commissioner	405.642.1678
Cathy Billings	OSDH CDS Director	405.313.1833
Dr. Jim Baker Clinic	Medical Director, Cherokee Nation Health Clinic Muskogee	918.351.3730



Skills:

- Professional comportment and appearance, with excellent interpersonal skills, and a friendly, positive attitude.
- Strategic thinker, planner and community driven.
- Knowledge of cost reporting, profit and loss and budget compliance
- Basic computer skills with working knowledge of Microsoft Office, 365, and excel.
- Ability to work with a large staff and train a diverse client base
- Ability to work well with management teams and employees in a multi-site environment.
- Knowledge of sales and marketing techniques.
- Exceptional ability to multitask.
- Able to present ideas and thoughts in a clear succinct manner.

**Regular City Council**

**28.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Katrina Bodenhamer, City Attorney  
**Department:** City Attorney  
**Staff Information Source:** Katrina Bodenhamer

---

**Information**

**AGENDA ITEM TITLE:**

Discuss and consider approval of a Memorandum of Understanding (MOU) with the Muskogee City-County Port of Muskogee (Port) for a sewer extension project in the Southside Industrial Park, to be constructed with ARPA Funds, in the amount of \$1,960,000.00, and authorize the City Manager to negotiate and execute the same, or take other necessary action. (Mike Miller)

**BACKGROUND:**

The City of Muskogee and the Muskogee City-County Port Authority are contemplating the attached agreement which would provide for a collaboration between the Port and the City for the construction of a 3,800 feet sewer extension at the Southside Industrial Park owned by the City. The Port of Muskogee was awarded a grant by the State of Oklahoma pursuant to the American Rescue Plan Act in the amount of \$1,960,000.00 (ARPA Funds) for the project.

**RECOMMENDED ACTION:**

Authorize the City Manager to negotiate and execute the MOU

---

**Fiscal Impact**

**Attachments**

Port MOU Sewer Extension Project

---

# MEMORANDUM OF UNDERSTANDING

BETWEEN

Muskogee City-County Port Authority

&

City of Muskogee

This Memorandum of Understanding (the “MOU”) is made and entered into on June \_\_, 2024 (the “Effective Date”), between Muskogee City-County Port Authority (“Port Muskogee”) and the City of Muskogee (the “City” and together with Port Muskogee, the “Parties”) for the purpose of establishing an understanding between the two Parties regarding the collaboration and financial support for the sewer extension project to construct a 3,800 feet sewer extension at Southside Industrial Park owned by and for the benefit of the City of Muskogee (the “Project”).

WHEREAS, Port Muskogee has been awarded a grant by the State of Oklahoma pursuant to the American Rescue Plan Act in the amount of \$1,960,000.00 (the “ARPA Funds”) for the purpose of funding the Project;

WHEREAS, Port Muskogee, as administrator of the ARPA Funds, and the City desire to collaborate in the implementation of the Project;

WHEREAS, the City has agreed to allocate \$500,000.00 from its budget **as outlined in the separate Industrial Economic Development Capital Improvement Contract** to be used in the implementation of the Project.

NOW, THEREFORE, the Parties agree as follows:

1. Project Description. The Project includes improvements to construct a 3,800 feet sewer extension located at the Southside Industrial Park owned by and for the benefit of the City of Muskogee. The infrastructure developed through the Project will at all times, during construction and after completion, be owned by the City.
2. Roles and Responsibilities. The Parties will regularly communicate, coordinate activities, and take other steps necessary to ensure the successful implementation of the Project. Port Muskogee agrees to administer the ARPA Funds for completion of the Project. The City agrees to assume ownership of the infrastructure developed through the Project, and agrees to be responsible for inspecting the Project to ensure compliance with applicable regulations and standards.
3. City’s Funding Commitment. The commencement of the Project by the Port Muskogee is contingent upon the City providing \$500,000.00 **as outlined in the separate Industrial Economic Development Capital Improvement Contract** to be used for site readiness, land acquisition, legal expenses, or other items necessary for the completion of the Project.
4. Overages. The Parties hereby agree that the City will be solely responsible for any cost overages or expenses incurred during the course of the Project. In the event City Council does not allocate funds to cover any such cost overages or expenses, the Port shall not be liable for the additional overage costs.
5. Confidentiality. All non-public, confidential or proprietary information provided by one Party (the “Disclosing Party”) to the other Party (the “Receiving Party”), including, but not limited to, the ~~terms of this MOU and~~ the Project, whether disclosed orally or disclosed or accessed in written, electronic, or other form or media, and whether or not marked, designated, or otherwise identified as “confidential,” in connection with this MOU (“Confidential Information”) is confidential, solely

for the Receiving Party's use in performing this MOU and may not be disclosed or copied unless authorized by Disclosing Party in writing. Confidential Information does not include any information that: (a) is or becomes generally available to the public **other than as a result of Receiving Party's breach of this MOU**; (b) is obtained by the Receiving Party on a non-confidential basis from a third party that was not legally or contractually restricted from disclosing such information; (c) Receiving Party establishes by documentary evidence was in Receiving Party's possession prior to Disclosing Party's disclosure; or (d) was or is independently developed by Receiving Party without using any Confidential Information. Upon Disclosing Party's request, Receiving Party shall promptly return all documents and other materials received from Disclosing Party. In addition to all other remedies available at law, Disclosing Party shall be entitled to seek specific performance and immediate injunctive and other equitable relief for any violation of this Paragraph. Each Party's obligations under this Paragraph will survive the termination or expiration of this MOU for a period of three years.

6. Term. This MOU shall be effective from the Effective Date and shall remain in effect until completion of the Project, unless earlier terminated.
7. Termination. This MOU may be terminated by either Party in the event the other Party materially fails to perform any of its obligations under this MOU and does not cure the same within thirty (30) days of receipt of written notice from the non-breaching Party specifying the failure.
8. Amendment. This MOU may be amended or modified only in a writing signed by both Parties.
9. Governing Law. This MOU shall be governed by and construed in accordance with the laws of the State of Oklahoma, without regard to conflicts of law principles thereof.
10. Assignment. Neither Party may assign this MOU without the prior written approval of the other Party.
11. Limitation of Liability. IN NO EVENT SHALL EITHER PARTY BE RESPONSIBLE OR LIABLE TO THE OTHER FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, OR SPECIAL DAMAGES OF ANY TYPE OR NATURE WHATSOEVER AND HOWEVER ARISING, INCLUDING, WITHOUT LIMITATION, EXEMPLARY, OR PUNITIVE DAMAGES, LOST PROFITS OR REVENUES, OR DIMINUTION IN VALUE, ARISING OUT OF OR RELATING TO ANY BREACH OF ANY PROVISION OF THIS MOU, WHETHER OR NOT THE POSSIBILITY OF SUCH DAMAGES HAS BEEN DISCLOSED IN ADVANCE BY A PARTY OR COULD HAVE BEEN REASONABLY FORESEEN BY PERSON OR ENTITY, REGARDLESS OF THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) UPON WHICH THE CLAIM IS BASED, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.
12. Counterparts. This MOU may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this MOU delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this MOU.
13. No Third-Party Beneficiaries. Nothing herein is intended or shall be construed to confer upon any person or entity other than the Parties and their successors or permitted assigns, any rights or remedies under or by reason of this MOU.
14. Survival. All provisions of this MOU which by their nature are intended to survive termination or expiration of this MOU shall survive any such termination or expiration.
15. Notices. All notices under this MOU shall be in writing delivered by one of the following methods and shall be effective as follows: (i) when delivered in person to the recipient at the address below, (ii) two days following deposit with a recognized overnight courier (e.g., FedEx) for delivery to the

address below, or (iii) one business day after submission by electronic mail to the email address below:

If to Port Muskogee: Port Muskogee  
5201 Three Forks Road  
Fort Gibson, OK 74434  
Attn: Port Director  
Email: [kimbra@portmuskogee.com](mailto:kimbra@portmuskogee.com)

If to City: City Clerk  
City of Muskogee  
P.O. Box 1927  
Muskogee, OK 74402-1927  
Copy to City Manager  
Email: [citymanager@muskogeeonline.org](mailto:citymanager@muskogeeonline.org)  
Copy to City Attorney  
Email: [kbodenhamer@muskogeeonline.org](mailto:kbodenhamer@muskogeeonline.org)

16. Entire Agreement. This MOU constitutes the entire agreement and understanding between the parties with respect to the subject matter of this MOU and supersedes any previous or contemporaneous written or oral representations, statements, negotiations or contracts, if any.

*[Signatures to Follow]*

IN WITNESS WHEREOF, each Party has caused this MOU to be signed and delivered by its duly authorized representative as of the Effective Date.

**City of Muskogee**

\_\_\_\_\_  
By: Mike Miller  
Title: City Manager

**Attest:**

\_\_\_\_\_  
Tammy L. Tracy, City Clerk

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Katrina Bodenhamer, City Attorney

**Muskogee City-County Port Authority**

\_\_\_\_\_  
By: Earnie Gilder  
Title: Chairman

**Regular City Council**

**29. a.**

**Meeting Date:** 06/24/2024  
**Initiator:** Tammy Tracy, City Clerk  
**Department:** Personnel  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the Fraternal Order of Police Lodge No. 95 and if necessary, take appropriate action in Open Session. (Maggie Eaton)

**BACKGROUND:**

The City's negotiating team desires to discuss with the Mayor and City Council ongoing negotiations with the FOP Lodge No. 95. The City Council should determine that disclosure of ongoing negotiations between the City and FOP will seriously impair the ability of the City to continue negotiations. Therefore, the Council should convene in Executive Session to discuss this matter.

**RECOMMENDED ACTION:**

Convene in Executive Session and take appropriate action in open session.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**29. b.**

**Meeting Date:** 06/24/2024  
**Initiator:** Tammy Tracy, City Clerk  
**Department:** Personnel  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the American Federation of State, County, and Municipal Employees Local No. 2465, and if necessary, take appropriate action in Open Session. (Maggie Eaton)

**BACKGROUND:**

The City's negotiating team desires to discuss with the Mayor and City Council ongoing negotiations with the AFSCME Local #2465. The City Council should determine that disclosure of ongoing negotiations between the City and AFSCME will seriously impair the ability of the City to continue negotiations. Therefore, the Council should convene in Executive Session to discuss this matter.

**RECOMMENDED ACTION:**

Discuss negotiations with the American Federation of State, County and Municipal Employees Local No. 2465 and if necessary, take appropriate action in Open Session.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---



**Regular City Council**

**29. c.**

**Meeting Date:** 06/24/2024  
**Initiator:** Tammy Tracy, City Clerk  
**Department:** Personnel  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Pursuant to Section 307B.2, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss negotiations with the International Association of Firefighters, Local No. 57 and if necessary, take appropriate action in Open Session. (Maggie Eaton)

**BACKGROUND:**

The City's negotiating team desires to discuss with the Mayor and City Council ongoing negotiations with IAFF Local No. 57. The City Council should determine that disclosure of ongoing negotiations between the City and IAFF will seriously impair the ability of the City to continue negotiations. Therefore, the Council should convene in Executive Session to discuss this matter.

**RECOMMENDED ACTION:**

Discuss negotiations with the International Association of Fire Fighters, Local No. 57 and if necessary, take appropriate action in Open Session.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**29. d.**

Meeting Date: 06/24/2024  
Submitted For: Mike Miller, City Manager  
Initiator: Judy Villalobos, Executive Assistant  
Department: City Manager  
Staff Information Source: Roger Kolman

---

Information

AGENDA ITEM TITLE:

Pursuant to 307C.11, Title 25, Oklahoma Statutes, consider convening in Executive Session to confer on matters pertaining to an economic development project, including the possible transfer of real property, in the northwest quadrant of the City, and if necessary, take appropriate action in Open Session. (Mike Miller)

BACKGROUND:

Executive Session to confer on matters pertaining to an economic development project, including the possible transfer of real property, in the northwest quadrant of the City.

RECOMMENDED ACTION:

Discuss in executive session and, if necessary, take appropriate action in Open Session.

---

Attachments

*No file(s) attached.*

---

**Regular City Council**

**29. e.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Austin Witt, Deputy City Attorney  
**Department:** City Attorney  
**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss pending litigation that has been brought against the City in Case No. CV-2024-393, *Save the Muskogee Hospital, Inc. v. The City of Muskogee, Oklahoma, a municipality; Muskogee Medical Center Authority, an Oklahoma Public Trust, d/b/a Muskogee Regional Medical Center*, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)

**BACKGROUND:**

The City Attorney desires to discuss with the Mayor and Council pending litigation.

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 pending litigation, and if necessary, take appropriate action in Open Session.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**29. f.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Katrina Bodenhamer, City Attorney  
**Department:** City Attorney  
**Staff Information Source:** Katrina Bodenhamer

---

**Information**

**AGENDA ITEM TITLE:**

Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss three (3) lawsuits styled, England v. City of Muskogee, Case No. CV-2007-20; Lacey v. City of Muskogee, Case No. CV-2007-1377; and Taff v. City of Muskogee, Case No. CJ-2007-1410 filed in the District Court in and for Muskogee County, Oklahoma, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)

**BACKGROUND:**

The City Attorney desires to discuss with the Mayor and Council litigation regarding England v. City of Muskogee, Case No. CV-2007-20; Lacey v. City of Muskogee, Case No. CV-2007-1377; and Taff v. City of Muskogee, Case No. CJ-2007-1410. 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 status of litigation, and if necessary, take appropriate action in Open Session.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**29. g.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Leslie Arnold, Legal Assistant  
**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 No. 10-23-6, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)

**BACKGROUND:**

The City Attorney desires to discuss with the Mayor and Council the pending Worker's Compensation Claim No. 10-23-6 arising from an injury on April 17, 2023.

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 No. 10-23-6, and if necessary, take appropriate action in open session.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**29. h.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Austin Witt, Deputy City Attorney  
**Department:** City Attorney  
**Staff Information Source:** Katrina Bodenhamer

---

**Information**

**AGENDA ITEM TITLE:**

Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss potential litigation related to the City of Muskogee River Country Water Park Renovation Project, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)

**BACKGROUND:**

The City Attorney desires to discuss with the Mayor and Council potential litigation.

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 potential litigation, and if necessary, take appropriate action in Open Session.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---

**Regular City Council**

**29. i.**

**Meeting Date:** 06/24/2024  
**Submitted For:** Katrina Bodenhamer, City Attorney  
**Initiator:** Katrina Bodenhamer, City Attorney  
**Department:** City Attorney  
**Staff Information Source:** Katrina Bodenhamer

---

**Information**

**AGENDA ITEM TITLE:**

Pursuant to Section 307C.11, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss matters pertaining to a proposed Economic Development Project located in the Port of Muskogee, including an incentive request, and if necessary, take appropriate action in Open Session. (Mike Miller)

**BACKGROUND:**

City Staff wishes to discuss with City Council a potential economic development project and agreement, and an incentive/funding request for a project located in the Port of Muskogee. The City Attorney advises the City Council that public disclosure of the matter discussed would interfere with the development of the property, and that public disclosure would violate the confidentiality of the business.

**RECOMMENDED ACTION:**

Convene in Executive Session and, if appropriate, take appropriate action in Open Session.

---

**Fiscal Impact**

**Attachments**

*No file(s) attached.*

---