

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

POSTING DATE: MARCH 19, 2024

**AGENDA**  
**URBAN RENEWAL AUTHORITY**  
**MARCH 20, 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 - 4:00 P.M., 2ND FLOOR CONFERENCE ROOM, MUNICIPAL BUILDING, 229 W. OKMULGEE, MUSKOGEE, OKLAHOMA**

ROLL CALL

1. Consider approval of Urban Renewal Authority Minutes of September 27, 2023 and November 15, 2023, or take other necessary action.
2. Consider approval of a recommendation to City Council to lift the restrictions as outlined in the Urban Renewal Plan, Muskogee Downtown Revitalization and Neighborhood Development Project, as amended April 1984, in relation to Arrowhead Mall, or take other necessary action. (Katrina Bodenhamer)

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**Urban Renewal Authority Agenda**

**1.**

Meeting Date: 03/20/2024  
Initiator: Judy Villalobos, Executive Assistant  
Department: City Manager  
Staff Information Source:

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Information

AGENDA ITEM TITLE:

Consider approval of Urban Renewal Authority Minutes of September 27, 2023 and November 15, 2023, or take other necessary action.

BACKGROUND:

RECOMMENDED ACTION:

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Attachments

9.27.2023 URA MINUTES  
11.15.2023 URA MINUTES

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# MINUTES

**OF THE SPECIAL CALL URBAN RENEWAL AUTHORITY  
OF THE CITY OF MUSKOGEE, OKLAHOMA  
MET IN THE 2ND FLOOR CONFERENCE ROOM  
CITY HALL  
SEPTEMBER 27, 2023**

The Urban Renewal Authority of the City of Muskogee, Oklahoma, met in a Special Call Session at 3:30 p.m., on September 27, 2023, in the 2nd Floor Conference Room, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma.

The meeting was called to order and the roll was called as follows:

Present: Eric Elgin, Chair; Erik Puckett, Vice Chair; Kelly Beach, Secretary; Doug Buse, Board Member; Wayne Divelbiss, Board Member

Staff Present: Mike Miller, Executive Director; Judy Villalobos, Executive Assistant; Marlon J. Coleman, Mayor; Alicia Glanz, Deputy Treasurer; Dennis Read, Treasurer; Rickey Hayes, Retail Attractions

- 1 Discuss and take action on the appointment of a new Chairman and/or Vice-chairman for the Urban Renewal Authority, or take other necessary action. (Mike Miller)

Motion was made by Board Member Wayne Divelbiss, seconded by Vice Chair Erik Puckett to approve the appointment of Eric Elgin as Chairman of the Urban Renewal Authority.

AYE: Chair Eric Elgin, Vice Chair Erik Puckett, Secretary Kelly Beach, Board Member Doug Buse, Board Member Wayne Divelbiss

Carried - Unanimously

Motion was made by Board Member Doug Buse, seconded by Secretary Kelly Beach to approve the appointment of Erik Puckett as Vice Chairman of the Urban Renewal Authority.

AYE: Chair Eric Elgin, Secretary Kelly Beach, Board Member Doug Buse, Board Member Wayne Divelbiss

Other: Vice Chair Erik Puckett (ABSTAIN)

Carried

- 2 Consider approval of Urban Renewal Authority Minutes of March 15, 2023, or take other necessary action.

Motion was made by Vice Chair Erik Puckett, seconded by Board Member Doug Buse to approve the Urban Renewal Authority Minutes of March 15, 2023.

AYE: Chair Eric Elgin, Vice Chair Erik Puckett, Secretary Kelly Beach, Board Member Doug Buse, Board Member Wayne Divelbiss

Carried - Unanimously

- 3 Review and discuss the properties located within the boundaries of the Urban Renewal Authority area, or take other necessary action. (Mike Miller)

Discussion occurred regarding the URA's designated area.

- 4 Review and discuss the annual URA Financial Report, and take other necessary action. (Mike Miller)

The URA committee reviewed the annual report for FY ending 2023. Treasurer Dennis Read discussed the amount and purposes of expenditures as outlined in Section 2 of the annual report. This report is compiled annually, published in the newspaper and provided to Council.

Discussion followed.

- 5 Pursuant to Section 307 C.11, Title 25, Oklahoma Statutes, consider convening in Executive Session for the purpose of enticing economic development within the Urban Renewal Area, including the possible negotiation and execution of an economic development agreement, and take any necessary action in open session. (Mike Miller)

Motion was made by Secretary Kelly Beach, seconded by Board Member Doug Buse to approve convening in Executive Session.

AYE: Chair Eric Elgin, Vice Chair Erik Puckett, Secretary Kelly Beach, Board Member Doug Buse, Board Member Wayne Divelbiss

Carried - Unanimously

Executive Session convened at 4:00 p.m.

Executive Session reconvened at 4:32 p.m. and the roll was called as follows:

PRESENT: Chair Eric Elgin, Vice Chair Erik Puckett, Secretary Kelly Beach, Board Member Doug Buse, Board Member Wayne Divelbiss

Motion was made by Board Member Wayne Divelbiss, seconded by Secretary Kelly Beach to approve the existing development agreement lapse and not renew with the current developer as discussed in Executive Session.

AYE: Chair Eric Elgin, Vice Chair Erik Puckett, Secretary Kelly Beach, Board Member Doug Buse, Board Member Wayne Divelbiss

Carried - Unanimously

There being no further business, the meeting was adjourned.

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ERIC ELGIN, CHAIRPERSON

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KELLY BEACH, SECRETARY

Prepared by: 

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JUDY VILLALOBOS, ADMINISTRATOR

## MINUTES

**OF THE URBAN RENEWAL AUTHORITY  
OF THE CITY OF MUSKOGEE, OKLAHOMA  
MET IN THE 2ND FLOOR CONFERENCE ROOM  
CITY HALL  
NOVEMBER 15, 2023**

The Urban Renewal Authority of the City of Muskogee, Oklahoma, met in Special Call Session at 3:30 p.m., on November 15, 2023, in the 2nd Floor Conference Room, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma.

The meeting was called to order and the roll was called as follows:

Present: Eric Elgin, Chair; Erik Puckett, Vice Chair; Kelly Beach, Board Member; Wayne Divelbiss, Board Member

Absent: Doug Buse, Board Member

Staff Present: Mike Stewart, Interim Assistant City Manager; Katrina Bodenhamer, City Attorney; Judy Villalobos, Executive Assistant

Attendees: Sean McKelvey, Attorney

- 1 Discuss and take action on the appointment of a Secretary for the Urban Renewal Authority, or take other necessary action. (Chair Eric Elgin)

Motion was made by Board Member Wayne Divelbiss, seconded by Board Member Kelly Beach to approve the appointment of Doug Buse as the Secretary for the Urban Renewal Authority,

AYE: Chair Eric Elgin, Vice Chair Erik Puckett, Board Member Kelly Beach, Board Member Wayne Divelbiss

Carried - Unanimously

- 2 Discuss and take action to establish the 2024 meeting schedule for the Urban Renewal Authority. (Judy Villalobos)

Motion was made by Board Member Kelly Beach, seconded by Board Member Wayne Divelbiss to approve establishing the 2024 meeting schedule for the Urban Renewal Authority as the 3rd Wednesday of every month at 4:00 p.m.

AYE: Chair Eric Elgin, Vice Chair Erik Puckett, Board Member Kelly Beach, Board Member Wayne Divelbiss

Carried - Unanimously

- 4 Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in Executive Session to discuss the lawsuit styled Arrowhead Mall vs. City of Muskogee, CJ-2020-47, filed in the District Court in and for Muskogee County, Oklahoma, and if necessary, take appropriate action in Open Session. (Katrina Bodenhamer)

Motion was made by Chair Eric Elgin, seconded by Board Member Kelly Beach to approve convening in Executive Session.

AYE: Chair Eric Elgin, Vice Chair Erik Puckett, Board Member Kelly Beach, Board Member Wayne Divelbiss

Carried - Unanimously

Board members entered into Executive Session at 3:35 p.m.

Council reconvened into Special Call Session at 3:47 p.m.

Meeting was called to order by Chair Eric Elgin, and Judy Villalobos called the roll as follows:

PRESENT: Chair Eric Elgin; Vice-Chair Erik Puckett; Board Member Kelly Beach; Board Member Wayne Divelbiss.

Motion was made by Board Member Kelly Beach, seconded by Board Member Wayne Divelbiss to authorize the agreement as discussed in Executive Session and lift the Urban Renewal Authority plan restrictions on the mall property.

AYE: Chair Eric Elgin, Vice Chair Erik Puckett, Board Member Kelly Beach, Board Member Wayne Divelbiss

Carried - Unanimously

There being no further business, the meeting was adjourned.

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ERIC ELGIN, CHAIRPERSON

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DOUG BUSE, SECRETARY

Prepared by: \_\_\_\_\_  
JUDY VILLALOBOS, ADMINISTRATOR



**Urban Renewal Authority Agenda**

**2.**

Meeting Date: 03/20/2024  
Submitted For: Katrina Bodenhamer, City Attorney  
Initiator: Judy Villalobos, Executive Assistant  
Department: City Attorney  
Staff Information Source: Katrina Bodenhamer

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Information

AGENDA ITEM TITLE:

Consider approval of a recommendation to City Council to lift the restrictions as outlined in the Urban Renewal Plan, Muskogee Downtown Revitalization and Neighborhood Development Project, as amended April 1984, in relation to Arrowhead Mall, or take other necessary action. (Katrina Bodenhamer)

BACKGROUND:

In April of 1984, an Urban Renewal Plan was developed titled the Muskogee Downtown Revitalization and Neighborhood Development Project. This Plan outlined certain boundaries, restrictions and permitted uses for the urban renewal area. There were restrictions placed on the Arrowhead Mall property which required that it be maintained as a regional shopping mall with associated parking. Numerous malls across the United States are vacant and not being used for their original intended purpose. In lifting these restrictions established in 1984, the Arrowhead Mall may be able to convert its space to a more modern, functioning place of business, whether that is in the form of offices, downtown apartments, or other avenues which generate sales tax or downtown foot traffic.

RECOMMENDED ACTION:

Recommend lifting the URA Arrowhead Mall restrictions to City Council.

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Attachments

*No file(s) attached.*

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