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 three (3) minutes. Any person desiring to address the Committee during such period is required to sign in with the City Clerk prior to the meeting between 5:00 p.m. and 5:15 p.m. on the third floor of City Hall or anytime between 8:00 a.m. and 5:00 p.m. in the Office of the City Clerk. They shall provide their name and 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 (1) time. If written materials are to be submitted, twelve (12) copies should be made available, and may not be returned.

AGENDA
PUBLIC WORKS COMMITTEE
FEBRUARY 9, 2026

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

1. Consider approval of Public Works Committee Minutes of January 12, 2026, or take other necessary action.

2. Consider approval of Ordinance No. 4291-A repealing Chapter 37, Elections, Article I, Campaign Finances, Section 37-1, Short Title; Section 37-2, Filing Requirement, Section 37-3, Definitions; Section 37-4, Duties of City Clerk; Section 37-5 Contribution and Expenditure Requirements; Providing for Codification; Repealer, Severability; and Setting an Effective Date, or take other necessary action. (Katrina Bodenhamer)

3. Receive report from Staff on the Smith Ferry Road Widening Project, and take other necessary action. (Mike Stewart)

4. Consider approval for the City of Muskogee to accept a donation from HGL Construction, Inc., of an office trailer, or take other necessary action. (Mike Stewart)

5. Consider approval of the lowest and best bid for Mill and Overlay, Round 3, a city-wide project for various high-traffic streets in all four (4) quadrants, in the amount of $2,674,478.73, to Ross Construction, or take other necessary action. (Mike Stewart)

6. Consider approval to purchase two (2) 2026 Chevrolet 1500, 4-wheel drive trucks from Vance Fleet Services, via State Contract No. SW035, in amount not-to-exceed $100,000.00, or take other necessary action. (Mike Stewart)

7. Receive a report from Staff regarding the installation of traffic signals at the intersection of York and Augusta Streets, provide possible direction to Staff, and take other necessary action. (Committee Member Jaime Stout)

8. Consider the approval of the appointment of Toni Cotton to the Planning and Zoning Commission, filling the expiring term of Lori Jefferson, beginning April 1, 2026, and ending March 31, 2029, or take other necessary action. (Vice Mayor Derrick Reed)

RECOGNIZE CITIZENS WISHING TO SPEAK TO CHAIRMAN AND COMMITTEE MEMBERS.

Council Rules of Decorum limit citizen comments to three (3) minutes. Any person desiring to speak is required to sign-in with the City Clerk, provide their name and the particular issue they wish to address. Under Oklahoma law, the Committee Members are prohibited from discussing or taking any action on items not on today's agenda. If written materials are to be submitted to the Committee, twelve (12) copies should be made available, and may not be returned.

Public Works Committee **1.**

Meeting Date: 02/09/2026
Initiator: Jennifer Sharp, Admin II
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Public Works Committee Minutes of January 12, 2026, or take other necessary action.

BACKGROUND:

RECOMMENDED ACTION:

Fiscal Impact

Attachments

01122026 pwmin

MINUTES

OF THE PUBLIC WORKS COMMITTEE
OF THE CITY OF MUSKOGEE, OKLAHOMA
MET IN REGULAR SESSION
IN COUNCIL CHAMBERS OF CITY HALL
JANUARY 12, 2026

The Public Works Committee of the City of Muskogee, Oklahoma, met in Regular Sessions at 5:30 p.m., January 12, 2026, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma.

Present: Patrick Cale, Mayor; Derrick Reed, Vice Mayor; Jaime Stout, Committee Member; Tracy Hoos, Chair; Melody Cranford, Committee Member; Dan Hall, Vice Chair; Mike Brawley, Committee Member

Absent: Shirley Hilton-Flanary, Committee Member; Tom Martindale, Committee Member

Staff Present: Tera Shows, Assistant City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Mike Stewart, Public Works Director; Avery Rigney, Assistant Public Works Director; Johnny Teehee, Police Chief; Brent Roberts, Deputy Planning Director; Keri Spencer, Deputy City Attorney; Justin O'Neal, Asst. Parks Director for Expo and Civic Center; Tyler Evans, Emergency Management Director

1. Consider approval of Public Works Committee Minutes of December 1, 2025, or take other necessary action.

Motion was made by Committee Member Mike Brawley, seconded by Vice Chair Dan Hall to approve Public Works Committee Minutes of December 1, 2025.

AYE: Vice Mayor Derrick Reed, Committee Member Jaime Stout, Chair Tracy Hoos, Committee Member Melody Cranford, Vice Chair Dan Hall, Committee Member Mike Brawley

Other: Mayor Patrick Cale (ABSTAIN)

Carried

2. (No Action) Hold a discussion related to recent gun violence in the City of Muskogee, receive a report from the Muskogee Police Department, and take other necessary action. (Councilors Tracy Hoos and Melody Cranford)

Police Chief Johnny Teehee shared recent information regarding incidents across the city.

Ron Mayes shared information about available youth services.

Rodger Cutler stated safety is everyone's responsibility and requested a partnership with the City to reduce violence.

3. Consider approval of Final Payment and Change Order No.1 to APAC Central Inc, for Project No. 24007 City-Wide Mill and Overlay, in the amount of $680,371.55, or take other necessary action. (Mike Stewart)

Assistant Public Works Director Avery Rigney stated this is from the 2019 sales tax and is for adding streets to the current mill and overlay project. Mr. Rigney stated after the project started, it was necessary to add other streets for repair.

Motion was made by Committee Member Jaime Stout, seconded by Committee Member Mike Brawley to approve of Final Payment and Change Order No.1 to APAC Central Inc, for Project No. 24007 City-Wide Mill and Overlay, in the amount of $680,371.55.

AYE: Mayor Patrick Cale, Vice Mayor Derrick Reed, Committee Member Jaime Stout, Chair Tracy Hoos, Committee Member Melody Cranford, Vice Chair Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

4. Consider approval to accept ODEQ Permit No. WL000051251007, for the construction of 464 linear feet of eight (8) inch PVC potable water lines and all appurtenances to service the Dollar General located at 3681 Chandler Road, or take other necessary action. (Mike Stewart)

Assistant Public Works Director Avery Rigney stated the new Dollar General, located near the Chandler Road and Country Club Road intersection opted to do a line extension to connect to City utilities. After one (1) year, the line will become a public line. Mr. Rigney stated because the line will be public, it must go through the ODEQ permitting process. This is a housekeeping item to ensure the permit has been accepted by the City, and then after one (1) year, the line will be added to City maintenance.

Motion was made by Vice Chair Dan Hall, seconded by Committee Member Jaime Stout to approve to accept ODEQ Permit No. WL000051251007, for the construction of 464 linear feet of eight (8) inch PVC potable water lines and all appurtenances to service the Dollar General located at 3681 Chandler Road.

AYE: Mayor Patrick Cale, Vice Mayor Derrick Reed, Committee Member Jaime Stout, Chair Tracy Hoos, Committee Member Melody Cranford, Vice Chair Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

5. Consider approval to accept ODEQ Permit No. WL000051251008, for the construction of 517 linear feet of eight (8) inch PVC sanitary sewer lines and all appurtenances to serve the Dollar General located at 3681 Chandler Road, or take other necessary action. (Mike Stewart)

Assistant Public Works Director Avery Rigney stated this is related to the previous agenda item, except it is for sewer lines.

Motion was made by Committee Member Mike Brawley, seconded by Vice Chair Dan Hall to approve to accept ODEQ Permit No. WL000051251008, for the construction of 517 linear feet of eight (8) inch PVC sanitary sewer lines and all appurtenances to serve the Dollar General located at 3681 Chandler Road.

AYE: Mayor Patrick Cale, Vice Mayor Derrick Reed, Committee Member Jaime Stout, Chair Tracy Hoos, Committee Member Melody Cranford, Vice Chair Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

6. Consider approval to accept a grant from the Oklahoma Department of Commerce in the amount of $30,000.00, to be used for Economic Development site marketing, or take other necessary action. (Tera Shows)

Assistant City Manager Tera Shows stated this is a grant received specifically for site marketing, and will be used to market the NE and NW corners of the Shawnee Bypass and Highway 69 intersection.

Motion was made by Chair Tracy Hoos, seconded by Vice Chair Dan Hall to approve to accept a grant from the Oklahoma Department of Commerce in the amount of $30,000.00, to be used for Economic Development site marketing.

AYE: Mayor Patrick Cale, Vice Mayor Derrick Reed, Committee Member Jaime Stout, Chair Tracy Hoos, Committee Member Melody Cranford, Vice Chair Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

7. Consider approval of the appointment of Carla Wiggs to the Planning and Zoning Commission, filling the expired term of Alexis Wallace, beginning February 1, 2026, and ending January 1, 2029, or take other necessary action. (Mayor Patrick Cale)

Mayor Patrick Cale stated the method for filling vacancies on boards and commissions is outlined in Ordinance No. 4169-A and has been amended as needed throughout the years.

Charles Crawford stated he noticed some discrepancies between the Charter and the Code of Ordinances regarding filling vacancies and stated he hoped the Council would be more timely when selecting the appointees, to ensure boards and commissions are filled appropriately.

Motion was made by Mayor Patrick Cale, seconded by Committee Member Jaime Stout to approve of the appointment of Carla Wiggs to the Planning and Zoning Commission, filling the expired term of Alexis Wallace, beginning February 1, 2026, and ending January 1, 2029.

AYE: Mayor Patrick Cale, Vice Mayor Derrick Reed, Committee Member Jaime Stout, Chair Tracy Hoos, Committee Member Melody Cranford, Vice Chair Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

8. Consider approval of the appointment of Traci McGee to the Planning and Zoning Commission, filling the expired term of Cynthia Kennedy, beginning February 1, 2026, and ending January 1, 2029, or take other necessary action. (Councilor Jaime Stout)

Motion was made by Committee Member Jaime Stout, seconded by Vice Chair Dan Hall to approve the appointment of Traci McGee to the Planning and Zoning Commission, filling the expired term of Cynthia Kennedy, beginning February 1, 2026, and ending January 1, 2029.

AYE: Mayor Patrick Cale, Vice Mayor Derrick Reed, Committee Member Jaime Stout, Chair Tracy Hoos, Committee Member Melody Cranford, Vice Chair Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

9. Consider approval of the appointment of Tammye Howell as the Ward 4 Commissioner to the Urban Renewal Authority, replacing Wayne Divelbiss, to serve a three (3) year term upon appointment, and expire August 31, 2029, or take other necessary action. (Councilor Tracy Hoos)

Motion was made by Chair Tracy Hoos, seconded by Committee Member Jaime Stout to approve the appointment of Tammye Howell as the Ward 4 Commissioner to the Urban Renewal Authority, replacing Wayne Divelbiss, to serve a three (3) year term upon appointment, and expire August 31, 2029.

AYE: Mayor Patrick Cale, Vice Mayor Derrick Reed, Committee Member Jaime Stout, Chair Tracy Hoos, Committee Member Melody Cranford, Vice Chair Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

RECOGNIZE CITIZENS WISHING TO SPEAK TO CHAIRMAN AND COMMITTEE MEMBERS.

Council Rules of Decorum limit citizen comments to three (3) minutes. Any person desiring to speak is required to sign-in with the City Clerk, provide their name, address, and the particular issue they wish to address. Under Oklahoma law, the Council Members are prohibited from discussing or taking any action on items not on today's agenda. If written materials are to be submitted to the Council twelve (12) copies should be made available, and may not be returned.

Derrick Reed invited the community to share in the upcoming events for Martin Luther King weekend.

Ivory Vann expressed his thanks to Public Works, Code Enforcement, and Environmental Control for their continued work in Midland Valley.

There being no further business, the meeting was adjourned.

CHAIR TRACY HOOS
PUBLIC WORKS COMMITTEE

pwmin
TT

Public Works Committee **2.**

Meeting Date: 02/09/2026

Submitted For: Katrina Bodenhamer, City Attorney **Initiator:** Tammy Tracy, City Clerk

Department: City Clerk

Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Ordinance No. 4291-A repealing Chapter 37, Elections, Article I, Campaign Finances, Section 37-1, Short Title; Section 37-2, Filing Requirement, Section 37-3, Definitions; Section 37-4, Duties of City Clerk; Section 37-5 Contribution and Expenditure Requirements; Providing for Codification; Repealer, Severability; and Setting an Effective Date, or take other necessary action. (Katrina Bodenhamer)

BACKGROUND:

Our current ordinance is in conflict with State law and must be rescinded. The City of Muskogee is not authorized, effective November 1, 2025, to receive contribution and expenditure information from city council candidates. These reports are all reported and handled at the State level.

RECOMMENDED ACTION:

Approve Ordinance No. 4291-A.

Fiscal Impact

Attachments

Ord. No. 4291-A

ORDINANCE NO. 4291-A

AN ORDINANCE OF THE CITY OF MUSKOGEE, OKLAHOMA, REPEALING CHAPTER 37, ELECTIONS, ARTICLE I, CAMPAIGN FINANCES; SECTION 37-1, SHORT TITLE; SECTION 37-2, FILING REQUIREMENT; 37-3, DEFINITIONS; SECTION 37-4, DUTIES OF CITY CLERK; SECTION 37-5, CONTRIBUTION AND EXPENDITURE REQUIREMENTS OF THE CITY OF MUSKOGEE, CODE OF ORDINANCES, AND RESERVING SAID SECTION AND ARTICLE NUMBERS FOR FUTURE USE.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, AS FOLLOWS:

Section 1. Article 1, Campaign Finances, including Section 37-1, Short Title; Section 37-2, Filing Requirement; Section 37-3, Definitions; Section 37-4, Duties of City Clerk; Section 37-5 Contribution and Expenditure Requirements, within Chapter 37, Elections, of the City of Muskogee Code of Ordinances are hereby repealed, and Sections and Article numbers are hereby reserved for future use.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA, THIS **23rd DAY OF FEBRUARY, 2026**.

CITY OF MUSKOGEE

_____
W. PATRICK CALE, MAYOR

ATTEST:

_____
TAMMY L. TRACY, CITY CLERK

Approved as to form and legality this _____ day of _____, 2026.

_____
KATRINA BODENHAMER, CITY ATTORNEY

Public Works Committee **3.**

Meeting Date: 02/09/2026
Submitted For: Mike Stewart, Public Works
Initiator: Avery Rigney, Asst. Public Works Director
Department: Public Works
Staff Information Source:

Information

AGENDA ITEM TITLE:

Receive report from Staff on the Smith Ferry Road Widening Project, and take other necessary action. (Mike Stewart)

BACKGROUND:

In the mid to late 2010s, the design of a 1-mile road widening for Smith Ferry Road began with a selection committee choosing Olsson Engineering for the project design. This project consisted of a 1-mile widening from Gulick to US64, which would alter the road from a 2-lane, barrow ditch street, to a curb and gutter, 3-lane street with underground storm sewer that would plumb to the now existing ~5 acre detention pond. This project also included a replacement of a corrugated metal culvert system with a box culvert to alleviate problems in the nearby Orchard Parkway neighborhood, which has been completed. The road widening would not only include underground stormsewer, but would also require relocation of the existing water, sewer, and gas utility lines. The City owns and maintains the water and sewer, so they would be wrapped up in the final cost of the project when we reach that point. However, the gas line is in a private easement owned by the gas company, so the City has to pay Oklahoma Natural gas to move their line. The agreement for this expenditure went to Council in 2025 and was approved, and we are awaiting the relocation by the gas company to begin.

The City is currently in the process of buying Right of Way from the residents along Smith Ferry Road, with a large portion being donated by Hilldale Public Schools. The right of way acquisition process is a lengthy process which to this point has been carried out by the engineering firm responsible for the design. At this point in time, Olsson has reached the end of its contract for ROW acquisition, but there is still more ROW needing to be acquired. Public Works staff is evaluating the options of amending the contract with Olsson to extend the terms or going with another ROW acquisition group we have worked with in the past.

There is an additive alternate on the widening plans that include a spur road that would loop around from Cherokee and connect to Smith Ferry to improve the offset 3-way intersection of US64, Smith Ferry, and Cherokee St. The property owner has agreed to the ROW purchase, and that purchase has been executed. This spur road is an additive alternate to the project, so it is subject to budget and bid amounts, but it is the intention of the City to complete this if possible.

This is a cost-share project with the Muscogee Creek Nation.

Current Status:
To this point, about 60% of the ROW has been acquired. The design is nearly completely finished, but it is worth noting they cannot reach 100% completion until all Right of Way has been purchased. Gas

line relocation is in the hands of the gas company.

RECOMMENDED ACTION:
Receive report.

Fiscal Impact

Attachments

No file(s) attached.

Public Works Committee **4.**

Meeting Date: 02/09/2026

Submitted For: Avery Rigney, Public Works

Initiator: Avery Rigney, Asst. Public Works Director

Department: Public Works

Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval for the City of Muskogee to accept a donation from HGL Construction, Inc., of an office trailer, or take other necessary action. (Mike Stewart)

BACKGROUND:

The City will accept this donation and use the office trailer to house our stormwater and pretreatment divisions during the construction of the new wastewater treatment plant, and the trailer will remain in our possession to be used in other situations in the future. We have checked the trailer out and it is adequate option for officing these employees. The trailer can be moved to a City owned location, hooked into water and sewer and be an assest to our department for years to come.

RECOMMENDED ACTION:

Accept the donation.

Fiscal Impact

Attachments

Donation Letter

To Whom It May Concern,

I, Shannon Waken, am an authorized signatory for HGL Construction, Inc. HGL Construction, Inc. is the lawful owner of the job site office trailer described below, and I hereby voluntarily donate said trailer to the City of Muskogee Municipal Authority at no cost.

This donation is made freely and without any form of compensation, lien, or encumbrance. Ownership of the trailer is transferred to the City of Muskogee Municipal Authority effective upon acceptance of this donation. It is the responsibility of the City of Muskogee to move the trailer, the cost of transportation (removal) is solely up to the City of Muskogee.

Description of Donated Property:

- Item: Job Site Office Trailer
- Make: DSI
- Model: N/A
- Year: 2005
- Serial Number / VIN: DSI-15640
- Approximate Dimensions: 12'x56'

I affirm that I am the lawful owner of this trailer and that I have full authority to transfer ownership. To the best of my knowledge, the trailer is free and clear of all liens or claims.

This donation is made "as-is," with no warranties expressed or implied.

This donation letter can suffice as a Bill of Sale if both parties agree, or a Bill of Sale can be provide by the granting party at agreed upon price of $0.00.

Please contact me if any additional documentation or information is required to complete this transfer.

Sincerely,

Shannon Waken

Name: Shannon Waken
Date: 2-2-26
Phone: 405-737-7588
Email: swaken@hglconstruction.com

Notary:

ALICIA MARIE PEREZ
Notary Public, State of Oklahoma
Commission #25006144
My Commission Expires May 21, 2029

(seal)

State of Oklahoma
County of Oklahoma

Signed before me on 2/2/2026.

Signature Alicia Marie Perez

Public Works Committee **5.**

Meeting Date: 02/09/2026
Submitted For: Avery Rigney, Public Works
Initiator: Avery Rigney, Asst. Public Works Director
Department: Public Works
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and best bid for Mill and Overlay, Round 3, a city-wide project for various high-traffic streets in all four (4) quadrants, in the amount of $2,674,478.73, to Ross Construction, or take other necessary action. (Mike Stewart)

BACKGROUND:

The City has had a mill and overlay in each of the quadrants of town and then a citywide mill and overlay that was not focused solely in one zone. This will be citywide project as well. This project will focus on some higher trafficked streets.

There were 5 qualified bidders who submitted for this project. That is a good turn out for a project of this size. Ross, who won the bid, has done many projects for the City before and has had a good track record with the City. The other bids and bidders can be seen in the attached bid tabulation. This project will also include striping.

The street list is also attached to this agenda item.

RECOMMENDED ACTION:

Approve.

Fiscal Impact

FUNDING SOURCE:

393-6030-431.62-60

Attachments

Bid tab
Street List

Ashley Wallace - Project Designer

Avery Rigney - Asst. Public Works Director

Tabulation Sheet

City of Muskogee

Bid Item: Round Three (3) Mill & Overlay, Project No. 2026002

Date: 1/13/2026 @ 2:30 p.m.

Department: Public Works

OVERLAY

List No.	Feature	Description	Sq Yd	APAC CENTRAL Unit Cost	APAC CENTRAL Total Cost	ROSS CONSTRUCTION Unit Cost	ROSS CONSTRUCTION Total Cost	PARAGON CONTRACTORS, LLC Unit Cost	PARAGON CONTRACTORS, LLC Total Cost	ROBINSON CONSTRUCTION Unit Cost	ROBINSON CONSTRUCTION Total Cost	MCKENZIE ASPHALT Unit Cost	MCKENZIE ASPHALT Total Cost
1	S 24th St	S 24th St - W Okmulgee St - to - Border Ave	14,648	$ 10.55	$ 154,536.40	$ 10.50	$ 153,804.00	$ 15.24	$ 223,235.52	$ 13.95	$ 204,339.60	$ 12.50	$ 183,100.00
2	S 24th St	S 24th St - Border Blvd to W Peak Blvd	21,958	$ 10.55	$ 231,656.90	$ 10.50	$ 230,559.00	$ 15.05	$ 330,467.90	$ 13.95	$ 306,314.10	$ 12.50	$ 274,475.00
3	N York St	N York St -- North St to Shawnee	21,889	$ 10.55	$ 230,928.95	$ 10.50	$ 229,834.50	$ 15.06	$ 329,648.34	$ 13.95	$ 305,491.05	$ 12.50	$ 273,612.50
4	E Okmulgee Ave	E Okmulgee - From Main St -to-K St	26,957	$ 10.55	$ 284,396.35	$ 10.50	$ 283,048.50	$ 15.08	$ 406,511.56	$ 13.95	$ 376,050.15	$ 12.50	$ 336,962.50
5	Eastside Blvd	Eastside Blvd - From Gibson St to E Okmulgee Ave	28,206	$ 10.55	$ 297,573.30	$ 10.50	$ 296,163.00	$ 15.01	$ 423,372.06	$ 13.95	$ 393,473.70	$ 12.50	$ 352,575.00
6	Shawnee Access Rd (North)	Shawnee Access Rd (North) - From N 11th St to Dead End (Westward)	20,714	$ 10.55	$ 218,532.70	$ 10.50	$ 217,497.00	$ 15.14	$ 313,609.96	$ 13.95	$ 288,960.30	$ 12.50	$ 258,925.00
7	Shawnee Access Rd (South)	Shawnee Access Rd (South) - From N 6th St to Roosevelt	9,119	$ 10.55	$ 96,205.45	$ 10.50	$ 95,749.50	$ 15.36	$ 140,067.84	$ 13.95	$ 127,210.05	$ 12.50	$ 113,987.50
8	Gulick St	Gulick St - From E Peak Blvd to E Smith Ferry Rd	12,118	$ 10.55	$ 127,844.90	$ 10.50	$ 127,239.00	$ 14.91	$ 180,379.38	$ 13.95	$ 169,046.10	$ 12.50	$ 151,475.00
9	Altimont	Altimont from MLK to Tower Hill	5,827	$ 11.50	$ 67,010.50	$ 10.50	$ 61,183.50	$ 14.96	$ 87,171.92	$ 13.95	$ 81,286.65	$ 12.50	$ 72,837.50
10	Rougher Road (Old Shawnee)	Rougher Road from Country Club to York	20,228	$ 10.55	$ 213,405.40	$ 10.50	$ 212,394.00	$ 15.18	$ 307,061.04	$ 13.95	$ 282,180.60	$ 12.50	$ 252,850.00
11	Hilldale Access Road	From Gulick to Cherokee	6,148	$ 11.50	$ 70,702.00	$ 10.50	$ 64,554.00	$ 14.89	$ 91,543.72	$ 13.95	$ 85,764.60	$ 12.50	$ 76,850.00
12	Shawnee Access Rd (North)	N Main St to N 6th St (Walmart)	12,670	$ 10.55	$ 133,668.50	$ 10.50	$ 133,035.00	$ 15.50	$ 196,385.00	$ 13.95	$ 176,746.50	$ 12.50	$ 158,375.00
				Sub-Total - Overlay	$ 2,126,461.35	*Sub-Total - Overlay*	$ 2,105,061.00	*Sub-Total - Overlay*	$ 3,029,754.24	*Sub-Total - Overlay*	$ 2,796,863.40	*Sub-Total - Overlay*	$ 2,506,025.00

MILL

List No.	Feature	Description	Sq Yd	APAC CENTRAL Unit Cost	APAC CENTRAL Total Cost	ROSS CONSTRUCTION Unit Cost	ROSS CONSTRUCTION Total Cost	PARAGON CONTRACTORS, LLC Unit Cost	PARAGON CONTRACTORS, LLC Total Cost	ROBINSON CONSTRUCTION Unit Cost	ROBINSON CONSTRUCTION Total Cost	MCKENZIE ASPHALT Unit Cost	MCKENZIE ASPHALT Total Cost
1	S 24th St	S 24th St - W Okmulgee St - to - Border Ave	14,648	$ 2.15	$ 31,493.20	$ 1.85	$ 27,098.80	$ 2.42	$ 35,448.16	$ 2.75	$ 40,282.00	$ 1.12	$ 16,405.76
2	N York St	N York St -- North St to Shawnee	21,889	$ 2.15	$ 47,061.35	$ 1.85	$ 40,494.65	$ 2.43	$ 53,190.27	$ 2.75	$ 60,222.25	$ 1.04	$ 22,764.56
3	E Okmulgee Ave	E Okmulgee - From Main St -to-K St	26,957	$ 2.15	$ 57,957.55	$ 1.85	$ 49,870.45	$ 2.63	$ 70,896.91	$ 2.75	$ 74,131.75	$ 1.00	$ 26,957.00
4	Eastside Blvd	Eastside Blvd - From Gibson St to E Okmulgee Ave	28,206	$ 2.15	$ 60,642.90	$ 1.85	$ 52,181.10	$ 2.51	$ 70,797.06	$ 2.75	$ 77,566.50	$ 1.00	$ 28,206.00
5	Shawnee Access Rd (North)	Shawnee Access Rd (North) - From N 11th St to Dead End (Westward)	20,714	$ 2.15	$ 44,535.10	$ 1.85	$ 38,320.90	$ 3.42	$ 70,841.88	$ 2.75	$ 1,925.00	$ 1.07	$ 22,163.98
6	Shawnee Access Rd (South)	Shawnee Access Rd (South) - From N 6th St to Roosevelt	700	$ 4.00	$ 2,800.00	$ 1.85	$ 1,295.00	$ 26.99	$ 18,893.00	$ 2.75	$ 25,077.25	$ 1.17	$ 819.00
7	Gulick St	Gulick St - From E Peak Blvd to E Smith Ferry Rd	12,118	$ 2.15	$ 26,053.70	$ 1.85	$ 22,418.30	$ 2.93	$ 35,505.74	$ 2.75	$ 33,324.50	$ 1.07	$ 12,966.26
8	Altimont	Altimont from MLK to Tower Hill	5,827	$ 2.50	$ 14,567.50	$ 1.85	$ 10,779.95	$ 6.08	$ 35,428.16	$ 2.75	$ 16,024.25	$ 1.16	$ 6,759.32
9	Rougher Road (Old Shawnee)	Rougher Road from Country Club to York	20,228	$ 2.15	$ 43,490.20	$ 1.85	$ 37,421.80	$ 2.40	$ 48,547.20	$ 2.75	$ 55,627.00	$ 1.09	$ 22,048.52
10	Hilldale Access Road	From Gulick to Cherokee	6,148	$ 2.50	$ 15,370.00	$ 1.85	$ 11,373.80	$ 5.77	$ 35,473.96	$ 2.75	$ 16,907.00	$ 1.13	$ 6,947.24
11	Shawnee Access Rd (North)	N Main St to N 6th St (Walmart)	12,670	$ 2.15	$ 27,240.50	$ 1.85	$ 23,439.50	$ 2.80	$ 35,476.00	$ 2.75	$ 34,842.50	$ 1.12	$ 14,190.40
				Sub-Total - Mill	$ 371,212.00	*Sub-Total - Mill*	$ 314,694.25	*Sub-Total - Mill*	$ 510,498.34	*Sub-Total - Mill*	$ 435,930.00	*Sub-Total - Mill*	$ 180,228.04

STRIPING

List No.	Feature	Description	Feet	APAC CENTRAL Unit Cost LF	APAC CENTRAL Total Cost	ROSS CONSTRUCTION Unit Cost LF	ROSS CONSTRUCTION Total Cost	PARAGON CONTRACTORS, LLC Unit Cost LF	PARAGON CONTRACTORS, LLC Total Cost	ROBINSON CONSTRUCTION Unit Cost LF	ROBINSON CONSTRUCTION Total Cost	MCKENZIE ASPHALT Unit Cost LF	MCKENZIE ASPHALT Total Cost
1	S 24th St	S 24th St - W Okmulgee St - to - Border Ave	5,232	$ 0.74	$ 3,871.68	$ 0.79	$ 4,133.28	$ 2.93	$ 15,329.76	$ 1.056	$ 5,524.99	$ 2.50	$ 13,080.00
2	S 24th St	S 24th St - Border Blvd to W Peak Blvd	9,613	$ 0.74	$ 7,113.62	$ 0.79	$ 7,594.27	$ 3.34	$ 32,107.42	$ 1.056	$ 10,151.33	$ 2.85	$ 27,397.05
3	N York St	N York St -- North St to Shawnee	3,975	$ 0.74	$ 2,941.50	$ 0.79	$ 3,140.25	$ 3.34	$ 13,276.50	$ 1.056	$ 4,197.60	$ 2.85	$ 11,328.75
4	E Okmulgee Ave	E Okmulgee - From Main St -to-K St	4,005	$ 0.74	$ 2,963.70	$ 0.79	$ 3,163.95	$ 3.34	$ 13,376.70	$ 1.056	$ 4,229.28	$ 2.85	$ 11,414.25
5	Eastside Blvd	Eastside Blvd - From Gibson St to E Okmulgee Ave	4,297	$ 0.74	$ 3,179.78	$ 0.79	$ 3,394.63	$ 3.34	$ 14,351.98	$ 1.056	$ 4,537.63	$ 2.85	$ 12,246.45
6	Shawnee Access Rd (North)	Shawnee Access Rd (North) - From N 11th St to Dead End (Westward)	6,679	$ 0.74	$ 4,942.46	$ 0.79	$ 5,276.41	$ 2.93	$ 19,569.47	$ 1.056	$ 7,053.02	$ 2.50	$ 16,697.50
7	Shawnee Access Rd (South)	Shawnee Access Rd (South) - From N 6th St to Roosevelt	3,333	$ 0.74	$ 2,466.42	$ 0.79	$ 2,633.07	$ 2.93	$ 9,765.69	$ 1.056	$ 3,519.65	$ 2.50	$ 8,332.50
8	Gulick St	Gulick St - From E Peak Blvd to E Smith Ferry Rd	5,021	$ 0.74	$ 3,715.54	$ 0.79	$ 3,966.59	$ 2.93	$ 14,711.53	$ 1.056	$ 5,302.18	$ 2.50	$ 12,552.50
9	Rougher Road (Old Shawnee)	Rougher Road from Country Club to York	5,268	$ 0.74	$ 3,898.32	$ 0.79	$ 4,161.72	$ 3.34	$ 17,595.12	$ 1.056	$ 5,563.01	$ 2.85	$ 15,013.80
10	Hilldale Access Road	From Gulick to Cherokee	5,142	$ 0.74	$ 3,805.08	$ 0.79	$ 4,062.18	$ 2.93	$ 15,066.06	$ 1.056	$ 5,429.95	$ 2.50	$ 12,855.00
11	Shawnee Access Rd (North)	N Main St to N 6th St (Walmart)	4,047	$ 0.74	$ 2,994.78	$ 0.79	$ 3,197.13	$ 2.93	$ 11,857.71	$ 1.056	$ 4,273.63	$ 2.50	$ 10,117.50
				Sub-Total - Striping	$ 41,892.88	*Sub-Total - Striping*	$ 44,723.48	*Sub-Total - Striping*	$ 177,007.94	*Sub-Total - Striping*	$ 59,782.27	*Sub-Total - Striping*	$ 151,035.30
				Sub-Total	$ 25,399,566.23	*Sub-Total*	$ 2,464,478.73	*Sub-Total*	$ 3,717,260.52	*Sub-Total*	$ 3,292,575.67	*Sub-Total*	$ 2,837,288.34
				Mobilization	$ 96,000.00	*Mobilization*	$ 60,000.00	*Mobilization*	$ 35,941.72	*Mobilization*	$ 40,000.00	*Mobilization*	$ 2,500.00
				Contingency	$ 150,000.00	*Contingency*	$ 150,000.00	*Contingency*	$ 150,000.00	*Contingency*	$ 150,000.00	*Contingency*	$ 150,000.00
				Bid Amount	$ 2,785,566.23	*Bid Amount*	$ 2,674,478.73	*Total Bid*	$ 3,903,202.24	*Bid Amount*	$ 3,482,575.67	*Bid Amount*	$ 2,989,788.34
				5% Local Labor	$ (139,278.31)	*5% Local Labor*	$ (133,723.93)			*5% Local Labor*	$ (174,128.78)	*5% Local Labor*	$ (149,489.41)
				Total Bid	$ 2,646,287.92	*Total Bid*	$ 2,540,754.80			*Total Bid*	$ 3,308,446.89	*Total Bid*	$ 2,840,298.93

APAC - CENTRAL - $2,646,287.92	**Ross Construction- $2,540,754.80**	**Paragon - $3,903,202.24**	**Robinson - $3,308,446.89**	**Mckenzie Asphalt- $2,840,298.93**

Overlay

List No	Feature	Description	Sq Yardage	Notes/ Asphalt Mix Type	Unit Cost (SQY)	Total Street Cost
1	S 24th St	S 24th St - W Okmulgee St - to - Border Ave	14,648	S4 Virgin	$	$
2	S 24th St	S 24th St - Border Blvd to W Peak Blvd	21,958	S4 Virgin, Edge Mill only	$	$
3	N York St	N York St -- North St to Shawnee	21,889	S4 Virgin	$	$
4	E Okmulgee Ave	E Okmulgee - From Main St -to-K St	26,957	S4 Virgin	$	$
5	Eastside Blvd	Eastside Blvd - From Gibson St to E Okmulgee Ave	28,206	S4 Virgin	$	$
6	N Country Club Rd	N Country Club Rd - From East Shawnee Rd to Gibson (to North Side)	13,482	1 lift of RIL, 1 lift of S5	$	$
7	Shawnee Access Rd (North)	Shawnee Access Rd (North) - From N 11th St to Dead End (Westward)	20,714	S4 Virgin	$	$
8	Shawnee Access Rd (South)	Shawnee Access Rd (South) - From N 6th St to Roosevelt	9,119	S4 Virgin	$	$
9	Gulick St	Gulick St - From E Peak Blvd to E Smith Ferry Rd	12,118	S4 Virgin	$	$
10	Altimont	Altimont from MLK to Tower Hill	5,827	S4 Virgin	$	$
11	Rougher Road (Old Shawnee)	Rougher Road from Country Club to York	20,228	S4 Virgin	$	$
12	Hilldale Access Road	From Gulick to Cherokee	6,148	S4 Virgin	$	$
13	Denison	From 9th to 14th	16,620	S4 Virgin	$	$
14	Shawnee Access Rd (North)	N Main St to N 6th St (Walmart)	12,670	S4 Virgin	$	$
					Sub-Total Price	$

Mill

List No	Feature	Description	Sq Yardage	Notes	Unit Cost (SQY)	Total Street Cost
1	S 24th St	S 24th St - W Okmulgee St - to - Border Ave	14,648		$	$
2	N York St	N York St -- North St to Shawnee	21,889		$	$
3	E Okmulgee Ave	E Okmulgee - From Main St -to-K St	26,957		$	$
4	Eastside Blvd	Eastside Blvd - From Gibson St to E Okmulgee Ave	28,206		$	$
5	Shawnee Access Rd (North)	Shawnee Access Rd (North) - From N 11th St to Dead End (Westward)	20,714		$	$
6	Shawnee Access Rd (South)	Shawnee Access Rd (South) - From N 6th St to Roosevelt	9,119		$	$
7	Gulick St	Gulick St - From E Peak Blvd to E Smith Ferry Rd	12,118		$	$
8	Altimont	Altimont from MLK to Tower Hill	5,827		$	$
9	Rougher Road (Old Shawnee)	Rougher Road from Country Club to York	20,228		$	$
10	Hilldale Access Road	From Gulick to Cherokee	6,148		$	$
11	Denison	From 9th to 14th	16,620		$	$
12	Shawnee Access Rd (North)	N Main St to N 6th St (Walmart)	12,670		$	$
					Sub-Total Price	$

Striping

List No	Feature	Description	Street Length (ft)	Notes	Unit Cost LF	Total Street Cost
1	S 24th St	S 24th St - W Okmulgee St - to - Border Ave	5,232	Centerline	$	$
2	S 24th St	S 24th St - Border Blvd to W Peak Blvd	9,613	Edge and Centerline	$	$
3	N York St	N York St -- North St to Shawnee	3,975	Centerline, lane lines	$	$
4	E Okmulgee Ave	E Okmulgee - From Main St -to-K St	4,005	Centerline, lane lines	$	$
5	Eastside Blvd	Eastside Blvd - From Gibson St to E Okmulgee Ave	4,297	Centerline, lane lines, edge lines	$	$
6	N Country Club Rd	N Country Club Rd - From East Shawnee Rd to Gibson (to North Side)	5,233	Centerline	$	$
7	Shawnee Access Rd (North)	Shawnee Access Rd (North) - From N 11th St to Dead End (Westward)	6,679	Centerline	$	$
8	Shawnee Access Rd (South)	Shawnee Access Rd (South) - From N 6th St to Roosevelt	3,333	Centerline	$	$
9	Gulick St	Gulick St - From E Peak Blvd to E Smith Ferry Rd	5,021	Centerline	$	$
10	Rougher Road (Old Shawnee)	Rougher Road from Country Club to York	5,268	Centerline	$	$
11	Hilldale Access Road	From Gulick to Cherokee	5,142	Centerline	$	$
12	Shawnee Access Rd (North)	N Main St to N 6th St (Walmart)	4,047	Centerline	$	$
					Sub-Total Price	$
			Mobilization	$		
			Contingency	$150,000		
			Total Bid Price	$		

Public Works Committee **6.**

Meeting Date: 02/09/2026
Submitted For: Avery Rigney, Public Works
Initiator: Avery Rigney, Asst. Public Works Director
Department: Public Works
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to purchase two (2) 2026 Chevrolet 1500, 4-wheel drive trucks from Vance Fleet Services, via State Contract No. SW035, in amount not-to-exceed $100,000.00, or take other necessary action. (Mike Stewart)

BACKGROUND:

Sanitation supervisors drive trucks that are over 15 years old and 20 years old respectively. The intent is to replace the oldest trucks in the fleet and remove the ones that are constant issues that add to the fleet department backlog. These trucks will be driven by supervisors, so a long life is expected of them.

The City did explore the option of getting used trucks. The used trucks were older models in the 2022 range, and were around 25k miles and average pricing was in the mid to high $30,000s. It appears to be a wiser financial move here to purchase these new trucks, with the state contract discount as opposed to used for this size of truck. We have bought used 1 ton trucks in the past, but the savings aren't here from the used low mileage half tons.

RECOMMENDED ACTION:

Consider approval

Fiscal Impact

FUNDING SOURCE:

212-6050-432.64-10

Attachments

Quote

VANCE CHEVROLET
BUICK, GMC OF MIAMI

FLEET & GOVERNMENT SALES
PO BOX 400, GUTHRIE, OK 73044
405-282-3800
OK Vendor # 0000552011

QUOTE

DATE	1/22/2026
QUOTE NUMBER	000Q18748
EXPIRATION DATE	1/30/2026
SHIP VIA	Factory Order
TERMS	SW035 - STATE CONTRACT
PO NUMBER	

SOLD TO:

City of Muskogee
Chloe Collins
PO Box 1927
1400 S.C st
Muskogee, OK 74401
918-684-6333

SHIP TO:

City of Muskogee
Chloe Collins
PO Box 1927
1400 S.C st
Muskogee, OK 74401
918-684-6333

Any Questions? Call 405-282-3800
Jonathan Riedlinger

jonathan@VanceFleet.Com

Qty	OPTION	Description	Unit Price	Ext. Price
	S0W35	OKLAHOMA STATE CONTRACT		
1	CK10753	2026 CHEVROLET 1500 SILVERADO DOUBLE CAB	$39,538.00	$39,538.00
1	4WD	4 WHEEL DRIVE	$2,883.00	$2,883.00
1	NZZ	SKID PLATE PACKAGE	$0.00	$0.00
1	147	147" WHEELBASE/ 6.5' BED	$0.00	$0.00
1	1WT	WORK TRUCK EQUIPMENT GROUP	$0.00	$0.00
1	L84	ENGINE: 5.3L ECOTEC3 V8	$0.00	$0.00
1	MHT	TRANSMISSION: 10 SPEED AUTOMATIC	$0.00	$0.00
1	PCV	WT CONVENIENCE PACKAGE	$0.00	$0.00
1	GU5	3.23 RATIO REAR AXLE	$0.00	$0.00
1	AKO	DEEP TINTED GLASS	$0.00	$0.00
1	AQQ	REMOTE KEYLESS ENTRY w/ POWER LOCKS & WINDOWS	$0.00	$0.00
1	C49	REAR DEFROSTER	$0.00	$0.00
1	DLF	MIRRORS: OUTSIDE HEATED POWER ADJUSTABLE	$0.00	$0.00
1	QDV	TIRES: 265/70R17 ALL TERRAIN	$200.00	$200.00
1	R9G	RUBBERIZED VINYL FLOORING	$0.00	$0.00
1	RD6	WHEELS: 17" ULTRA SILVER PAINTED STEEL	$0.00	$0.00
1	IOR	CHEVY INFOTAINMENT 3 SYSTEM	$0.00	$0.00
1	RVS	LPO 4" BLACK ROUND ASSIST STEPS	$807.00	$807.00
1	H2G/AZ3	INTERIOR: JET BLACK VINYL 40/20/40 SPLIT BENCH	$0.00	$0.00
1	GAZ	EXTERIOR: SUMMIT WHITE	$0.00	$0.00
		SubTotal		**$43,428.00**

Accepted By: _____

Terms:
THIS QUOTE DOES NOT GUARANTEE THE FACTORY WILL BUILD THE VEHICLE.
1) TAG & TAXES ARE NOT INCLUDED UNLESS ITEMIZED ON QUOTE
2) ALL REBATES & INCENTIVES HAVE BEEN INCLUDED IN TOTAL PRICE.
3) PURCHASE ORDER REQUIRED TO ORDER VEHICLE

SUB-TOTAL	$43,428.00
TAG/TAXES	$0.00
TOTAL DUE	$43,428.00

Public Works Committee **7.**

Meeting Date:	02/09/2026		
Submitted For:	Kendal Francis, City Manager	Initiator:	Kendal Francis, City Manager
Department:	City Manager		
Staff Information Source:			

Information

AGENDA ITEM TITLE:

Receive a report from Staff regarding the installation of traffic signals at the intersection of York and Augusta Streets, provide possible direction to Staff, and take other necessary action. (Committee Member Jaime Stout)

BACKGROUND:

Speed data collected at the York & Augusta intersection shows consistent, predictable driver behavior that is largely driven by roadway design rather than time of day or day of week. Please see the attachments.
The 95th Percentile Speed is the speed at or below which 95% of drivers are traveling.
It shows that the 95th percentile speed is 42 mph**,** which means:

- 95 out of 100 drivers are going 42 mph or slower.
- 5 out of 100 drivers are going faster than 42 mph.

The Average Speed data (50th percentile speed) shows the typical driver travels at approximately 33–37 mph**,** with most median speeds clustering in the mid?30 mph range throughout the week. Speeds are slightly lower overnight and early morning, and modestly higher during midday and afternoon periods. There is little variation between weekdays and weekends, indicating stable, habitual travel patterns.

The upper end of normal driving behavior (95th percentile) ranges from approximately 40-43 mph**.** This means that while most drivers travel in the mid?30s, a smaller but consistent group of drivers is comfortable traveling 5-8 mph faster. These higher speeds occur regularly and are not isolated to specific days or peak traffic conditions.

Taken together, the data shows a well-defined and consistent speed distribution. There is no evidence of erratic or reckless driving patterns; rather, the roadway environment appears to encourage speeds above the median for a portion of drivers.

Staff has received a $3,000 quote from TEC to perform a warrant study if City Council desires to move forward.

**Installation of new traffic signals also mandates that the intersection becomes fully ADA compliant, including curbing, crosswalks as well as the signals. Fortunately, no right-of-way access would need to be acquired. As such, a budgetary estimate for this project would be $500,000.

RECOMMENDED ACTION:
Recieve Report

Fiscal Impact

Attachments

York / Augusta 95th percentile
York / Augusta Avg. Speeds
Warrant Study York / Augusta

Traffic Analysis Report

s york st (100289008), s york st (100289064), s york st (915122594), s york st (1278858667), s york st (100288944), ... tr

Location: S York St (100289008), S York St (100289064), S York St (915122594), S York St (1278858667), S York St (100288944), ...

Layer: Traffic Speeds

Metric: 95th Speed

Direction: Aggregated

Date: 2025-08

Average Pct 95 Breakdown



PERIOD LEGEND

1. Overnight: 12:00am-3:59am
2. Early Morning: 4:00am-6:59am
3. AM Peak: 7:00am-9:59am
4. Midday: 10:00am-12:59pm
5. Early Afternoon: 1:00pm-3:59pm
6. PM Peak: 4:00pm-6:59pm
7. Evening: 7:00pm-11:59pm

Traffic Analysis Report

s york st (100289008), s york st (100289064), s york st (915122594), s york st (1278858667), s york st (100288944), ... tr

Location: S York St (100289008), S York St (100289064), S York St (915122594), S York St (1278858667), S York St (100288944), ...

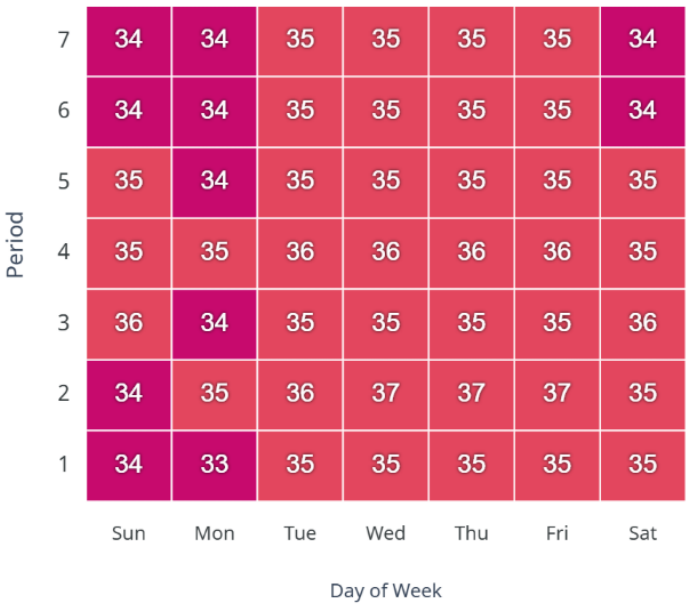
Layer: Traffic Speeds

Metric: 50th Speed

Direction: Aggregated

Date: 2025-08

Average Pct 50 Breakdown



PERIOD LEGEND

1. Overnight: 12:00am-3:59am
2. Early Morning: 4:00am-6:59am
3. AM Peak: 7:00am-9:59am
4. Midday: 10:00am-12:59pm
5. Early Afternoon: 1:00pm-3:59pm
6. PM Peak: 4:00pm-6:59pm
7. Evening: 7:00pm-11:59pm

February 3, 2026

Kendal Francis
City Manager
City of Muskogee
229 W. Okmulgee Avenue
Muskogee, OK 74401

RE: York Street and Augusta Avenue - Muskogee, OK

Dear Mr. Francis,

Traffic Engineering Consultants, Inc. (TEC) is pleased to submit this Letter Agreement to provide transportation engineering services to the City of Muskogee on the project referenced above. Our proposed scope of services, schedules, and fees are described below.

Scope of Services

Task 1 - Traffic Signal Warrant Analysis

TEC proposes to conduct a traffic signal warrant analysis for the intersection of York Street and Augusta Avenue to determine if the intersection satisfies traffic signal warrants under the existing traffic volumes and lane geometry. TEC will collect 24-hour turning movement traffic volumes on each approach of the intersection as shown in the attached **Figure 1**. Traffic signal warrant analysis will be conducted utilizing *PC-Warrants 2*, which is a software package for evaluating unsignalized intersections to support the installation of a traffic signal in accordance with the *Manual on Uniform Traffic Control Devices (MUTCD)*. The analysis will evaluate the eight-hour vehicular volume, four-hour volume, and peak hour volume traffic signal warrants.

The traffic signal warrant analysis will be documented in a written memorandum with detailed appendix. It will include a summary of all reviews and analyses conducted and will be prepared in accordance with the requirements of the City of Muskogee. A digital PDF of the study will be provided in report format suitable for submittal to any reviewing agencies.

Schedule

TEC proposes to complete the analyses within 30 days following notice to proceed.

Fee and Billing

TEC proposes to provide the services as described above for a lump sum fee of $3,000. TEC will not exceed these fees without your prior approval.

Closure

If you are in agreement with the terms as stated above, please execute below and return this letter to our office. Fees and times stated in this agreement are valid for ninety (90) days from the date executed by the TEC project manager (the undersigned).

It is agreed that Kendal Francis shall represent the Client to TEC in the provision of services under this agreement.

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. Should you have any questions or require additional information, please contact me.

Sincerely,

B.J. Hawkins, P.E., PTOE
Vice President

BJH/bh

APPROVED

_____
Kendal Francis
City of Muskogee

_____
Date

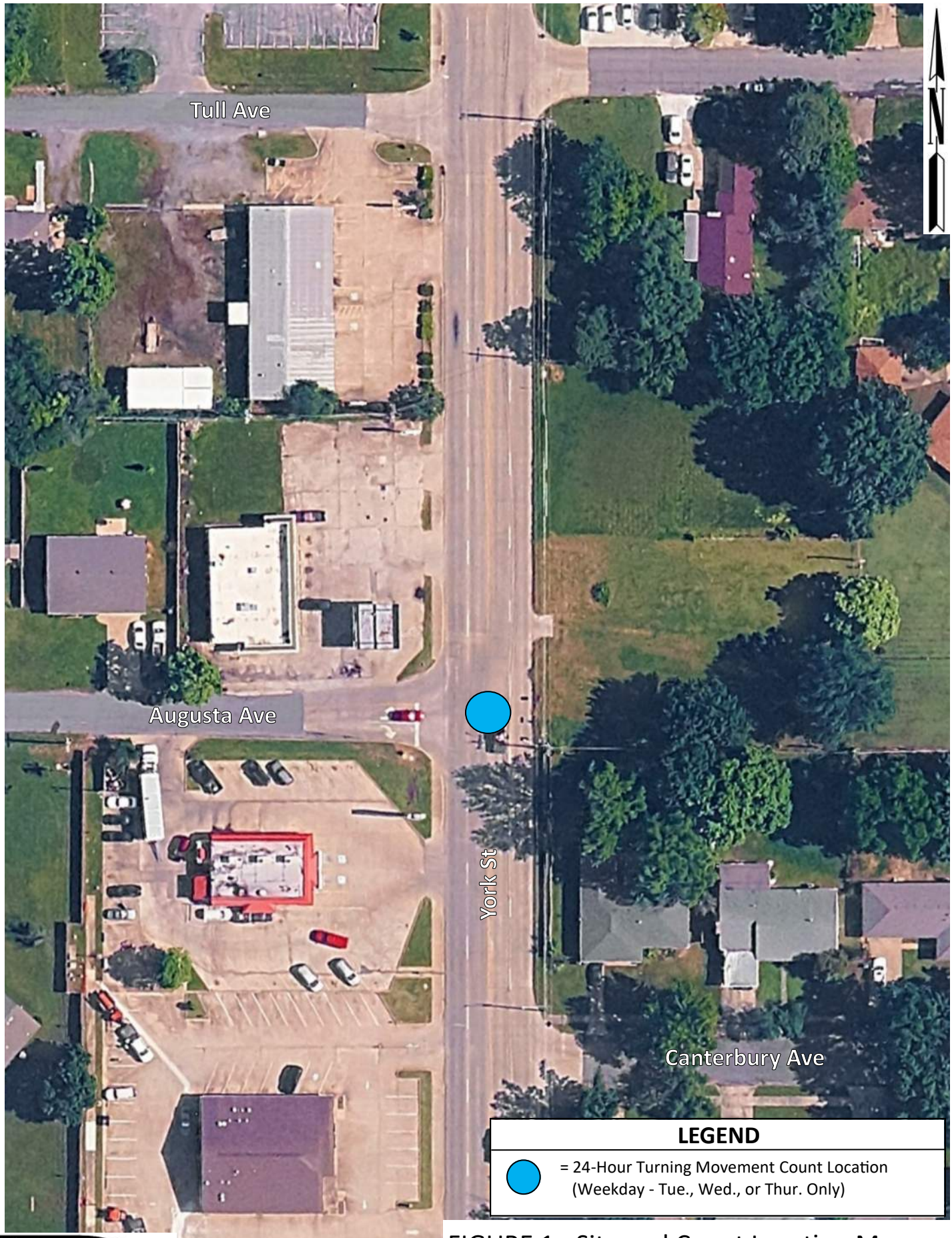


FIGURE 1. Site and Count Location Map
York Street and Augusta Avenue
Muskogee, Oklahoma

TEC
A CLEAR DIRECTION

Public Works Committee **8.**

Meeting Date: 02/09/2026

Submitted For: Tammy Tracy, City Clerk **Initiator:** Tammy Tracy, City Clerk

Department: City Clerk

Staff Information Source: Vice Mayor Derrick Reed

Information

AGENDA ITEM TITLE:

Consider the approval of the appointment of Toni Cotton to the Planning and Zoning Commission, filling the expiring term of Lori Jefferson, beginning April 1, 2026, and ending March 31, 2029, or take other necessary action. (Vice Mayor Derrick Reed)

BACKGROUND:

Ms. Lori Jefferson's term will expire on March 31, 2026. This appointment will serve to fill the vacancy beginning April 1, 2026.

RECOMMENDED ACTION:

Approve the appointment.

Fiscal Impact

Attachments

Toni Cotton

APPLICATION FOR APPOINTMENT TO A BOARD OR COMMISSION

RECEIVED
DEC 29 2025
CITY CLERK

CITY OF MUSKOGEE
CITY COUNCIL

APPLICATION FOR CITY COUNCIL APPOINTMENT TO A BOARD OR COMMISSION

Application Instructions:

- Complete the entire application form (copies of the form are acceptable).
- Applicants are strongly encouraged to attach a current resume or biography.
- Specifically list the names of the boards or commissions to which you are applying (multiple selections are allowed). Paperwork cannot be appropriately processed unless specific boards or commissions are listed.
- Return application along with your resume to:
  Office of the City Clerk, 229 W. Okmulgee, Muskogee, OK 74403 or by fax 918-684-6395.
- This form can be obtained electronically at http://www.cityofmuskogee.com, or by calling the City Clerk's Office at: (918) 684-6270.

Board(s) or Commission(s) for which you would like to be considered:
Planning + Zoning

Your Full Legal Name: Toni Cotton
Your Preferred Name: Toni

Business Name: T & B Accounting
Home Address: 3403 Dakota Ave

Job Title/Employment Date: Owner / 2021
City Zip: Muskogee, 74403

Business Address: 202 N. 11th
Muskogee, 74401
Ward: 1 (2) 3 4

Home Phone:

Business Phone: 918-351-8245
Cell Phone: 918-351-8245

Fax:
Home Email: tc3storm@yahoo.com

Business Email: tonicottontaxes@gmail.com

Are you registered to vote in City of Muskogee Elections? (Yes) No
Are you a citizen of the United States? (Yes) No

Personal Information:
The Mayor and Council desire a broad representation of backgrounds on boards and commissions.

Education (high school, name and location of college or university, year graduated, and degree):

Woodward High School, Woodward, OK - 1985
Grand Canyon University - 2021 - BS Accounting

APPLICATION FOR APPOINTMENT TO A BOARD OR COMMISSION

Current employment (job description, employment date, supervisor):
Owner T&B Accounting Serv - 2021
Accounting, Taxes, Payroll + Notary Serv

Previous employment or experience:
Musk Tourism Auth - Fiscal Manager
Dec 2022 - Dec 2024

Professional Licenses Held (if applicable):
N/A

Professional References (name, title, contact phone number):
Reggie Cotton - Deputy Chief - 918-351-9009
Jerri Stoutermire - Musk County EMS - External Funding Dir - 918-577-2695
Judy Hoffman - Hoffman Accounting - CPA - 918-360-0969

Memberships in professional or civic organizations (please include offices held and dates of terms):
NO

Military Service Record (including awards, decorations, etc.):
NO

Have you ever been elected or appointed to any public office, board or commission in the City of Muskogee? No (Yes) (If yes, please list with dates served)
Board of Adjustment - March 2023 - Present

Do you currently hold a public office? Public offices include elected or appointed officials of a municipality (it does not have to be Muskogee it could be any town or city), elected or appointed official of any county or the state or federal government, are a trustee of a public trust, are employed by any entity as a police officer, fire fighter, deputy sheriff, assistant district attorney or similar position or the member of a school board or appointed official of a school system or any other public or similar position.
NO

Do you have any financial or other interests that might present a conflict of interest, or the appearance of such a conflict, if you were to be appointed to the position for which you have applied? (No) Yes (If yes, please explain)

APPLICATION FOR APPOINTMENT TO A BOARD OR COMMISSION

Please list any special interests or characteristics which might be important to serve on a Board or Commission:
I love spending time with family + friends, I love travels and going to church, I like working with numbers, and I enjoy organization.

RELEASE OF INFORMATION

I authorize the use of any information contained in the **APPOINTMENTS APPLICATION** to verify my statements made in the Application. I authorize my past employers, all references, and any other persons to answer all questions asked concerning my ability, character, reputation and previous education or employment record. I release all such persons from any liability or damages on a ccount of having furnished such information. I consent to such investigations as Tammy Tracy, City Clerk or her authorized representatives may make regarding law enforcement records and my general background.

I certify under penalty of perjury under the laws of the State of Oklahoma, that the above information is true, complete and correct to the best of my knowledge.

Joni Cotton
Signature of Nominee

12-23-25
Date

Submitted by the Mayor for approval by the City Council this _____ day of _____, 20____

_____
Signature of Sponsor