

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

**AGENDA**  
**MUSKOGEE REDEVELOPMENT AUTHORITY**  
**JUNE 23, 2025**

*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**

1. Consider approval of minutes of April 28, 2025, and Special Call June 9, 2025, or take other necessary action.
2. Consider approval of Muskogee Redevelopment Authority Claims for the period of April 19, 2025 through June 13, 2025, or take other necessary action. (Kendal Francis)

**ADJOURN**

**Muskogee Redevelopment Authority**

**1.**

**Meeting Date:** 06/23/2025

**Initiator:** Jennifer Sharp, Admin II

**Department:** City Clerk

**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Consider approval of minutes of April 28, 2025, and Special Call June 9, 2025, or take other necessary action.

**BACKGROUND:**

**RECOMMENDED ACTION:**

---

**Fiscal Impact**

**Attachments**

04282025 mramin

06092025 spcmramin

---

# **MINUTES**

## **OF THE MUSKOGEE REDEVELOPMENT AUTHORITY OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN REGULAR SESSION IN COUNCIL CHAMBERS OF CITY HALL APRIL 28, 2025**

The Muskogee Redevelopment Authority of the City of Muskogee, Oklahoma, met in Regular Session at 5:30 p.m., on April 28, 2025, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma, with Chair W. Patrick Cale presiding.

Meeting was called to order by Chair W. Patrick Cale and the Secretary called the roll as follows:

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

Staff Present: Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Mike Stewart, Public Works Director; Avery Rigney, Assistant Public Works Director; Schuyler Carter, Associate Planner; Abby Wright, Environmental Technician; Samantha Henderson, Stormwater Quality Technician; Johnny Tehee, Police Chief; Seth Campbell, Assistant City Attorney

- 1 Consider approval of minutes of March 24, 2025, or take other necessary action.

Motion was made by Trustee Tracy Hoos, seconded by Trustee Melody Cranford to approve minutes of March 24, 2025.

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

Carried - Unanimously

- 2 Consider approval of Muskogee Redevelopment Authority Claims for the period of March 15, 2025 through April 18, 2025, or take other necessary action. (Roger Kolman)

Motion was made by Trustee Tom Martindale, seconded by Trustee Shirley Hilton-Flanary to approve Muskogee Redevelopment Authority Claims for the period of March 15, 2025 through April 18, 2025.

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

Carried - Unanimously

---

W. PATRICK CALE, CHAIR

---

TAMMY L. TRACY, CITY CLERK

mramin  
TT/js

# **MINUTES**

## **OF THE MUSKOGEE REDEVELOPMENT AUTHORITY OF THE CITY OF MUSKOGEE, OKLAHOMA MET IN SPECIAL CALL SESSION IN COUNCIL CHAMBERS OF CITY HALL JUNE 9, 2025**

The Muskogee Redevelopment Authority of the City of Muskogee, Oklahoma, met in a Special Call Session at 5:30 p.m., on June 9, 2025, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma, with Chair W. Patrick Cale presiding.

Meeting was called to order by Chair W. Patrick Cale and the Secretary called the roll as follows:

Present: Patrick Cale, Chair; Derrick Reed, Vice Chair; Jaime Stout, Trustee; Tracy Hoos, Trustee; Shirley Hilton-Flanary, Trustee; Melody Cranford, Trustee; Dan Hall, Trustee; Tom Martindale, Trustee; Mike Brawley, Trustee

Staff Present: Kendal Francis, City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Mike Stewart, Public Works Director; Avery Rigney, Assistant Public Works Director; Sarah Winkle, Acting City Planner; Tera Shows, Economic Development Manager; Johnny Tehee, Police Chief; Dennis Read, City Treasurer; Jeff Reeves, Project Manager

- 1 Consider approval of Resolution No. 3034, adopting the Muskogee Redevelopment Authority budget for FY2025-2026, establishing budget amendment authority, or take other necessary action. (Dennis Read)

Motion was made by Trustee Shirley Hilton-Flanary, seconded by Trustee Tom Martindale to approve Resolution No. 3034, adopting the Muskogee Redevelopment Authority budget for FY2025-2026, establishing budget amendment authority.

AYE: Chair Patrick Cale, Vice Chair Derrick Reed, Trustee Jaime Stout, Trustee Tracy Hoos, Trustee Shirley Hilton-Flanary, Trustee Melody Cranford, Trustee Dan Hall, Trustee Tom Martindale, Trustee Mike Brawley

Carried - Unanimously

- 2 Consider approval of Resolution No. 3037, a joint Resolution of the City of Muskogee, Oklahoma (the “City”) and the Muskogee Redevelopment Authority (the “Authority”); accepting the responsibilities as designated to the Authority by the City pursuant to the Muskogee Urban Renewal Area (Shawnee Avenue) Economic Development Project Plan adopted by the City; providing preliminary approval of a Term Sheet in connection with the proposed issuance of the Authority’s Tax Increment Revenue Note, Taxable Series 2025 (Shawnee Avenue TIF) (the “Note”); requesting the Muskogee Foundation to consent to the issuance of the Note and agree to the modification of certain payment guarantees in accordance with the Term Sheet; approving professional services agreements related to financing professionals; and containing other provisions relating thereto, or take other necessary action. (Tera Shows)

City Treasurer Dennis Read stated this resolution pertains to the Tax Increment District (TIF) #3 (three), located off of Shawnee Bypass where Colton's and TJ Maxx are located. The City was authorized \$16.5 million to cover any expenses relating to development or land purchase in this area. Mr. Read explained, at that time, only \$11.5 million was used, and it is now time to take on the rest of that debt. This will be used for upgrades to the land to bring in more retail development.

Mr. Read stated \$1.5 million is currently needed for improvements to that area, and the remainder of the \$4.2 million would remain in the bank. Staff recommended approval.

Motion was made by Trustee Shirley Hilton-Flanary, seconded by Trustee Mike Brawley to approve Resolution No. 3037, a joint Resolution of the City of Muskogee, Oklahoma (the “City”) and the Muskogee Redevelopment Authority (the “Authority”); accepting the responsibilities as designated to the Authority by the City pursuant to the Muskogee Urban Renewal Area (Shawnee Avenue) Economic Development Project Plan adopted by the City; providing preliminary approval of a Term Sheet in connection with the proposed issuance of the Authority’s Tax Increment Revenue Note, Taxable Series 2025 (Shawnee Avenue TIF) (the “Note”); requesting the Muskogee Foundation to consent to the issuance of the Note and agree to the modification of certain payment guarantees in accordance with the Term Sheet; approving professional services agreements related to financing professionals; and containing other provisions relating thereto.

AYE: Chair Patrick Cale, Vice Chair Derrick Reed, Trustee Tracy Hoos, Trustee Shirley Hilton-Flanary, Trustee Melody Cranford, Trustee Dan Hall, Trustee Tom Martindale, Trustee Mike Brawley

NAY: Trustee Jaime Stout

Carried

---

W. PATRICK CALE, CHAIR

---

TAMMY L. TRACY, CITY CLERK

mramin  
TT/js

**Muskogee Redevelopment Authority**

**2.**

**Meeting Date:** 06/23/2025

**Submitted For:** Dennis Read, Finance

**Initiator:** Benita Hotema, Assistant Financial Analyst

**Department:** Finance

**Staff Information Source:**

---

**Information**

**AGENDA ITEM TITLE:**

Consider approval of Muskogee Redevelopment Authority Claims for the period of April 19, 2025 through June 13, 2025, or take other necessary action. (Kendal Francis)

**BACKGROUND:**

Approval is needed for MRA claims from April 19, 2025 through June 13, 2025.

**RECOMMENDED ACTION:**

Approve MRA claims.

---

**Fiscal Impact**

**Attachments**

MRA Claims 6/23/2025

---



**MUSKOGEE REDEVELOPMENT CLAIMS**

<b>CHECK NO.</b>	<b>VENDOR</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
18560	A & B DISTRIBUTORS INC	4,118.10	event alcohol
18561	RNDC OKLAHOMA	828.41	event alcohol
18562	SPECIALTY BRANDS	1,220.00	event alcohol
18563	RNDC OKLAHOMA	33.5	event alcohol