

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).

POSTING DATE: MAY 9, 2024

SPECIAL CALL
AGENDA
MUSKOGEE PARKING AUTHORITY
MAY 13, 2024

TO: ALL MEMBERS OF THE MUSKOGEE PARKING AUTHORITY

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.

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

DATE: MAY 13, 2024
TIME: 5:30 P.M.
PLACE: COUNCIL CHAMBERS, THIRD FLOOR
MUNICIPAL BUILDING, 229 W. OKMULGEE,
MUSKOGEE, OKLAHOMA

ROLL CALL
PURPOSE:

1. Consider approval of Muskogee Parking Authority Minutes of May 22, 2023, or take other necessary action.

2. Consider approval of Resolution No. 2991 adopting the Muskogee Parking Authority budget for FY2024-2025, establishing budget amendment authority, or take other necessary action. (Mike Miller)

ADJOURN

Special Call Muskogee Parking Authority- Agenda

1.

Meeting Date: 05/13/2024
Initiator: Jennifer Sharp, Admin II
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Muskogee Parking Authority Minutes of May 22, 2023, or take other necessary action.

BACKGROUND:

RECOMMENDED ACTION:

Fiscal Impact

Attachments

5-22-23 pamin

MINUTES

**OF THE MUSKOGEE PARKING AUTHORITY
OF THE CITY OF MUSKOGEE, OKLAHOMA
MET IN A SPECIAL CALL SESSION
IN COUNCIL CHAMBERS OF CITY HALL
MAY 22, 2023**

The Muskogee Parking Authority of the City of Muskogee, Oklahoma, met in a Special Call Session at 5:30 p.m., on May 22, 2023, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma, with Chair Marlon J. Coleman presiding.

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

Present: Marlon J. Coleman, Mayor; Derrick Reed, Deputy Mayor; Jaime Stout, Councilmember; Stephanie Jones, Councilmember; Traci McGee, Councilmember; Tracy Hoos, Councilmember; Perline Boyattia-Craig, Councilmember

Absent: Alex Reynolds, Councilmember; Shirley Hilton-Flanary, Councilmember

Staff Present: Mike Miller, City Manager; Jennifer Swezey, Assistant City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Johnny Teehee, Police Chief; Dennis Read, Treasurer; Alicia Glanz, Deputy Treasurer

- 1 Consider approval of Muskogee Parking Authority Minutes of June 13, 2022, or take other necessary action.

Motion was made by Councilmember Perline Boyattia-Craig, seconded by Councilmember Stephanie Jones to approve the Muskogee Parking Authority Minutes of June 13, 2022.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Stephanie Jones, Councilmember Traci McGee, Councilmember Tracy Hoos, Councilmember Perline Boyattia-Craig

Carried - Unanimously

- 2 Consider approval of Resolution No. 2942 adopting the Muskogee Parking Authority budget for FY2023-2024, establishing budget amendment authority, or take other necessary action. (Mike Miller)

Motion was made by Councilmember Traci McGee, seconded by Councilmember Jaime Stout to approve Resolution No. 2942 adopting the Muskogee Parking Authority budget for FY2023-2024, establishing budget amendment authority.

AYE: Mayor Marlon J. Coleman, Deputy Mayor Derrick Reed, Councilmember Jaime Stout, Councilmember Stephanie Jones, Councilmember Traci McGee, Councilmember Tracy Hoos, Councilmember Perline Boyattia-Craig

Carried - Unanimously

MARLON J. COLEMAN, CHAIR

TAMMY L. TRACY, CITY CLERK

Special Call Muskogee Parking Authority- Agenda

2.

Meeting Date: 05/13/2024

Submitted For: Mike Miller, City Manager

Initiator: Dennis Read,
Treasurer

Department: Finance

Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Resolution No. 2991 adopting the Muskogee Parking Authority budget for FY2024-2025, establishing budget amendment authority, or take other necessary action. (Mike Miller)

BACKGROUND:

Budget resolution as required for FY 2024-2025.

RECOMMENDED ACTION:

Approve.

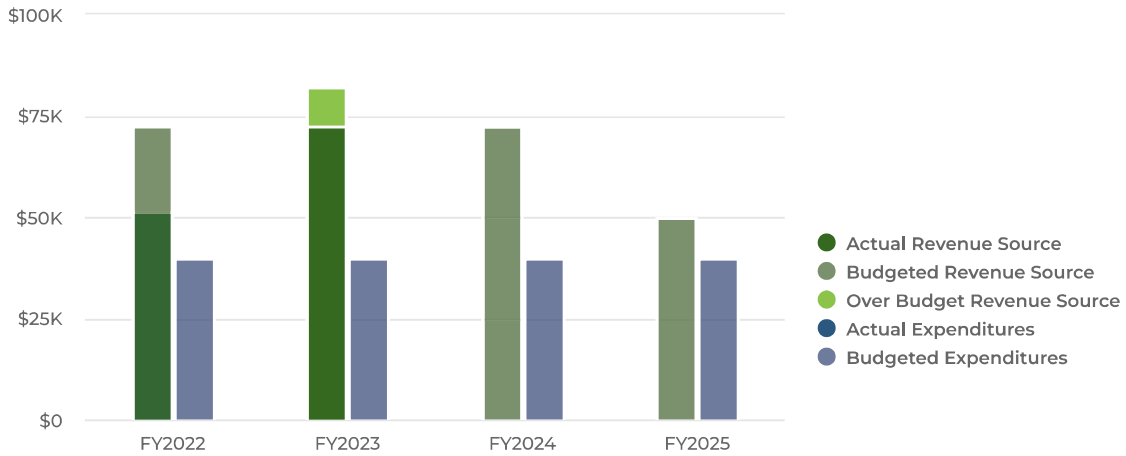
Fiscal Impact

Attachments

FY25 Parking Authority Budget
Resolution 2991 MPA FY25 Budget

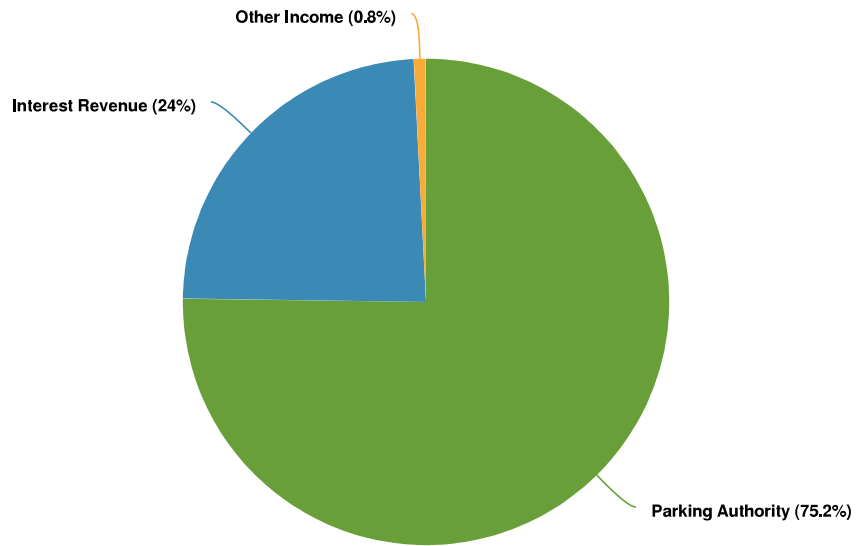
Summary

The City of Muskogee is projecting \$50.05K of revenue in FY2025, which represents a 31.2% decrease over the prior year. Budgeted expenditures are projected to increase by 0% or \$0 to \$40K in FY2025.

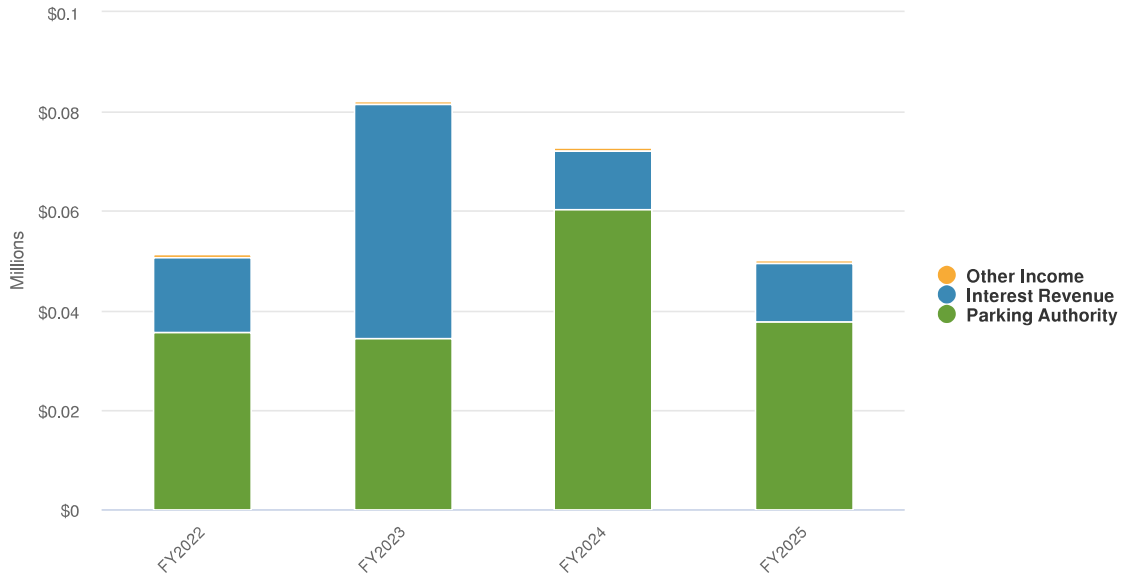


Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Name	FY2024 Budgeted	FY2025 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source			
Parking Authority	\$60,311.00	\$37,650.00	-37.6%
Interest Revenue	\$12,000.00	\$12,000.00	0%
Other Income	\$400.00	\$400.00	0%
Total Revenue Source:	\$72,711.00	\$50,050.00	-31.2%

Expenditures by Expense Type

Name	FY2024 Budgeted	FY2025 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects			
Capital Outlay	\$40,000.00	\$40,000.00	0%
Total Expense Objects:	\$40,000.00	\$40,000.00	0%

RESOLUTION NO. 2991

A RESOLUTION APPROVING THE MUSKOGEE PARKING AUTHORITY, MUSKOGEE, OKLAHOMA BUDGET FOR FISCAL YEAR 2024-2025, AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.

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

WHEREAS, the City Manager, serving as Executive Director, has prepared a budget for the fiscal year ending June 30, 2025 (FY2024-2025) consistent with the Act; and

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

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

SECTION 1: The Muskogee Parking Authority does hereby adopt the FY2024-2025 Budget on the 13th day of May 2024, with total resources available in the amount of \$50,050 and total fund/department appropriations in the amount of \$40,000. Legal appropriations (spending/encumbering limits) are hereby established as attached hereto.

SECTION 2: The Muskogee Parking Authority does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY2024-2025, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Muskogee Municipal Authority.

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

ADOPTED AND APPROVED, by the Trustees of the Muskogee Parking Authority, public trust of the City of Muskogee, Oklahoma this 13th day of May, 2024.

W. PATRICK CALE, CHAIR

ATTEST:

TAMMY L. TRACY, SECRETARY
(seal)

APPROVED as to form and legality this 13th day of May, 2024.

KATRINA BODENHAMER, ATTORNEY

APPROVED FOR FUNDING:

DENNIS READ, TREASURER