

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

(Public Comment during Public Hearing or Agenda item comment)

Council Rules of Decorum limit citizen comments on agenda items and public hearings to five (5) minutes and general comments for non-agenda items to (3) minutes. Any person desiring to address the Committee during such period is required to sign in with the City Clerk prior to the Committee meeting between 5:00 p.m. and 5:15 p.m. on the third floor of City Hall or any time between 8:00 a.m. and 5:00 p.m. in the Office of the City Clerk. They shall provide their name, address and specify the agenda item they wish to address. Remarks shall be directed to the matter being considered and the speaker is allowed to speak only one time. If written materials are to be submitted twelve (12) copies should be made available, and may not be returned.

AGENDA
FINANCE COMMITTEE
FEBRUARY 12, 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

DEPUTY MAYOR DERRICK REED TO RECOGNIZE FEBRUARY 2023 AS BLACK HISTORY MONTH

DEPUTY MAYOR DERRICK REED TO ANNOUNCE MARTIN LUTHER KING DAY EVENTS

INVOCATION - COMMITTEE MEMBER ALEX REYNOLDS

FLAG SALUTE - DEPUTY MAYOR DERRICK REED

1. Consider approval of Finance Committee minutes of January 8, 2024, or take other necessary action.
2. Consider approval of claims for all City departments December 30, 2023 through February 2, 2024, or take other necessary action.
3. Consider approval of Resolution No. 2974 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)
4. Consider approval to accept the lowest and/or best bid for Pest Control Services from Allstate Termite & Pest Solutions, at \$1,596.00 per month, or take other necessary action. (Roger Kolman)

5. Consider approval of the lowest and best bid from Gordon's Heating and Air for Mechanical (HVAC) contractor for maintenance and upkeep of all City facilities and buildings, or take other necessary action. (Roger Kolman)
6. Consider approval of the low bid from B & R Electric for Electrical Contractor for maintenance and upkeep of all City facilities and buildings, or take other necessary action. (Roger Kolman)
7. Consider approval of lowest and only bid from McIntosh Service, LLC, for Plumbing Contractor for maintenance and upkeep of all City facilities and buildings, or take other necessary action. (Roger Kolman)
8. Consider approval of the lowest and best bid from TK Elevator Corporation for Elevator Maintenance contractor for maintenance and upkeep of four elevators within City facilities and buildings, or take other necessary action. (Roger Kolman)
9. Consider approval of the lowest and/or best bids from Muskogee Redi Mix for concrete materials for City repair and maintenance projects, or take other necessary action. (Mike Stewart)
10. Consider approval of the lowest and/or best bids for Road Materials from Tulsa Asphalt, Vance Brothers, APAC Central dba Arkhola, and Youngman Rock, for FY2024-2025, or take other necessary action. (Mike Stewart)
11. Consider approval to accept the recommended bids for Water Treatment Plant Chemicals for water treatment as follows: 1) Chlorine at \$1.165 per pound to Brenntag Southwest; 2) Fluorosilicic Acid at \$0.292 per pound to Pencco Inc.; 3) Poly-phosphate at \$0.647 per pound to Shannon Chemicals; 4) Aluminum/polymer liquid blend coagulant at \$0.427 per pound to WaterTech Inc.; 5) Sodium Chlorite solution at \$0.665 per pound to Evoqua Water Technologies; 6) Ferric Chloride at \$0.24 per pound to PVS Technologies; 7) Copper Sulfate at \$0.5131 per pound to Brenntag Southwest, or take other necessary action. (Mike Stewart)
12. Consider approval of a request from the Roxy Theater for a one-time supplemental appropriation for operating expenses of \$35,000.00, or take other necessary action. (Mike Miller)

ADJOURN

Finance Committee

1.

Meeting Date: 02/12/2024
Initiator: Jennifer Sharp, Admin II
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Finance Committee minutes of January 8, 2024, or take other necessary action.

BACKGROUND:

RECOMMENDED ACTION:

Fiscal Impact

Attachments

1-8-2024 finmin

MINUTES

OF THE FINANCE COMMITTEE OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN REGULAR SESSION IN COUNCIL CHAMBERS OF CITY HALL JANUARY 8, 2024

The Finance Committee of the City of Muskogee, Oklahoma, met in Regular Session at 5:30 p.m. on January 8, 2024, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma.

Present: Mayor Marlon J. Coleman; Chair Derrick Reed; Vice Chair Jaime Stout; Committee Member Alex Reynolds; Committee Member Traci McGee; Committee Member Tracy Hoos; Committee Member Shirley Hilton-Flanary; Committee Member Perline Boyattia-Craig; Committee Memeber Patrick Cale

Staff Present: Mike Miller, City Manager; Roger Kolman, Assistant City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Jeff Reeves, Project Manager; Johnny Teehee, Police Chief; Avery Rigney, Assistant Public Works Director; Austin Witt, Deputy City Attorney; Jody King, Planning Director; Robert Swepston, Fleet Director

Mayor Marlon J. Coleman presented a Key to the City to Nancy Atchley for her 47 years of service.

Invocation was led by Committee Member Alex Reynolds.

Flag Salute was led by Deputy Mayor Derrick Reed.

1. Consider approval of Finance Committee minutes of November 13, 2023, or take other necessary action.

Motion was made by Committee Member Shirley Hilton-Flanary, seconded by Committee Member Alex Reynolds to approve Finance Committee minutes of November 13, 2023.

AYE: Mayor Marlon J. Coleman, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Alex Reynolds, Committee Member Traci McGee, Committee Member Tracy Hoos, Committee Member Shirley Hilton-Flanary, Committee Member Perline Boyattia-Craig, Committee Memeber Patrick Cale

Carried - Unanimously

2. Consider approval of claims for all City departments December 2, 2023 through December 29, 2023, or take other necessary action.

Motion was made by Vice Chair Jaime Stout, seconded by Committee Member Traci McGee to approve claims for all City departments December 2, 2023 through December 29, 2023.

AYE: Mayor Marlon J. Coleman, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Alex Reynolds, Committee Member Traci McGee, Committee Member Tracy Hoos, Committee Member Shirley Hilton-Flanary, Committee Member Perline Boyattia-Craig, Committee Memeber Patrick Cale

Carried - Unanimously

3. Discuss and consider approval of Second Amended Ordinance No. 4198-A, an Ordinance Amending the City of Muskogee Code of Ordinances by Amending Chapter 74, Taxation, Article 8, Use Tax, by Amending Section 74-237, Economic Development Fund, Amending Section 74-237(h) Removing the Subcommittee and Replacing it with an Economic Develoment Advisory Board, and Adding Sections (h)(1)-(8); Adding Section 74-237 (i) and Sections (i)(1) (a)-(e), Adding Section (2) and Sections (2) (a) and (b), Providing for Severability, Repealer and Setting an Effective Date, or take other necessary action. (Councilor Tracy Hoos)

Councilor Tracy Hoos stated this would allow for the Economic Development Advisory Board to be comprised of members of the community, not only members of Council and City Staff.

Motion was made by Committee Member Tracy Hoos, seconded by Mayor Marlon J. Coleman to approve of Second Amended Ordinance No. 4198-A, an Ordinance Amending the City of Muskogee Code of Ordinances by Amending Chapter 74, Taxation, Article 8, Use Tax, by Amending Section 74-237, Economic Development Fund, Amending Section 74-237(h) Removing the Subcommittee and Replacing it with an Economic Develoment Advisory Board, and Adding Sections (h) (1)-(8); Adding Section 74-237 (i) and Sections (i)(1) (a)-(e), Adding Section (2) and Sections (2) (a) and (b), Providing for Severability, Repealer and Setting an Effective Date.

AYE: Mayor Marlon J. Coleman, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Alex Reynolds, Committee Member Tracy Hoos, Committee Member Shirley Hilton-Flanary, Committee Member Perline Boyattia-Craig, Committee Memeber Patrick Cale

NAY: Committee Member Traci McGee

Carried

4. Consider approval of the lowest and best bid from Gray Manufacturing, in the amount of \$51,000.00, for the purchase of a new mobile column lift set for the Fire Department garage, or take other necessary action. (Robert Sweptson)

Fleet Director Robert Sweptson stated this purchase will replace the 24-year-old lift currently in use. Over the years, the lift has become unsafe for service and cannot support the weight of the newer, heavier fire trucks. Replacement of the lift will ensure employee safety. Mr. Sweptson stated this is a budgeted item and recommended approval.

Motion was made by Committee Member Traci McGee, seconded by Committee Member Tracy Hoos to approve the lowest and best bid from Gray Manufacturing, in the amount of \$51,000.00, for the purchase of a new mobile column lift set for the Fire Department garage.

AYE: Mayor Marlon J. Coleman, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Alex Reynolds, Committee Member Traci McGee, Committee Member Tracy Hoos, Committee Member Shirley Hilton-Flanary, Committee Member Perline Boyattia-Craig, Committee Memeber Patrick Cale

Carried - Unanimously

There being no further business, the meeting was adjourned.

CHAIR DERRICK REED
FINANCE COMMITTEE

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Finance Committee

2.

Meeting Date: 02/12/2024
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of claims for all City departments December 30, 2023 through February 2, 2024, or take other necessary action.

BACKGROUND:

Claims for all City departments.

RECOMMENDED ACTION:

Approve claims December 30, 2023 through February 2, 2024.

Fiscal Impact

Attachments

Purchasing Claims for 2/12/2024

CITY OF MUSKOGEE CLAIMS

CHECK #	VENDOR	AMOUNT
241157	HARDAGE, LOIS	75.07 utility refund
241158	MARTINEZ, RAUL BRAMBILA	50.27 utility refund
241159	CASTILLO'S REMODLING	90.28 utility refund
241160	CHASE, MARTHA W	4.24 utility refund
241161	EPOCH PROPERTIES	46.59 utility refund
241162	GARCIA, DYLAN	2.33 utility refund
241163	KIRK, BRIAN KEITH	100.00 utility refund
241164	LITTLE, MORIAH E	27.10 utility refund
241165	NEWLIN, WILLIAM	56.64 utility refund
241166	NEWLIN, WILLIAM H	45.62 utility refund
241167	SEVIER, GEORGE A	4.24 utility refund
241168	STANLEY, JAMES M	53.21 utility refund
241169	STATON, MICHAEL L	30.79 utility refund
241170	STOTTS, STEVE	44.24 utility refund
241171	SULIVAN PROPERTIES	17.57 utility refund
241172	TOTAL MANAGEMENT, LLC	21.38 utility refund
241173	UNITED RENTALS (NORTH AMERICA)	15000.00 EM light towers
241174	ACCURATE LABS & TRAINING CENTE	3880.00 water testing/lab
241175	ACTION GROUP STAFFING	9116.77 temp services
241176	ADVANCE AUTO PARTS 64771111001	195.41 fleet parts
241177	BANNER FIRE EQUIPMENT INC	523.26 fire equipment
241178	BEN E. KEITH	122.88 concession
241179	BROKEN ARROW ELECTRIC	1696.42 electrical supplies/service
241180	BROWN'S SHOE FIT CO #87	160.00 boot vouchers
241181	CARE AROUND THE CLOCK INC	27996.00 medical services
241182	CERTIFIED LABORATORIES	687.85 misc
241183	CINCINNATI RADIATOR SERVICE IN	130.00 fleet parts/serive
241184	CINTAS CORPORATION #2	278.18 first aid supplies
241185	CLINICAL ASSOCIATES PA	3200.00 fitness evaluations
241186	CORE & MAIN LP	6195.00 hydrants/pipes/fittings
241187	CORPORATE TO CASUAL SCREEN PRI	789.10 uniforms
241188	COWAN GROUP ENGINEERING LLC	4400.00 contractor
241189	CRAWFORD & ASSOCIATES, P.C.	24844.02 financial
241190	DANA SAFETY SUPPLY, INC	5722.58 pd vehicle equipment
241191	DAVID'S DISCOUNT TIRES INC	384.72 fleet
241192	DICKMANN GLASS CO	475.52 window repair
241193	DIRECT TRAFFIC CONTROL INC	126.50 misc
241194	DRIVE SHAFTS INC	468.80 misc
241195	EXPRESS EMPLOYMENT PROFESSIONA	11185.78 temp services
241196	FASTENAL COMPANY	550.04 misc
241197	FEDERAL CORPORATION	192.52 misc
241198	AVERY LAWN CARE	1688.00 lawncare
241199	FIVE STAR OFFICE SUPPLY	105.24 office supplies
241200	FLEET FUELS	38521.95 fuel
241201	FLEETPRIDE INC	366.30 fleet supplies
241202	FROST OIL CO., LLC	20138.46 fuel

241203 GAYLE JOHNSON	100.00 employee misc
241204 GKC CONSTRUCTION SERVICES LLC	1960.00 ballfield dirt
241205 GRAINGER	1420.18 pw parts/supplies
241206 GREEN COUNTRY MARKETING ASSOCI	350.00 membership
241207 HARNESS ROOFING, INC	1800.49 pw roof repair
241208 SHIRLEY HILTON-FLANARY	75.00 allowance
241209 HOGLE COMPANY	36.95 misc supplies
241210 HOLT TRUCK CENTERS OF OKLAHOMA	552.73 heavy truck parts
241211 HOMELAND STORES INC	37.77 misc
241212 TRACY ALAN HOOS II	75.00 allowance
241213 HUGHES LUMBER CO	1826.46 lumber
241214 I 40 RACE SERVICE LLC	60.00 printing services
241215 J & R EQUIPMENT	578.60 fleet
241216 JAMES HODGE FORD-LINCOLN-MERC	633.71 fleet
241217 KIMBALL MIDWEST	193.32 misc
241218 KING TIRES OF MUSKOGEE INC	15.00 misc
241219 LIFE-ASSIST, INC.	480.20 medical supplies
241220 LOCKE SUPPLY CO	884.25 misc parts
241221 LOVE BOTTLING CO - #111902	39.84 concession
241222 LOWES	2366.39 misc supplies
241223 MARVIN'S MOWERS AND OUTDOOR LL	20.90 equipment parts
241224 TRACI L. MCGEE	75.00 allowance
241225 MCINTOSH CORP	965.74 plumbing contractor
241226 MMSGGS	1367.76 aed/first responder supplies
241227 MUNICIPALH2O.COM	500.00 epa&rpa compliance fees
241228 MUSKOGEE COUNTY SHERIFFS DEPAR	45036.00 jail bill
241229 MUSKOGEE LOCK & KEY	176.00 misc services
241230 MUSKOGEE REDI-MIX LLC	16380.00 concrete contractor
241231 MUTUAL OF OMAHA INSURANCE CO	16279.88 insurance
241232 OFFICE CONNECTIONS LLC	313.87 office supplies
241233 OFFICE DEPOT	395.67 office supplies
241234 OKLAHOMA DEPT OF LABOR	50.00 misc
241235 OKLAHOMA NATURAL GAS	2276.41 city utilities
241236 ONE SOURCE WATER LLC	74.90 misc
241237 OREILLY AUTO PARTS	1720.62 tools/parts
241238 PENCCO INC	8658.65 chemical contractor
241239 PORTCITY BODYSHOP INC DBA SAFE	250.00 fleet parts
241240 RETAIL ATTRACTIONS LLC	4000.00 economic dev consultant
241241 ALEXANDER FELTS REYNOLDS	75.00 allowance
241242 RIB CRIB #50	489.72 fleet holiday dinner
241243 ROSSON WHEEL SERVICE	230.00 fleet
241244 RURAL WATER DISTRICT #5	26.47 city utilities
241245 SADLER PAPER COMPANY	544.19 janitorial/misc supplies
241246 JAMES SOUTHCOTT A	300.00 depot train conductor
241247 STEIDLEY & NEAL, PLLC	2900.76 litigation expenses
241248 SUPERIOR LINEN SERVICE INC	103.01 misc
241249 TECHNICAL PROGRAMMING SERVICES	909.07 bill notices
241250 THE C. T. BRANNON CORPORATION	3254.50 engineering services

241251 THYSSENKRUPP ELEVATOR CORP	556.20 elevator contractor
241252 TIGER NATURAL GAS INC	441.00 city utilities
241253 TOMMY NIX CDJR OF MUSKOGEE, LL	36.23 fleet misc
241254 TOTAL ADMINISTRATIVE SERVICES	149.40 flexible spending
241255 TRUCK & INDUSTRIAL PARTS, LLC.	450.00 heavy truck parts
241256 UNIFIRST FIRST AID CORP	70.18 first aid fleet
241257 UNIFIRST HOLDINGS LP	1166.35 uniforms
241258 WARREN CAT	458.38 fleet parts/service
241259 WASTE MANAGEMENT OF OKLAHOMA I	20018.22 landfill
241260 WEST TERMITE & PEST MGMT. INC.	1891.52 pest contrrol contractor
241261 ACCURATE LABS & TRAINING CENTE	340.00 water testing/lab
241262 DERRUISSEAU, STACI	100.00 utility refund
241263 DOUBLE D PAWN & GUN	21.58 utility refund
241264 E&C HOMES, LLC	17.10 utility refund
241265 ETCHISON, JAMES E, JR	31.71 utility refund
241266 JONES JR, WILLIAM	90.00 utility refund
241267 OKIE INVESTMENTS, LLC	30.30 utility refund
241268 PITTMAN, THELMA	46.18 utility refund
241269 ROLLERSON, KIMBERLY	47.80 utility refund
241270 TCS ENTERPRISES LLP	58.05 utility refund
241279 BANK OF AMERICA	54039.77 pcards
241280 BLUECROSS/BLUE SHIELD OF OK	233816.74 insurance
241281 THE ZERO CARD, INC.	3099.25 insurance
241282 TCS ENTERPRISES LLP	10.24 utility refund
241283 BLUECROSS/BLUE SHIELD OF OK	76874.20 insurance
241284 DELTA DENTAL PLAN OF OKLAHOMA	1310.58 insurance
241285 DELTA DENTAL PLAN OF OKLAHOMA	68.08 insurance
241286 DELTA DENTAL PLAN OF OKLAHOMA	24162.68 insurance
241287 THE ZERO CARD, INC.	1822.61 insurance
241288 ACCURATE LABS & TRAINING CENTE	425.00 water testing/lab
241289 ACECO RENTAL AND SALES	2384.72 scissor lift rental
241290 ACOM SOLUTIONS INC	371.00 misc
241291 ACTION GROUP STAFFING	7687.81 temp services
241292 ADVANCED WORKZONE SERVICES	170.00 misc
241293 APAC CENTRAL INC	753337.37 sw zone overlay contractor
241294 ASSOCIATED SUPPLY CO INC	1769.02 fleet equip repairs
241295 B & R ELECTRIC SERVICE INC	125.00 misc
241296 BCS INSURANCE COMPANY	67328.93 insurance premiums
241297 THE BECKMAN COMPANY	263.00 misc
241298 DOUGLAS DEAN DIETER	3737.50 abatement services
241299 DARLA BENNETT	25.00 misc
241300 BOARD OF TESTS FOR ALCOHOL	108.00 misc
241301 BRANDON HARRIS	27.01 employee misc
241302 BRITE COMPUTERS	34296.04 IT hardware/support
241303 BROKEN ARROW ELECTRIC	534.04 electrical supplies/service
241304 BROWN'S SHOE FIT CO #87	404.95 boot vouchers
241305 CAMPBELL WHOLESALE CO INC	298.80 concession
241306 CANINE DEVELOPMENT GROUP, INC.	140.00 misc

241307 CARE AROUND THE CLOCK INC	15944.84 medical services
241308 CASCO INDUSTRIES INCORPORATED	5519.00 fire equipment
241309 CHARBONNEAU, BILLY JO	50.00 sf instructor
241310 CHRIS DEAN	95.22 employee misc
241311 CINCINNATI RADIATOR SERVICE IN	390.00 fleet parts/service
241312 CIVICPLUS, LLC	1900.00 municode fee
241313 CONNECT DME, LLC	380.00 medical supplies
241314 CONVERGEONE, INC.	2229.33 IT software/support
241315 DELL MARKETING LP	2120.79 IT hardware/support
241316 DOBSON FIBER	6367.27 internet/phones service
241317 DOLLAMUR, LP	2556.39 sf training mats
241318 JERRY EATON SCOTT	180.00 misc
241319 EMPLOYEE NAVIGATOR, LLC	105.75 misc
241320 EXCHANGE CLUB OF MUSKOGEE	110.00 misc
241321 EXPRESS EMPLOYMENT PROFESSIONA	1050.83 temp services
241322 FASTENAL COMPANY	22.02 misc
241323 FIRSTAR BANK	8641.45 loan interest
241324 FROST OIL CO., LLC	1094.52 fuel
241325 PAIGE GALLAWAY	300.00 sf instructor
241326 GORDON'S HEATING-AIR CONDITION	1859.00 contractor
241327 GRAINGER	35.83 pw parts/supplies
241328 GREAT PLAINS CONSULTING	25940.00 projects contractor
241329 HARRISON TIRE & SUPPLY	268.00 fleet misc
241330 HOLLOWAY UPDIKE AND BELLEN INC	465.00 contractor services
241331 HOLT TRUCK CENTERS OF OKLAHOMA	688.40 heavy truck parts
241332 BERSERK ATHLETICS, LLC	809.24 PD misc
241333 I 40 RACE SERVICE LLC	70.00 printing services
241334 GAS AND SUPPLY	385.00 welding supplies
241335 INTERSTATE ALL BATTERY CTR OF	212.80 fleet misc
241336 INTERSTATE ELECTRIC CORPORATIO	222.00 misc
241337 JEREMY ROSS MC PLLC	2000.00 FD medical director
241338 JOE GODDARD ENTERPRISES, LLC	2087.00 storm siren maintenance
241339 JOHN DEERE FINANCIAL F.S.B.	175.45 misc
241340 JONAS FITNESS, INC C/O CAROL A	799.79 sf software system
241341 JOSHUA GARCIA	0.00 employee misc
241342 KKT ARCHITECTS, INC	540.00 sf project
241343 KRISTAL KEIM	1220.00 employee misc
241344 LA QUINTA INN & SUITE- MIDWEST	880.00 travel
241345 LAKE REGION ELECTRIC COOPERATI	624.68 city utilities
241346 KAREN LAUDERDALE	50.00 sf instructor
241347 LAZY J PROPERTIES, ANGELA YOUN	25.00 sf instructor
241348 LEADSONLINE LLC	7667.00 IT software/support
241349 LEXISNEXIS	231.00 misc
241350 LEXISNEXIS RISK SOLUTIONS	1085.00 misc
241351 LIBERTY FLAGS	860.00 misc
241352 LOCKE SUPPLY CO	206.13 misc parts
241353 LOWES	790.03 misc supplies
241354 MAIN STREET MUSKOGEE, INC	25000.00 downtown revitalization

241355 MARVIN'S MOWERS AND OUTDOOR LL	130.15 equipment parts
241356 MASON DAVENPORT	194.49 employee misc
241357 MELVIN PARKER, JR.	113.00 employee misc
241358 MORGAN SERVICES COMPANY LLC	395.00 tow services
241359 MUSKOGEE CHAMBER OF COMMERCE	3377.00 sponsorship/membership
241360 MUSKOGEE CITIZENS POLICE ACADE	1500.00 flavors of oklahoma
241361 MUSKOGEE COMMUNICATIONS, INC.	652.00 communications
241362 MUSKOGEE COUNTY CLERK	396.00 filing fees
241363 MUSKOGEE DAILY PHOENIX	474.48 ad/subscriptions
241364 MUSKOGEE LOCK & KEY	154.20 misc services
241365 MUSKOGEE TOURISM AUTHORITY	130125.00 hotel/motel tax
241366 JUSTIN O'NEAL	2090.00 contractor
241367 OFFICE CONNECTIONS LLC	758.99 office supplies
241368 OFFICE DEPOT	49.15 office supplies
241369 OKLAHOMA NATURAL GAS	1492.22 city utilities
241370 OKLAHOMA WATER RESOURCES BOARD	500.00 misc
241371 OLSSON ASSOCIATES	7962.68 airfield lighting construction
241372 ONE SOURCE WATER LLC	28.62 misc
241373 OREILLY AUTO PARTS	942.83 tools/parts
241374 OTA-PLATEPLAY	12.65 tolls
241375 PARADE SPECIALTIES	3000.00 council/mayor's float
241376 PATE INDUSTRIAL SUPPLY INC	24.00 misc
241377 PIONEER'S JANITORIAL SVC	345.00 janitorial services
241378 PLANNING DESIGN GROUP	4825.00 parks architect services
241379 PREMIER TRUCK GROUP	180.85 fleet misc
241380 PROSEGUR EAS USA, LLC	3439.44 city hall security
241381 REHRIG PACIFIC COMPANY	40929.00 sanitation poly carts
241382 SHERRY S. RICE	75.00 sf instructor
241383 ROSSCON, LLC.	775193.94 SE Zone overlay project
241384 ROXY THEATER COMMUNITY TRUST A	3200.00 matching funds for theatre
241385 SADLER PAPER COMPANY	902.81 janitorial/misc supplies
241386 SAFARILAND LLC	102.00 misc
241387 JENNIFER SARGENT	120.00 teen ctr tutoring
241388 SHANNON D TARKINGTON-HARRIS	700.00 inspection
241389 PREMIER ADVERTISING LLC	218.72 misc
241390 SOLID WASTE INSTITUTE OF	1000.00 misc
241391 SPECIAL OPS UNIFORMS	750.93 uniforms
241392 SUPERIOR LINEN SERVICE INC	63.79 misc
241393 SVC ENTERPRISES LLC	14650.00 roofing repair
241394 T-MOBILE USA INC.	3359.32 communications
241395 TANA HACKLEY	55.00 misc
241396 TECHNICAL PROGRAMMING SERVICES	5780.18 bill notices
241397 TOTAL ADMINISTRATIVE SERVICES	149.40 flexible spending
241398 TRAFFIC & LIGHTING SYSTEMS INC	53113.40 signal maintenance/improvement
241399 TRANSUNION RISK & ALTERNATIVE	165.00 misc
241400 TYLER TECHNOLOGIES INC	10915.15 PD Incode system service
241401 UNIFIRST HOLDINGS LP	1061.91 uniforms
241402 VINCENT ACEVEDO	194.49 employee misc

241403 VISION SERVICE PLAN INSURANCE	5392.00 insurance
241404 W T AND S BUTTERFLY FARM	3150.00 butterflies
241405 WASTE MANAGEMENT OF OKLAHOMA I	82.09 landfill
241406 WATER TECH, INC.	2244.28 meter panel
241407 CINDY WAYMAN	350.00 sf instructor
241408 WELDON PARTS - MUSKOGEE	214.04 misc
241409 LAURA WICKIZER	50.00 sf instructor
241410 XPRESS WELLNESS LLC	3030.00 medical services
241411 YOUNGMAN ROCK, INC.	1221.29 concrete contractor
241412 THE ZERO CARD, INC.	7283.46 insurance
241413 JOSHUA GARZA	194.49 employee misc
241421 BANK OF AMERICA	63910.96 pcards
241422 ANDREWS, CHERYL	42.42 utility refund
241423 BURRIS, MARGIE H	10.45 utility refund
241424 COTNER, SHELLY D	12.13 utility refund
241425 CUSTOM ELITE PROPERTY	38.09 utility refund
241426 DRS ENTERPRISES, LLC	23.09 utility refund
241427 ELLER, JAMES RYAN	46.31 utility refund
241428 FRANKLIN, RONALD	6.64 utility refund
241429 GOAD-CORENO, SHANON M	100.00 utility refund
241430 GREEN, NANCY	43.55 utility refund
241431 HOOG, MONICA ELAINE	103.87 utility refund
241432 JAYNE, LILLIAN	18.26 utility refund
241433 MID CONT. CONSTRUCTION	4.47 utility refund
241434 MID CONTINENT CONSTRUCTION	179.86 utility refund
241435 MUSKOGEE COMMUNITY ACTION	90.00 utility refund
241436 P & K PROPERTIES	5.51 utility refund
241437 PERRY, LARRY	11.14 utility refund
241438 PIERCE, NATHAN JOE JR	72.74 utility refund
241439 REDO PROPERTIES	67.02 utility refund
241440 SANTOS DE CUEVAS, ITAMAR	40.66 utility refund
241441 WATSON, KURT	90.00 utility refund
241442 HENDERSON COFFEE	357.48 misc
241443 WOOLDRIDGE, GEOFFREY F II	46.87 utility refund
241444 ACCURATE LABS & TRAINING CENTE	530.00 water testing/lab
241445 ACTION GROUP STAFFING	1618.20 temp services
241446 APAC CENTRAL INC	2898.81 concrete contractor
241447 DOUGLAS DEAN DIETER	600.00 abatement services
241448 BIO-AQUATIC TESTING	1090.00 water testing/lab
241449 CHELSEA BROWN	350.00 mental wellness
241450 BROWN'S SHOE FIT CO #87	434.99 boot vouchers
241451 CLEET	5678.95 monthly cleet
241452 CONNECT DME, LLC	5958.70 medical supplies
241453 CONVERGINT TECHNOLOGIES LLC	2558.72 WWTP security camera/install
241454 CREATIVE DISPLAYS INC	12223.00 walkthru ball ornament
241455 DASH MEDICAL GLOVES INC	106.90 misc
241456 EAST CENTRAL ELECTRIC	709.84 city utilities
241457 EXPRESS EMPLOYMENT PROFESSIONA	5628.15 temp services

241458 FASTENAL COMPANY	1743.15 misc
241459 FIRE PROTECTION PUBLICATIONS	79.05 misc
241460 FIRSTLINE FILTERS LLC	1029.68 misc supplies
241461 FIVE STAR OFFICE SUPPLY	938.14 office supplies
241462 GRAINGER	7389.91 pw parts/supplies
241463 GREEN COUNTRY BEHAVIORAL HEALT	3695.83 health services
241464 GUARD TRONIC INC	686.73 security service
241465 USA BLUEBOOK	1576.50 misc
241466 HOLLOWAY UPDIKE AND BELLEN INC	21342.00 contractor
241467 IBT INC	83.52 misc
241468 INTERSTATE ALL BATTERY CTR OF	212.80 fleet misc
241469 JAMES HAMLIN	147.30 employee misc
241470 JOHN DEERE FINANCIAL F.S.B.	196.99 boot vouchers/misc
241471 KBC CONSTRUCTION INC	15980.09 WWTP hoist/clarifiers
241472 LAWRENCE STEWART	24.00 employee misc
241473 LITTLE MOUNTIAN BINDERY	554.38 misc
241474 LOCKE SUPPLY CO	22.47 misc parts
241475 LOWES	1544.36 misc supplies
241476 MARIO'S QUALITY OVERHEAD DOORS	1250.00 door repair
241477 MARVIN'S MOWERS AND OUTDOOR LL	426.54 equipment parts
241478 MCINTOSH CORP	4437.93 plumbing contractor
241479 MMSGGS	643.79 aed/first responder supplies
241480 MOTION INDUSTRIES INC	163.34 misc
241481 MUSKOGEE COUNTY CLERK	270.00 filing fees
241482 MUSKOGEE COUNTY TRANSIT AUTHOR	13271.51 transportation services
241483 MUSKOGEE DAILY PHOENIX	5157.75 ads/subscriptions
241484 MUSKOGEE MEDICAL CENTER AUTHOR	12640.69 note/interest
241485 MUSKOGEE REDI-MIX LLC	1740.00 concrete contractor
241486 OFFICE CONNECTIONS LLC	114.91 office supplies
241487 OFFICE DEPOT	165.88 office supplies
241488 OKLAHOMA NATURAL GAS	2973.99 city utilities
241489 OKLAHOMA POLICE SUPPLY	706.85 misc supplies
241490 OKLAHOMA TURNPIKE AUTHORITY (O	48.95 tolls
241491 OKLAHOMA UNIFORM BUILDING CODE	244.00 CE fees
241492 IVA OLLAR	500.00 holiday hustle winner
241493 WILLIAM OLLAR	500.00 holiday hustle winner
241494 ONE SOURCE WATER LLC	97.55 misc
241495 OSBI	5638.08 monthly afis-cleet
241496 OSBI	5399.53 monthly forensic-cleet
241497 HAROLD QUANTIE	33000.00 cemetary grasshopper mowers
241498 HENDERSON COFFEE	373.08 misc supplies
241499 ROUTEWARE, INC	180.00 communications
241500 SADLER PAPER COMPANY	1010.75 janitorial/misc supplies
241501 STAUB INVESTMENTS INC. DBA GAL	16.00 misc
241502 SUPERIOR LINEN SERVICE INC	46.77 misc
241503 TECHNICAL PROGRAMMING SERVICES	4198.85 bill notices
241504 TLS GROUP, INC	52830.64 signal maintenance
241505 TYLER BAILEY	67.73 employee misc

241506 UNIFIRST HOLDINGS LP	931.75 uniforms
241507 UTILITY TECHNOLOGY SERVICES IN	12385.00 utility meters
241508 WASTE MANAGEMENT OF OKLAHOMA I	18172.89 landfill
241509 YORK & MAIN EQUITY GROUP INC	2985.00 sewer repairs
241510 YOUNGMAN ROCK, INC.	1210.10 concrete contractor
241511 BANCFIRST	316629.24 financial
241512 PERLINE BOYATTIA-CRAIG	245.49 allowance
241513 DERRICK REED	174.99 allowance
241514 JAIME LYNN STOUT	398.88 allowance
241515 BLUECROSS/BLUE SHIELD OF OK	70394.93 insurance
241516 BALES, TIMOTHY	30.33 utility refund
241517 BRANDT, BETH	42.06 utility refund
241518 GREEN, NANCY	26.62 utility refund
241519 HENDERSON, JEFFREY ALLAN	39.76 utility refund
241520 JACKSON PROPERTIES	23.05 utility refund
241521 MID CONTINENT CONSTRUCTION	53.90 utility refund
241522 MONTA HOLDINGS	90.00 utility refund
241523 RETRO NUTRITION	5.27 utility refund
241524 ROOT, BRITTANY DAWN	7.47 utility refund
241525 WILKERSON, JAMES MARK	100.00 utility refund
241526 ELAN FINANCIAL SERVICES	42.76 misc
241527 APPLIED MEDIA CONCEPTS INC	4782.00 rodeo production
241528 ABIGAIL WRIGHT	12.00 per diem travel
241529 ACCURATE LABS & TRAINING CENTE	120.00 water testing/lab
241530 ACTION GROUP STAFFING	5479.81 temp services
241531 ADVANCE AUTO PARTS 64771111001	265.14 fleet parts
241532 ADVANCED WORKZONE SERVICES	877.25 misc
241533 AIRGAS USA LLC	291.03 misc supplies
241534 ASCEND COMMERCIAL BUILDERS LLC	111092.17 Grandview Park contractor
241535 B & R ELECTRIC SERVICE INC	975.00 electrical supplies/service
241536 BANNER FIRE EQUIPMENT INC	453.40 fire equipment
241537 DOUGLAS DEAN DIETER	5350.00 abatement services
241538 BEST VERSION MEDIA LLC	442.80 misc
241539 BG PRODUCTS INC	2205.80 fleet parts/service
241540 BRENNTAG SOUTHWEST INC	13440.00 chemical contractor
241541 BRITE COMPUTERS	75.00 misc
241542 BROKEN ARROW ELECTRIC	514.72 electrical supplies/service
241543 BROWN'S SHOE FIT CO #87	160.00 boot vouchers
241544 AMBER BUCKMASTER	195.00 tort claim
241545 CHARBONNEAU, BILLY JO	75.00 sf instructor
241546 COOK CONSTRUCTION & CRANE INC	350.00 misc
241547 CROWDER AUTO GLASS	460.00 fleet misc
241548 DAVID'S DISCOUNT TIRES INC	307.18 fleet
241549 DEPARTMENT OF ENVIRONMENTAL QU	695.42 DEQ fees
241550 ROGER ERICKSON DBA BAR E	19278.00 Parks cattle stall/fronts
241551 EXPRESS EMPLOYMENT PROFESSIONA	10927.25 temp services
241552 FASTENAL COMPANY	495.19 misc supplies
241553 FEDERAL CORPORATION	644.49 misc

241554 FIVE STAR DEMOLITION	12180.00 demo contractor
241555 FLEETPRIDE INC	20.47 fleet supplies
241556 FROST OIL CO., LLC	5540.74 fuel
241557 KARLA D GIBSON	100.00 sf instructor
241558 GRAINGER	59.54 pw parts/supplies
241559 HARBOR FREIGHT TOOLS	24.98 misc
241560 HARRISON TIRE & SUPPLY	200.00 misc
241561 USA BLUEBOOK	4091.84 pollution lab/testing supplies
241562 HIGHLINE AFTERMARKET	2323.03 misc
241563 HOLT TRUCK CENTERS OF OKLAHOMA	193.90 heavy truck parts
241564 I 40 RACE SERVICE LLC	50.00 printing services
241565 MARION LEON JAMES, JR	1481.96 tort claim
241566 JARED CAPTIAL, LLC	6400.00 solar panel
241567 KIMBALL MIDWEST	1064.00 misc supplies
241568 KING TIRES OF MUSKOGEE INC	183.90 fleet misc
241569 KRISTAL KEIM	1220.00 employee misc
241570 LAFERRY'S PROPANE CO	53.00 misc
241571 KAREN LAUDERDALE	75.00 sf instructor
241572 LAZY J PROPERTIES, ANGELA YOUN	50.00 sf instructor
241573 LOCKE SUPPLY CO	83.74 misc parts
241574 LOWES	1396.76 misc supplies
241575 MARIO'S QUALITY OVERHEAD DOORS	730.00 door repair
241576 MUSKOGEE CITY COUNTY 911 TRUST	50421.93 dispatch fees
241577 MUSKOGEE CITY-COUNTY PORT AUTH	234.38 misc
241578 MUSKOGEE COUNTY CLERK	26.00 filing fees
241579 MUSKOGEE LOCK & KEY	2263.81 misc services
241580 MUSKOGEE MANUFACTURING LLC	375.00 misc
241581 MUSKOGEE REDI-MIX LLC	10230.00 concrete contractor
241582 MUSKOGEE YOUTH SERVICES	4925.44 juv c/s payroll
241583 NINE HOTEL, LLC DBA HILTON GAR	714.00 travel
241584 JUSTIN O'NEAL	2134.00 contractor
241585 OFFICE CONNECTIONS LLC	54.93 office supplies
241586 OKLAHOMA DEPT OF LABOR	225.00 misc
241587 OKLAHOMA NATURAL GAS	4150.12 city utilities
241588 ONE SOURCE WATER LLC	49.96 misc
241590 OREILLY AUTO PARTS	7115.01 tools/parts
241591 P & K EQUIPMENT	1801.54 misc equipment
241592 PATE INDUSTRIAL SUPPLY INC	529.64 misc supplies
241593 PENCCO INC	8820.35 chemical contractor
241594 PREMIER TRUCK GROUP	129.04 fleet misc
241595 PREMIER USA INC.	2479.85 temp services
241596 SHERRY S. RICE	50.00 sf instructor
241597 ROSSON WHEEL SERVICE	115.00 fleet
241598 SALVATION ARMY	1170.00 swon tickets
241599 SAMANTHA HENDERSON	12.00 per diem travel
241600 KEN SLIGER	4200.00 civic ctr chiller repairs
241601 SOUTHERN TIRE MART, LLC	682.00 fleet misc
241602 STEIDLEY & NEAL, PLLC	560.00 litigation expenses

241603 STEWART MARTIN EQUIPMENT	1417.22 misc
241604 SUPERIOR LINEN SERVICE INC	326.63 misc
241605 TENDER TOUCH AUTO WASH INC	150.00 fleet misc
241606 THYSSENKRUPP ELEVATOR CORP	1300.00 elevator maintenance
241607 TIGER NATURAL GAS INC	13984.54 city utilities
241608 TOMMY NIX CDJR OF MUSKOGEE, LL	735.00 fleet misc
241609 TRAFFIC & LIGHTING SYSTEMS INC	52562.55 signal maintenance/improvement
241610 UNIFIRST HOLDINGS LP	1270.07 uniforms
241611 UNIQUE DRY CLEANERS	464.80 fd uniform
241612 UNITED RENTALS (NORTH AMERICA)	63145.13 trash pump
241613 UTILITY TECHNOLOGY SERVICES IN	685.00 misc
241614 W & W INVESTMENTS-AKERS COLLIS	1556.60 misc
241615 WAR MEMORIAL PARK TRUST AUTHOR	16464.25 batfish subsidy
241616 WASTE MANAGEMENT OF OKLAHOMA I	19242.65 landfill
241617 CINDY WAYMAN	425.00 sf instructor
241618 WELDON PARTS - MUSKOGEE	580.60 fleet misc
241619 LAURA WICKIZER	75.00 sf instructor
241620 YORK STREET TIRE OF MUSKOGEE L	3343.02 fleet misc
241621 BLUECROSS/BLUE SHIELD OF OK	217094.98 insurance
241622 ANDERSON, DAVID A	114.07 utility refund
241623 BRANDT, BETH	43.90 utility refund
241624 BRILL, JORDAN T	33.09 utility refund
241625 BRYAN HODGE EXCAVATION	1374.45 utility refund
241626 CECIL, JEFFERY A	42.45 utility refund
241627 CERVANTES RIOS, JOSE R	5.14 utility refund
241628 FIELD, GARY WILLIAM	23.24 utility refund
241629 GROWCOCK, JULIE A	2002.31 utility refund
241630 JONES, TRACY AND LISA	33.09 utility refund
241631 MANSKER, KAIA DAWN	26.85 utility refund
241632 MID CONTINENT CONSTRUCTION	37.59 utility refund
241633 ACCURATE LABS & TRAINING CENTE	730.00 water testing/lab
241634 ACECO RENTAL AND SALES	78.00 misc
241635 ACTION GROUP STAFFING	4228.38 temp services
241636 ADVANCE AUTO PARTS 64771111001	485.73 fleet parts
241637 ADVANCED WORKZONE SERVICES	100.00 misc
241638 AIRGAS USA LLC	23.90 misc
241639 ALEXANDER HORNE	120.00 ar misc/refund
241640 AMERICAN MUNICIPAL SERVICES	2058.76 collection fees
241641 AT&T #918 682-2825 211 0	258.30 communications
241642 B & R ELECTRIC SERVICE INC	2200.00 electrical supplies/service
241643 BANK OF OKLAHOMA-WEALTH MANAGE	2687.50 bond trustee fees
241644 BANNER FIRE EQUIPMENT INC	285.38 fire equipment
241645 BRIAN BARNES MICHAEL	225.00 misc
241646 BEN E. KEITH	407.76 concession
241647 VIDA BERRY	458.33 sf instructor
241648 BROWN'S SHOE FIT CO #87	145.00 boot vouchers
241649 CENTRAL SALT LLC	2100.97 road salt
241650 CINCINNATI RADIATOR SERVICE IN	260.00 fleet parts/service

241651 CINTAS CORPORATION #2	113.85 first aid supplies
241652 COOK CONSULTING LLC	49880.00 Haskell&Utah intersection
241653 COWAN GROUP ENGINEERING LLC	1859.52 contractor
241654 CROWDER AUTO GLASS	300.00 misc
241655 DELL MARKETING LP	265.49 communications
241656 MERCURY PRESS PLUS	209.53 misc supplies
241657 ENCORE PERFORMING SOCIETY	300.00 misc
241658 EVOQUA WATER TECHNOLOGIES LLC	1005.94 misc
241659 EXPRESS EMPLOYMENT PROFESSIONA	6757.53 temp services
241660 FASTENAL COMPANY	1265.05 misc
241661 FLEET FUELS	18778.40 fuel
241662 FLEETPRIDE INC	311.36 fleet supplies
241663 FROST OIL CO., LLC	155.78 fuel
241664 GORDON'S HEATING-AIR CONDITION	1447.00 HVAC services/repair
241665 GRAINGER	2285.37 pw parts/supplies
241666 HARBOR FREIGHT TOOLS	112.95 misc tools
241667 HARCROS CHEMICALS INC	675.22 chemicals
241668 USA BLUEBOOK	712.63 misc
241669 HOLT TRUCK CENTERS OF OKLAHOMA	4404.04 heavy truck parts
241670 HOMELAND STORES INC	65.02 misc
241671 INCOR	4230.00 contract services
241672 JAMES HODGE FORD-LINCOLN-MERC	477.00 fleet
241673 JAY HODGE CHEVROLET CADILLAC I	160.00 fleet misc
241674 KING TIRES OF MUSKOGEE INC	45.00 fleet misc
241675 LOCKE SUPPLY CO	585.76 misc parts
241676 LOVE BOTTLING CO - #208410	11.04 concession
241677 LOWES	1305.32 misc supplies
241678 LUM ENTERPRISES INC DBA	22861.96 fleet tire/lifts
241679 DONNIE MADEWELL	400.00 billboard ad
241680 MARVIN'S MOWERS AND OUTDOOR LL	98.80 equipment parts
241681 MHC KENWORTH - TULSA	775.17 misc
241682 MOORE ELECTRIC & LOGISTICS, LL	25265.00 electrical chem feed building
241683 MORGAN SERVICES COMPANY LLC	50.00 tow services
241684 MOTOROLA SOLUTIONS INC	1500.00 communications
241685 MTM RECOGNITION CORPORATION	105.70 misc
241686 MUSKOGEE CITY-COUNTY PORT AUTH	44833.34 industrial development
241687 MUSKOGEE COUNTY ELECTION BOARD	5913.71 pre-election expenses
241688 MUSKOGEE REDI-MIX LLC	1506.00 concrete contractor
241689 MUSKOGEE TOURISM AUTHORITY	45000.00 subsidy
241690 OFFICE CONNECTIONS LLC	402.92 office supplies
241691 OFFICE DEPOT	195.19 office supplies
241692 OG&E - ACCT #35947999-5	123587.78 city utilities
241693 OKLAHOMA MUNICIPAL MANAGEMENT	7500.00 project estimate contractor
241694 OKLAHOMA NATURAL GAS	676.07 city utilities
241695 OKLAHOMA TURNPIKE AUTHORITY (O	25.10 tolls
241696 OREILLY AUTO PARTS	2445.61 tools/parts
241697 PATE INDUSTRIAL SUPPLY INC	95.65 misc
241698 PAUL DAVIS SYSTEMS OF TULSA	49279.08 mold removal/duct cleaning

241699 PIED PIPER SERVICES	75.00 pest supplies/services
241700 MATTHEW PITTMAN	50.00 misc
241701 PORTCITY BODYSHOP INC DBA SAFE	125.00 fleet parts
241702 RETAIL ATTRACTIONS LLC	4000.00 economic dev consultant
241703 ROSERUSH SERVICES LLC	1650.00 misc
241704 RUSH TRUCK CENTERS OF OKLAHOMA	1331.38 fleet misc
241705 SADLER PAPER COMPANY	1391.81 janitorial/misc supplies
241706 SBA 2012 TC ASSETS	578.81 misc
241707 SOUTHERN TIRE MART, LLC	48.00 fleet misc
241708 TECHNICAL PROGRAMMING SERVICES	3227.71 bill notices
241709 TENDER TOUCH AUTO WASH INC	411.00 fleet misc
241710 TIGER NATURAL GAS INC	1228.75 city utilities
241711 TOMMY NIX CDJR OF MUSKOGEE, LL	524.61 fleet misc
241712 TRUCK & INDUSTRIAL PARTS, LLC.	1005.00 heavy truck parts
241713 UNIFIRST HOLDINGS LP	1008.92 uniforms
241714 VICKI COBLER	15.00 ar misc/refund
241715 WAR MEMORIAL PARK TRUST AUTHOR	32928.50 batfish subsidy
241716 CINDY WAYMAN	738.00 sf instructor
241717 WEST TERMITE & PEST MGMT. INC.	1841.46 pest control contractor
241718 MICHAEL G WEST DBA WEST'S TOOL	429.90 misc tools
241719 XEROX CORPORATION	3840.00 printers/equipment service
241720 YORK & MAIN EQUITY GROUP INC	5620.00 sewer repairs
241721 BAREDOWN PRO RODEO, LLC	59851.70 rodeo promotor
241722 BRADLEY GARNER TY	120.00 event security
241723 CHELSEA STOUT DAWN	120.00 event security
241724 BLUECROSS/BLUE SHIELD OF OK	1121.04 insurance
241725 BLUECROSS/BLUE SHIELD OF OK	28918.24 insurance
241726 THE ZERO CARD, INC.	21068.00 insurance
241727 THE ZERO CARD, INC.	4555.15 insurance

Finance Committee

3.

Meeting Date: 02/12/2024
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Resolution No. 2974 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)

BACKGROUND:

There are currently several items located at Public Works and Facilities, per the attached list, that are no longer needed, or cannot be used, by the City of Muskogee. The City would like to dispose of these items of personal property as surplus.

RECOMMENDED ACTION:

Approve Resolution.

Fiscal Impact

Attachments

Resolution 2974 Surplus Property

RESOLUTION NO. 2974

A RESOLUTION DECLARING CERTAIN 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 AUTHORIZING THE CITY MANAGER TO OFFER FOR SELL OR DISPOSE OF THE SAME AS ATTACHED LIST.

WHEREAS, the City of Muskogee, Oklahoma has in its possession certain items of personal property which can no longer be put to good use; and

WHEREAS, the City of Muskogee desires to dispose of items of personal property, which are no longer needed, as surplus properties, according to the provisions of the Charter and the Ordinances of the City;

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

SECTION 1: The property listed herein is hereby declared to be surplus to the needs of the City of Muskogee, Oklahoma.

<u>ITEM DESCRIPTION</u>	<u>QTY</u>	<u>WORKS?</u>	<u>SERIAL #</u>	<u>BRAND</u>	<u>MODEL</u>
<u>Public Works</u>					
Plastic Baler	1	Yes	54034	Marathon	6030
Plastic Baler	1	Yes	10235	International	IVB606HD
<u>Facilities</u>					
Brown Map File Cabinet	3	Yes		Mayline Company	
Putty Map File Cabinet	3	Yes		SAFCO	
Brown Legal File Cabinet	3	Yes		HON	
Beige Folding chair	9	Yes		Style Selections	
Vacuum Cleaner	1	Yes		Bissell	
Stick Vacuum Clnr	1	Yes		Bissell	
Refrigerator	1	Yes		Amana	
Gas Stove	1	Yes		Amana	
Green Air Compressor	1	Yes			
Water Fountain	1	Yes		Elkay	
Frame Picture flowers	1	Yes			

Exterior glass shade	4	Yes			
Picture-Music Recess can	1	Yes			
lights/rings	5	Yes			
Blk/Ylw work light	1	Yes		Pelican	
2-lt Iron Exterior light fixture	1	Yes			
20ft Iron Pole for Exterior fixture	1	Yes			
Electric Hanging Heater	1	Yes			
Gas Powered Hanging Heater	1	Yes			
Green leather chair	2	Yes			
Red chairs/metal base	29	Yes			
Red electric floor scuffer	1	Yes	1586	Blast Pro Mfg.	BP 9

SECTION 2: The City of Muskogee authorizes the City Manager to sell or otherwise dispose of said real property and personal property listed above.

PASSED AND APPROVED by the City Council of the City of Muskogee, Oklahoma this _____ day of _____, 2024.

CITY OF MUSKOGEE,
A municipal corporation,

MARLON J. COLEMAN, MAYOR

ATTEST

TAMMY L. TRACY, CITY CLERK

APPROVED as to form and legality this _____ day of _____, 2024.

KATRINA BODENHAMER, CITY ATTORNEY

Finance Committee

4.

Meeting Date: 02/12/2024
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to accept the lowest and/or best bid for Pest Control Services from Allstate Termite & Pest Solutions, at \$1,596.00 per month, or take other necessary action. (Roger Kolman)

BACKGROUND:

Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on January 19, 2024 for Pest Control Services and the recommended contractor is Allstate Termite & Pest Solutions for the following locations:

Municipal Building ~100 S 3rd Street

City Hall ~ 229 W. Okmulgee Street

Payment Center ~ 113 S 4th Street

Muskogee Police Department & Garage ~ 112 South 3rd Street

Muskogee Public Works Department ~ 301 South Cherokee + exterior service

Muskogee Environmental Control ~ 501 South 3rd Street

Muskogee Davis Field Airport ~1200 Sabre

Muskogee Material Yard ~ 1503 South Cherokee

Muskogee Automotive & Facility ~ 1400 S C Street

Muskogee Water Distribution ~ 1444 S Cherokee Street

Muskogee Recycle Yard ~ Corner of Main & Iola

Muskogee Pollution Control Department ~ 5006 E. Hancock + exterior service

Muskogee Sewer Treatment Plant ~ 5000 E. Hancock + exterior service

Muskogee Park & Recreation ~ 837 E. Okmulgee

Muskogee Teen Center ~ 322 Callahan Street + exterior service

Muskogee Swim & Fitness ~566 N. 6th Street + exterior service

Muskogee Senior Citizen Center ~ 2001 W. Okmulgee Street

Muskogee Martin Luther King Center ~ 300 W Martin Luther King Street + exterior service

Muskogee River Country Family Water Park (seasonal) ~ 3600 Arline Ave + exterior service

Muskogee Hatbox Concession Stands (3 buildings) ~ 2601 Arline Ave

Muskogee Hatbox FBO Building ~ 2601 Arline Ave + exterior service

Muskogee Civic Center ~ 425 Boston Street + exterior service

Muskogee Roxy Theater ~ 220 West Okmulgee Street + exterior service

Muskogee Animal Shelter (2 buildings) ~ 4002 Border Ave

Muskogee Fire Department – Office ~ 505 Columbus

Station #1 ~ 505 Columbus + exterior service

Station #3 ~ 2603 Border + exterior service

Station #4 ~ 100 South Country Club + exterior service

Station #5 ~ 1800 North York + exterior service

Station #6 ~ 513 East Peak Blvd + exterior service

Station #7 ~ 200 North 40th Street + exterior service
Muskogee Human Resources Department ~ 505 Columbus
Muskogee Greenhill Cemetery ~ 1500 North York
Muskogee Water Treatment Plant ~ 3500 Port Place
Spaulding Park Scout House ~ 820 Dorchester + exterior service
Honor Heights Maintenance ~ 4531 Palm Dr.
Facilities Maintenance ~ 1401 S B Street + exterior service
Fire Department Training Center + exterior service

RECOMMENDED ACTION:

Approve awarding the recommended lowest and/or best bid for Pest Control Services for noted City locations to Allstate Termite & Pest Solutions.

Fiscal Impact

Attachments

pest control

Finance Committee

5.

Meeting Date: 02/12/2024
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and best bid from Gordon's Heating and Air for Mechanical (HVAC) contractor for maintenance and upkeep of all City facilities and buildings, or take other necessary action. (Roger Kolman)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on January 26, 2024 for Mechanical (HVAC) contractor for the maintenance and upkeep of the mechanical (Heat/Air) equipment within all City facilities and buildings for fiscal year 2025, July 1, 2024 through June 30, 2025. Gordon's Heat and Air was the lowest bid with the Contractor's hourly rate at \$65, Apprentice hourly rate at \$65, and Journeyman hourly rate at \$40, with a 20% markup on materials cost. This bid does comply with the requirements of the City of Muskogee. It is recommended to award the Mechanical (HVAC) contract to Gordon's Heat and Air for the maintenance and upkeep of all City facilities and buildings with the option to renew for up to two (2) one-year periods, subject to appropriate fiscal funding being made available each year, under the same terms and conditions.

RECOMMENDED ACTION:

Approve the low bid from Gordon's Heat and Air for Mechanical (HVAC) contractor for maintenance and upkeep of all City facilities and buildings for fiscal year 2025, subject to available fiscal funding.

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation for Mechanical (HVAC) contractor for FY25

Finance Committee

6.

Meeting Date: 02/12/2024
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the low bid from B & R Electric for Electrical Contractor for maintenance and upkeep of all City facilities and buildings, or take other necessary action. (Roger Kolman)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on January 26, 2024 for Electrical Contractor for the maintenance and upkeep of the electrical system within all City facilities and buildings for fiscal year 2025, July 1, 2024 through June 30, 2025. B & R Electric was the low bid with Contractor's hourly rate at \$65, Apprentice hourly rate at \$65 and Journeyman hourly rate at \$65 with 20% markup on materials cost and does comply with the requirements of the City of Muskogee. It is recommended to award the Electrical contract to B & R Electric for the maintenance and upkeep of all City facilities and buildings with the option to renew for up to two (2) one-year periods if funding is available under the same terms and conditions.

RECOMMENDED ACTION:

Approve the low bid from B & R Electric for Electrical Contractor for maintenance and upkeep of all City facilities and buildings for fiscal year 2025.

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation for Electrical Contractor for FY25

Finance Committee

7.

Meeting Date: 02/12/2024
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of lowest and only bid from McIntosh Service, LLC, for Plumbing Contractor for maintenance and upkeep of all City facilities and buildings, or take other necessary action. (Roger Kolman)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website communicated to all known vendors. Only one bid was received on January 26, 2024 for Plumbing contractor for the maintenance and upkeep of the plumbing within all City facilities and buildings for fiscal year 2025, July 1, 2024 through June 30, 2025. McIntosh Service LLC was the only bid with Contractor's hourly rate at \$90, Apprentice hourly rate at \$65 and Journeyman hourly rate at \$90, with 20% markup on materials cost and this does comply with the requirements of the City of Muskogee. It is recommended to award the Plumbing contract to McIntosh Service LLC for the maintenance and upkeep of all plumbing for City facilities and buildings with the option to renew for up to two (2) one-year periods if funding is available under the same terms and conditions.

RECOMMENDED ACTION:

Approve the bid from McIntosh Service LLC for maintenance and upkeep of all City facilities and buildings for fiscal year 2025.

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation for Plumbing Contractor for FY25

Finance Committee

8.

Meeting Date: 02/12/2024
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and best bid from TK Elevator Corporation for Elevator Maintenance contractor for maintenance and upkeep of four elevators within City facilities and buildings, or take other necessary action. (Roger Kolman)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on January 26, 2024 for an Elevator Maintenance contractor for the maintenance and upkeep of the following elevators - 1 at City Hall, 229 W Okmulgee; 1 at the Muskogee Civic Center, 425 Boston Street, and 2 elevators at the Muskogee Public Library, 800 West Okmulgee for fiscal year 2025, July 1, 2024 through June 30, 2025. TK Elevator Corporation, also known as Thyssenkrupp, was the low bid with a lump sum of \$572.89 per month for all four elevators. It is recommended to award the Elevator Maintenance contract to TK Elevator Corporation, also known as Thyssenkrupp, for the maintenance and upkeep of all four City elevators, with the option to renew for up to two (2) one-year periods if funding is available under the same terms and conditions.

RECOMMENDED ACTION:

Approve the low bid from TK Elevator Corporation, also known as Thyssenkrupp, for Elevator Maintenance contractor for maintenance and upkeep of all four City elevators for fiscal year 2025.

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation for Elevator Maintenance Contractor for FY25

Finance Committee

9.

Meeting Date: 02/12/2024
 Submitted For: Dennis Read, Finance
 Initiator: Benita Hotema, Assistant Financial Analyst
 Department: Finance
 Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and/or best bids from Muskogee Redi Mix for concrete materials for City repair and maintenance projects, or take other necessary action. (Mike Stewart)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on January 19, 2024 for Ready Mix Concrete for City repair and maintenance projects for fiscal year 2025, July 1, 2024 through June 30, 2025. Muskogee Redi Mix is the lowest bidder for all requested concrete materials and is the recommended supplier per the prices below:

Vendor	Muskogee Redi Mix
3,500 psi concrete per cubic yard	\$149.00
3,500 psi high early strength concrete per cubic yard	\$154.00
3,000 psi concrete per cubic yard	\$144.00
Flow Fill concrete per cubic yard	\$125.00
City Pay Dray	\$125.00

Pricing for all concrete materials are for Fiscal Year 2024-2025 and shall remain the same beginning July 1st, 2024 through June 30, 2025. It is recommended to award all lowest and/or best bids.

RECOMMENDED ACTION:

Approve the lowest and/or best bids for concrete materials for repair and maintenance projects.

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation Ready Mix Concrete FY25



Tabulation Sheet
City of Muskogee

Bid Item: READY MIX CONCRETE
Date: January 19, 2024 at 4:00pm
Department: PUBLIC WORKS-STREET DEPT

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	Muskogee Ready Mix	APAC Central						
6000 Cubic Yards M/L	APAC Central							
3500# P.C.	\$ 149.00	\$ 195.00						
1000 Cubic Yards M/L	APAC Central							
3500# P.C. High Early ST	\$ 154.00	\$ 310.00						
100 Cubic Yards M/L	\$ 144.00	\$ 190.00						
3000# P.C.								
100 Cubic Yards M/L	\$ 125.00	\$ 160.00						
Flow Fill								
City pay dray/2yds or less	\$ 154.00	No Bid						

Witnessed by: _____

[Signature]
[Signature]

Approved by: _____

Finance Committee

10.

Meeting Date: 02/12/2024
 Submitted For: Dennis Read, Finance
 Initiator: Benita Hotema, Assistant Financial Analyst
 Department: Finance
 Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and/or best bids for Road Materials from Tulsa Asphalt, Vance Brothers, APAC Central dba Arkhola, and Youngman Rock, for FY2024-2025, or take other necessary action.
 (Mike Stewart)

BACKGROUND:

Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on January 19, 2024 for Road Materials for repair and maintenance projects for fiscal year 2025 and the recommended suppliers are listed below:

VENDORS	TULSA ASPHALT	VANCE BROTHERS	APAC CENTRAL	YOUNGMAN ROCK
3000T ASPHALTIC CONCRETE PICKUP:				
BMIX 64-22				\$66.99/TON
BMIX RAP 64-22				\$66.99/TON
CMIX 64-22				\$69.15/TON
CMIX RAP 64-22				\$69.15/TON
S3 64-22				\$64.99/TON
S3 RAP 64-22				\$64.99/TON
S4 64-22				\$66.99/TON
S4 RAP 64-22				\$66.99/TON
S5 RAP 64-22				\$71.15/TON
10000T AGGREGATE PICKUP				\$10.15/TON
5000T ASPHALT SAND PICKUP			\$11.75/TON	
5000T FILL SAND PICKUP			\$11.75/TON	
1500T HOTMIX-COLD ASPHALT:				
#1 Pickup	\$115.00/TON			
#2 Delivery	\$130.00/TON			

1000T I1 67 Washed Rock Pickup			\$18.40/TON	
SS1 Emulsion:				
#1 Pickup		\$2.70/GAL		
#2 Delivery		\$2.83/GAL		
5000T 6" Gabion Rock Pickup			\$16.50/TON	

Pricing will remain for one (1) year for FY 2024-2025, July 1, 2024 through June 30, 2025. It is recommended to award all lowest and/or best bids.

RECOMMENDED ACTION:

Approve awarding the recommended lowest and/or best bids for Road Materials for repair and maintenance projects.

Fiscal Impact

Attachments

Bid Tabulation Road Materials 2024-2025



Tabulation Sheet
City of Muskogee

Bid Item: ROAD MATERIALS 2024-25
Date: January 19, 2024 at 4:00pm
Department: PUBLIC WORKS STREET DEPT.

Approved by Purchasing: _____

Date: _____

Approved by City Council: _____

Date: _____

Vendors	Tulsa Asphalt	Vance Brothers	APAC Control	Youngman Rock
30000T(M/L) ASPHALTIC CONCRETE				
B MIX 64-22				
ALT#1: LOCATION OF PLANT				
ALT#2: STOCKPILE				
ALT#3: LAYDOWN MACHINE				
B MIX RAP 64-22				
ALT#1: LOCATION OF PLANT				
ALT#2: STOCKPILE				
ALT#3: LAYDOWN MACHINE				
CMIX 64-22				
ALT#1: LOCATION OF PLANT				
ALT#2: STOCKPILE				
ALT#3: LAYDOWN MACHINE				
CMIX RAP 64-22				
ALT#1: LOCATION OF PLANT				
ALT#2: MATERIAL YARD				
ALT#3: LAYDOWN MACHINE				
S3 64-22				
ALT#1: LOCATION OF PLANT				
ALT#2: MATERIAL YARD				
ALT#3: LAYDOWN MACHINE				
S3 RAP 64-22				
ALT#1: LOCATION OF PLANT				
ALT#2: MATERIAL YARD				
ALT#3: LAYDOWN MACHINE				
S4 64-22				
ALT#1: LOCATION OF PLANT				
ALT#2: MATERIAL YARD				
ALT#3: LAYDOWN MACHINE				

Vendors									
5000T(M/L)6" GABION ROCK									
ALT#1:LOCATION OF PLANT									
ALT#2:STOCKPILE DELIVERY									

\$ 16.50

Witnessed by:



Donna Williams

Approved by:

Finance Committee

Meeting Date: 02/12/2024
 Submitted For: Dennis Read, Finance
 Initiator: Benita Hotema, Assistant Financial Analyst
 Department: Finance
 Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to accept the recommended bids for Water Treatment Plant Chemicals for water treatment as follows: 1) Chlorine at \$1.165 per pound to Brenntag Southwest; 2) Fluorosilicic Acid at \$0.292 per pound to Pencco Inc.; 3) Poly-phosphate at \$0.647 per pound to Shannon Chemicals; 4) Aluminum/polymer liquid blend coagulant at \$0.427 per pound to WaterTech Inc.; 5) Sodium Chlorite solution at \$0.665 per pound to Evoqua Water Technologies; 6) Ferric Chloride at \$0.24 per pound to PVS Technologies; 7) Copper Sulfate at \$0.5131 per pound to Brenntag Southwest, or take other necessary action. (Mike Stewart)

BACKGROUND:

Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on January 19, 2024 for Water Treatment Plant Chemicals for fiscal year 2025 and the recommended suppliers are listed below:

Brenntag Southwest	Chlorine	\$1.165 per pound
Pencco Inc.	Fluorosilicic Acid	\$0.292 per pound
Shannon Chemicals	Poly-phosphate	\$0.647 per pound
WaterTech Inc.	Aluminum Polymer Coagulant	\$0.427 per pound
Evoqua Water Technologies	Sodium Chlorite	\$0.665 per pound
PVS Technologies	Ferric Chloride	\$0.24 per pound
Brenntag Southwest	Copper Sulfate	\$0.5131 per pound

Pricing for all chemicals have increased for FY 2024-2025. It is recommended to award all lowest bids.

RECOMMENDED ACTION:

Approve awarding the recommended lowest and/or best bids for chemicals used for water treatment.

Fiscal Impact

Attachments

Chemical Bid Tab FY 2024-25



Tabulation Sheet
City of Muskogee

Bid Item: Water Plant Chemicals 2024-25
Date: January 19, 2024 at 2PM
Department: Public Works - Water Plant

Approved by Purchasing: _____
Approved by City Council: _____

Vendors	Approx. 230,000 lbs Chlorine	Approx. 180,000 lbs Fluorosilicic Acid	Approx. 170,000 lbs Phosphate	Poly Alum./Polymer Coag.	Approx. 750,000 lbs Alum./Polymer Coag.	Approx. 250,000 lbs Sodium Chlorite	Approx. 1,000,000 lbs Ferric Chloride	Approx. 100,000 lbs Copper Sulfate
Byemataq Southwest Inc.	1.165/lb.	No Bid	0.81/lb.	0.4493/lb.	No Bid	No Bid	0.2475/lb.	0.5131/lb.
P/S Technologies	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$0.24/lbs	No Bid
International Dioxide Inc.	No Bid	No Bid	No Bid	No Bid	\$0.777/lb	No Bid	No Bid	No Bid
OMNI Water Consultants Inc.	No Bid	No Bid	\$0.66/lbs	No Bid	No Bid	No Bid	No Bid	\$0.83/lbs
Hawkins Inc.	No Bid	No Bid	\$0.78/lbs	No Bid	No Bid	No Bid	No Bid	\$1.514/lbs
Eyogwa Water Technologies LLC	No Bid	No Bid	No Bid	No Bid	\$0.665/lb	No Bid	No Bid	No Bid
Water Tech Inc.	No Bid	No Bid	No Bid	\$0.427/lbs	No Bid	No Bid	No Bid	No Bid
Shannon Chemical	No Bid	No Bid	\$0.647/lbs	No Bid	No Bid	No Bid	No Bid	\$0.797/lbs
Pencco Inc.	No Bid	\$0.292/lb	No Bid	No Bid	No Bid	No Bid	\$0.28/lbs	No Bid
TR International aka Catalyst	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	* Different solution .85/lb.

Witnessed by: Debra A. Stovine
Debra A. Stovine

Approved by: _____

Finance Committee

12.

Meeting Date: 02/12/2024

Submitted For: Mike Miller, City Manager

Initiator: Mike Miller, City Manager

Department: City Manager

Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of a request from the Roxy Theater for a one-time supplemental appropriation for operating expenses of \$35,000.00, or take other necessary action. (Mike Miller)

BACKGROUND:

In September 2023, the City Council passed a matching grant policy, allocating that funding specifically for state, tribal and federal grant matches. This policy change negatively impacts the budget of the Roxy Theater mid-year, as they had budgeted for matching funds from non-grant sources from the City of Muskogee. The Roxy's contracted management company has requested a one-time supplemental appropriation for the current FY2024 budget since the matching grant fund changes happened mid-year, and after they had approved their annual budget. The Roxy's management company says they are in the process of applying for state, tribal and federal grants that would qualify for the match, but the time horizon for those grants is from 12 to 36 months.

RECOMMENDED ACTION:

Approve the request.

Fiscal Impact

Attachments

Roxy Amended Budget 2024

Muskogee Tourism Authority

Mid-Year Budget Adjustment Proposed

July 2023 - June 2024

	Proposed	Budget
Income		
Roxy Theater Income		
Beer, Wine, Mixed Drinks	5,000.00 \$	5,000.00
City Matching or other subsidy	35,000.00 \$	35,000.00
City Subsidy	60,000.00 \$	60,000.00
City Subsidy - Building	15,000.00 \$	15,000.00
Donations, Sponsorships, Memberships	35,000.00 \$	35,000.00
Event Tickets	6,000.00 \$	6,000.00
F&B Concessions	15,000.00 \$	15,000.00
Movie Tickets	3,500.00 \$	3,500.00
Novelties Revenue	1,500.00 \$	1,500.00
Rental Income	12,000.00 \$	12,000.00
Tuition	2,500.00 \$	2,500.00
Total Roxy Theater Income	\$ 190,500.00 \$	190,500.00
Visit Muskogee Income		
Hotel/Motel Tax Income	520,500.00 \$	520,500.00
Interest Income	2,000.00 \$	1,000.00
City - NJCAA	15,000.00	
City - BASS Nation	30,000.00	
Sponsorships/Ad Revenue	25,000.00 \$	25,000.00
Total Visit Muskogee Income	592,500.00 \$	546,500.00
Total Income	\$ 783,000.00 \$	737,000.00
Cost of Goods Sold		
Roxy Theater Cost of Goods Sold		
Food and Beverage Expenses	6,500.00 \$	7,000.00
Novelty Expense	1,000.00 \$	1,000.00
Processing Fees	300.00 \$	100.00
Sales Tax Expense	4,000.00 \$	4,000.00
Total Roxy Theater Cost of Goods Sold	\$ 11,800.00 \$	12,100.00
Total Cost of Goods Sold	\$ 11,800.00 \$	12,100.00
Gross Profit	\$ 771,200.00 \$	724,900.00
Expenses		
Roxy Theater Expenses		
Advertising & Marketing	3,000.00 \$	3,000.00
Building & Maintenance	20,000.00 \$	25,000.00
Event Contracts	7,500.00 \$	7,500.00
Insurance & Licensing	7,500.00 \$	7,500.00
Legal, Accounting & Audit Fees	6,000.00 \$	6,000.00

Management Fee	60,000.00	\$	60,000.00
Movie Expenses	4,000.00	\$	4,000.00
Personnel	60,000.00	\$	60,000.00
Supplies & Software	5,000.00	\$	5,000.00
Total Roxy Theater Expenses	\$ 173,000.00	\$	178,000.00
Visit Muskogee Administration			
Ancillary Personnel	12,000.00	\$	19,000.00
Insurance	1,700.00	\$	2,500.00
Legal, Accounting & Audit Fees	25,000.00	\$	19,000.00
Management Fee	60,000.00	\$	60,000.00
Office Supplies	2,500.00	\$	2,500.00
Personnel	157,370.46	\$	112,000.00
Travel	5,000.00	\$	2,500.00
Total Visit Muskogee Administration	\$ 263,570.46	\$	217,500.00
Visit Muskogee Marketing & Events			
Event Development - Air Show	5,000.00	\$	5,000.00
Event Development - Motorcoach	1,000.00	\$	5,000.00
Event Host - Bass Nation	60,000.00	\$	30,000.00
Event Host - NJCAA Tournament	40,000.00	\$	40,000.00
Event Sponsorship - APT Golf Tournament	4,000.00	\$	5,000.00
Event Sponsorship - Bass Reeves	2,000.00	\$	2,000.00
Event Sponsorship - Bull Riding	1,000.00	\$	2,500.00
Event Sponsorship - Castle Christmas	5,000.00	\$	5,000.00
Event Sponsorship - Chili Cook Off	5,000.00	\$	5,000.00
Event Sponsorship - Jeep Jam	5,000.00	\$	5,000.00
Event Sponsorship - Livestock Show	2,500.00	\$	2,500.00
Event Sponsorship - OMHOF	5,000.00	\$	5,000.00
Event Sponsorship - Roxy Theater	5,000.00	\$	5,000.00
Event Sponsorship - Shriner PHA Event	5,000.00	\$	5,000.00
Event Sponsorships	7,500.00	\$	7,500.00
Film Friendly	5,175.00	\$	7,500.00
Logo/Branding	10,961.41	\$	7,500.00
Marketing - Azalea/Spring Campaign	10,000.00	\$	35,000.00
Marketing - Holiday Campaign	38,908.77	\$	35,000.00
Marketing - Summer/Motorcycle Campaign	36,900.00	\$	35,000.00
Professional Organizations Membership/Support	5,000.00	\$	7,500.00
Tourism Awards	5,684.36	\$	3,000.00
Tourism Support Grants	25,000.00	\$	25,000.00
Tours/Meetings	2,000.00	\$	4,000.00
Tourist Information Center	15,000.00	\$	15,000.00
Website, Kiosks, App & Technology Expenses	25,000.00	\$	25,000.00
Total Visit Muskogee Marketing & Events	\$ 332,629.54	\$	329,000.00
Total Expenses	\$ 769,200.00	\$	724,500.00
Net Operating Income	\$ 2,000.00	\$	400.00

Adopted by the Muskogee Tourism Authority Board of Trustees on
January 18, 2024.


Tracy Cole, Secretary / Treasurer


D. Bell (Chair)