



## AGENDA

### TAHLEQUAH CITY COUNCIL - REGULAR MEETING

**Date/Time of Meeting** Monday, March 4, 2024 at 5:30 PM

**Place of Meeting** The meeting will be held at 111 Cherokee Ave. Tahlequah, OK 74464 (voting members of the public body will be present in person).

Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When the City Council desires more information on an item, the City Council may refer the matter to City staff or to a committee for further consideration. Under certain circumstances, items may be deferred to a specific date or stricken from the agenda entirely.

Join "Zoom" Meeting

Meeting ID: 827 0837 7167

Passcode: 4560651

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#### 1. MEETING CONVENED

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- a) Meeting Called to Order
- b) Roll Call
- c) Invocation by Councilman, Ward 4, Josh Allen
- d) Flag Salute
- e) **Public Notice:** A Public Notice of meeting was provided on December 6, 2023, at 4:45p.m. to the OK Secretary of State and an additional notice was provided on **February 16, 2024, at 12:24 p.m.** at 111 S. Cherokee Ave. Tahlequah, OK 74464.

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#### 2. PUBLIC INSTRUCTIONS

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Instructions for public attendance at the meeting: the public, nonvoting elected officials, and City staff may remotely attend this meeting by joining the Zoom meeting via the web or the Zoom app (www.zoom.us). Access Code: 827 0837 7167 Password: 4560651. If you wish to receive a copy of any materials that are presented to the City Council, please submit your request to cityclerk@tahlequah.gov.

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#### 3. PUBLIC COMMENTS

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Comments will be accepted from the public concerning topics that are not included in the meeting's agenda. Individuals will be limited to 3 minutes of speaking time and the cumulative total of all comments from the public should not exceed 15 minutes. Preference will be given to Tahlequah residents. In compliance with the Oklahoma Open Meeting Act, no action or discussion is permitted by the City Council on any issue or topic raised by a speaker during this public comment period.

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#### **4. CONSENT AGENDA**

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These items are placed on the Consent Agenda so that members of the City Council, by unanimous consent, can designate routine items to be approved by one motion. Any item proposed on the Consent Agenda not meeting with the approval of all Council members will be removed and heard in Regular Session.

- a) Approve the **minutes from the February 5, 2024**, City Council meeting.
- b) Acknowledge receipt of the **January 2024 financial statement**.
- c) Acknowledge receipt of the **January 2024 investment schedule**.
- d) Acknowledge receipt of the **February 2024 check register**.
- e) Acknowledge receipt of the **February 2024 purchasing card statement**.
- f) Acknowledge receipt of the **February 2024 Open PO report**.
- g) Acknowledge receipt of the **Tahlequah Regional Development Authority's February 2024 report**.
- h) Acknowledge receipt of the **Tahlequah Area Chamber of Commerce February 2024 report**.
- i) Approve Municipal Airport **hangar 34 land lease transfer** from Harold Quantie to Harold and Karen Kimrey Revocable Trust.
- j) Approve Municipal Airport **hangar C-1 land lease transfer** from Blish Properties, LLC to Cherokee Nation. Contingent on ownership transfer of hangar.
- k) Acknowledge **write-off of delinquent Solid Waste A/R accounts** totaling \$2,492.65.
- l) Approve amendment to Resolution 01-03-2023(A), **increasing the scale rate** at the Solid Waste facility from \$62 to \$80 per ton.
- m) Approve the promotion of **Josh Girdner** from Patrolman to Lieutenant with a salary of \$65,776.16.
- n)
  - To hire **Aaron Dorrrough** as Patrolman 1 in the Police Department, in a budgeted position, at \$45,726.06, effective March 18, 2024.
  - To hire **Brett Robbins** as Patrolman 1 in the Police Department, in a budgeted position, at \$45,726.06, effective April 1, 2024.

- To transfer **Jace Luna**, Dispatcher in the Police Department to Patrolman 1, a budgeted position, at 45,726.06, effective June 1, 2024.
- To approve an increase of pay of \$3,120.00 annually for **Amber Payton** to perform duties as Deputy City Clerk, effective February 18, 2024.
- To accept the resignation of **Christopher McClure**, Fireman in the Fire Department, effective February 22, 2024.
- To accept the resignations of **Kara Foreman, Destin McKee, Noe Sosa** and **Alayna McAlpine**, Lifeguards in the Parks and Recreation Department, effective February 28, 2024.
- To accept the resignation of **Tate Whittmore**, PT Laborer in the Parks and Recreation Department, effective February 28, 2024.

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## 5. ANNOUNCEMENTS AND PRESENTATIONS

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- a) Recognition for **Years of Service** Employees:
- |              |        |              |
|--------------|--------|--------------|
| Goss, Nikki  | 5yrs.  | Police Dept. |
| Dallis, Carl | 25yrs. | Street Dept. |

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## 6. REGULAR SESSION

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- a) Discussion and possible action on item(s) removed from the consent agenda.
- b) Discussion and possible action on **planning commissions** authorized by state statute and to direct staff accordingly. City Administrator Taylor Tannehill, City Attorney JT Hammons
- c) Discussion and possible action to approve, approve with modification, or deny granting an **easement** to **Northeast Oklahoma Public Facilities Authority** over City owned property for the transportation of natural gas. City Administrator Taylor Tannehill
- d) Discussion and possible action to approve, approve with modification, or deny entering into a **Memorandum of Understanding** between the **Tahlequah Regional Development Authority** and the **City of Tahlequah** for project management and grant administration for the Oklahoma Department of Commerce Prep Grants and amend the budget accordingly. City Administrator Taylor Tannehill
- e) Discussion and possible action related to the use and expenditure of the American Rescue Fund and amend the budget accordingly. City Administrator Taylor Tannehill
- f) **FIRST READING** and possible action to approve, approve with modification, or deny **Ordinance No. 1375-2024**, an Ordinance of the City of Tahlequah, Oklahoma, amending the Tahlequah City Code, Part 9, Licensing and Business

Regulation; Chapter 9-4, Residential Sales; by Amending Section 9-402, License Required; and Section 9-406, Intervals Between Sales; Providing for Codification, Severability, Repealer and Declaring and Emergency. Compliance Coordinator Ray Hammons

- g) Approve or Deny **Ordinance No. 1375-2024** as an Emergency Ordinance.
- h) **FIRST READING** and possible action to approve, approve with modification, or deny **Ordinance No. 1376-2024**, an ordinance of the City of Tahlequah, Oklahoma, Amending the Tahlequah City Code, Part 18, Stormwater Management; Chapter 18-1, Stormwater Management Program; Section 18-807, Fees; Providing for Codification, Severability, Repealer, and Declaring an Emergency. Compliance Coordinator Ray Hammons
- i) Approve or Deny **Ordinance No. 1376-2024** as an Emergency Ordinance.
- j) Discussion and possible action to approve, approve with modification, or deny **Resolution No. 03-04-2024(A)**, a resolution changing the zoning at 1702 E. Downing Street, Tahlequah, Oklahoma, from a Residential Single Family Low Density District (RS-2) to a Residential Multifamily Low Density District (RM-2) as recommended by the Planning Commission of the City of Tahlequah. Compliance Coordinator Ray Hammons, City Inspector Richard Coffron
- k) Discussion and possible action to approve, approve with modification, or deny **Resolution No. 03-04-2024(B)**, a resolution changing the zoning at 1308 Jackson Avenue, Tahlequah, Oklahoma, from Residential Single Family Low Density District (RS- 2) to Residential Multifamily Low Density District (RM-2) as recommended by the Planning Commission of the City of Tahlequah. Compliance Coordinator Ray Hammons, City Inspector Richard Coffron
- l) Discussion and possible action to schedule a **governing body work session**. City Administrator Taylor Tannehill, Councilman-Ward 2 Keith Baker

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## 7. EXECUTIVE SESSION

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Motion to exit Regular Session and enter into Executive Session

- a) Pursuant to §25-307(b)(3) discussion related to the purchase of property located at the north end of Downtown, and take appropriate action in regular session if needed.

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## 8. RETURN FROM EXECUTIVE SESSION

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- a) Discussion and possible action, if needed, on the purchase of property located at the north end of downtown.
- b) Adjourn



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 4a  
Meeting Date 3/4/2024  
Initiator Whitney Shaw, City Clerk  
Office / Department Administration

**Item Title**

Approve the **minutes from the February 5, 2024**, City Council meeting.

**Background**

Regular monthly consent agenda item.

**Exhibits**

1. 02.05.2024 Minutes-City Council

**Funding Source**

N/A

**Request**

Approve Minutes.

**MINUTES**  
**TAHLEQUAH CITY COUNCIL**  
**REGULAR MEETING – FEBRUARY 5, 2024 - 5:30 PM**

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**1. MEETING CONVENED**

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Meeting called to order by Mayor Suzanne Myers at 5:30 pm.  
City Clerk, Whitney Shaw, called the roll as follows:

<b>Present:</b>	Councilor Ward I	Danny Perry
	Councilor Ward II	Keith Baker
	Councilor Ward III	Stephen Highers
	Councilor Ward IV	Josh Allen

**Others present:** Mayor Suzanne Myers, City Attorney JT Hammons, City Administrator Taylor Tannehill, City Treasurer Marty Hainzinger, City Clerk Whitney Shaw, and IT Support Mario De La Hoya

**Invocation:** Councilman Josh Allen  
**Flag salute:** Led by Mayor Suzanne Myers

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**2. PUBLIC INSTRUCTIONS**

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**Access Code:** [832 6130 7761](#) **Password:** [4560651](#)

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**3. PUBLIC COMMENTS**

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Sue Catron, Cody Bowlin, and Clay Wilson.

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**4. CONSENT AGENDA**

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Councilor Allen made a motion and Councilor Baker seconded to approve the consent agenda as follows:

- a) Approve the minutes from the January 2, 2024 City Council meetings.
- b) Acknowledge receipt of the December financial statement.
- c) Acknowledge receipt of the January purchasing card statement.
- d) Acknowledge receipt of the December investment schedule.
- e) Acknowledge receipt of January check register summary.
- f) Acknowledge receipt of January open purchase order report.
- g) **Removed to Regular Session by Councilman Josh Allen**
- h) Acknowledge receipt of the Tahlequah Area Chamber of Commerce December 2023 report.

- i) Acknowledge receipt of the Tahlequah Hospital Authority's December 2023 and January 2024 Admin Reports.
- j) Acknowledge receipt of the Tahlequah Regional Development Authority December 2023 report.
- k) Acknowledge the receipt of Tour Tahlequah's December 2023 report.
- l) To approve the 1st amendment to a contract between the City of Tahlequah and the Tahlequah Area Chamber of Commerce regarding payments in monthly installments rather than quarterly.
- m) Approve the creation of a new 15-year lease to Blish Properties, Inc. for Tahlequah Municipal Airport Hangar C1, as recommended by the Municipal Airport Board on July 8, 2021.
- n) Acknowledge receipt of the surplus auction dated January 9, 2024 resulting in a deposit of 20,150.00.
- o) • To hire Paige Harjo as Director of Planning and Development in the Managerial Department, in a budgeted position at \$65,000 annually, effective March 18, 2024.
- To hire Blair Foss as a Dispatcher in the Police Department, in a budgeted position at \$15.00 per hour, effective January 17, 2024.
- To Hire Hannah Cavin as a PT Administrative Assistant in the Managerial Department, an unbudgeted position, at \$13.00 per hour, effective February 6, 2024.
- To accept the resignation from Bo Smith, Patrolmen in the Police Department, effective January 17, 2024.
- p) To appoint Dana Eversole to the Board of Adjustment, filling the unexpired term of Suzanne Myers.

**Vote: Ayes: Highers, Allen, Baker, Perry                      Nays: None                      Motion carried**

**5. ANNOUNCEMENTS, PRESENTATIONS, AND REPORTS**

Casey Baker recognized for 30 years-TFD  
 Reed Felts recognized for 15 years-TPD  
 Shanna Dry, UMC recognized for Warming Center organizers and volunteers.

**REGULAR SESSION**

**6. Discussion and possible action on items removed from the consent agenda as follows:**

- g) Acknowledge receipt of Financial Summary through January 2024.

**City Treasurer requested Consent item "g" be tabled. Item "g" tabled.**

- 6a. Councilor Highers made a motion and Councilor Perry seconded to approve the Tahlequah Municipal Courts use of the **Fresh Start Program**.

**Vote: Ayes: Highers, Perry, Baker, Allen                      Nays: None                      Motion carried**

- 6b. **No Action** taken on an **easement to NOPFA** over City owned property for the transportation of natural gas.

6c. Councilor Perry made a motion and Councilor Highers seconded to approve **Ordinance No. 1373-2024.**

***Vote: Ayes: Perry, Highers, Baker, Allen                      Nays: None                      Motion carried***

6d. Councilor Allen made a motion and Councilor Highers seconded to approve **Ordinance No. 1374-2024.**

***Vote: Ayes: Allen, Highers, Baker, Perry                      Nays: None                      Motion carried***

Council Highers made a motion and Council Allen seconded to pass **Ordinance 1374-2024** as an emergency.

***Vote: Ayes: Highers, Allen, Baker, Perry                      Nays: None                      Motion carried***

6e. Council Highers made a motion and Councilor Allen seconded to approve a **MOU between the City of Tahlequah and the Tahlequah Regional Development Authority** to support commitments made by TRDA in the amount of \$176,000 within their economic development agreement with Optomi, LLC and amend budget accordingly.

***Vote: Ayes: Highers, Allen, Baker, Perry                      Nays: None                      Motion carried***

6f. Councilor Highers made a motion and Councilor Baker seconded to authorize the Mayor to enter into a **MOU with the Cherokee 911 Trust** to obligate the American Rescue Plan in the amount of \$155,000 contingent upon said Trust securing a reimbursable grant through the Oklahoma 9-1-1 Management Authority to purchase a Computer Automated Dispatch system and amend budget accordingly. Said funds shall be reimbursed to the City from said Trust upon receipt of funds.

***Vote: Ayes: Highers, Baker, Perry, Allen                      Nays: None                      Motion carried***

6g. Councilor Baker made a motion and Councilor Perry seconded to approve the purchase of **new light poles and fixtures** for the downtown area and Norris Park from **Voss Lighting** in the amount of \$485,994.00.

***Vote: Ayes: Baker, Perry, Allen, Highers                      Nays: None                      Motion carried***

6h. Councilor Allen made a motion and Councilor Highers seconded to direct the Mayor to utilize the **2013 Bond Fund in lieu of the American Rescue Plan Fund** in the amount of \$500,000 in accordance with an MOU made between the City of Tahlequah and the Tahlequah Public Works Authority dated December 16, 2022, and amend budget accordingly.

***Vote: Ayes: Allen, Highers, Baker, Perry                      Nays: None                      Motion carried***

6i. Item table until next Regular Monthly Meeting.

7. Council exited Executive Session at 6:36 p.m.

**Vote: Ayes: Allen, Highers, Perry, Baker                      Nays: None                      Motion carried**

Council returned to Regular Session at 8:01 p.m.

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8a. Councilor Allen made a motion and Councilor Perry seconded to authorize the Mayor to execute a **Letter of Intent** concerning project leaf.

**Vote: Ayes: Allen, Perry, Highers, Baker                      Nays: None                      Motion carried**

8b. Councilor Allen made a motion and Councilor Highers seconded to designate the City Administrator as the Chief Negotiator for negotiations with **FOP Lodge 201**.

**Vote: Ayes: Allen, Highers, Baker, Perry                      Nays: None                      Motion carried**

8c. Councilor Allen made a motion and Councilor Highers seconded to designate the City Administrator as the Chief Negotiator for negotiations with **IAFF Local 4099**.

**Vote: Ayes: Allen, Perry, Baker, Highers                      Nays: None                      Motion carried**

8d. Meeting adjourned at 8:02 p.m.



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 4b  
Meeting Date 3/4/2024  
Initiator Rebecca White, Finance Support  
Office / Department Finance

**Item Title**

Acknowledge receipt of the **January 2024 financial statement.**

**Background**

Regular monthly agenda item

**Exhibits**

1. 03.04.2024 Digi Financials

**Funding Source**

n/a

**Request**

n//a

DUE TO SIZE, CONSENT  
ITEM “4b” IS AVAILABLE IN  
DIGITAL FORMAT ON THE  
CITY WEBSITE UNDER

“Government”

“Departments”

“Finance”

“Monthly Financial Statements”



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 4c  
Meeting Date 3/4/2024  
Initiator Rebecca White, Finance Support  
Office / Department Finance

## Item Title

Acknowledge receipt of the **January 2024 investment schedule.**

## Background

Regular monthly agenda item

## Exhibits

1. 01.31.2024 Invest Schedule

## Funding Source

## Request

## City of Tahlequah Working Fund Investments as of January 31, 2024

BANK	AMOUNT	PERCENTAGE
<b>Bank Accounts</b>		
Reserve Operating Armstrong	\$2,834,330.83	4.25%
Streets & Sidewalks Armstrong	\$4,669,709.87	4.25%
General Fund Sweep Bank First	\$8,296,301.83	4.95%

BANK	MATURITY VALUE	PERCENTAGE	MATURITY DATE
<b>Edward Jones</b>			
American Express Natl Bk	\$248,000.00	1.60%	3/4/2024
Atlantic Un Bk Richmond VA	\$128,000.00	5.15%	5/17/2024
Bmo Harris Bk Natl Assn	\$244,000.00	4.45%	5/24/2028
BMW Bk North Amer Salt Lake	\$245,000.00	3.45%	9/9/2025
Capital One Bk USA Natl Assn	214,000.00	3.30%	8/12/2024
Capital One Nat'l Assn McLean	\$31,000.00	3.40%	9/9/2024
Cibc Bk USA Chicago IL	\$244,000.00	4.25%	2/24/2026
Citizens Bk & Tr Co of Ardmore	\$244,000.00	4.60%	9/21//2029
Discover Bk Greenwood Del	\$244,000.00	4.80%	8/24/2026
Goldman Sachs Bank USA CD	\$200,000.00	2.60%	3/22/2024
Great Southn Bk Reeds Spring	\$249,000.00	4.65%	2/28/2025
Morgan Stanley Bk N A Salt	\$245,000.00	3.60%	9/15/2026
Reliabank Dakota Estelline SD	\$200,000.00	5.20%	1/10/2025
State Bk India Chicago Ill	\$245,000.00	3.65%	9/20/2027
Synchrony Bk Retail Ctf Dep	\$243,000.00	5.25%	9/22/2025
UBs BK USA Salt Lake City UT	\$150,000.00	2.85%	5/13/2024
Univest Natl Bk Tr Souderton	\$249,000.00	4.50%	5/17/2027
Wells Fargo Bk N A Sioux Falls	\$238,000.00	5.05%	11/15/2027
Cash			
<b>TOTAL</b>	<b>\$3,861,000.00</b>		



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 4d  
Meeting Date 3/4/2024  
Initiator Rebecca White, Finance Support  
Office / Department Finance

**Item Title**

Acknowledge receipt of the **February 2024 check register.**

**Background**

Regular monthly consent item.

**Exhibits**

1. 03-04-2024 February Check Register

**Funding Source**

n/a

**Request**

Report Criteria:

Report type: Summary  
 Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/24	02/26/2024	58555	9790	Lowe's Home Centers Inc.	110202000	324.44- V
02/24	02/05/2024	58656	10580	Mike Palmer	110202000	1,695.20
02/24	02/05/2024	58657	13880	Richard Smith	110202000	4,550.00
02/24	02/05/2024	58658	158585	Springwater Properties LLC	110202000	.00 V
02/24	02/06/2024	58659	157844	Green Country Abstract	110202000	206,189.78
02/24	02/08/2024	58666	215	A T & T	110202000	124.75
02/24	02/08/2024	58667	389	Accurate Environmental LLC	110202000	275.00
02/24	02/08/2024	58668	158045	Ascentis Corporation (Prior- Novatime)	110202000	759.52
02/24	02/08/2024	58669	246	AT&T Mobility II LLC (FIRE)	110202000	555.66
02/24	02/08/2024	58670	2415	Bull Tuff Mud Company Ready Mix	110202000	6,083.50
02/24	02/08/2024	58671	2795	Chamber of Commerce	110202000	625.00
02/24	02/08/2024	58672	3020	Cherokee County Clerk	110202000	192.00
02/24	02/08/2024	58673	3380	Cintas Corp #2	110202000	221.34
02/24	02/08/2024	58674	157988	Consolidated Communications	110202000	1,167.95
02/24	02/08/2024	58675	158237	Dickson Equipment Co. Inc.	110202000	3,291.44
02/24	02/08/2024	58676	158481	Elliot Reif	110202000	19.07
02/24	02/08/2024	58677	158178	Enterprise Fleet Management, Inc.	110202000	35,523.45
02/24	02/08/2024	58678	5650	Farmers Cooperative	110202000	245.00
02/24	02/08/2024	58679	158013	Finish Line Fuels (dba)	110202000	2,958.11
02/24	02/08/2024	58680	6080	Fuelman of Oklahoma or	110202000	6,488.30
02/24	02/08/2024	58681	158215	General Code, LLC	110202000	2,504.20
02/24	02/08/2024	58682	158459	Hammonds, Hamby, and Price PLLC	110202000	4,291.67
02/24	02/08/2024	58683	7530	Holloway, Updike & Bellen, Inc	110202000	13,500.00
02/24	02/08/2024	58684	158376	JD Carey, CPA	110202000	457.50
02/24	02/08/2024	58685	9400	Lake Region Electric	110202000	1,752.82
02/24	02/08/2024	58686	157846	Lake Region Electric-Telecom	110202000	286.82
02/24	02/08/2024	58687	9620	Liberty Flags Incorporated	110202000	352.00
02/24	02/08/2024	58688	158383	Macquarie Equipment Capital Inc.	110202000	374.00
02/24	02/08/2024	58689	10727	Morgan Towing & Recovery	110202000	384.00
02/24	02/08/2024	58690	10920	Muskogee Sand Company, Inc	110202000	4,932.06
02/24	02/08/2024	58691	157829	NOPFA Gas/Utilities	110202000	6,284.34
02/24	02/08/2024	58692	11900	Ok Mun Court Clerks Assoc.	110202000	110.00
02/24	02/08/2024	58693	157851	One Source Water, LLC	110202000	258.66
02/24	02/08/2024	58694	12390	OTA	110202000	62.40
02/24	02/08/2024	58695	157972	P&K Equipment	110202000	4,326.00
02/24	02/08/2024	58696	12910	Pitney Bowes	110202000	1,220.99
02/24	02/08/2024	58697	158160	Rachel Dallis	110202000	3,325.00
02/24	02/08/2024	58698	158582	Rebecca White	110202000	21.35
02/24	02/08/2024	58699	158530	Rhonda Norris RVT	110202000	350.00
02/24	02/08/2024	58700	158110	Ritchie, Rock, McBride & Atwood Law Firm	110202000	1,767.56
02/24	02/08/2024	58701	14230	Sadler Paper Supply	110202000	696.64
02/24	02/08/2024	58702	15085	Southern Tire Mart, LLC	110202000	545.16
02/24	02/08/2024	58703	158584	Splashtacular LLC	110202000	5,495.00
02/24	02/08/2024	58704	15870	Tahlequah Main Street Assoc.	110202000	3,000.00
02/24	02/08/2024	58705	158472	Tim M Synar	110202000	219.36
02/24	02/08/2024	58706	16510	Total Pest Control	110202000	65.00
02/24	02/08/2024	58707	16985	UniFirst Holdings Inc	110202000	222.40
02/24	02/08/2024	58708	158022	VIP Voice Services LLC	110202000	3,365.00
02/24	02/08/2024	58709	17510	Waste Management	110202000	26,081.60
02/24	02/08/2024	58710	17750	Wight Office Machines	110202000	1,021.04
02/24	02/08/2024	58711	17803	William Marvin Johnson LLC	110202000	300.00
02/24	02/15/2024	58712	885	Amazon Capital Services, Inc.	110202000	1,847.16
02/24	02/15/2024	58713	157971	AT&T Mobility II LLC	110202000	1,756.41

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/24	02/15/2024	58714	240	AT&T Mobility II LLC (POLICE)	110202000	1,064.63
02/24	02/15/2024	58715	1480	Aviation Insurance Managers Inc	110202000	2,844.00
02/24	02/15/2024	58716	3010	Cherokee County Board of Comm.	110202000	530.80
02/24	02/15/2024	58717	158083	City of Tahlequah-Street & Sidewalk Fund	110202000	198,409.17
02/24	02/15/2024	58718	4530	Davis Oil Co, Inc	110202000	2,194.50
02/24	02/15/2024	58719	6080	Fuelman of Oklahoma or	110202000	3,732.83
02/24	02/15/2024	58720	158362	Holt Truck Centers	110202000	2,246.61
02/24	02/15/2024	58721	11300	Northeast OK Public Facilities	110202000	978.01
02/24	02/15/2024	58722	11820	Ok Firefighters Pension	110202000	660.00
02/24	02/15/2024	58723	12000	Ok Production Ctr, Inc	110202000	3,966.67
02/24	02/15/2024	58724	12850	Phoenix Enterprises, Inc	110202000	2,972.14
02/24	02/15/2024	58725	158530	Rhonda Norris RVT	110202000	700.00
02/24	02/15/2024	58726	14230	Sadler Paper Supply	110202000	947.99
02/24	02/15/2024	58727	15210	Springwater Fence LLC	110202000	3,800.00
02/24	02/15/2024	58728	158585	Springwater Properties LLC	110202000	300.00
02/24	02/15/2024	58729	16039	T & K Construction	110202000	9,425.00
02/24	02/15/2024	58730	15908	Tahlequah Public Facilities Auth	110202000	297,613.76
02/24	02/15/2024	58731	158472	Tim M Synar	110202000	2,241.00
02/24	02/15/2024	58732	158022	VIP Voice Services LLC	110202000	2,972.00
02/24	02/15/2024	58733	17620	Weldon Truck Parts	110202000	2,784.80
02/24	02/22/2024	58742	225	AT&T (Landline Bills)	110202000	413.60
02/24	02/22/2024	58743	246	AT&T Mobility II LLC (FIRE)	110202000	555.66
02/24	02/22/2024	58744	158195	BenefitScape	110202000	1,122.50
02/24	02/22/2024	58745	2415	Buil Tuff Mud Company Ready Mix	110202000	1,410.00
02/24	02/22/2024	58746	158564	Craig Philpott Concrete Construction	110202000	4,960.00
02/24	02/22/2024	58747	4380	Danny's Muffler & Tire, Inc	110202000	1,207.60
02/24	02/22/2024	58748	4640	Dell Marketing L.P.	110202000	4,105.72
02/24	02/22/2024	58749	158436	EPIC Office Solutions	110202000	427.77
02/24	02/22/2024	58750	157912	Erica M'Lynn Pape	110202000	219.76
02/24	02/22/2024	58751	6740	Greg's Port-A-Potties	110202000	75.00
02/24	02/22/2024	58752	6825	GT Distributors - Austin	110202000	37,623.60
02/24	02/22/2024	58753	7530	Holloway, Updike & Belien, Inc	110202000	4,500.00
02/24	02/22/2024	58754	158583	IdeaStudio Branding and Marketing LLC	110202000	1,200.00
02/24	02/22/2024	58755	9080	Kemp Stone Co, Inc	110202000	5,837.94
02/24	02/22/2024	58756	158076	KNOX COMPANY	110202000	3,945.00
02/24	02/22/2024	58757	157846	Lake Region Electric-Telecom	110202000	137.88
02/24	02/22/2024	58758	10210	Maxwell Supply	110202000	2,124.19
02/24	02/22/2024	58759	10580	Mike Palmer	110202000	1,695.20
02/24	02/22/2024	58760	10810	Municipal Court CLEET Acct	110202000	4,442.82
02/24	02/22/2024	58761	11920	Ok Municipal Assurance Group	110202000	263.00
02/24	02/22/2024	58762	12275	Ok Uniform Building Code Com	110202000	116.00
02/24	02/22/2024	58763	157972	P&K Equipment	110202000	502.25
02/24	02/22/2024	58764	12910	Pitney Bowes	110202000	171.30
02/24	02/22/2024	58765	13565	Rape Aggression Defense System, Inc.	110202000	75.00
02/24	02/22/2024	58766	158574	Rush Truck Center, Tulsa	110202000	2,713.14
02/24	02/22/2024	58767	158179	THA Hospitality, LLC	110202000	6,038.50
02/24	02/22/2024	58768	16985	UniFirst Holdings Inc	110202000	196.00
02/24	02/22/2024	58769	17510	Waste Management	110202000	34,087.53
02/24	02/06/2024	2000000	158577	WEX Bank	110202000	6,951.15
02/24	02/16/2024	3000000	158486	ASAP Energy Inc.	110202000	51,152.10
Grand Totals:						1,080,470.89

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
110202000	213,607.86	1,294,078.75-	1,080,470.89-
110-230300	4,442.82	.00	4,442.82
110-230600	116.00	.00	116.00
110-261000	72.00	.00	72.00
110-51-5400	270.58	.00	270.58
110-51-6100	3,420.15	.00	3,420.15
110-51-6300	106.86	.00	106.86
110-51-6320	580.85	.00	580.85
110-51-6400	51.90	.00	51.90
110-51-7200	14,271.97	1,197.42-	13,074.55
110-51-7300	3,346.85	.00	3,346.85
110-51-7400	5,214.79	.00	5,214.79
110-51-7900	408,289.78	202,100.00-	206,189.78
110-51-9146	198,409.17	.00	198,409.17
110-52-7200	2,647.32	.00	2,647.32
110-55-5400	110.00	.00	110.00
110-55-7200	3,369.61	.00	3,369.61
110-57-6300	75.00	.00	75.00
110-57-6320	51.90	.00	51.90
110-57-6400	264.35	.00	264.35
110-57-7200	4,569.06	.00	4,569.06
110-57-7300	166.24	.00	166.24
110-60-6320	533.90	.00	533.90
110-60-6400	93.37	.00	93.37
110-61-5320	660.00	.00	660.00
110-61-5400	20.10	.00	20.10
110-61-6300	1,336.42	.00	1,336.42
110-61-6320	1,111.32	.00	1,111.32
110-61-6400	656.87	.00	656.87
110-61-7300	1,897.50	.00	1,897.50
110-62-5400	83.50	.00	83.50
110-62-6300	680.50	.00	680.50
110-62-6320	1,064.63	.00	1,064.63
110-62-6400	4,850.57	.00	4,850.57
110-62-7300	3,668.40	.00	3,668.40
110-62-7400	111.00	.00	111.00
110-62-8307	37,623.60	.00	37,623.60
110-62-8602	4,105.72	.00	4,105.72
110-66-5400	9.10	.00	9.10
110-66-6300	9,123.95	3,091.39-	6,032.56
110-66-6320	104.11	.00	104.11
110-66-6400	3,397.32	.00	3,397.32
110-66-6410	2,194.50	.00	2,194.50
110-66-7300	1,201.44	.00	1,201.44
110-68-6300	65.00	.00	65.00
110-68-7300	442.40	.00	442.40
110-70-5700	136.25	.00	136.25
110-70-6100	1,644.63	.00	1,644.63
110-70-6320	51.90	.00	51.90
110-70-6400	118.25	.00	118.25
110-70-7300	769.94	.00	769.94
110-71-6300	10,427.06	.00	10,427.06
110-71-6320	297.50	.00	297.50
110-71-6400	332.99	.00	332.99
110-71-7200	3,390.40	.00	3,390.40
110-71-7300	1,597.64	.00	1,597.64
110-72-6320	156.32	.00	156.32

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
110-72-7300	240.48	.00	240.48
110-73-5400	11.20	.00	11.20
110-73-6320	208.22	.00	208.22
110-73-6400	383.00	.00	383.00
111-50-6205	245.00	.00	245.00
111-50-6209	11,530.29	6,939.67-	4,590.62
111-50-6210	2,654.99	.00	2,654.99
111-50-6260	5,590.00	.00	5,590.00
112-50-9000	6,317.88	279.38-	6,038.50
115-65-5400	3.10	.00	3.10
115-65-6300	6,483.22	.00	6,483.22
115-65-6320	140.92	.00	140.92
115-65-6400	10,877.62	.00	10,877.62
115-65-6410	2,972.14	.00	2,972.14
115-65-7300	765.04	.00	765.04
115-65-7400	62,117.95	.00	62,117.95
115-65-8307	4,562.81	.00	4,562.81
116-50-6320	60.89	.00	60.89
116-50-6400	82.16	.00	82.16
116-50-7200	275.00	.00	275.00
117-64-5400	2,844.00	.00	2,844.00
117-64-6320	51.90	.00	51.90
117-64-6420	26,968.90	.00	26,968.90
117-64-6520	24,183.20	.00	24,183.20
117-64-7200	1,200.00	.00	1,200.00
117-64-7300	759.28	.00	759.28
117-64-7400	300.00	.00	300.00
210-50-8305	9,293.69	.00	9,293.69
210-50-8309	22,942.86	.00	22,942.86
210-50-8343	2,669.09	.00	2,669.09
210-50-8502	4,326.00	.00	4,326.00
210-50-8610	3,800.00	.00	3,800.00
221-50-7110	297,613.76	.00	297,613.76
223-50-7121	1,903.50	.00	1,903.50
223-50-7127	18,000.00	.00	18,000.00
223-50-8001	14,385.00	.00	14,385.00
425-50-1003	3,510.36	.00	3,510.36
Grand Totals:	<u>1,507,686.61</u>	<u>1,507,686.61-</u>	<u>.00</u>



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 4e  
Meeting Date 3/4/2024  
Initiator Rebecca White, Finance Support  
Office / Department Finance

**Item Title**

Acknowledge receipt of the **February 2024 purchasing card statement.**

**Background**

Regular monthly agenda item

**Exhibits**

1. February Pcard Statement

**Funding Source**

n/a

**Request**

n/a



CORPORATE PAYMENT SYSTEMS  
P.O. BOX 6343  
FARGO ND 58125-6343



**ACCOUNT NUMBER** [REDACTED]  
**STATEMENT DATE** 02-23-2024  
**AMOUNT DUE** \$35,468.46  
**NEW BALANCE** \$35,568.41  
PAYMENT DUE ON RECEIPT



000024959 02 SP 106481970759100 S  
CITY OF TAHLEQUAH  
ATTN MARTY HAINZINGER  
111 S CHEROKEE AVE  
TAHLEQUAH OK 74464-3801

**AMOUNT ENCLOSED**  
\$

Please make check payable to  
CORPORATE PAYMENT SYSTEMS

CORPORATE PAYMENT SYSTEMS  
P.O. BOX 790428  
ST. LOUIS, MO 63179-0428

4715110304186724 003556841 003546846

Please tear payment coupon at perforation.

**ACCOUNT MESSAGES**

\*\* Attention \*\* Your account is in dispute for \$99.95. This amount has not been included in the finance charge or minimum payment calculation.

**CORPORATE ACCOUNT SUMMARY**

CITY OF TAHLEQUAH	Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Late Payment Charges	Credits	Payments	New = Balance
[REDACTED] Company Total	\$32,819.69	\$36,396.36	\$0.00	\$0.00	\$0.00	\$827.95	\$32,819.69	\$35,568.41

**CORPORATE ACCOUNT ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-31	01-31	74715114031403100000479	PAYMENT-THANK YOU Q	32,819.69 PY
<b>TOTAL CORPORATE ACTIVITY</b>				\$32,819.69 CR

**NEW ACTIVITY**

LARRY M UNDERWOOD	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]	\$0.00	\$821.83	\$0.00	\$821.83

**CUSTOMER SERVICE CALL**

800-344-5696

**ACCOUNT NUMBER**

[REDACTED]

**ACCOUNT SUMMARY**

PREVIOUS BALANCE	32,819.69
PURCHASES & OTHER CHARGES	36,396.36
CASH ADVANCES	.00
CASH ADVANCE FEES	.00
LATE PAYMENT CHARGES	.00
CREDITS	827.95
PAYMENTS	32,819.69
<b>ACCOUNT BALANCE</b>	<b>35,568.41</b>

**STATEMENT DATE** 02/25/24  
**DISPUTED AMOUNT** 99.95

**SEND BILLING INQUIRIES TO:**

CORPORATE PAYMENT SYSTEMS  
P.O. Box 6335  
Fargo, ND 58125-6335

**AMOUNT DUE**

**35,468.46**



Company Name: CITY OF TAHLEQUAH
Corporate Account Number: [REDACTED]
Statement Date: 02-23-2024

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-02	02-01	24011344032000077619949	OEMA* 2024 OEMA CONFER WWW.OKLAHOMAE OK	651.09
02-13	02-12	2443106404320000000034	NSU COPY ZONE TAHLUQUAH OK	32.80
02-16	02-15	24416064046900015000012	AMERICAN LOCK SHOP TAHLEQUAH OK	75.00
02-23	02-22	24692164053101038407648	LOWES #01818* TAHLEQUAH OK	62.94

<b>RICKY HICKS</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,996.40	\$0.00	\$1,996.40

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-29	01-26	24226384027360061086669	WAL-MART #0010 TAHLEQUAH OK	22.08
01-29	01-26	24431054027838002329454	O'REILLY 187 TAHLEQUAH OK	33.00
02-08	02-07	24416064038900014500012	AMERICAN LOCK SHOP TAHLEQUAH OK	15.60
02-14	02-12	24269794044500506015958	ALABAMA FIRE COLLEGE TUSCALOOSA AL	697.52
02-19	02-18	24692164049107920813444	FAIRFIELD INN & SUITES TUSCALOOSA AL 049020 ARRIVAL: 02-18-24	614.10
02-19	02-18	24692164049107920813451	FAIRFIELD INN & SUITES TUSCALOOSA AL 049021 ARRIVAL: 02-18-24	614.10

<b>DANA LEE</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$415.09	\$0.00	\$415.09

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-02	02-01	24034544032000078324588	CHRISS QUICK LUBE LLC TAHLEQUAH OK	58.92
02-07	02-06	24431064037200000000032	NSU COPY ZONE TAHLUQUAH OK	16.40
02-15	02-13	24755424045170451922402	HILTON GARDEN INN OKLAHOMA CITY OK 345619 ARRIVAL: 02-12-24	110.00
02-19	02-15	24427334047120002928470	OKLAHOMA CITY STOPPING OKLAHOMA CITY OK	9.77
02-19	02-15	24943004047970439520694	HOLIDAY INN EXPRESS AND 4056026611 OK 0460711294056026611 ARRIVAL: 02-13-24	220.00

<b>DEXTER K SCOTT</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$2,370.93	\$0.00	\$2,370.93

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-26	01-25	24801974026839000010015	H & H AUTO TAHLEQUAH OK	7.50
01-26	01-25	24801974026839000010023	H & H AUTO TAHLEQUAH OK	15.00
01-26	01-25	24801974026839000010031	H & H AUTO TAHLEQUAH OK	353.72
01-31	01-30	24431054031838004482800	O'REILLY 187 TAHLEQUAH OK	119.99
02-01	01-31	24226384032360086738834	WAL-MART #0010 TAHLEQUAH OK	420.50
02-01	01-31	24445004032400182504034	WM SUPERCENTER #10 TAHLEQUAH OK	112.38
02-02	02-01	24416064032900019600011	SOONER ELECTRONICS TAHLEQUAH OK	300.00
02-02	02-01	24445004033400187838410	WM SUPERCENTER #10 TAHLEQUAH OK	29.88
02-02	02-01	24801974032839000010017	H & H AUTO TAHLEQUAH OK	62.00
02-02	02-01	24801974032839000010025	H & H AUTO TAHLEQUAH OK	35.00
02-02	02-01	24801974032839000010033	H & H AUTO TAHLEQUAH OK	35.00
02-02	02-01	24801974032839000010041	H & H AUTO TAHLEQUAH OK	7.50
02-08	02-07	24421144038900011100058	NORTHEASTERN GLASS TAHLEQUAH OK	295.00
02-08	02-07	24431054039838000736656	O'REILLY 187 TAHLEQUAH OK	55.86
02-08	02-07	24431054039838000978019	O'REILLY 187 TAHLEQUAH OK	48.99



Company Name: CITY OF TAHLEQUAH
Corporate Account Number: [REDACTED]
Statement Date: 02-23-2024

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-15	02-13	24226384045360160530797	WAL-MART #0010 TAHLEQUAH OK	25.96
02-19	02-18	24431054050838001363728	O'REILLY 187 TAHLEQUAH OK	36.65
02-23	02-22	24416064053900010500032	SOONER ELECTRONICS TAHLEQUAH OK	225.00
02-23	02-22	24801974053839000010011	H & H AUTO TAHLEQUAH OK	45.00
02-23	02-22	24801974053839000010029	H & H AUTO TAHLEQUAH OK	7.50
02-23	02-22	24801974053839000010037	H & H AUTO TAHLEQUAH OK	125.00
02-23	02-22	24801974053839000010045	H & H AUTO TAHLEQUAH OK	7.50

<b>MARK WHITTMORE</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,301.37	\$0.00	\$1,301.37

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-08	02-07	24207854038038400731235	SMITH DIESEL REPAIR MUSKO MUSKOGEE OK	622.27
02-12	02-10	24435654041762996625047	GALLS 859-266-7227 KY	460.96
02-16	02-15	24801974046762569540162	FLEETPRIDE437 918-682-8281 OK	174.79
02-19	02-15	24733094047091495000219	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	43.35

<b>TIFFANY D SIEN</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$642.34	\$0.00	\$642.34

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-05	02-01	24455014033141000026140	WAL-MART #0010 TAHLEQUAH OK	113.59
02-19	02-18	24431064049083748570318	AMAZON.COM*RI78C2J31 SEATTLE WA	38.85
02-19	02-18	24692164049107430777261	AMZN MKTP US*RW4Z13TT0 AMZN.COM/BILL WA	45.00
02-19	02-18	24692164049107435257038	AMZN MKTP US*RI6FZ6JP1 AMZN.COM/BILL WA	269.99
02-19	02-18	24692164049107591451979	AMZN MKTP US*RI9S73J21 AMZN.COM/BILL WA	119.07
02-22	02-21	24455014052141000024695	WAL-MART #0010 TAHLEQUAH OK	55.84

<b>ROCKIE S NEUGIN</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,027.70	\$0.00	\$1,027.70

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-29	01-26	24692164026102638418633	LOWES #01818* TAHLEQUAH OK	421.72
01-31	01-30	24692164030105744134832	LOWES #01818* TAHLEQUAH OK	139.00
02-05	02-02	24000974033041700311302	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	164.32
02-05	02-02	24416064033900014300012	AMERICAN LOCK SHOP TAHLEQUAH OK	62.39
02-05	02-02	24692164033108241157386	LOWES #01818* TAHLEQUAH OK	57.74
02-05	02-02	24692164033108346058984	LOWES #01818* TAHLEQUAH OK	47.76
02-16	02-15	24137464047001455657921	TRACTOR SUPPLY #1173 TAHLEQUAH OK	8.98
02-19	02-16	24692164047106396679257	LOWES #01818* TAHLEQUAH OK	50.84
02-19	02-16	24733094048091497000323	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	74.95

<b>JOHN N KING</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$3,044.83	\$0.00	\$3,044.83



Company Name: CITY OF TAHLEQUAH
Corporate Account Number [REDACTED]
Statement Date: 02-23-2024

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-26	01-25	24801974025726880397490	TAHLEQUAH PUBLIC SCHOOLS 918-458-4100 OK	621.50
01-29	01-27	24692164027103656521851	AMZN MKTP US*R019528X2 AMZN.COM/BILL WA	1,763.52
01-29	01-28	24692164028104063627728	AMZN MKTP US*R260W0NO0 AMZN.COM/BILL WA	3.68
02-02	02-01	24692164032107335418663	AMZN MKTP US*R290651K2 AMZN.COM/BILL WA	293.98
02-08	02-07	24226384038360124989690	WAL-MART #0010 TAHLEQUAH OK	128.00
02-09	02-08	24421144039900012100023	SAND TECH SCREENING LLC TAHLEQUAH OK	172.31
02-14	02-13	24692164044103862295885	AMZN MKTP US*R13TD3LM2 AMZN.COM/BILL WA	61.84

<b>ERIC LAMONS</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$2,698.01	\$0.00	\$2,698.01

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-31	01-30	24275394030900014425573	ASCO TULSA 806-7452000 OK	1,720.32
02-07	02-06	24941664037838000010038	DAVIS OIL CO., INC. TAHLEQUAH OK	977.69

<b>RICHARD S COFFRON</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$48.98	\$0.00	\$48.98

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-29	01-27	24692164027103083856102	AMZN MKTP US*R00846JP1 AMZN.COM/BILL WA	48.98

<b>BRIAN F SPEAKE</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$5,970.21	\$0.00	\$5,970.21

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-31	01-29	24034544030003276352247	CHRISS QUICK LUBE LLC TAHLEQUAH OK	58.92
02-02	02-01	24421144032900011700010	SAND TECH SCREENING LLC TAHLEQUAH OK	1,339.93
02-06	02-05	24145724036900013600010	ROBB DIESEL AND AUTOMOTIV TAHLEQUAH OK	3,032.48
02-08	02-07	24943004038981000293745	SHERWIN WILLIAMS 707450 TAHLEQUAH OK	265.21
02-19	02-16	24071054048939126097710	STEWART MARTIN KUBOTA MUSKOGEE OK	1,222.71
02-21	02-20	24692164051109358387169	LOWES #01818* TAHLEQUAH OK	50.96

<b>RICK DYE</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,414.34	\$0.00	\$1,414.34

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-29	01-26	24431054027838002354981	O'REILLY 187 TAHLEQUAH OK	50.89
01-30	01-29	24431054030838003349522	O'REILLY 187 TAHLEQUAH OK	54.94
01-30	01-29	24801974029400151000102	TAHLEQUAH LUMBER TAHLEQUAH OK	50.46
01-31	01-30	24801974030400153000289	TAHLEQUAH LUMBER TAHLEQUAH OK	32.94
02-07	02-06	24750764037900010600030	DANNY'S MUFFLER & TIRE IN TAHLEQUAH OK	80.00
02-07	02-06	24801974037400155000074	TAHLEQUAH LUMBER TAHLEQUAH OK	158.92
02-22	02-22	24801974053091502000021	MORGAN TOWING & RECOVERY 918-990-2822 OK	732.09
02-23	02-22	24750764053900012000055	DANNY'S MUFFLER & TIRE IN TAHLEQUAH OK	254.10



Company Name: CITY OF TAHLEQUAH
Corporate Account Number: [REDACTED]
Statement Date: 02-23-2024

NEW ACTIVITY					
<b>WHITNEY G SHAW</b>		<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]		\$0.00	\$110.75	\$0.00	\$110.75
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>		<b>Amount</b>
02-07	02-06	24744004037900018045212	TAHLEQUAH DAILY PRESS 918-4568833 OK		110.75
<b>MANDY D KING</b>		<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]		\$0.00	\$720.00	\$0.00	\$720.00
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>		<b>Amount</b>
01-30	01-29	24270744029900014500015	TAHLEQUAH PRINTING 918-4585511 OK		720.00
<b>CASEY D BAKER</b>		<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]		\$0.00	\$72.90	\$0.00	\$72.90
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>		<b>Amount</b>
01-29	01-25	24247604026500618825641	ACTIVE911 INC 541-223-7992 OR		72.90
<b>VICKY E GREEN</b>		<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]		\$0.00	\$520.90	\$0.00	\$520.90
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>		<b>Amount</b>
01-31	01-30	24445004031000848061998	COVETRUS NORTH AMERICA 614-761-9095 OH		200.83
02-05	02-02	24137464034001535147732	TRACTOR SUPPLY #1173 TAHLEQUAH OK		84.99
02-20	02-19	24445004051000878886657	COVETRUS NORTH AMERICA 614-761-9095 OH		213.59
02-23	02-22	24801974053400153000810	TAHLEQUAH LUMBER TAHLEQUAH OK		21.49
<b>KAREN D MURPHY</b>		<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]		\$0.00	\$1,149.40	\$0.00	\$1,149.40
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>		<b>Amount</b>
01-30	01-29	24116414029067316449537	VENMO *JERRY DICK 855-812-4430 NY		103.00
02-05	02-02	24906414033192845503287	PY *TAHLEQUAH AREA CHAMBE 918-4563742 OK		70.00
02-06	02-05	24421144036900011800113	SAND TECH SCREENING LLC TAHLEQUAH OK		12.45
02-06	02-05	24492154036743497123433	MPIX 620-231-8050 KS		86.97
02-07	02-06	24744004037900018045196	TAHLEQUAH DAILY PRESS 918-4568833 OK		650.00
02-08	02-06	24121574038000037060393	NEXT DAY DISPLAY 866-7186398 CA		51.98
02-09	02-08	24270744039900015095526	TAHLEQUAH AREA CHAMBER 918-4563742 OK		175.00
<b>MARK MANSHIP</b>		<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]		\$0.00	\$2,052.44	\$0.00	\$2,052.44



Company Name: CITY OF TAHLEQUAH
Corporate Account Number: [REDACTED]
Statement Date: 02-23-2024

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-30	01-29	24801974029839000010012	H & H AUTO TAHLEQUAH OK	350.88
01-31	01-30	24000974030028000070871	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	19.52
01-31	01-30	24000974030028002657527	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	19.52
01-31	01-30	24915074030200392800107	SADLER PAPER CO 918-683-5666 OK	469.33
02-02	02-01	24000974032037201634938	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	35.72
02-02	02-01	24692164032107193099894	SQ *COKE REFRIGERATION LL TAHLEQUAH OK	70.00
02-05	02-02	24000974033041702930349	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	2.62
02-05	02-02	24455014033141000026157	WAL-MART #0010 TAHLEQUAH OK	35.68
02-06	02-05	24270744036900016097342	ADAMS HEAT AIR LLC TAHLEQUAH OK	782.00
02-07	02-06	24692164037101414173211	LOWES #01818* TAHLEQUAH OK	98.24
02-12	02-09	24755424041160416447490	GRAINGER 877-2022594 IL	96.22
02-14	02-13	24000974044096602388656	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	12.41
02-16	02-15	24492154046713084210842	REV.COM 888-369-0701 TX	0.70
02-19	02-16	24000974047115502962621	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	42.85
02-22	02-21	24000974052143900260945	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	4.65
02-23	02-22	24000974053149902527057	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	12.10

<b>KENNETH D. BARNES</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,218.60	\$0.00	\$1,218.60

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-23	02-21	24034544053002488486811	CHRISS QUICK LUBE LLC TAHLEQUAH OK	886.40
02-23	02-21	24034544053002490330502	CHRISS QUICK LUBE LLC TAHLEQUAH OK	332.20

<b>RANDY POWELL</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$827.95	\$911.22	\$0.00	\$83.27

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-29	01-28	24692164028103853725379	AMZN MKTP US*R033F71L1 AMZN.COM/BILL WA	54.86
01-29	01-28	24692164028103855524986	AMAZON.COM*R08IX9161 AMZN.COM/BILL WA	89.99
01-31	01-30	24240524030286475001754	LEVATA: ID PRODUCTS 800-717-8080 IL	169.99
02-02	02-01	24492164032000059890005	ZOHO CORPORATION HTTPWWW.ZOHO CA	728.00 CR
02-02	02-01	24240524032286475201428	LEVATA: ID PRODUCTS 800-717-8080 IL	18.99
02-06	02-06	24692164037101000042614	AMZN MKTP US*R29VA7QR1 AMZN.COM/BILL WA	39.84
02-06	02-05	24906414036193012442272	DNH*GODADDY.COM 480-5058855 AZ	66.51
02-07	02-06	24692164037101325620318	AMZN MKTP US*R24RG5D91 AMZN.COM/BILL WA	73.51
02-07	02-06	24692164037101544606965	AMZN MKTP US*R28YL1291 AMZN.COM/BILL WA	61.91
02-12	02-11	24692164042102284977825	AMAZON.COM*RB6RL17K2 AMZN.COM/BILL WA	99.95
02-13	02-12	24692164043103083909810	AMZN MKTP US*RB8FC4M21 AMZN.COM/BILL WA	73.51
02-13	02-12	24692164043103212980294	AMZN MKTP US*R14L30CV2 AMZN.COM/BILL WA	62.21
02-19	02-17	74692164048107069317641	AMAZON.COM AMZN.COM/BILL WA	99.95 CR
02-20	02-19	24692164050108461847896	AMAZON.COM*R18DLORU2 AMZN.COM/BILL WA	99.95

<b>ELLIOT REIF</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,206.94	\$0.00	\$1,206.94

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-29	01-27	24692164027103210633887	AMZN MKTP US*R25W03FX0 AMZN.COM/BILL WA	58.73
01-29	01-27	24692164027103213831322	AMZN MKTP US*R031Y5TF1 AMZN.COM/BILL WA	38.44



Company Name: CITY OF TAHLEQUAH
Corporate Account Number: [REDACTED]
Statement Date: 02-23-2024

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-06	02-05	24270744036900015000032	TAHLEQUAH PRINTING 918-4585511 OK	140.00
02-07	02-05	24207854037163501451581	APT US&C 989-8205205 MI	499.00
02-12	02-11	24692164042102288848329	AMZN MKTP US*RB7RG8752 AMZN.COM/BILL WA	69.58
02-12	02-11	24692164042102378259866	AMZN MKTP US*RB9IT41Q1 AMZN.COM/BILL WA	149.99
02-15	02-14	24692164045104796730491	LOWES #01818* TAHLEQUAH OK	129.00
02-19	02-16	24744004047900018953090	TAHLEQUAH DAILY PRESS 918-4568833 OK	103.88
02-23	02-22	24692164053101126804789	AMZN MKTP US*RW92N8PH2 AMZN.COM/BILL WA	18.32

<b>SEAN VALDEZ</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$254.65	\$0.00	\$254.65

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-07	02-05	24656044037030032082058	A&C FIRE EXTINGUISHER CO YUKON OK	254.65

<b>LARRY P BLACKMAN</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$344.61	\$0.00	\$344.61

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-06	02-05	24275394036900014318350	KEMP STONE HQ AND FAIRLAN 918-8253370 OK	124.62
02-09	02-07	24733094039091499000082	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	69.99
02-13	02-12	24692164043103029266895	SQ *GKC CONSTRUCTION SERV FORT GIBSON OK	150.00

<b>JOHN W SUTTON</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,694.82	\$0.00	\$1,694.82

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-29	01-26	24034544027002944898354	CHRISS QUICK LUBE LLC TAHLEQUAH OK	115.34
01-29	01-26	24137464026300783333899	CLYDES AUTOMOTIVE & TIRE TAHLEQUAH OK	620.91
01-29	01-26	24145724026900013200011	ROBB DIESEL AND AUTOMOTIV TAHLEQUAH OK	415.97
01-31	01-29	24034544030003276352197	CHRISS QUICK LUBE LLC TAHLEQUAH OK	109.44
01-31	01-29	24034544030003276352213	CHRISS QUICK LUBE LLC TAHLEQUAH OK	107.94
01-31	01-30	24431054031838000262495	O'REILLY 187 TAHLEQUAH OK	50.18
01-31	01-30	24801974030400153000560	TAHLEQUAH LUMBER TAHLEQUAH OK	9.90
02-02	02-01	24326884033042000039245	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	7.91
02-05	02-02	24137464034001535152005	TRACTOR SUPPLY #1173 TAHLEQUAH OK	9.99
02-05	02-02	24733094034091499000137	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	69.99
02-06	02-05	24801974036400153000226	TAHLEQUAH LUMBER TAHLEQUAH OK	26.37
02-07	02-06	24231684038400041890252	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	79.98
02-22	02-21	24692164052100140510589	LOWES #01818* TAHLEQUAH OK	70.90

<b>WILLIAM HARRIS</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,679.81	\$0.00	\$1,679.81



Company Name: CITY OF TAHLEQUAH
Corporate Account Number: [REDACTED]
Statement Date: 02-23-2024

**NEW ACTIVITY**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-26	01-24	24034544025002685612206	CHRISS QUICK LUBE LLC TAHLEQUAH OK	62.92
01-26	01-25	24193044026000015461168	WELDON PARTS MUSKOGEE MUSKOGEE OK	58.98
01-30	01-29	24801974029400151000060	TAHLEQUAH LUMBER TAHLEQUAH OK	33.98
02-01	01-31	24431054031200000000039	DAVID'S DISC T HASKELL OK	523.32
02-01	01-31	24801974031400155000559	TAHLEQUAH LUMBER TAHLEQUAH OK	44.80
02-02	02-01	24801974032400157000580	TAHLEQUAH LUMBER TAHLEQUAH OK	35.97
02-05	02-02	24034544034000316399846	CHRISS QUICK LUBE LLC TAHLEQUAH OK	68.42
02-06	02-05	24801974036400153000549	TAHLEQUAH LUMBER TAHLEQUAH OK	1.30
02-08	02-07	24801974038400157000170	TAHLEQUAH LUMBER TAHLEQUAH OK	35.98
02-09	02-08	24326884040042000040954	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	78.73
02-09	02-08	24431054040838000266651	O'REILLY 187 TAHLEQUAH OK	99.96
02-09	02-08	244310540408380002539048	O'REILLY 187 TAHLEQUAH OK	472.49
02-12	02-09	24801974040400151000255	TAHLEQUAH LUMBER TAHLEQUAH OK	14.99
02-22	02-21	24801974052400151000144	TAHLEQUAH LUMBER TAHLEQUAH OK	37.97
02-22	02-21	24801974052400151000326	TAHLEQUAH LUMBER TAHLEQUAH OK	110.00

<b>BRIAN L LAMBERT</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$637.60	\$0.00	\$637.60

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-06	02-05	24445004036300575407157	FSP*OK AIRPORT OPERATORS 713-839-0808 TX	150.00
02-06	02-05	24492164037000000891222	WWW.NATA.AERO WWW.NATA.AERO DC	270.42
02-12	02-09	24492154040743154312141	SPORTY'S CATALOGS 513-735-9000 OH	217.18

<b>CHRIS L ARMSTRONG</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$298.97	\$0.00	\$298.97

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-15	02-14	24789304045103902713595	OKSWANA 405-8311771 OK	298.97

<b>VICKI JOHNSON</b>	<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>TOTAL ACTIVITY</b>
[REDACTED]	\$0.00	\$1,770.72	\$0.00	\$1,770.72

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-30	01-29	24690514030207130600018	ADRIAN FARM SUPPLY 918-316-0733 OK	47.39
01-30	01-29	24941664029838000010020	DAVIS OIL CO., INC. TAHLEQUAH OK	540.00
02-01	01-31	24412954031006000010710	TRUCK 1104 BATTERY 800-828-1629 MO	103.61
02-07	02-06	24326884038042000026221	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	37.44
02-07	02-06	24941664037838000010046	DAVIS OIL CO., INC. TAHLEQUAH OK	875.70
02-13	02-12	24326884044042000026520	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	64.07
02-14	02-13	24326884045042000026693	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	15.05
02-14	02-13	24326884045042000042377	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	87.46



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 4f  
Meeting Date 3/4/2024  
Initiator Rebecca White, Finance Support  
Office / Department Finance

**Item Title**

Acknowledge receipt of the **February 2024 Open PO report.**

**Background**

Regular monthly consent agenda item

**Exhibits**

1. 03-04-2024 February Open PO

**Funding Source**

n/a

**Request**

PO Number	Vendor Name	Vendor Number	Req No	PO Date	PO Amount	Invoice Amount	Adjustments	Open Amount	Received
<b>22- Compliance</b>									
85337	BancFirst	1650	499694	10/26/2023	10,000.00	.00	.00	10,000.00	No
Total 22- Compliance:					10,000.00	.00	.00	10,000.00	
<b>AIRPORT</b>									
84837	BancFirst	1650	499214	07/01/2023	10,000.00	.00	.00	10,000.00	No
84894	William Marvin Johnson LLC	17803	499270	07/06/2023	3,600.00	2,400.00	.00	1,200.00	No
85362	DBT TRansportation Services LL	4550	499718	11/02/2023	1,100.00	.00	.00	1,100.00	No
85654	Third Generation Electrical, Inc.	157919	499993	02/15/2024	5,890.00	.00	.00	5,890.00	No
Total AIRPORT:					20,590.00	2,400.00	.00	18,190.00	
<b>CAPITAL IMPROVEMENT FUND</b>									
84996	Chronicle Ltd.	158537	499373	07/19/2023	23,000.00	11,408.00	.00	11,592.00	No
85040	ATC Freightliner Group	1350	499416	07/31/2023	135,401.00	.00	.00	135,401.00	No
85137	ATC Freightliner Group	1350	499507	08/24/2023	139,497.00	.00	.00	139,497.00	No
85405	P&K Equipment	157972	499761	11/20/2023	49,815.20	.00	.00	49,815.20	No
Total CAPITAL IMPROVEMENT FUND:					347,713.20	11,408.00	.00	336,305.20	
<b>CEMETERY</b>									
84934	Richard Smith	13880	499312	07/10/2023	35,000.00	15,750.00	.00	19,250.00	No
85130	Greg's Port-A-Potties	6740		08/23/2023	825.00	525.00	.00	300.00	No
85152	One Source Water, LLC	157851	499523	08/28/2023	500.00	151.82	.00	348.18	No
85580	BancFirst	1650	499925	01/26/2024	2,500.00	.00	.00	2,500.00	No
Total CEMETERY:					38,825.00	16,426.82	.00	22,398.18	
<b>CEMETERY CARE FUND</b>									
85618	AAA Fence LLC	158586	499954	02/08/2024	12,125.00	.00	.00	12,125.00	No
Total CEMETERY CARE FUND:					12,125.00	.00	.00	12,125.00	
<b>CITY CLERK</b>									
85410	BancFirst	1650	499768	11/21/2023	5,000.00	.00	.00	5,000.00	No
Total CITY CLERK:					5,000.00	.00	.00	5,000.00	
<b>EMERGENCY MANAGEMENT</b>									
85253	CDL Electric Co., Inc.	2490	499615	09/28/2023	5,600.00	3,050.00	.00	2,550.00	No
85348	SHI Corp	14780	499702	10/30/2023	790.14	.00	.00	790.14	No
85388	CDL Electric Co., Inc.	2490	499745	11/08/2023	284.05	.00	.00	284.05	No
Total EMERGENCY MANAGEMENT:					6,674.19	3,050.00	.00	3,624.19	
<b>FIRE</b>									
84861	Galls, Inc	6160	499237	07/05/2023	453.81	392.11	.00	61.70	No
84863	Galls, Inc	6160	499239	07/05/2023	519.79	440.00	.00	79.79	No
84908	Galls, Inc	6160	499284	07/06/2023	565.00	.00	.00	565.00	No
85034	NAFECO	10990	499409	07/31/2023	355.75	.00	.00	355.75	No
85036	Casco Industries, Inc	2665	499411	07/31/2023	1,150.00	.00	.00	1,150.00	No
85108	One Source Water, LLC	157851	499481	08/15/2023	1,000.00	754.90	.00	245.10	No
85123	Conrad Fire Equipment	3820		08/22/2023	2,200,000.	.00	.00	2,200,000.00	No
85208	Stryker Sales LLC	158547	499572	09/12/2023	2,700.00	.00	.00	2,700.00	No
85390	Muskogee Communications, Inc	10830	499747	11/13/2023	500.00	.00	.00	500.00	No

PO Number	Vendor Name	Vendor Number	Req No	PO Date	PO Amount	Invoice Amount	Adjustments	Open Amount	Received
85391	Muskogee Communications, Inc	10830	499748	11/13/2023	500.00	.00	.00	500.00	No
85416	BancFirst	1650	499772	11/27/2023	10,000.00	.00	.00	10,000.00	No
85545	NAFECO	10990	499891	01/12/2024	360.00	.00	.00	360.00	No
85546	Tescorp	16055	499892	01/12/2024	826.00	.00	.00	826.00	No
85572	Muskogee Communications, Inc	10830	499917	01/24/2024	1,400.00	.00	.00	1,400.00	No
85635	Casco Industries, Inc	2665	499975	02/12/2024	5,500.00	.00	.00	5,500.00	No
85655	KNOX COMPANY	158076	499994	02/15/2024	194.00	.00	.00	194.00	No
Total FIRE:					2,226,024.	1,587.01	.00	2,224,437.34	
<b>HOTEL MOTEL FUND</b>									
85013	Chamber of Commerce	2794	499390	07/24/2023	79,209.00	59,406.75	.00	19,802.25	No
85013	Chamber of Commerce	2794	499390	07/24/2023	3,700.00	2,775.00	.00	925.00	No
85013	Chamber of Commerce	2794	499390	07/24/2023	7,750.00	5,812.50	.00	1,937.50	No
85013	Chamber of Commerce	2794	499390	07/24/2023	1,500.00	1,125.00	.00	375.00	No
85013	Chamber of Commerce	2794	499390	07/24/2023	195,361.00	146,520.75	.00	48,840.25	No
85013	Chamber of Commerce	2794	499390	07/24/2023	2,500.00	1,875.00	.00	625.00	No
85013	Chamber of Commerce	2794	499390	07/24/2023	12,010.00	9,007.50	.00	3,002.50	No
85013	Chamber of Commerce	2794	499390	07/24/2023	60,338.00	35,789.40	.00	24,548.60	No
Total HOTEL MOTEL FUND:					362,368.00	262,311.90	.00	100,056.10	
<b>IT</b>									
85583	BancFirst	1650	499926	01/30/2024	2,000.00	.00	.00	2,000.00	No
Total IT:					2,000.00	.00	.00	2,000.00	
<b>LAW ENFORCEMENT</b>									
84842	Total Pest Control	16510	499218	07/05/2023	500.00	75.00	.00	425.00	No
84847	TYR Tactical LLC	158467	499223	07/05/2023	1,400.00	.00	.00	1,400.00	No
84848	TYR Tactical LLC	158467	499224	07/05/2023	4,200.00	.00	.00	4,200.00	No
84903	A & C Fire Extinguisher, Inc	170	499279	07/06/2023	1,000.00	.00	.00	1,000.00	No
84904	CivicPlus, Inc.	3465	499280	07/06/2023	4,700.00	.00	.00	4,700.00	No
84905	ALERT - American Law	740	499281	07/06/2023	1,000.00	.00	.00	1,000.00	No
84906	OTA	12390	499282	07/06/2023	1,000.00	.00	.00	1,000.00	No
84919	National Association of School	11065	499295	07/06/2023	40.00	.00	.00	40.00	No
85094	Cintas Corp #2	3380	499468	08/10/2023	1,032.00	516.00	.00	516.00	No
85095	Cintas Corp #2	3380	499469	08/10/2023	1,000.00	711.59	.00	288.41	No
85113	GT Distributors - Austin	6825	499487	08/21/2023	1,349.68	.00	.00	1,349.68	No
85215	Galls, Inc	6160	499578	09/14/2023	200.00	.00	.00	200.00	No
85235	Galls, Inc	6160	499597	09/22/2023	552.00	.00	.00	552.00	No
85330	Street Cop Training	158562	499687	10/24/2023	1,125.00	.00	.00	1,125.00	No
85430	GT Distributors - Austin	6825	499779	11/29/2023	4,980.48	1,799.40	.00	3,181.08	No
85443	Walker Companies	17420	499795	12/04/2023	420.00	89.00	.00	331.00	No
85479	TYR Tactical LLC	158467	499830	12/19/2023	61,708.92	.00	.00	61,708.92	No
85481	Northwest Fire Protection, Inc.	158372	499832	12/19/2023	255.00	.00	.00	255.00	No
85520	Cherokee County Detention	3050	499868	01/04/2024	1,500.00	.00	.00	1,500.00	No
85530	OK Board of Tests	11570	499877	01/08/2024	250.00	48.00	.00	202.00	No
85582	Applied Concepts, Inc.	1186	499921	01/30/2024	14,800.00	.00	.00	14,800.00	No
85613	H & H Quality Tires and Auto LLC	6857	499955	02/06/2024	2,035.34	.00	.00	2,035.34	No
85621	GT Distributors - Austin	6825	499962	02/08/2024	3,724.50	.00	.00	3,724.50	No
85630	Sirchie Fingerprint	14870	499971	02/12/2024	1,300.00	.00	.00	1,300.00	No
85631	Cherokee County Detention	3050	499972	02/12/2024	1,500.00	.00	.00	1,500.00	No
85645	Galls, Inc	6160	499984	02/13/2024	200.00	.00	.00	200.00	No
85645	Galls, Inc	6160	499984	02/13/2024	20.00	.00	.00	20.00	No
85668	Applied Concepts, Inc.	1186	500007	02/22/2024	19,490.00	.00	.00	19,490.00	No

PO Number	Vendor Name	Vendor Number	Req No	PO Date	PO Amount	Invoice Amount	Adjustments	Open Amount	Received
85678	GT Distributors - Austin	6825	500016	02/23/2024	1,972.84	.00	.00	1,972.84	No
Total LAW ENFORCEMENT:					133,255.76	3,238.99	.00	130,016.77	
<b>LIBRARY</b>									
84943	TK Elevator	16370	499319	07/11/2023	5,277.96	2,718.15	.00	2,559.81	No
84956	BancFirst	1650		07/12/2023	200.00	.00	.00	200.00	No
84961	TK Elevator	16370	499337	07/12/2023	650.00	.00	.00	650.00	No
85565	Total Pest Control	16510	499910	01/22/2024	390.00	65.00	.00	325.00	No
Total LIBRARY:					6,517.96	2,783.15	.00	3,734.81	
<b>MAINTENANCE</b>									
85172	Ok Dept of Labor	11740	499539	09/05/2023	300.00	.00	.00	300.00	No
85336	BancFirst	1650	499693	10/26/2023	10,000.00	.00	.00	10,000.00	No
85556	UniFirst Holdings Inc	16985	499903	01/17/2024	1,282.50	478.25	.00	804.25	No
85671	Sadler Paper Supply	14230	500009	02/23/2024	258.81	.00	.00	258.81	No
Total MAINTENANCE:					11,841.31	478.25	.00	11,363.06	
<b>MANAGERIAL</b>									
84839	Pitney Bowes	12910	499216	07/01/2023	685.20	513.90	.00	171.30	No
84849	Chaffin Surveying, LLC	2793	499225	07/05/2023	1,000.00	.00	.00	1,000.00	No
84872	Ascentis Corporation (Prior- Novat	158045	499248	07/05/2023	7,906.08	6,743.08	.00	1,163.00	No
84875	County Records, Inc	3930	499251	07/05/2023	198.00	148.50	.00	49.50	No
84887	Ok Municipal Assurance Group	11920	499263	07/05/2023	60,883.50	33,246.00	.00	27,637.50	No
84889	Crawford & Associates, P.C.	158006	499265	07/05/2023	55,000.00	.00	.00	55,000.00	No
84927	Ok Production Ctr, Inc	12000	499305	07/10/2023	27,600.00	16,100.00	.00	11,500.00	No
84928	ESRI	31031	499306	07/10/2023	400.00	.00	.00	400.00	No
84931	Consolidated Communications	157988	499309	07/10/2023	13,956.00	9,351.15	.00	4,604.85	No
84942	TK Elevator	16370	499318	07/11/2023	6,451.68	3,322.62	.00	3,129.06	No
84944	Ok Production Ctr, Inc	12000	499320	07/11/2023	20,000.04	11,666.69	.00	8,333.35	No
84952	MESO - OMUSA	10350	499328	07/11/2023	4,500.00	1,671.00	.00	2,829.00	No
84953	Northeastern Health System	11314	499329	07/11/2023	500.00	.00	.00	500.00	No
84954	Integrus	7850	499330	07/11/2023	1,800.00	.00	.00	1,800.00	No
84999	Compliance Resource Group INC	158437	499376	07/19/2023	1,800.00	1,275.00	.00	525.00	No
85017	Ok Municipal Assurance Group	11920	499392	07/25/2023	98,747.20	71,066.80	.00	27,680.40	No
85017	Ok Municipal Assurance Group	11920	499392	07/25/2023	24,686.80	17,766.70	.00	6,920.10	No
85032	A T & T	215	499408	07/28/2023	1,377.12	853.27	.00	523.85	No
85041	Rachel Dallis	158160	499417	07/31/2023	25,000.00	21,300.00	.00	3,700.00	No
85048	Chamber of Commerce	2795	499423	08/03/2023	7,500.00	5,000.00	.00	2,500.00	No
85050	Cook Construction	3880	499425	08/03/2023	187,714.00	176,822.55	.00	10,891.45	No
85085	Your Health, LLC	158277	499459	08/08/2023	1,300.00	500.00	.00	800.00	No
85179	Hammonds, Hamby, and Price PL	158459	499544	09/06/2023	46,208.33	25,750.02	.00	20,458.31	No
85237	Ok Dept of Transportation	11770	499599	09/22/2023	23,925.00	.00	.00	23,925.00	No
85264	31 Dynaminc Group	158499	499626	09/28/2023	7,828.56	5,871.42	.00	1,957.14	No
85317	Arledge & Associates	1235	499675	10/18/2023	44,225.00	3,623.00	.00	40,602.00	No
85366	Ritchie, Rock, McBride & Atwood	158110	499723	11/02/2023	10,000.00	7,532.26	.00	2,467.74	No
85369	H & G Paving Contractors, Inc.	157934	499726	11/02/2023	188,660.64	.00	.00	188,660.64	No
85370	Lochner	9691	499727	11/02/2023	62,886.88	.00	.00	62,886.88	No
85384	Freese and Nichols, Inc.	158489	499741	11/08/2023	814,763.00	.00	.00	814,763.00	No
85464	Total Pest Control	16510	499816	12/11/2023	700.00	130.00	.00	570.00	No
85472	On Call Services and Rentals, LL	158324	499823	12/14/2023	1,080.00	540.00	.00	540.00	No
85498	BancFirst	1650	499849	12/27/2023	10,000.00	.00	.00	10,000.00	No
85504	Assoc Veterinary Clinic	1330	499856	12/28/2023	35.00	.00	.00	35.00	No
85534	Kelly Engineering & Assoc, Inc	9050	499881	01/10/2024	1,000.00	.00	.00	1,000.00	No

PO Number	Vendor Name	Vendor Number	Req No	PO Date	PO Amount	Invoice Amount	Adjustments	Open Amount	Received
85547	Tahlequah Main Street Assoc.	15870	499893	01/12/2024	40,000.00	32,500.00	.00	7,500.00	No
85552	Crowe & Dunlevy	158573	499899	01/17/2024	10,000.00	8,049.50	.00	1,950.50	No
85562	Kelly Engineering & Assoc, Inc	9050	499908	01/19/2024	14,240.00	.00	.00	14,240.00	No
85567	Lake Region Electric-Telecom	157846	499912	01/22/2024	500.00	.00	.00	500.00	No
85589	Rhonda Norris RVT	158530	499934	01/30/2024	700.00	350.00	.00	350.00	No
85602	Rachel Dallis	158160	499946	02/05/2024	13,200.00	.00	.00	13,200.00	No
85604	Liberty Flags Incorporated	9620	499948	02/05/2024	200.00	.00	.00	200.00	No
85616	JD Carey, CPA	158376	499958	02/06/2024	50.00	.00	.00	50.00	No
85622	Voss Electric Co	158044	499963	02/08/2024	199,920.00	.00	.00	199,920.00	No
85622	Voss Electric Co	158044	499963	02/08/2024	286,074.00	.00	.00	286,074.00	No
85623	One Source Water, LLC	157851	499964	02/08/2024	500.00	.00	.00	500.00	No
85624	Ascentis Corporation (Prior- Novat	158045	499965	02/08/2024	1,519.04	.00	.00	1,519.04	No
85640	Cherokee County Board of Comm	3010	499979	02/13/2024	258.12	.00	.00	258.12	No
85642	Homebase	158579	499981	02/13/2024	41,531.00	.00	.00	41,531.00	No
85649	Advanced Workzone Services	550	499988	02/14/2024	6,000.00	.00	.00	6,000.00	No
85661	Rhonda Norris RVT	158530	500000	02/20/2024	700.00	.00	.00	700.00	No
85663	Ok Municipal League	11930	500002	02/21/2024	130.00	.00	.00	130.00	No
85667	Ergon Asphalt & Emulsions, Inc	5505	500006	02/22/2024	2,296.35	.00	.00	2,296.35	No
85674	Assoc Veterinary Clinic	1330	500012	02/23/2024	35.00	.00	.00	35.00	No
85675	Associated Supply Co Inc	158503	500013	02/23/2024	7,500.00	.00	.00	7,500.00	No
Total MANAGERIAL:					2,385,671.	461,693.46	.00	1,923,978.08	
<b>Multi-Departmental</b>									
85038	Wight Office Machines	17750	499413	07/31/2023	500.00	283.81	.00	216.19	No
85038	Wight Office Machines	17750	499413	07/31/2023	500.00	180.00	.00	320.00	No
85052	Macquarie Equipment Capital Inc.	158383	499427	08/03/2023	3,801.72	2,599.61	.00	1,202.11	No
85052	Macquarie Equipment Capital Inc.	158383	499427	08/03/2023	228.72	155.58	.00	73.14	No
85052	Macquarie Equipment Capital Inc.	158383	499427	08/03/2023	228.72	155.58	.00	73.14	No
85052	Macquarie Equipment Capital Inc.	158383	499427	08/03/2023	228.84	155.65	.00	73.19	No
85109	VIP Voice Services LLC	158022		08/16/2023	10,188.00	6,887.80	.00	3,300.20	No
85109	VIP Voice Services LLC	158022		08/16/2023	360.00	240.00	.00	120.00	No
85109	VIP Voice Services LLC	158022		08/16/2023	5,736.00	3,824.00	.00	1,912.00	No
85109	VIP Voice Services LLC	158022		08/16/2023	8,640.00	5,760.00	.00	2,880.00	No
85109	VIP Voice Services LLC	158022		08/16/2023	2,892.00	1,928.00	.00	964.00	No
85109	VIP Voice Services LLC	158022		08/16/2023	1,596.00	1,064.00	.00	532.00	No
85109	VIP Voice Services LLC	158022		08/16/2023	2,028.00	1,352.00	.00	676.00	No
85109	VIP Voice Services LLC	158022		08/16/2023	732.00	488.00	.00	244.00	No
85109	VIP Voice Services LLC	158022		08/16/2023	2,328.00	1,552.00	.00	776.00	No
85109	VIP Voice Services LLC	158022		08/16/2023	1,164.00	776.00	.00	388.00	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	1,002.92	501.46	.00	501.46	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	469.48	234.74	.00	234.74	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	9.76	4.88	.00	4.88	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	56.42	28.21	.00	28.21	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	2,758.94	1,379.47	.00	1,379.47	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	81.74	40.87	.00	40.87	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	1,332.66	666.33	.00	666.33	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	23,141.20	11,570.60	.00	11,570.60	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	43,745.40	21,872.70	.00	21,872.70	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	7,254.18	3,627.09	.00	3,627.09	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	456.86	228.43	.00	228.43	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	26,335.14	13,167.57	.00	13,167.57	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	22,739.14	11,369.57	.00	11,369.57	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	1,553.80	776.90	.00	776.90	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	7,459.20	3,729.60	.00	3,729.60	No
85146	Ok Municipal Assurance Group	11920	499516	08/25/2023	2,353.66	1,176.83	.00	1,176.83	No

PO Number	Vendor Name	Vendor Number	Req No	PO Date	PO Amount	Invoice Amount	Adjustments	Open Amount	Received
85163	Finish Line Fuels	158013	499533	08/31/2023	300.00	.00	.00	300.00	No
85163	Finish Line Fuels	158013	499533	08/31/2023	300.00	39.30	.00	260.70	No
85182	Northeast OK Public Facilities	11300	499547	09/06/2023	24,200.00	4,810.89	.00	19,389.11	No
85182	Northeast OK Public Facilities	11300	499547	09/06/2023	360.00	139.57	.00	220.43	No
85182	Northeast OK Public Facilities	11300	499547	09/06/2023	220.00	30.38	.00	189.62	No
85205	AT&T Mobility II LLC (CITY HALL)	157971		09/12/2023	626.92	575.38	.00	51.54	No
85314	SHI Corp	14780	499672	10/17/2023	334.53	.00	.00	334.53	No
85314	SHI Corp	14780	499672	10/17/2023	223.02	.00	.00	223.02	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	6,000.00	1,760.90	.00	4,239.10	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	18,000.00	14,113.65	.00	3,886.35	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	120.00	.00	.00	120.00	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	18,000.00	9,010.45	.00	8,989.55	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	6,000.00	2,293.00	.00	3,707.00	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	500.00	265.73	.00	234.27	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	1,200.00	454.81	.00	745.19	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	400.00	176.62	.00	223.38	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	400.00	168.34	.00	231.66	No
85404	Fuelman of Oklahoma or	6080	499763	11/17/2023	200.00	45.72	.00	154.28	No
85406	Enterprise Fleet Management, Inc	158178	499764	11/20/2023	18,362.26	7,971.87	.00	10,390.39	No
85406	Enterprise Fleet Management, Inc	158178	499764	11/20/2023	108,253.32	33,170.55	.00	75,082.77	No
85406	Enterprise Fleet Management, Inc	158178	499764	11/20/2023	15,632.12	6,795.97	.00	8,836.15	No
85406	Enterprise Fleet Management, Inc	158178	499764	11/20/2023	9,053.45	3,962.44	.00	5,091.01	No
85406	Enterprise Fleet Management, Inc	158178	499764	11/20/2023	18,362.26	.00	.00	18,362.26	No
85406	Enterprise Fleet Management, Inc	158178	499764	11/20/2023	9,053.45	.00	.00	9,053.45	No
85517	EPIC Office Solutions	158436	499866	01/03/2024	1,500.00	755.05	.00	744.95	No
85517	EPIC Office Solutions	158436	499866	01/03/2024	150.00	7.89	.00	142.11	No
85517	EPIC Office Solutions	158436	499866	01/03/2024	150.00	50.82	.00	99.18	No
85519	OTA	12390	499867	01/04/2024	60.00	10.40	.00	49.60	No
85519	OTA	12390	499867	01/04/2024	30.00	.00	.00	30.00	No
85519	OTA	12390	499867	01/04/2024	60.00	20.10	.00	39.90	No
85519	OTA	12390	499867	01/04/2024	120.00	8.50	.00	111.50	No
85519	OTA	12390	499867	01/04/2024	90.00	9.10	.00	80.90	No
85519	OTA	12390	499867	01/04/2024	30.00	.00	.00	30.00	No
85519	OTA	12390	499867	01/04/2024	120.00	3.10	.00	116.90	No
85519	OTA	12390	499867	01/04/2024	30.00	11.20	.00	18.80	No
85519	OTA	12390	499867	01/04/2024	30.00	.00	.00	30.00	No
85519	OTA	12390	499867	01/04/2024	30.00	.00	.00	30.00	No
85560	Lake Region Electric-Telecom	157846		01/18/2024	653.64	108.94	.00	544.70	No
85560	Lake Region Electric-Telecom	157846		01/18/2024	653.64	108.94	.00	544.70	No
85560	Lake Region Electric-Telecom	157846		01/18/2024	1,240.92	344.70	.00	896.22	No
85592	Cherokee County Clerk	3020	499937	02/01/2024	594.00	.00	.00	594.00	No
85592	Cherokee County Clerk	3020	499937	02/01/2024	800.00	.00	.00	800.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	100.00	.00	.00	100.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	3,000.00	.00	.00	3,000.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	18,000.00	.00	.00	18,000.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	120.00	.00	.00	120.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	18,000.00	.00	.00	18,000.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	4,000.00	.00	.00	4,000.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	500.00	.00	.00	500.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	1,200.00	.00	.00	1,200.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	400.00	.00	.00	400.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	400.00	.00	.00	400.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	200.00	.00	.00	200.00	No
85638	Fuelman of Oklahoma or	6080	499977	02/13/2024	800.00	.00	.00	800.00	No

PO Number	Vendor Name	Vendor Number	Req No	PO Date	PO Amount	Invoice Amount	Adjustments	Open Amount	Received
Total Multi-Departmental:					491,066.03	185,001.59	.00	306,064.44	
<b>MUNICIPAL JUDGE</b>									
84826	BancFirst	1650	499203	07/01/2023	2,000.00	.00	.00	2,000.00	No
84885	Bill John Baker II	2020	499261	07/05/2023	32,000.00	12,295.00	.00	19,705.00	No
Total MUNICIPAL JUDGE:					34,000.00	12,295.00	.00	21,705.00	
<b>PARKS &amp; RECREATION</b>									
84893	LawnStars Landscaping, LLC	158388	499269	07/06/2023	37,800.00	21,920.00	.00	15,880.00	No
84922	Mike Palmer	10580	499300	07/06/2023	40,685.00	25,428.00	.00	15,257.00	No
85069	Lowe's Home Centers Inc.	9790	499443	08/08/2023	179.00	170.05	.00	8.95	No
85077	4-G Service & Supply Inc.	150	499451	08/08/2023	90.00	23.65	.00	66.35	No
85491	D & B Rodgers Construction & So	4240	499842	12/21/2023	4,200.00	.00	.00	4,200.00	No
85491	D & B Rodgers Construction & So	4240	499842	12/21/2023	10,120.00	.00	.00	10,120.00	No
85514	Nicholas Bogart	158512	499863	01/03/2024	2,400.00	.00	.00	2,400.00	No
85544	Sand Tech Screening LLC	14360	499890	01/12/2024	1,255.50	.00	.00	1,255.50	No
85586	Springwater Lawn Care LLC	158192	499931	01/30/2024	4,953.00	.00	.00	4,953.00	No
85629	Core & Main LP.	158433	499970	02/12/2024	903.40	.00	.00	903.40	No
85672	Glidewell Distributing Co, Inc.	158079	500010	02/23/2024	700.00	.00	.00	700.00	No
85676	Bull Tuff Mud Company Ready Mi	2415	500014	02/23/2024	429.00	.00	.00	429.00	No
85679	Love Bottling Company	9770	500017	02/23/2024	800.00	.00	.00	800.00	No
Total PARKS & RECREATION:					104,514.90	47,541.70	.00	56,973.20	
<b>SOLID WASTE SERVICES</b>									
84900	TPWA Utilities	15920	499276	07/06/2023	1,000.00	.00	.00	1,000.00	No
85055	Total Pest Control	16510	499431	08/03/2023	1,000.00	600.00	.00	400.00	No
85082	ATC Freightliner Group	1350	499456	08/08/2023	220,196.00	.00	.00	220,196.00	No
85101	One Source Water, LLC	157851	499475	08/14/2023	1,000.00	218.80	.00	781.20	No
85127	ATC Freightliner Group	1350	499500	08/23/2023	158,038.00	.00	.00	158,038.00	No
85342	Morgan Towing & Recovery	10727	499699	10/27/2023	2,000.00	.00	.00	2,000.00	No
85382	ATC Freightliner Group	1350	499739	11/08/2023	123,068.00	.00	.00	123,068.00	No
85465	Associated Supply Co Inc	158503	499817	12/12/2023	1,500.00	.00	.00	1,500.00	No
85516	ATC Freightliner Group	1350	499865	01/03/2024	104,388.00	.00	.00	104,388.00	No
85557	Southern Tire Mart, LLC	15085	499904	01/17/2024	11,134.08	.00	.00	11,134.08	No
85558	UniFirst Holdings Inc	16985	499905	01/17/2024	1,537.50	572.60	.00	964.90	No
85568	Associated Supply Co Inc	158503	499913	01/23/2024	4,401.34	.00	.00	4,401.34	No
85584	N E O Fab	10970	499927	01/30/2024	30,097.00	.00	.00	30,097.00	No
85614	Waste Management	17510	499956	02/06/2024	60,000.00	34,087.53	.00	25,912.47	No
85615	BancFirst	1650	499957	02/06/2024	10,000.00	.00	.00	10,000.00	No
85632	Southern Tire Mart, LLC	15085	499973	02/12/2024	2,440.00	.00	.00	2,440.00	No
85680	WEX Bank	158577		02/26/2024	16,205.04	.00	.00	16,205.04	No
Total SOLID WASTE SERVICES:					748,004.96	35,478.93	.00	712,526.03	
<b>STORMWATER MANAGEMENT FUND</b>									
85090	Kelly Engineering & Assoc, Inc	9050	499464	08/09/2023	9,300.00	.00	.00	9,300.00	No
85312	Accurate Environmental LLC	389	499670	10/16/2023	2,750.00	1,375.00	.00	1,375.00	No
85411	BancFirst	1650	499769	11/21/2023	5,000.00	.00	.00	5,000.00	No
Total STORMWATER MANAGEMENT FUND:					17,050.00	1,375.00	.00	15,675.00	
<b>STREET</b>									
85538	Larry's Tires	9437	499885	01/11/2024	300.00	200.00	.00	100.00	No

PO Number	Vendor Name	Vendor Number	Req No	PO Date	PO Amount	Invoice Amount	Adjustments	Open Amount	Received
85581	Adrian Farm Supply LLC	500	499929	01/29/2024	300.00	.00	.00	300.00	No
85627	RF Engine	158588	499968	02/08/2024	21,995.00	.00	.00	21,995.00	No
85673	ALLRIGGS LLC	158056	500011	02/23/2024	2,000.00	.00	.00	2,000.00	No
Total STREET:					24,595.00	200.00	.00	24,395.00	
<b>STREET &amp; ALLEY FUND</b>									
85364	Bull Tuff Mud Company Ready Mi	2415	499721	11/02/2023	2,000.00	1,410.00	.00	590.00	No
85523	Hutchens Construction Co. (Emer	7650	499871	01/04/2024	3,250.00	.00	.00	3,250.00	No
85603	Bull Tuff Mud Company Ready Mi	2415	499947	02/05/2024	5,465.25	.00	.00	5,465.25	No
85648	Newman Sign Co	11220	499987	02/14/2024	5,923.29	.00	.00	5,923.29	No
85650	Cherokee County Board of Comm	3010	499989	02/15/2024	1,500.00	.00	.00	1,500.00	No
85652	Bull Tuff Mud Company Ready Mi	2415	499991	02/15/2024	2,000.00	.00	.00	2,000.00	No
85664	Arkholia Sand & Gravel	1230	500003	02/21/2024	3,510.00	.00	.00	3,510.00	No
85670	Maxwell Supply	10210	500008	02/23/2024	1,394.29	.00	.00	1,394.29	No
Total STREET & ALLEY FUND:					25,042.83	1,410.00	.00	23,632.83	
<b>STREETS &amp; SIDEWALKS</b>									
84845	Holloway, Updike & Bellen, Inc	7530	499221	07/05/2023	2,700.00	.00	.00	2,700.00	No
84994	Guy Engineering Services, Inc.	6840	499371	07/19/2023	5,025.00	.00	.00	5,025.00	No
84995	Guy Engineering Services, Inc.	6840	499372	07/19/2023	24,185.00	2,288.21	.00	21,896.79	No
85043	Holloway, Updike & Bellen, Inc	7530	499418	08/02/2023	92,025.00	30,150.00	.00	61,875.00	No
85051	Cook Construction	3880	499426	08/03/2023	1,199,485.	832,974.25	.00	366,511.25	No
85093	Kelly Engineering & Assoc, Inc	9050	499467	08/09/2023	59,000.00	.00	.00	59,000.00	No
85174	CORE Construction Services of T	158478		09/05/2023	447,452.83	361,567.60	.00	85,885.23	No
85313	Holloway, Updike & Bellen, Inc	7530	499671	10/17/2023	150,000.00	40,500.00	.00	109,500.00	No
85591	Applied Concepts, Inc.	1186	499936	01/31/2024	29,466.00	.00	.00	29,466.00	No
85666	Advanced Workzone Services	550	500005	02/21/2024	1,250.00	.00	.00	1,250.00	No
Total STREETS & SIDEWALKS:					2,010,589.	1,267,480.06	.00	743,109.27	
Grand Totals:					9,023,469.	2,316,159.86	.00	6,707,309.50	

Open PO GL Encumbrance Summary

GL Account	GL Title	Debit	Credit
110-261000	DUE TO OTHERS	594.00	.00
110-51-5350	WORKERS COMPENSATION	501.46	.00
110-51-5400	MEMBERSHIP, TRAINING, TRAVEL	179.60	.00
110-51-6100	OFFICE SUPPLIES	200.00	.00
110-51-6300	MAINTENANCE SUPPLIES & REPAIRS	11,370.00	.00
110-51-6320	COMMUNICATIONS	51.54	.00
110-51-6400	FUELS	100.00	.00
110-51-7200	PROFESSIONAL SERVICES	141,537.02	.00
110-51-7300	UTILITIES	3,824.05	.00
110-51-7400	MAINTENANCE CONTRACTS	24,650.50	.00
110-51-7500	LIAB PROP & FLEET INSURANCE	55,317.90	.00
110-52-6310	COMPUTING&TECHNOLOGY SUPPLIE	5,000.00	.00
110-52-7200	PROFESSIONAL SERVICES	1,015.25	.00
110-53-5350	WORKERS COMPENSATION	4.88	.00
110-55-5350	WORKERS COMPENSATION	28.21	.00

Open PO GL Encumbrance Summary

GL Account	GL Title	Debit	Credit
110-55-7200	PROFESSIONAL SERVICES	38,777.37	.00
110-57-5350	WORKERS COMPENSATION	1,379.47	.00
110-57-6300	MAINTENANCE SUPPLIES & REPAIRS	3,148.18	.00
110-57-6400	FUELS	2,434.81	.00
110-57-7200	PROFESSIONAL SERVICES	19,323.14	.00
110-57-7300	UTILITIES	120.00	.00
110-60-5350	WORKERS COMPENSATION	666.33	.00
110-60-5400	MEMBERSHIP, TRAINING, TRAVEL	30.00	.00
110-60-6300	MAINTENANCE SUPPLIES & REPAIRS	790.14	.00
110-60-6320	COMMUNICATIONS	964.00	.00
110-60-6400	FUELS	623.38	.00
110-60-7400	MAINTENANCE CONTRACTS	2,550.00	.00
110-61-5350	WORKERS COMPENSATION	11,570.60	.00
110-61-5400	MEMBERSHIP, TRAINING, TRAVEL	39.90	.00
110-61-5700	UNIFORMS	1,062.24	.00
110-61-6100	HAZMAT TRAILER SUPP & MAINT	1,150.00	.00
110-61-6300	MAINTENANCE SUPPLIES & REPAIRS	11,265.10	.00
110-61-6400	FUELS, LUB, & CHEM	7,239.10	.00
110-61-7300	UTILITIES	2,456.70	.00
110-61-8301	HANDHELD RADIOS & PAGERS	1,000.00	.00
110-61-8308	BUNKER GEAR	360.00	.00
110-62-5350	WORKERS COMPENSATION	21,872.70	.00
110-62-5400	MEMBERSHIP, TRAINING, TRAVEL	1,498.50	.00
110-62-5700	UNIFORMS	6,552.00	.00
110-62-6210	JAIL OPERATIONS	4,300.00	.00
110-62-6300	MAINTENANCE SUPPLIES & REPAIRS	2,654.75	.00
110-62-6400	FUELS	21,886.35	.00
110-62-6500	AMMUNITION	6,503.60	.00
110-62-7300	UTILITIES	3,424.70	.00
110-62-7400	MAINTENANCE CONTRACTS	9,216.00	.00
110-62-8210	Bullet Proof Vests	61,708.92	.00
110-62-8303	RADAR UNITS	14,800.00	.00
110-62-8307	GUNS	3,724.50	.00
110-66-5350	WORKERS COMPENSATION	11,369.57	.00
110-66-5400	MEMBERSHIP, TRAINING, TRAVEL	80.90	.00
110-66-6300	MAINTENANCE SUPPLIES & REPAIRS	24,395.00	.00
110-66-6400	FUELS	26,989.55	.00
110-66-7300	UTILITIES	532.00	.00
110-68-6300	MAINTENANCE SUPPLIES	1,175.00	.00
110-68-7400	MAINTENANCE CONTRACTS	2,559.81	.00
110-70-5350	WORKERS COMPENSATION	776.90	.00
110-70-5400	MEMBERSHIP, TRAINING, TRAVEL	30.00	.00
110-70-5700	UNIFORMS	804.25	.00
110-70-6100	SUPPLIES	258.81	.00
110-70-6300	MAINTENANCE SUPPLIES & REPAIRS	10,000.00	.00
110-70-6400	FUELS	734.27	.00
110-71-5350	WORKERS COMPENSATION	3,729.60	.00
110-71-5400	MEMBERSHIP TRAINING & TRAVEL	30.00	.00
110-71-6200	OPERATING SUPPLIES	2,755.50	.00
110-71-6300	MAINTENANCE SUPPLIES	7,998.75	.00
110-71-6400	FUELS	7,707.00	.00
110-71-7200	PROFESSIONAL SERVICES	31,137.00	.00
110-71-7300	UTILITIES	1,672.22	.00
110-72-5350	WORKERS COMPENSATION	40.87	.00

Open PO GL Encumbrance Summary

GL Account	GL Title	Debit	Credit
110-72-6300	MAINTENANCE SUPPLIES & REPAIRS	2,000.00	.00
110-72-6400	FUELS	354.28	.00
110-72-7300	UTILITIES	388.00	.00
110-73-5350	WORKERS COMPENSATION	1,176.83	.00
110-73-5400	MEMBERSHIP, TRAINING, TRAVEL	18.80	.00
110-73-6300	MAINTENANCE SUPPLIES & REPAIRS	10,000.00	.00
110-73-6320	COMMUNICATIONS	49.50	.00
110-73-6400	FUELS	1,281.13	.00
110-73-7200	PROFESSIONAL SERVICES	334.53	.00
110-73-8000	MED/SURG - ANIMAL SHELTER	35.00	.00
111-50-6201	ASPHALT	3,510.00	.00
111-50-6208	PATCH	3,250.00	.00
111-50-6210	OTHER EXPENSES	8,817.58	.00
111-50-6260	CONCRETE	8,055.25	.00
112-50-5400	ADMINISTRATION	19,802.25	.00
112-50-5420	MEMBERSHIP, TRAINING & TRAVEL	925.00	.00
112-50-6110	PROMOTIONAL ITEMS	1,937.50	.00
112-50-6130	OFFICE SUPPLIES	375.00	.00
112-50-7100	ADVERTISING & SPONSORSHIP	48,840.25	.00
112-50-7180	PROFESSIONAL SERVICES	625.00	.00
112-50-7190	BUILDING RENT/OVERHEAD	3,002.50	.00
112-50-8100	EQUIPMENT	24,548.60	.00
113-50-8410	BUILDING CONSTRUCTION & IMP	12,125.00	.00
115-56-5350	WORKERS COMPENSATION	13,167.57	.00
115-65-5400	MEMBERSHIP, TRAINING, TRAVEL	1,116.90	.00
115-65-6000	TIRES	13,574.08	.00
115-65-6300	MAINTENANCE SUPPLIES & REPAIRS	19,082.54	.00
115-65-6400	FUELS	35,594.15	.00
115-65-7300	UTILITIES	676.00	.00
115-65-7400	MAINT CONTRACT	35,210.72	.00
115-65-7500	GEN LIAB & FLEET INSURANCE	6,920.10	.00
115-65-8307	VEHICLE LEASE	8,836.15	.00
115-65-8330	CONSTRUCTION DUMPSTERS	30,097.00	.00
115-65-8701	EQUIPMENT RESERVE	605,690.00	.00
116-50-5350	WORKERS COMPENSATION	234.74	.00
116-50-5400	MEMBERSHIP, TRAINING, TRAVEL	30.00	.00
116-50-6300	MAINTENANCE SUPPLIES & REPAIRS	5,000.00	.00
116-50-6400	FUELS	631.66	.00
116-50-7200	PROFESSIONAL SERVICES	10,898.02	.00
117-64-5350	WORKERS COMPENSATION	228.43	.00
117-64-6300	MAINTENANCE SUPPLIES & REPAIRS	15,890.00	.00
117-64-6400	FUELS	240.00	.00
117-64-7300	UTILITIES	244.00	.00
117-64-7400	MAINTENANCE CONTRACTS	2,300.00	.00
210-50-8305	RESERVE-FIRE	19,990.39	.00
210-50-8309	LEF EQUIPMENT	94,572.77	.00
210-50-8318	RESERVE-CEMETERY	11,592.00	.00
210-50-8343	EMERGENCY MGMT EQUIPMENT	5,375.06	.00
210-50-8459	RESERVE LIBRARY BUILDING IMP	9,053.45	.00
210-50-8502	RESERVE FOR STREET DEPT	332,213.20	.00
210-50-8503	RESERVE FOR REC DEPT	33,435.26	.00
223-50-7100	STREET IMPROVEMENTS	29,466.00	.00
223-50-7104	TRAFFIC SIGNALS	85,885.23	.00
223-50-7107	ROSS STREET IMPROVEMENTS	366,511.25	.00

Open PO GL Encumbrance Summary

GL Account	GL Title	Debit	Credit
223-50-7109	N JONES PROPERTY ACQUISITION	5,025.00	.00
223-50-7110	PARK HILL ENGINEERING	64,575.00	.00
223-50-7115	WHITE AVE - ENGINEERING	59,000.00	.00
223-50-7120	Street Striping	6,000.00	.00
223-50-7123	MUSKOGEE SIGNAL COORDINATION	23,925.00	.00
223-50-7124	PARKHILL ROAD IMPROVEMENTS	21,896.79	.00
223-50-7126	EAST 4TH STREET	14,780.00	.00
223-50-7127	4TH STREET MUSKOGEE TO GRAHA	109,500.00	.00
223-50-7128	DELAWARE CONVERSION	1,250.00	.00
347-56-5350	WORKERS COMPENSATION	3,627.09	.00
420-100000	CASH - COMBINED FUND	8.95	.00
422-50-1100	HOUSING SERVICES	41,531.00	.00
422-50-1200	DOWNTOWN LIGHTING	286,074.00	.00
422-50-6000	POLICE DEPT RENOVATION	500.00	.00
425-46-5000	DOWNTOWN LIGHTING MATCH - CN	199,920.00	.00
425-50-1003	ANIMAL SHELTER	1,085.00	.00
425-50-3000	FIRE DEPT-CN-FIRE TRUCK	2,200,000.00	.00
427-50-1400	CONSTRUCTION	251,547.52	.00
429-50-1000	GRANT EXPENDITURES	12,848.59	.00
432-50-1000	PROFESSIONAL SERVICES	814,763.00	.00
Grand Totals:		6,707,309.50	.00



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 4g  
Meeting Date 3/4/2024  
Initiator Nathan Reed, President/CEO  
Office / Department City of Tahlequah Authorities or Boards

**Item Title**

Acknowledge receipt of the **Tahlequah Regional Development Authority's February 2024 report.**

**Background**

TRDA will now submit written reports each month in an effort to open communication and keep everyone updated on what is happening in our City trust.

**Exhibits**

1. 03-04-2024 AIR-TRDA Report

**Funding Source**

n/a

**Request**

Acknowledge receipt of report



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. \_\_\_\_\_  
Meeting Date **03-04-2024**  
Initiator **Nathan Reed, TRDA**  
Office/Department: **Tahlequah Regional Development Authority**

**Item Title**

Accept TRDA February 2024 report.

**Background**

TRDA will now submit written reports each month in an effort to open communication and keep everyone updated on what is happening with our City trust.

**Exhibits**

Exhibit 1: February TRDA President's Report

**Funding Source**

N/A

**Request**

Accept Tahlequah Regional Development Authority monthly report for February 2024.



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 4h  
Meeting Date 3/4/2024  
Initiator Nathan Reed, President/CEO  
Office / Department City of Tahlequah Authorities or Boards

### Item Title

Acknowledge receipt of the **Tahlequah Area Chamber of Commerce February 2024 report.**

### Background

The Tahlequah Area Chamber of Commerce will now submit written reports each month in an effort to open communication and keep everyone updated on what is happening at the TACC.

### Exhibits

1. 03-04-2024 February Chamber President's Report

### Funding Source

n/a

### Request

Acknowledge receipt of report

1. First Government Affairs Committee meeting went well. Will be meeting again the first of May to discuss what candidate forums are needed and what events may be needed leading up to fall elections.  
Committee members are:
  - a. Bilal Chaudhry – Board Representative
  - b. Lesa Rousey-Daniels – Cherokee County Representative
  - c. Taylor Tannehill – City of Tahlequah Representative
  - d. Yolette Ross – Cherokee County Democratic Party Representative
  - e. Diane Timmons – Cherokee County Republican Party Representative
  - f. Stephen Highers – Cherokee Nation Representative
  - g. Josh Hutchins – Emcee and Community Member
  - h. Mike Stopp – Emcee and Community Member
  - i. Nathan Reed and Cami Highers – Staff Members
2. Strategic plan progress update documents to show where we are moving!
3. Membership Specialist position interviews have begun; this position will be focused on membership relationships and benefits and will be a great opportunity to show our members how important they are.
4. President outreach campaign underway; meeting with members and prospects to grow and strengthen relationships; have a list of 8 currently and will be adding as those are completed; let me know if you have someone for me to add!
5. 2024 TACC Community Cooperative Campaign preparation underway, looking through events to add, do away with, change, sponsorship level changes, etc., will bring to board in April to see plans for upcoming year.
6. Annual Membership Packets being prepared now and will start delivering April 1<sup>st</sup>.

#### TRDA update

1. HAMMRC survey for institutions underway; CNHS and Washington Regional completed; moving to next tier of visits which include NEO Health and NHS.
2. Provalus work stopped for short period and is beginning again now, 1<sup>st</sup> of June anticipated opening.
3. 3 Grants awarded from the state for the Business and Technology Park, work to begin in the next couple months.
4. Cross Industries continuing the move to the area.
5. Seminar/Workshop HR Series planning to start soon, possibly a lunch and learn event; Startup Stories on March 12<sup>th</sup> with Dillin Springwater.



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 4i  
Meeting Date 3/4/2024  
Initiator Brian Lambert, Director  
Office / Department Municipal Airport

**Item Title**

Approve Municipal Airport **hangar 34 land lease transfer** from Harold Quantie to Harold and Karen Kimrey Revocable Trust.

**Background**

Airport Advisory Board recommends approval, see 2/15/2024 meeting minutes.

**Exhibits**

1. Monthly Minutes 2-15-24
2. Hangar 34 lease transfer 3-4-24

**Funding Source**

n/a

**Request**

Approve transfer from Airport Board recommendation.



5. Discussion of ramp overlay.
  - The contract with H&G Paving has been terminated and we will be working with the bonding company to move forward. The Bond Company is working with Ellsworth Construction to get a bid to complete the work. Waiting on a meeting to get scheduled.
  -
6. Discussion of new Airport land lease. (tabled)
  
7. Discussion of hangar 34 lease transfer from Harold Quantie to Harold and Karen Kimrey Revokable Trust.
  - a. Lewis White made a motion to approve the lease transfer, James Mahaney seconded.

Vote: Ayes: Mahaney, Cochran, White and Hodson

Nays: None

Motion passed.

8. Louis White made a motion to adjourn, 2<sup>nd</sup> by Mark Hodson adjourn meeting at 6:10p.m.

Vote Ayes: Mahaney, Cochran Nays: None

White, Combs, Motion Carried



TRANSFER/ASSIGNMENT OF HANGAR LEASE AT TAHLEQUAH REGIONAL AIRPORT

(To be attached to Existing Lease Document)

This is to serve as a request to the City of Tahlequah for approval of the transfer or assignment between the parties named below of an existing lease for a Hangar site located at Tahlequah Regional Airport:

➤ Hangar Lease Site # 34

➤ From (current lessee) (Name(s)) HAROLD QUANTIE  
(Street) 583 SE 728 SE 583 DR  
(City/State/Zip) LOCUST GROVE OK 74352  
(Signature) [Handwritten Signature]

➤ To (new lessee) (Name(s)) HAROLD AND KAREN KIMREY REVOKABLE TRUST  
(Street) 871 DAVELLO RD  
(City/State/Zip) SPRINGDALE, AR 72762  
(Signature) [Handwritten Signature]

The new lessee by signature above, confirms that they have read and understood the Tahlequah Regional Airport Hangar lease agreement, and agrees to abide fully with all terms and conditions of the lease.

This document, upon execution by the City, will serve as acknowledgement by the City of Tahlequah of the transfer or assignment of the above aircraft hangar site lease on the date below and this record will be made a permanent addendum to said lease.

Approved by action of the Tahlequah City Council, this \_\_\_ day of \_\_\_\_\_

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 4j  
Meeting Date 3/4/2024  
Initiator Brian Lambert, Director  
Office / Department Municipal Airport

## Item Title

Approve Municipal Airport **hangar C-1 land lease transfer** from Blish Properties, LLC to Cherokee Nation. Contingent on ownership transfer of hangar.

## Background

## Exhibits

1. Hangar C-1 transfer 2-28-24
2. Monthly Minutes Special 2-27-24

## Funding Source

## Request



TRANSFER/ASSIGNMENT OF HANGAR LEASE AT TAHLEQUAH REGIONAL AIRPORT  
(To be attached to Existing Lease Document)

This is to serve as a request to the City of Tahlequah for approval of the transfer or assignment between the parties named below of an existing lease for a Hangar site located at Tahlequah Regional Airport:

- Hangar Lease Site # C1
  
- From (current lessee) (Name{s}) Blish Properties LLC  
(Street) 20343 E Horseshoe Bend Rd.  
(City/State/Zip) Pact Hill, OK 74451  
(Signature) [Handwritten Signature]
  
- To (new lessee) (Name{s}) Cherokee Nation  
(Street) P.O. Box 948  
(City/State/Zip) Tahlequah, OK 74465  
(Signature) [Handwritten Signature]  
Executive Director, Cherokee Nation Real Estate Services

The new lessee by signature above, confirms that they have read and understood the Tahlequah Regional Airport Hangar lease agreement, and agrees to abide fully with all terms and conditions of the lease.

This document, upon execution by the City, will serve as acknowledgement by the City of Tahlequah of the transfer or assignment of the above aircraft hangar site lease on the date below and this record will be made a permanent addendum to said lease.

Approved by action of the Tahlequah City Council, this \_\_\_ day of \_\_\_\_\_

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

**MINUTES**  
**TAHLEQUAH CITY AIRPORT BOARD MEETING**  
**Special Meeting**

**Date: Tuesday, February 27, 2024 Time: 5:30 p.m.**

**Held at 2100 Airport Parkway, Tahlequah, OK 74464**

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**Agenda for the meeting was posted Monday February 26 2024 at 7:00 a.m.**

---

1. Meeting called *to order* by James Mahaney at 5:40 p.m.
  
2. **Roll call.**  
**Present:**  
Ward I Matt Cochran  
Ward III James Mahaney  
Ward IV Louis White  
  
**Others present:**  
Airport Manager Brian Lambert  
  
**Absent:**  
Ward II Mark Hodson  
At Large Dower Combs
  
3. Discussion of hangar C-1 lease transfer from Blish Properties, LLC to Cherokee Nation.  
Louis White made a motion to approve the lease transfer, 2<sup>nd</sup> by Matt Cochran.  
Vote Ayes: Mahaney, Cochran                      Nays: None  
White, Motion Carried
  
4. James Mahaney made a motion to adjourn, 2<sup>nd</sup> by Louis White adjourn meeting at 5:50p.m.  
Vote Ayes: Mahaney, Cochran                      Nays: None  
White, Motion Carried



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 4k  
Meeting Date 3/4/2024  
Initiator Rebecca White, Finance Support  
Office / Department Finance

**Item Title**

Acknowledge **write-off** of **delinquent Solid Waste A/R accounts** totaling \$2,492.65.

**Background**

These delinquent accounts are uncollectible due to age.

**Exhibits**

None

**Funding Source**

**Request**



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 41  
Meeting Date 3/4/2024  
Initiator Chris Armstrong, Superintendent  
Office / Department Solid Waste

**Item Title**

Approve amendment to Resolution 01-03-2023(A), **increasing the scale rate** at the Solid Waste facility from \$62 to \$80 per ton.

**Background**

Tahlequah transfer station has more incoming trash haulers from surrounding cities than ever before. We have customers from the Muskogee, Wagoner, and Stilwell areas. This increase **will NOT** affect the regular city residents with a pickup or trailer load. This would help keep packers/roll-offs in their respected areas.

**Exhibits**

None

**Funding Source**

n/a

**Request**

Approve scale increase



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 4m  
Meeting Date 3/4/2024  
Initiator Nate King, Police Chief  
Office / Department Tahlequah Police Department

## Item Title

Approve the promotion of **Josh Girdner** from Patrolman to Lieutenant with a salary of \$65,776.16.

## Background

## Exhibits

None

## Funding Source

Tahlequah Police Department Budget

## Request

Approve promotion

Item No. 4n  
 Meeting Date 3/4/2024  
 Initiator \_\_\_\_\_  
 Office / Department Human Resources

**Item Title**

- To hire **Aaron Dorrough** as Patrolman 1 in the Police Department, in a budgeted position, at \$45,726.06, effective March 18, 2024.
- To hire **Brett Robbins** as Patrolman 1 in the Police Department, in a budgeted position, at \$45,726.06, effective April 1, 2024.
- To transfer **Jace Luna**, Dispatcher in the Police Department to Patrolman 1, a budgeted position, at 45,726.06, effective June 1, 2024.
- To approve an increase of pay of \$3,120.00 annually for **Amber Payton** to perform duties as Deputy City Clerk, effective February 18, 2024.
- To accept the resignation of **Christopher McClure**, Fireman in the Fire Department, effective February 22, 2024.
- To accept the resignations of **Kara Foreman, Destin McKee, Noe Sosa** and **Alayna McAlpine**, Lifeguards in the Parks and Recreation Department, effective February 28, 2024.
- To accept the resignation of **Tate Whittmore**, PT Laborer in the Parks and Recreation Department, effective February 28, 2024.

**Background**

\_\_\_\_\_

**Exhibits**

None

**Funding Source**

\_\_\_\_\_

**Request**

\_\_\_\_\_



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 6a  
Meeting Date 3/4/2024  
Initiator Whitney Shaw, City Clerk  
Office / Department Administration

**Item Title**

Discussion and possible action on item(s) removed from the consent agenda.

**Background**

**Exhibits**

None

**Funding Source**

**Request**



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 6b  
Meeting Date 3/4/2024  
Initiator Taylor Tannehill, City Administrator, JT Hammons, City Attorney  
Office / Department Administration

## Item Title

Discussion and possible action on **planning commissions** authorized by state statute and to direct staff accordingly. *City Administrator Taylor Tannehill, City Attorney JT Hammons*

## Background

At the previous meeting there was brief discussion about zoning powers outside the City's territorial limits. City Attorney, John Tyler Hammons, has prepared an opinion related to that discussion that provides some options for the City.

## Exhibits

1. Attorney Opinion 2024-01

## Funding Source

N/A

## Request

N/A



THE CITY OF  
**TAHLEQUAH**  
OKLAHOMA

*John Tyler Hammons*  
City Attorney

**OFFICE of the CITY ATTORNEY**

111 S Cherokee  
Tahlequah, OK 74464  
(918) 456-0651

**OPINION OF THE CITY ATTORNEY**  
**Opinion No. 2024-01**

**QUESTION BY:** Taylor Tannehill, City Administrator

**DATE:** February 20, 2024

**SUBJECT:** Extraordinary Zoning Powers

**INTRODUCTION**

This office has received your request for an official opinion from the City Attorney in which you ask, in effect, the following question:

1. *If the City establishes a Regional Planning Commission pursuant to 11 OS § 46-101 et seq., does the Regional Planning Commission have authority to establish zoning districts and regulate the location and use of buildings within such zoning districts?*
2. *If the City establishes a Metropolitan Area Planning Commission pursuant to 19 OS § 866.1 et seq., does the Metropolitan Area Planning Commission have authority to establish zoning districts and regulate the location and use of buildings within such zoning districts?*
3. *If the answer to either of the above is in the affirmative, which body provides final approval for matters relating to zoning decisions?*

**SHORT ANSWER**

While a metropolitan area planning commission possesses both planning and zoning authority, a regional planning commission possesses only planning power. In the case of a metropolitan area planning commission, the City Council retains final approval authority over zoning decisions over the metropolitan area within the City’s municipal limits while the board of county commissioners retains final approval authority over zoning decisions over the metropolitan area in unincorporated areas.

**DISCUSSION**

**Section 1. Overview of Planning and Zoning in Oklahoma**

A local government’s zoning powers allow the local governmental entity to regulate “the development or use of real estate” within its jurisdiction. *In re Initiative Petition No. 382*, 2006 OK 45, ¶ 11, 142

P.3d 400, 406. The power to enact and enforce zoning regulations “is derived from a governmental entity's police powers to protect the health, safety, welfare, and morals of the community.” *Id.* This power, however, is not an inherent power of local government. Instead, the ability to adopt zoning regulation has its origin exclusively in state statute. *Id.* at 407. To answer your questions, therefore, requires this Office to examine the statute enacted by the Legislature concerning such powers. This Office notes seven (7) different types of zoning powers exist: (A) the two types of municipal planning, (B) the two types of county planning, (C) the two types of metropolitan area planning, and (D) regional planning powers.

### **A. Municipal Planning**

The Legislature has granted municipalities broad authority to issue zoning regulations within their own municipal limits. See 11 OS § 43-101 *et seq.* To avail themselves of these powers, the municipality must establish a zoning commission which serves to make recommendations to the municipal governing body. 11 OS § 43-109. These municipal planning commissions chiefly exist to create plans for the orderly development of the municipality. 11 OS § 45-103. However, the municipal governing body maintains the final authority on all zoning matters. 11 OS §§ 45-104(B); (C). This is the main type of municipal zoning and what this Office will term herein as “small municipality planning powers.” Municipalities with a population of at least 200,000, however, are subject to a different standard. Under what this Office will term as “large municipality planning powers,” the municipal planning commission gains greater independence from the municipal governing body. 11 OS § 47-109. In such municipalities, the municipal planning commission can accept or reject zoning decisions subject to a two-thirds override by the municipality's governing body. 11 OS § 47-113. In general, therefore, for larger municipalities, the municipal planning commission enjoys greater authority and insulation from the municipal governing body while for smaller municipalities the municipal planning commission is essentially an advisory body to the municipal governing body.

### **B. County Planning**

State statute also provides counties with planning powers upon the creation of a county planning commission. 19 OS § 865.51 *et seq.* Unlike with municipalities, however, the decision to establish a county planning commission requires the approval of the people acting at election. 19 OS §§ 865.51; 865.52. Once so approved, the county planning commission has the power to establish “limited regulation[s] that does not amount to zoning power.” *Oklahoma Attorney General Opinion No. 2013-13* (August 29, 2013). Such regulations are only applicable in the unincorporated areas of the county. 19 OS § 865.53. The board of county commissioners retains final approval over such matters. 19 OS § 865.67A. This version of county planning will be termed as the “small county planning powers.” Like with municipalities, the Legislature has provided for greater zoning powers for counties with a population of 500,000 or more. 19 OS § 868.1 *et seq.* Under these “large county planning powers,” the county planning commission, as with its large municipal counterpart, has greater independence from the board of county commissioners, able to approve or reject planning decisions subject to override by the board. 19 OS § 868.7. Thus, as with the city planning statutes, the Legislature has provided for two regimes: the larger counties generally involve a county planning commission with more authority while the smaller counties generally involve a more advisory county planning commission.

### C. Metropolitan Area Planning

The Legislature has seen fit to provide for joint city-county cooperative planning statutes, known as metropolitan area planning, upon the mutual agreement of both the affected municipality and county. As with municipal and county planning powers generally, this metropolitan area planning comes in two flavors: the “small metropolitan area planning powers” (19 OS § 866.1 *et seq.*) and the “large metropolitan area planning powers.” 19 OS § 863.1 *et seq.* The large version of these powers is limited to municipality with a population of not less than 180,000 (19 OS § 863.2) while the small version is available to any municipality which has a population of no greater than 200,000. 19 OS § 866.1. These two types of powers have important distinctions. First, large metropolitan area zoning commissions may give final approval to zoning decisions subject to override (19 OS § 863.8) while small metropolitan area zoning commissions only make “recommendation[s].” 19 OS § 866.11. Second, large metropolitan area zoning commissions have jurisdiction over both the affected municipality and all the unincorporated area of the county (19 OS § 863.7) while the jurisdiction of the small metropolitan area zoning commissions is limited only to the affected municipality plus a buffer zone of unincorporated area in the county’s unincorporated areas. 19 OS § 866.2. Third, large metropolitan area zoning commissions are allowed to adopt a greater range of regulations when compared to small metropolitan area zoning commissions. 19 OS 863.11; 19 OS § 866.14.

### D. Regional Planning

Lastly, state statutes provide for an enhanced version of municipal planning powers known as regional planning. Unlike the planning powers previously discussed herein, this “regional planning power” comes in only a single variety. Any municipality may avail itself of this regional planning power without regard for population size by establishing a regional planning commission. 11 OS § 46-101. Such regional planning commission has jurisdiction over a regional district composed of any land within 3-miles of the incorporated limits of the affected municipality. 11 OS § 46-102 (hereinafter the “Regional District”).

#### Section 2. Regional Planning Commissions

To establish a regional planning commission (an “RPC”) under the Regional Planning Act (11 OS § 46-101 *et seq.* (the “RPA”)), the City need only adopt an ordinance providing for the establishment of the same. 11 OS § 46-101. The members of the RCP include all sitting members of the City’s planning commission plus the City’s sitting mayor and the City’s sitting municipal engineer. *Id.* The consent of the county, through its board of county commissioners, is not a prerequisite to establishment. *Id.* However, the sitting chair of the board of county commissioners together with the sitting county engineer are *ex officio* voting members of the RCP. *Id.* Once so established, the RCP automatically gains jurisdiction over the Regional District. Because municipalities “have no inherent power or authority, but possess, and can exercise, only those powers granted,” this Office looks to see if statute permits an act rather than to see if state statute prohibits an action. *Shipp v. Se. Oklahoma Indus. Auth.*, 1972 OK 98, ¶ 15, 498 P.2d 1395, 1398

Under the RPA, the jurisdiction of RPA concerns only *planning* activities, not *zoning* activities. While colloquially thought of as one and the same, the power to plan and separate and distinct from the power to zone. Although this division of powers has not been definitively defined by Oklahoma case law, the power to plan is the ability to recommend land uses while the power to zone is to ability to legally enforce such uses. A review of the RPA reveals RPC lacks such zoning powers: there is not a single mention of the word “zoning” in the RPA. Instead, an RPC is limited to “prepar[ing] from time to time

*plans* for the systematic development of the regional district.” 11 OS § 46-103 (emphasis added). Accordingly, an RPC lacks zoning authority and the City, through such an RPC, may not impose zoning restrictions upon the unincorporated territory within the Regional District.

Absent the power to zone, the following question remains: what authority does an RPC have to plan within its jurisdiction? As above noted, the power to plan is distinct from the power to zone. However, in general, zoning decisions must be made in conformity with the comprehensive plan for the development of a given area. Stated another way, zoning is the process by which planning is carried out. Logically, because zoning implements a plan, the planning power necessarily includes the authority to contemplate the regulation of activities within the Regional District. The RPA expressly provides an RPC “may consider and investigate any subject matter tending to the development and better of such regional district and make recommendation as it may deem advisable.” 11 OS § 46-103. Further, prior to any decision being made to locate or design any public improvement within the Regional District by any municipal or county government, the proposed public improvement must be submitted to the RPC for review. 11 OS § 46-104(A). Likewise, “[a]ll plans, plat, or replats of lands laid out in lots or blocks, and the streets, alleys, or other portions of the same intended to be dedicated to public or private use” within the Regional District must be approved by the RCP prior to being recorded. 11 OS § 46-104(B). Therefore, an RCP may adopt and certify a plan for the development of the Regional District and require public improvement proposed to be located therein satisfy such plan. A failure to submit a proposal to the RPC for its review is a misdemeanor offense. 11 OS § 46-104(D).

### **Section 3. Metropolitan Area Planning Commission**

To establish a metropolitan area planning commission (an “MPC”) under the Small Metropolitan Planning and Zoning Act (19 OS § 866.1 *et seq.* (the “MPZA”)), the City must enter into an agreement with the board of county commissioners to establish an MPC. 19 OS § 866.5. The MPC so established is composed of not less than ten (10) members: four (4) members appointed by the City and four (4) members appointed by the county. 19 OS § 866.7. The mayor and chair of the board of county commissioners also serve as *ex officio* members of the MCP. *Id.* Additionally, should any other municipality be within the jurisdiction of the MCP, such municipality may appoint one (1) member to the MCP. *Id.* The new MCP functionally replaces any existing municipal planning commission previously employed by the City as the new MPC has “exclusive control” over the territorial limits of the City, excepting only the City’s existing board of adjustment. 19 OS § 866.33 However, because an MCP is a joint agency of both the City and the county, both entities are allowed to appropriate funds to the MCP to further its mission. 19 OS § 866.3.

The MPZA grants the MCP jurisdiction over a Metropolitan Area composed of two districts: (1) an urban district which is coequal with the City’s prevailing municipal boundaries and (2) a rural district which is composed of all unincorporated land within the county located within 3-miles of the City’s prevailing municipal boundaries. 19 OS §§ 866.2; 866.4. Upon establishment, the MCP gain numerous powers:

- The MCP is obligated to prepare and adopt a comprehensive plan for the orderly development of the Metropolitan Area. 19 OS § 866.10. After the adoption of this plan, no improvement embraced by the plan may be constructed or authorized without first obtaining the MCP’s recommendation. 19 OS § 866.11.

- The MCP may adopt uniform rules and regulations governing plats and subdivisions within the Metropolitan Area. 19 OS § 866.12. Such rules and regulations, however, may not be effective within the urban district until ratified by the City and not effective within the rural district until ratified by the county. *Id.*
- Following the adoption of both a comprehensive plan and uniform subdivision regulations, no plat or deed concerning the subdivision of land within the Metropolitan Area may be recorded without the approval of the MCP. 19 OS § 866.13.
- The MPC may recommend the establishment of building line and setback regulations to both the City and county for implementation within the Metropolitan Area. 19 OS § 866.14. Once so established by either the City or county, such regulations may not be altered without a public hearing and recommendation from the MCP. *Id.*

While the City continues to exercise any zoning powers it previously empowered as concerns the urban district of the Metropolitan Area (19 OS §§ 866.31), the county, upon the establishment of an MCP, gains zoning powers over the rural district of the Metropolitan Area. 19 OS § 866.16(A). This includes the power, among others, to regulate the location, size, density, and use of commercial, industrial, residential, recreation, and civic activities within the rural district. *Id.* This can be achieved by division the rural district into such several zoning districts as the county, with the recommendation of the MPC, determines best. 19 OS § 866.17. The county may also establish building codes and other constructions code, including, but not limited to, plumbing codes and electrical codes for enforcement within the rural district. 19 OS § 866.26. However, the county's new zoning powers do not extend to agricultural matters. 19 OS § 866.16(B). The county may enforce these zoning regulations through appropriate fines. 19 OS § 866.16A. The initial adoption of, and any subsequent amendment to, the zoning regulations, including the dimensions of the districts contemplated thereby, is ultimately a question for the respective governing body of the City or county. Provided, all such matters must be first submitted to the MPC for public hearing and preliminary review. 19 OS § 866.18

Upon the adoption of zoning regulations by both the City and the county:

no building or other structures shall be erected, constructed, enlarged, or altered, or repaired in such manner as to prolong the life of the building, nor shall the use of any land be changed without a permit issued in accordance with the rules and regulations adopted by the [City] or [county].

19 OS § 866.21. The City's building inspector is responsible for enforcement of the rules within the urban district while the official designated by the county as its building inspector enforces the same within the rural district. *Id.* However, in recognition of the joint nature of the MCP, the City and county may jointly designate a single official to be responsible for enforcement of the regulations throughout the entire Metropolitan Area. *Id.* In all cases, the county is required to establish a coordinate county board of adjustment to review such enforcement decisions (19 OS §866.22) while the City's existing board of adjustment serves an identical function. The failure of any person to comply with any rule or regulation adopted pursuant to the MPZA is a misdemeanor offense. 19 OS § 866.32.

## CONCLUSION

It is, therefore, the official opinion of the City Attorney that:

1. **The establishment of a Regional Planning Commission does not require the City to first obtain the consent of the county. However, the establishment of such a Commission does not permit the City to extend its zoning powers into the unincorporated territory served by the Commission. Such a Commission exercises only planning powers within such a district.**
2. **The establishment of a Metropolitan Area Planning Commission requires the City to first obtain the consent of the county. Upon establishment, such a Commission exercises both planning and zoning powers within the territory served by the Commission. The Commission may adopt mandatory zoning regulations throughout territory served by the Commission both inside the City's municipal limits and outside in the unincorporated areas. However, for such zoning regulations to be legally enforceable, the City must adopt the same for use inside its municipal limits and the county must, likewise, adopt the same for use within the unincorporated areas.**
3. **The City retains final decision-making authority for the adoption, amendment, and enforcement of the zoning regulations within the municipal limits while the county retains final decision-making authority for the adoption, amendment, and enforcement of the zoning regulations within the unincorporated areas. In both instances, a Metropolitan Area Planning Commission serves only as an advisory body.**

Respectfully submitted,

  
**JOHN TYLER HAMMONS**  
City Attorney

CC: The Honorable Suzanne Myers, Mayor  
Members of the City Council  
Taylor Tannehill, City Administrator  
Whitney Shaw, City Clerk



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 6c  
Meeting Date 3/4/2024  
Initiator Taylor Tannehill, City Administrator, JT Hammons, City Attorney  
Office / Department Administration

## Item Title

Discussion and possible action to approve, approve with modification, or deny granting an **easement to Northeast Oklahoma Public Facilities Authority** over City owned property for the transportation of natural gas. *City Administrator Taylor Tannehill*

## Background

NOPFA is requesting a 20' easement for a natural gas pipeline on city owned property located south of the airport and on the North side of State Highway 51 west of Tahlequah.

## Exhibits

1. NOPFA\_Easment

## Funding Source

N/A

## Request

**NORTHEAST OKLAHOMA PUBLIC FACILITIES AUTHORITY**

January 23, 2024

To Whom It May Concern:

RE: Easement – Asphalt Plant Highway 51 East

This letter is to request that the City of Tahlequah execute the enclosed easement for the asphalt plant project that we have been discussing in our monthly board meetings. Please return the document to Northeast Oklahoma Public Facilities Authority at your earliest convenience, so the upcoming natural gas line project can commence. Or you may call 918-456-6268 and we will send someone to retrieve the document upon execution.

Sincerely,  
  
\_\_\_\_\_  
Jim Reagan, General Manager

Administrative Office  
103 North College Avenue  
Tahlequah, OK 74464  
918-456-6268 – Phone

Easement  

THE UNDERSIGNED, **CITY OF TAHLLEQUAH** (hereinafter called "GRANTOR" whether one or more), for good and valuable considerations received from Northeast Oklahoma Public Facilities Authority (hereinafter called "GRANTEES"), hereby grants, bargains, sells and conveys unto the grantee, its successors and assigns, a perpetual easement over and under the following described land situated in Cherokee County, State of Oklahoma, to wit: Ten feet on either side of the natural gas line across the property described as follows:

A parcel of land located in the SW/4 of Section 30, Township 17 North, Range 22 East, Cherokee County, Oklahoma, more particularly described as follows, to-wit: COMMENCING at the NE/Corner of the SW/4; thence S 89°47'42" W, along the North line of the SW/4 for a distance of 373.95 feet to the Point of Beginning. thence S 00°05'01" W, a distance of 738.05 feet to a point on the northerly right of way of the State Highway 51, thence along said right of way S 88°02'51" W, a distance of 750.48 feet; thence N 00°05'01" E, a distance of 761.00 feet; thence N 89°47' 42" E, a distance of 750.01 feet to the Point of Beginning, Cherokee County, Oklahoma.

(together with an additional width of twenty (20) feet on either side of said strip during the period of initial installation and construction only) for the purpose of installing, constructing, reinstalling, reconstructing, replacing, operating, maintaining, repairing, changing, supplementing and removing natural gas pipe line and pipelines and/or appurtenances thereto for the transportation of natural gas; together with the right of ingress to and egress from the aforesaid over and across the land of the GRANTOR abutting the same to and from any public thoroughfare or other easement of the GRANTEE, for said purposes.

TO HAVE AND TO HOLD the foregoing as aforesaid unto the said GRANTEE, their successors and assigns. AS A PART OF THE CONSIDERATION HEREOF, the GRANTOR and GRANTEE respectively covenant:

- (a) GRANTOR shall have the right of use of the surface of said land except as such use shall unreasonably interfere with the use thereof by the GRANTEE for the purposes aforesaid; PROVIDED, the GRANTOR shall not erect or suffer to be erected any building or structure on or abutting on said permanent easement;
- (b) In the event of the discontinuance of the use of said easement for the purposes aforesaid the GRANTEE, on request will re-convey to the fee-title owner;
- (c) GRANTEE shall bury all pipeline on said easement to a depth that will not interfere with ordinary utilization of the surface by the GRANTOR above set forth;

IN WITNESS WHEREOF, the GRANTOR has executed this instrument this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

CITY OF TAHLLEQUAH

BY \_\_\_\_\_

\_\_\_\_\_  
GENERAL MANAGER

STATE OF OKLAHOMA COUNTY OF CHEROKEE: ss

Before me, a Notary Public in and for said County and State, on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ personally appeared \_\_\_\_\_ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me the execution thereof as a free and voluntary act and deed a representative for CITY OF TAHLLEQUAH, for the uses and purposes therein set forth.

NOTARY PUBLIC

\_\_\_\_\_  
MY COMMISSION EXPIRES \_\_\_\_\_ 20\_\_\_\_

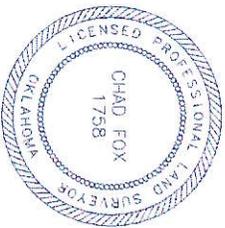
\_\_\_\_\_  
MY COMMISSION NUMBER \_\_\_\_\_

CDF AND ASSOCIATES, LLC  
208 DEWEY AVE.  
POTEAU, OKLAHOMA, 74953  
PHONE: 918-721-1262/FAX: 918-849-  
6730  
EMAIL: [chad@cdfandassociates.com](mailto:chad@cdfandassociates.com)



PROPERTY DESCRIPTION CITY OF TAHLEQUAH

A parcel of land located in the SW4 of Section 30, Township 17 North, Range 22 East, Cherokee County, Oklahoma, more particularly described as follows, to-wit:  
COMMENCING at the NE/Corner of the SW4;  
thence S 89°47'42" W, along the North line of the SW4 for a distance of 373.95 feet to the Point of Beginning.  
thence S 00°05'01" W, a distance of 738.05 feet to a point on the northerly right of way of the State Highway 51,  
thence along said right of way S 88°02'51" W, a distance of 750.48 feet;  
thence N 00°05'01" E, a distance of 761.00 feet;  
thence N 89°47'42" E, a distance of 750.01 feet to the Point of Beginning, Cherokee County, Oklahoma.



CHAD FOX  
LICENSED PROFESSIONAL LAND SURVEYOR  
STATE OF OK NO. 1758  
CERTIFICATE OF AUTHORIZATION NO. 6186



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 6d  
Meeting Date 3/4/2024  
Initiator Taylor Tannehill, City Administrator  
Office / Department Administration

## Item Title

Discussion and possible action to approve, approve with modification, or deny entering into a **Memorandum of Understanding** between the **Tahlequah Regional Development Authority** and the **City of Tahlequah** for project management and grant administration for the Oklahoma Department of Commerce Prep Grants and amend the budget accordingly. *City Administrator Taylor Tannehill*

## Background

TRDA was awarded two grants from the Oklahoma Department of Commerce to make improvements to the business and technology park. The grants will fund new asphalt and bridge replacement on Woodard Avenue as well as design and construct a regional detention pond for the park. TRDA will be the grant administrators and the City will be project managers.

## Exhibits

1. TQ - MOU TRDA

## Funding Source

Street and Sidewalk Fund/Stormwater Fund - ODOC Reimbursement

## Request

To approve the MOU.

**MEMORANDUM OF UNDERSTANDING**  
**by and between**  
**CITY OF TAHLEQUAH, OKLAHOMA**  
**and**  
**TAHLEQUAH REGIONAL DEVELOPMENT AUTHORITY**

This Memorandum of Understanding (the "MOU") is entered into by and between the City of Tahlequah, Oklahoma, an Oklahoma municipal corporation (the "City") and Tahlequah Regional Development Authority, an Oklahoma municipal public trust (the "TRDA").

**WHEREAS**, the TRDA is a public trust of the City charged with promoting the regional development of the greater Tahlequah economy;

**WHEREAS**, the TRDA is expected to receive a grant from the Oklahoma Department of Commerce in the amount of \_\_\_\_\_ known as \_\_\_\_\_ (the "Grant").

**WHEREAS**, the TRDA desires to contract with the City to be the project manager for the Grant.

**WHEREAS**, the City is willing to serve as the project manager for the Grant.

**NOW, THEREFORE, PREMISES CONSIDERED, THE PARTIES AGREE AS FOLLOWS:**

TRDA will serve as the grant manager for the Grant, including all activities related to overseeing the grant award. This includes, but is not limited to, reporting on outcomes of the Grant as well as ensuring compliance with all regulatory requirements. The City will serve as the project manager for the Grant and shall be responsible for the selection of all contractors necessary to achieve the projects contemplated by the Grant. Upon demonstration of completion of required projects, TRDA shall reimburse the City for any fund expending in furtherance of the projects contemplated by the Grant.

**EXECUTED THIS** \_\_\_\_\_ **DAY OF** \_\_\_\_\_, **20** \_\_\_\_\_.

**CITY OF TAHLEQUAH**

**TAHLEQUAH REGIONAL  
DEVELOPMENT AUTHORITY**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Board Chair**

\_\_\_\_\_  
**City Clerk**

\_\_\_\_\_  
**Board Secretary**

\_\_\_\_\_  
**City Attorney**

Item No. 6e  
Meeting Date 3/4/2024  
Initiator Taylor Tannehill, City Administrator  
Office / Department Administration

**Item Title**

Discussion and possible action related to the use and expenditure of the American Rescue Fund and amend the budget accordingly. *City Administrator Taylor Tannehill*

**Background**

The U.S. Treasury requires funds received by municipalities via the American Rescue Plan Act must be obligated by the end of 2024. The Treasury has defined obligated as an order placed for property and services and entering into contracts, subawards, and similar transactions that require payment. Council has previously identified areas to expend funds, however, there are remaining funds available that do not meet the definition of obligation. This agenda item is intended to make the council aware of funds that are not obligated and provide direction to Administration as to the use of the remaining funds. There's currently \$571,698.72 unobligated funds.

**Exhibits**

1. Cameras and entry
2. Video Recorder
3. JER HR Group Letter
4. Abercrombie Letter

**Funding Source**

American Rescue Plan Fund

**Request**

Authorize the Mayor to use funds to engage a consultant for a wage study and purchase upgraded camera equipment for the police department.



**DIGI**  
SECURITY SYSTEMS

## We have prepared a quote for you

**City of Tahlequah - Police Dept - Security  
Camera Replacements - State Contract  
SW1048D**

Quote # 012970  
Version 1

## Prepared for:

**City of Tahlequah**

Randy Powell  
[sysadmin@cityoftahlequah.com](mailto:sysadmin@cityoftahlequah.com)

Thursday, February 29, 2024

City of Tahlequah  
Randy Powell  
100 Phoenix Ave.  
Tahlequah, OK 74464  
sysadmin@cityoftahlequah.com

Dear Randy,

**City of Tahlequah - Police Dept  
Security Camera Replacements  
State Contract SW1048D**

This proposal will cover providing City of Tahlequah with (2) replacement cameras for the Police Dept. Currently, the Police Dept has (1) 2mp camera that's offline and needs to be replaced, and (1) camera with built-in microphone in the interview room. This proposal will also cover installing a new video intercom at the main entry that will integrate into the access control system to allow door release from any designated desk that has the video security system running and accessible. City personnel will now be able to control the door through the video security system.

**Digi will provide and install the following:**

- (1) ACC7-ENT camera license for new video intercom
- (1) 2mp single dome cameras to replace (2) existing single dome cameras that are not functioning any longer
- (1) 5mp single dome camera with built-in microphone to replace existing interview camera and microphone
- (1) Cat6 network cable run from switch location to designated door intercom

Digi will utilize (2) existing cable drops and camera licenses for cameras being replaced

Digi will upgrade existing camera firmware and make sure all existing cameras are up to date

Digi will commission, configure, and test equipment for optimal performance

**Partner shall provide:**

- Partner will need to provide necessary power for all devices associated to this project.
- Partner will need to provide access to all areas necessary for completion of this project.
- Partner will need to provide necessary space for installation of devices for this system.
- Partner will need to provide network connectivity for offsite/remote monitoring of the system.

11333 East 51st Place  
Tulsa, OK 74146  
www.digiss.com  
(918) 824-2520



DIGI  
SECURITY SYSTEMS

Please contact me with any questions or concerns.  
Thank you

A handwritten signature in black ink, appearing to read 'S Hardani'.

Sean Hardani  
Account Manager  
Digi Security Systems - Tulsa

Equipment

Product Details	Suggested Price	Discount Amount	State Contract Price	Qty	Ext. Contract Price
ACC7-ENT <b>Avigilon Control Center v. 7.0 Enterprise - License - 1 Camera</b>	\$316.51	\$94.95	\$221.56	1	\$221.56
2.0C-H5SL-D1-IR <b>Avigilon H5SL-DO 2 Megapixel Indoor HD Network Camera - Color, Monochrome - Dome - Cool Gray - 98.43 ft - MJPEG, Smart H.264, Smart H.265 - 1920 x 1080 - 3 mm- 9 mm Zoom Lens - 3x Optical - CMOS - In-ceiling, Wall Mount, Pole Mount, Corner Mount, Surface</b> 	\$525.11	\$157.53	\$367.58	1	\$367.58
12.0W-H5A-FE-DO1-IR <b>Avigilon 12 Megapixel Indoor/Outdoor 4K Network Camera - Color, Monochrome - Fisheye - Cool Gray - 65.62 ft Infrared Night Vision - H.264, H.265, MJPEG - 3840 x 2160 - 1.60 mm Fixed Lens - 30 fps - CMOS - Surface Mount, Corner Mount, P</b> 	\$1,330.42	\$399.13	\$931.29	1	\$931.29
H4VI-AC-RELY1 <b>Safety Relay for H4 Video Intercom</b>	\$141.61	\$42.48	\$99.13	1	\$99.13
H4VI-MT-SURF1 <b>Avigilon Mounting Adapter for Intercom</b> 	\$265.51	\$79.65	\$185.86	1	\$185.86
3.0C-H4VI-RO1-IR <b>Avigilon H4 Video Intercom - 3 Megapixel - CMOS - 170° Horizontal - 120° Vertical 0 lux - Full-duplex Aluminum, Polycarbonate - School, Parking Lot, Retail Store, Hotel, Indoor, Outdoor</b> 	\$1,357.02	\$407.11	\$949.91	1	\$949.91
CABLE-CAT6-CMP-1 <b>Cabling - Category 6 - Network - Plenum with J-Hooks Etc.</b>	\$335.00	\$67.00	\$268.00	1	\$268.00
DSS-INST-CAM-OUT <b>Digi Professional Installation Materials - Outdoor Camera</b>	\$125.00	\$25.00	\$100.00	1	\$100.00

Equipment

Product Details	Suggested Price	Discount Amount	State Contract Price	Qty	Ext. Contract Price
TECH <b>Installation Services - Tech</b> (FIRE AND SECURITY)	\$120.00	\$36.00	\$84.00	8	\$672.00
SENIOR <b>Professional Installation Services - Senior Tech</b> (FIRE AND SECURITY)	\$140.00	\$42.00	\$98.00	8	\$784.00

**Subtotal: \$4,579.33**

# City of Tahlequah - Police Dept - Security Camera Replacements - State Contract SW1048D

**Prepared by:**

**Digi Security Systems - Tulsa**

Sean Hardani  
(918) 824-0001  
seanh@digiss.com



**Prepared for:**

**City of Tahlequah**

100 Phoenix Ave.  
Tahlequah, OK 74464  
Randy Powell  
(918) 525-4728  
sysadmin@cityoftahlequah.com

**Quote Information:**

**Quote #: 012970**

Version: 1  
Delivery Date: 02/29/2024  
Expiration Date: 04/03/2024

## Quote Summary

Description	Amount
Equipment	\$4,579.33

**Subtotal: \$4,579.33**

**Shipping: \$72.00**

**Total: \$4,651.33**

This quotation does not include applicable taxes unless specifically listed above. Acceptance of this quote or any purchase order generated as a result of this quote indicates acceptance of the Digi standard terms and conditions. The Digi standard terms and conditions can be found at www.digiss.com or a copy may be requested from your Digi representative. This proposal is valid for 30 days. Conduit, back boxes and hangers are excluded from this proposal unless specifically listed above. All 120v work is excluded from this proposal unless specifically listed. Any and all painting and patching is excluded. Asbestos work of any kind is excluded from this proposal. No cost for any required abatement is included in this proposal. Any cancellation or returns may be subject to a restocking fee and other charges, for which the Purchaser shall be responsible.

### Digi Security Systems - Tulsa

### City of Tahlequah

Signature:  \_\_\_\_\_

Name: Sean Hardani \_\_\_\_\_

Title: Account Manager \_\_\_\_\_

Date: 02/29/2024 \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Randy Powell \_\_\_\_\_

Date: \_\_\_\_\_



**DIGI**  
SECURITY SYSTEMS

## We have prepared a quote for you

**City of Tahlequah - Police Dept - New security camera sever - State Contract SW1048D**

Quote # 012966  
Version 1

## Prepared for:

**City of Tahlequah**

Randy Powell  
sysadmin@cityoftahlequah.com

Thursday, February 29, 2024

City of Tahlequah  
Randy Powell  
100 Phoenix Ave.  
Tahlequah, OK 74464  
sysadmin@cityoftahlequah.com

Dear Randy,

**City of Tahlequah - Police Dept**  
**New video server and camera additions**  
**State Contract SW1048D**

**Digi will provide and install the following:**

(1) AINVR Linux OS Cyber-security Hardened Server with a 5yr warranty - the proposed 32TB server will provide 30+ days of video retention

(24) Camera upgrade licensing to take the current version of ACC5 to ACC7

Digi will spin up server at Digi headquarters and pre-configure the server for install

Digi will remove old server from network rack

Digi will install new server in partner provided network rack

Digi will commission, configure, and test equipment for optimal performance

**Partner shall provide:**

Partner will need to provide necessary power for all devices associated to this project.

Partner will need to provide access to all areas necessary for completion of this project.

Partner will need to provide necessary space for installation of devices for this system.

Partner will need to provide network connectivity for offsite/remote monitoring of the system.

Please contact me with any questions or concerns.

Thank you

11333 East 51st Place  
Tulsa, OK 74146  
www.digiss.com  
(918) 824-2520



DIGI  
SECURITY SYSTEMS

A handwritten signature in black ink, appearing to read 'S Hardani'.

Sean Hardani  
Account Manager  
Digi Security Systems - Tulsa

Equipment

Product Details	Suggested Price	Discount Amount	State Contract Price	Qty	Ext. Contract Price
ACC-ENT-SMART-1YR <b>ACC Enterprise Smart Plan; 1 year</b>	\$32.10	\$9.63	\$22.47	24	\$539.28
AINVR-STD-32TB-NA <b>AI NVR Standard; 32TB; NA</b>	\$18,996.72	\$5,699.02	\$13,297.70	1	\$13,297.70
SENIOR TECH (FIRE AND SECURITY) <b>Professional Installation Services - Senior Tech</b>	\$140.00	\$42.00	\$98.00	8	\$784.00

**Subtotal: \$14,620.98**

# City of Tahlequah - Police Dept - New security camera sever - State Contract SW1048D



**Prepared by:**  
**Digi Security Systems - Tulsa**  
Sean Hardani  
(918) 824-0001  
seanh@digiss.com

**Prepared for:**  
**City of Tahlequah**  
100 Phoenix Ave.  
Tahlequah, OK 74464  
Randy Powell  
(918) 525-4728  
sysadmin@cityoftahlequah.com

**Quote Information:**  
**Quote #: 012966**  
Version: 1  
Delivery Date: 02/29/2024  
Expiration Date: 04/03/2024

## Quote Summary

Description	Amount
Equipment	\$14,620.98
<b>Subtotal:</b>	<b>\$14,620.98</b>
<b>Shipping:</b>	<b>\$130.00</b>
<b>Total:</b>	<b>\$14,750.98</b>

This quotation does not include applicable taxes unless specifically listed above. Acceptance of this quote or any purchase order generated as a result of this quote indicates acceptance of the Digi standard terms and conditions. The Digi standard terms and conditions can be found at [www.digiss.com](http://www.digiss.com) or a copy may be requested from your Digi representative. This proposal is valid for 30 days. Conduit, back boxes and hangers are excluded from this proposal unless specifically listed above. All 120v work is excluded from this proposal unless specifically listed. Any and all painting and patching is excluded. Asbestos work of any kind is excluded from this proposal. No cost for any required abatement is included in this proposal. Any cancellation or returns may be subject to a restocking fee and other charges, for which the Purchaser shall be responsible.

## Digi Security Systems - Tulsa

## City of Tahlequah

Signature:   
Name: Sean Hardani  
Title: Account Manager  
Date: 02/29/2024

Signature: \_\_\_\_\_  
Name: Randy Powell  
Date: \_\_\_\_\_



February 28, 2024

M'Lynn Pape  
Human Resources Director  
City of Tahlequah  
111 S Cherokee  
Tahlequah, OK 74464

Dear Ms. Pape:

It was a pleasure meeting you on the phone. Thank you for the information. You have a lot of good starter material to get an idea of what needs to be done.

After seven years, a full refresh of the job descriptions and evaluations in our DBCompensation system would give you the best chance of success both in terms of internal equity and external competitiveness. Our standard methodology is to review and update job description content and grading prior to conducting a market study. That ensures that the benchmark descriptions are accurate to today so that we make an accurate comparison to published survey benchmarks and the comparator's jobs. Also, the resulting grading structure regression line and the market data applied to price it would be aligned to today's relative internal value. That way no one could question the validity of the job grading or the market value.

Included in this letter is an estimate of what a full compensation and classification study might cost. Based on our current rates, a study for 58 job titles with a typical benefits survey and in-state travel should be no more than \$35,700. This is variable depending on number of jobs we study and the scope of the benefits survey, if chosen. Since most jobs were already graded before, we would take that in consideration when making the formal quote on the classification part. Total project time frame could range from 10 to 16 weeks.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Robert L. Culpepper', with a long, sweeping underline.

Robert L. Culpepper, CCP  
Senior Compensation Consultant - Oklahoma



## Informal Quote for The City of Tahlequah

Prepared by: Robert Culpepper - February 27, 2024

	#UNITS	Price per unit	Totals	
Project Initiation Phase (fixed price), includes:			\$ 3,000.00	
Meetings				
Obtain background information				
Review and update current compensation philosophy, policies and practices				
Classification Phase, includes:	58	\$ 125.00	\$ 7,250.00	Variable
Entry of job descriptions into software				
Assign scoring for 15 factors				
Conduct FLSA audit of jobs				
Assign job values				
Presentation to key stakeholders				
Compensation Phase, includes:	58	\$ 275.00	\$ 15,950.00	Variable
Compare City of Tahlequah jobs and pay to external jobs and pay for all titles				
Review for internal and external pay equity				
Recommend pay increase plan				
Review for Compression issues and recommend solutions				
Benefits Survey Phase(fixed price), includes:			\$ 6,000.00	Optional
Preparation of the survey form, distribution, reminders, and survey data analysis				
Required Significant Deliverables (fixed price), includes:			\$ 1,500.00	
Create initial drafts of reports and submit for review				
Make changes and finalize reports				
Presentation to key stakeholders				
Train HR staff on maintenance of plan/software				
Travel (in-state rate)			\$ 2,000.00	Optional
Travel for two on-site visits				
<b>TOTAL FOR SALARY SURVEY AND CLASSIFICATION/COMPENSATION WORK</b>			<b>\$ 35,700.00</b>	

# Abercrombie Consulting, LLC

February 20, 2024

City of Tahlequah  
111 South Cherokee  
Tahlequah, OK 74464

Re: Proposal for Compensation Study

**Plan:**

Phase I:

Abercrombie Consulting, LLC will review, research and present a market review of staff salaries based on information from the City of Tahlequah including but not limited to Municipalities salary information, the 2017 comprehensive salary survey and the use of a proprietary market data used by Abercrombie Consulting, LLC. Phase I of the market study will cover the following:

- An overview of the current market and general salary information,
- A market analysis of staff positions within the City of Tahlequah,
- A comparison review of current salaries to market rates,
- Suggestions for which positions should be reviewed for salary changes,
- Completion by May 3, 2024.

Phase II:

In addition to the above, Abercrombie Consulting, LLC is recommending a comprehensive review of all job grades, step plans, benefits and recommendations for longer range changes to your plan to meet market changes. This phase would take more time than the current deadline that has been requested and could be done after Phase I is complete. Handouts will be shared and given to each participant to use for further training and development.

Each phase would be considered stand alone and could be contracted separately or together.

**Investment/Payment:**

Phase I – The fee will be \$18,500 for all deliverables stated above, including a presentation to the Tahlequah City Council if needed.

Phase II – The fee will be \$35,000 for all deliverables stated above, including interviews, job audits, and a presentation to the Tahlequah City Council if needed.

**Project Team:**

Barbara A. Abercrombie, Ph.D., SPHR  
Compensation Analyst  
Human Resources Business Partner

**Acknowledgement:**

I understand the provisions of this engagement and agree to them:

Phase I:

Please sign: \_\_\_\_\_ Date: \_\_\_\_\_

Please print name: \_\_\_\_\_ Title: \_\_\_\_\_

Phase II:

Please sign: \_\_\_\_\_ Date: \_\_\_\_\_

Please print name: \_\_\_\_\_ Title: \_\_\_\_\_

Thank you for the opportunity to partner with The City of Tahlequah.



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 6f  
Meeting Date 3/4/2024  
Initiator Ray Hammons, Coordinator  
Office / Department Compliance

## Item Title

**FIRST READING** and possible action to approve, approve with modification, or deny **Ordinance No. 1375-2024**, an Ordinance of the City of Tahlequah, Oklahoma, amending the Tahlequah City Code, Part 9, Licensing and Business Regulation; Chapter 9-4, Residential Sales; by Amending Section 9-402, License Required; and Section 9-406, Intervals Between Sales; Providing for Codification, Severability, Repealer and Declaring and Emergency. *Compliance Coordinator Ray Hammons*

## Background

This is an attempt to allow residents to have more opportunity for income and purchasing by the reselling of personal items.

## Exhibits

1. Garage Sale Ordinance - TQ

## Funding Source

## Request

Approve Ordinance 1375-2024 with Emergency Status.

**ORDINANCE NO. 1375-2024**

**AN ORDINANCE OF THE CITY OF TAHLEQUAH, OKLAHOMA, AMENDING THE TAHLEQUAH CITY CODE, PART 9, LICENSING AND BUSINESS REGULATION; CHAPTER 9-4, RESIDENTIAL SALES; BY AMENDED SECTION 9-402, LICENSE REQUIRED; PROVIDING FOR CODIFICATION, SEVERABILITY, REPEALER, AND DECLARING AN EMERGENCY.**

NOW THEREFORE, BE IT ORDAINED BY the City Council of the City of Tahlequah, Oklahoma:

**SECTION 1. AMENDATORY.** Chapter 4 of Part 9 of the Tahlequah City Code is hereby added and shall read as follows:

**Section 9-402 License Required.**

- A. No person shall hold, conduct, engage in or participate in any manner in a residential sale at any place within the limits of the City without first having obtained a license therefor. ~~The fee for such license shall be one dollar (\$1.00).~~ Such license shall be issued without fee. The issuance of a license under the provisions of this chapter shall not exempt such person from the terms and provisions of any other ordinance of the City, and for the issuance of the license the City Clerk shall collect a fee as set by the Council.
- B. A separate license shall be required for each location at which a residential sale is to be held, and no location shall be eligible for more than one license in any ninety (90) day period, and if more than one family group is participating in the sale, each family or group participating therein shall obtain such a license.

**SECTION 2. CODIFICATION.** The City Clerk is hereby directed to enter the added section into the appropriate place in the Tahlequah City Code of Tahlequah, Oklahoma, as authorized and approved by this Ordinance.

**SECTION 3. SEVERABILITY.** If any provision, paragraph, word, section of article of this Ordinance is invalidated by a court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapters shall not be affected and shall continue in full force and effect.

**SECTION 4. REPEALER.** All other Ordinances and parts of other Ordinances Inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of such inconsistency or conflict.

**SECTION 5. EMERGENCY.** An immediate necessity existing for the preservation of the public peace, health, and safety, an emergency is hereby declared to exist by reason of which this Ordinance shall be in full force and effect from and after passage, approval and publication or posting.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF TAHLEQUAH, OKLAHOMA, THIS 4<sup>th</sup> DAY OF MARCH, 2024.**

**THE CITY OF TAHLEQUAH, OKLAHOMA**

\_\_\_\_\_  
**Suzanne Myers, Mayor**

**(SEAL)**

**ATTEST:**

\_\_\_\_\_  
**City Clerk**

**APPROVED AS TO FORM AND LEGALITY this 4<sup>th</sup> day of March, 2024.**

\_\_\_\_\_  
**John Tyler Hammons, City Attorney**



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 6g  
Meeting Date 3/4/2024  
Initiator Ray Hammons, Coordinator, JT Hammons, City Attorney  
Office / Department Compliance

**Item Title**

Approve or Deny **Ordinance No. 1375-2024** as an Emergency Ordinance.

**Background**

**Exhibits**

None

**Funding Source**

**Request**

Approve and pass **Ordinance No. 1375-2024** as an emergency.



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 6h  
Meeting Date 3/4/2024  
Initiator Ray Hammons, Coordinator, JT Hammons, City Attorney  
Office / Department Compliance

## Item Title

**FIRST READING** and possible action to approve, approve with modification, or deny **Ordinance No. 1376-2024**, an ordinance of the City of Tahlequah, Oklahoma, Amending the Tahlequah City Code, Part 18, Stormwater Management; Chapter 18-1, Stormwater Management Program; Section 18-807, Fees; Providing for Codification, Severability, Repealer, and Declaring an Emergency. *Compliance Coordinator Ray Hammons*

## Background

## Exhibits

1. Stormwater Ordinance - TQ

## Funding Source

## Request

Approve **Ordinance No. 1376-2024** and pass as an Emergency.

**ORDINANCE NO. 1376-2024**

**AN ORDINANCE OF THE CITY OF TAHLEQUAH, OKLAHOMA, AMENDING THE TAHLEQUAH CITY CODE, PART 18, STORMWATER MANAGEMENT; CHAPTER 18-1, STORMWATER MANAGEMENT PROGRAM; SECTION 18-107, FEES; PROVIDING FOR CODIFICATION, SEVERABILITY, REPEALER, AND DECLARING AN EMERGENCY.**

NOW THEREFORE, BE IT ORDAINED BY the City Council of the City of Tahlequah, Oklahoma:

**SECTION 1. AMENDATORY.** Chapter 18-1 of Part 18 of the Tahlequah City Code is hereby added and shall read as follows:

**Section 18-107 Fees.**

- A. It is the purpose of this part to improve the public health, safety and welfare by providing for, acquiring, constructing, operating, equipping and maintaining within the City of Tahlequah, a stormwater management program. In order to provide revenue to fund the costs associated with a stormwater management program, there is hereby established a Stormwater management fee. All revenues collected from the stormwater management fee shall be deposited to the Stormwater management fund. The stormwater management program and fees provided are intended for, but are not limited to, the following purposes:
1. Costs of development, administration, and implementation of the stormwater management program including operation costs, capital expenses, salaries and consulting fees;
  2. Public education and outreach;
  3. Stormwater pollution prevention activities;
  4. Illicit discharge detection and elimination;
  5. Inspection, monitoring, surveillance, and enforcement activities;
  6. Abatement, remediation, and restoration activities;
  7. Field sampling and testing equipment, supplies, and services;
  8. Laboratory testing equipment, supplies, and services;
  9. Engineering and GIS equipment, supplies and services;
  10. Storm sewer system development, mapping, upgrades, and repairs;
  11. Retrofitting developed areas for pollution control;
  12. The acquisition by gift, purchase, or condemnation of real and personal property, and interests therein, necessary to construct, operate, and maintain the municipal storm sewer system;
  13. Other equipment, supplies, and activities which are reasonably required;
  14. A master drainage plan, watershed management plan, or related drainage studies created to lessen stormwater runoff impacts, protect water quality or prevent flooding;
  15. Short or long term financing for flood or hazard mitigation programs related to stormwater management payable to or through the general fund, the trust authority or agency funds of the City; and

16. Matching funds for state or federal grants that relate to stormwater management.
- B. The City of Tahlequah, through its City council, is hereby authorized to charge just and reasonable fees as deemed necessary for operation of the City's stormwater management program. All fees and charges shall be assessed and collected as other charges are collected against water meters in operation on the several premises within the City of Tahlequah. Said fees and charges shall be subject to adjustment as deemed necessary and approved by action of the City Council and are hereby initially established as follows:
1. Stormwater Management Fees: The following fees shall apply to all properties located within the incorporated limits of the City of Tahlequah:
    - a. ~~\$2~~ Four Dollars (\$4.00) per month for each residential water customer.
    - b. ~~\$4~~ Eight Dollars (\$8.00) per month for each nonresidential (commercial) water customer with a water meter that is under two inches in size.
    - c. ~~\$10~~ Twenty Dollars (\$20.00) per month for each industrial or commercial property or other nonresidential water customer with a water meter that is two inches or more in size.
    - d. Outside City limits users of City water service that are surrounded by the corporate limits of the City shall pay the inside rates.
  2. Exemptions: Exemptions shall include properties owned by or otherwise granted or dedicated to the City of Tahlequah, Tahlequah public works authority and other beneficiary trusts of the City. Exemptions for entities utilizing low impact development techniques will be accepted at the discretion of the Administrator upon application for a waiver. Undeveloped properties with no impervious surface coverage are exempt.

**SECTION 2. CODIFICATION.** The City Clerk is hereby directed to enter the added section into the appropriate place in the Tahlequah City Code of Tahlequah, Oklahoma, as authorized and approved by this Ordinance.

**SECTION 3. SEVERABILITY.** If any provision, paragraph, word, section of article of this Ordinance is invalidated by a court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapters shall not be affected and shall continue in full force and effect.

**SECTION 4. REPEALER.** All other Ordinances and parts of other Ordinances Inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of such inconsistency or conflict.

**SECTION 5. EFFECTIVE DATE.** This Ordinance to become effective on the 1<sup>st</sup> day of July, 2024.

**SECTION 6. EMERGENCY.** An immediate necessity existing for the preservation of the public peace, health, and safety, an emergency is hereby declared to exist by reason of which this Ordinance shall be in full force and effect from and after passage, approval and publication or posting.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF TAHLEQUAH, OKLAHOMA, THIS 4<sup>th</sup> DAY OF MARCH, 2024.**

**THE CITY OF TAHLEQUAH, OKLAHOMA**

\_\_\_\_\_  
**Suzanne Myers, Mayor**

**(SEAL)**

**ATTEST:**

\_\_\_\_\_  
**City Clerk**

**APPROVED AS TO FORM AND LEGALITY this 4<sup>th</sup> day of March, 2024.**

\_\_\_\_\_  
**John Tyler Hammons, City Attorney**



Tahlequah City Council  
**AGENDA ITEM REPORT**

Item No. 6i  
Meeting Date 3/4/2024  
Initiator Ray Hammons, Coordinator, JT Hammons, City Attorney  
Office / Department Compliance

**Item Title**

Approve or Deny **Ordinance No. 1376-2024** as an Emergency Ordinance.

**Background**

**Exhibits**

None

**Funding Source**

**Request**

Approve and pass **Ordinance No.1376-2024** as an emergency.

Item No. 6j  
 Meeting Date 3/4/2024  
 Initiator Richard Coffron, City Inspector, Ray Hammons, Coordinator  
 Office / Department Planning & Development

**Item Title**

Discussion and possible action to approve, approve with modification, or deny **Resolution No. 03-04-2024(A)**, a resolution changing the zoning at 1702 E. Downing Street, Tahlequah, Oklahoma, from a Residential Single Family Low Density District (RS-2) to a Residential Multifamily Low Density District (RM-2) as recommended by the Planning Commission of the City of Tahlequah. Compliance Coordinator Ray Hammons, City Inspector Richard Coffron

**Background**

On 27 February 2024, the Planning Commission voted unanimously (4-0) to approve the zoning change. Staff recommendation is to approve.

**Exhibits**

1. Resolution 03-04-2024(A)
2. 1702 E Downing-PC Zone Change
3. 1702 E Downing Map

**Funding Source**

**Request**

Approve **Resolution 03-04-2024(A)**.

**RESOLUTION NO. 03-04-2024(A)**

**A RESOLUTION TO CHANGE THE ZONING OF THE HEREINAFTER DESCRIBED REAL ESTATE.**

**WHEREAS**, the Tahlequah City Council adopted Ordinance No. 1329-2021 on August 16, 2022. Ordinance No. 1329-2021 established Part 12, Chapter 1 – City of Tahlequah Zoning Ordinance.

**WHEREAS**, Section 7.D.2.f of the City of Tahlequah Zoning Ordinance authorizes zoning map amendments to be approved by City Council by Resolution.

**WHEREAS**, the applicant has met all notification requirements for a public hearing held by the Planning Commission of the City of Tahlequah

**WHEREAS**, the Planning Commission of the City of Tahlequah recommended unanimously by a vote of 4-0 to on February 27, 2024 to approve Case #2-2024-Zoning.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAHLEQUAH, OKLAHOMA, THAT** the following described real property at 1702 E. Downing Street, Tahlequah, Oklahoma, a tract of land in the NW4 NE4 NE4 of Section 34, Township 17 North, Range 22 East of the Indian Base Meridian, Cherokee County, State of Oklahoma, more particularly described as follows to-wit;

**LEGAL DESCRIPTION**

Beginning at a point 257 feet south of the Northeast Corner of the NW4 NE4 NE4 of Section 34; thence West a distance of 118 feet; thence South a distance of 93 feet; thence East a distance of 118 feet, thence North a distance of 93 feet to the POINT OF BEGINNING.

And

A piece of parcel of land located in the NW4 NE4 NE4 of Section 34, Township 17 North, Range 22 East of the Indian Base Meridian, Cherokee County, State of Oklahoma, more particularly described as follows, to wit; Commencing at a point 35 feet East of the Northwest Corner of said NW4 NE4 NE4; thence East a distance of 507 feet to the POINT OF BEGINNING; thence South a distance of 350 feet; thence West a distance of 32 feet; thence North a distance of 20 feet; thence Northeasterly and on a straight line to a point 10 feet West of the POINT OF BEGINNING.

Shall be, and the same is, hereby changed from Residential Single Family Low Density District (RS-2) to Residential Multifamily Low Density District (RM-2).

**PASSED AND ADOPTED** by the City Council of the City of Tahlequah on this 4<sup>th</sup> day of March, 2024, after full compliance with the Oklahoma Open Meeting Act.

CITY OF TAHLEQUAH

\_\_\_\_\_  
Suzanne Myers, Mayor

ATTEST:

\_\_\_\_\_  
Whitney Shaw, City Clerk

[Seal]

APPLICANT NAME: GRANT COX CONTACT #: 918-637-6511  
 ADDRESS: 324 E 20th Tulsa, OK 74120  
 PROPERTY OWNER (if different from applicant): NA CONTACT #:  
 ADDRESS:  
 SUBJECT PROPERTY LEGAL DESCRIPTION:

*See Attached*

SUBJECT PROPERTY ADDRESS (if applicable):  
1702 E. Downing Tahlequah, OK 74464

I HEREBY CERTIFY THAT THE INFORMATION HEREIN SUBMITTED IS COMPLETE, TRUE AND ACCURATE AND THAT I/WE HAVE BEEN NOTIFIED OF THE PROCEDURES AND GUIDELINES, INCLUDING PLATTING AND SITE PLAN REVIEW IF REQUIRED AND ALL FEES AND CHARGES RELATED TO SITE IMPROVEMENTS, DEVELOPMENT AND BUILDING PERMIT COSTS. I/WE FURTHER STATE THAT PROOF OF PUBLICATION AND PROOF OF MAILING TO ALL OWNERS OF RECORD WITHIN 300 FEET OF THE SUBJECT TRACT FOR WHICH THIS ZONING HEARING IS REQUESTED WILL BE FILED WITH THE DIRECTOR 5 DAYS PRIOR TO THE DATE OF THE PUBLIC HEARING OF THIS REQUEST. WHEREFORE, YOUR APPLICANTS RESPECTFULLY REQUEST THAT THIS APPLICATION BE SET FOR PUBLIC HEARING IN ACCORDANCE WITH THE LAW AND THAT DUE NOTICE WILL BE GIVEN, AND UPON PUBLIC HEARING HAVING BEEN DULY HELD, THAT SAID ZONING AS ABOVE REQUESTED BE GRANTED.

Signature of Applicant: *[Signature]* Date: 12/29/23

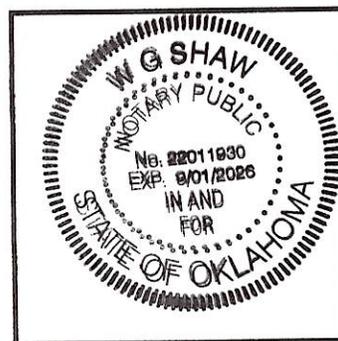
Signature of Property Owner: *[Signature]* Date: 12/29/23

**NOTE:** IF DENIED BY PLANNING COMMISSION AN APPEAL APPLICATION MAY BE FILED IN THE OFFICE OF THE CITY CLERK WITHIN FIFTEEN (15) DAYS.

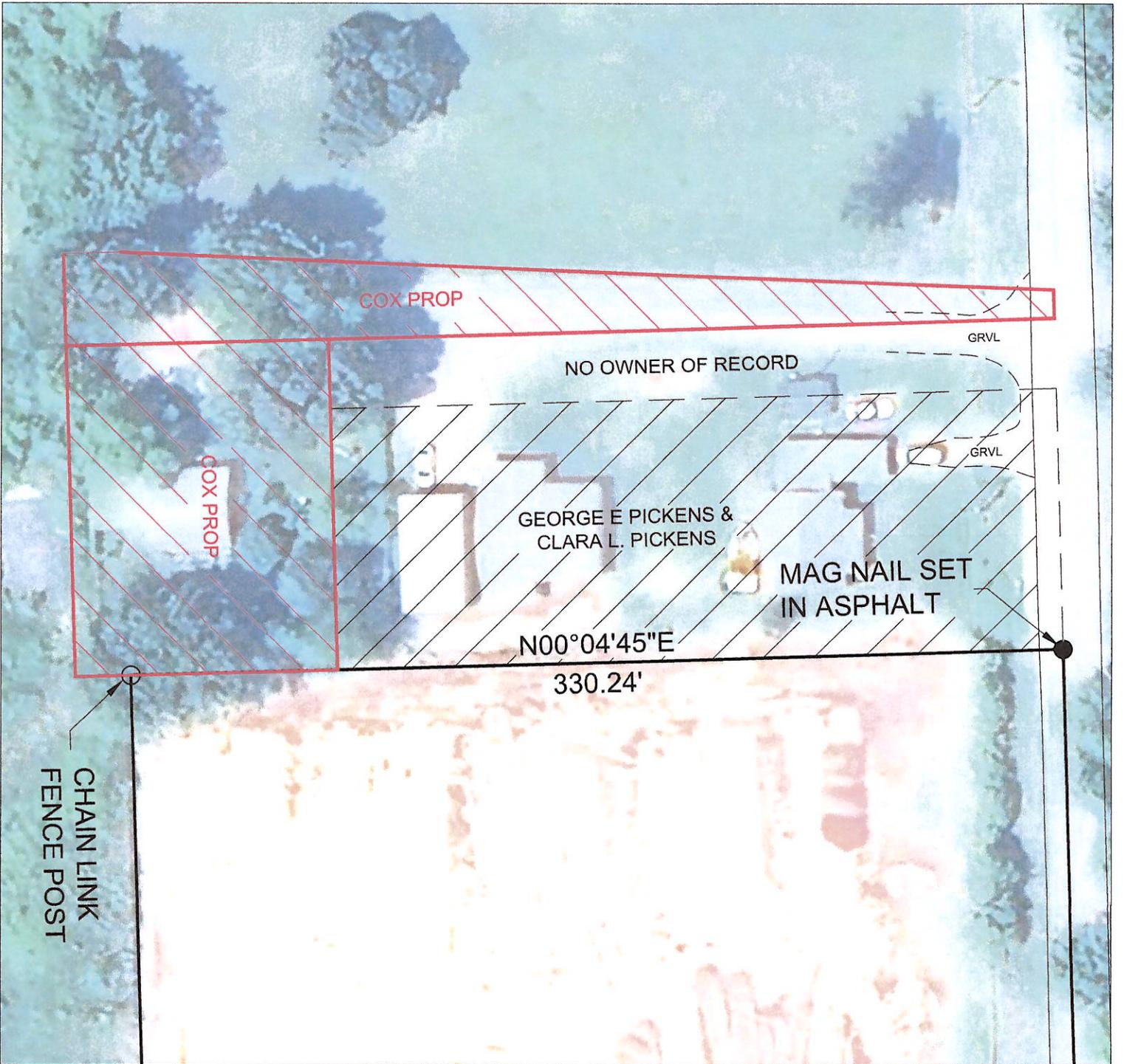
Subscribed and sworn before me this 29th day of Dec, 2023

W. G. Shaw  
Notary Public

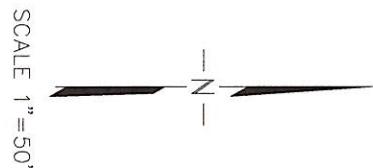
My commission expires: 9/01/2026



Seal



CHAIN LINK  
FENCE POST



A tract of land in the NW4 NE4 NE4 of Section 34, Township 17 North, Range 22 East of the Indian Base and Meridian, Cherokee County, State of Oklahoma, more particularly described as follows, to-wit: BEGINNING at a point 257 feet South of Northeast Corner of the NW4 NE4 NE4 of Section 34; Thence West a distance of 118 feet; Thence South a distance of 93 feet; Thence East a distance of 118 feet; Thence North a distance of 93 feet to the POINT of BEGINNING.

AND

A piece or parcel of land located in the NW4 NE4 NE4 of Section 34, Township 17 North, Range 22 East of the Indian Base and Meridian, Cherokee County, State of Oklahoma, more particularly described as follows, to-wit: Commencing at a point 35.0 feet East of the Northwest Corner of said NW4 NE4 NE4; Thence East a distance of 507.0 feet to the POINT of BEGINNING; Thence South a distance of 350.0 feet; Thence West a distance of 32.0 feet; Thence North a distance of 20.0 feet; Thence Northeasterly and on a straight line to a point 10 feet West of the POINT of BEGINNING; Thence East a distance of 10 feet to the POINT of BEGINNING.



# Tahlequah City Council AGENDA ITEM REPORT

Item No. 6k  
Meeting Date 3/4/2024  
Initiator Richard Coffron, City Inspector, Ray Hammons, Coordinator  
Office / Department Planning & Development

## Item Title

Discussion and possible action to approve, approve with modification, or deny **Resolution No. 03-04-2024(B)**, a resolution changing the zoning at 1308 Jackson Avenue, Tahlequah, Oklahoma, from Residential Single Family Low Density District (RS- 2) to Residential Multifamily Low Density District (RM-2) as recommended by the Planning Commission of the City of Tahlequah. Compliance Coordinator Ray Hammons, City Inspector Richard Coffron

## Background

On 27 February 2024, the Planning Commission voted unanimously (4-0) to approve the zoning change. Staff recommendation is to approve.

## Exhibits

1. Resolution 03-04-2024(B)
2. 1308 Jackson Ave-PC
3. 1308 E Jackson\_map

## Funding Source

## Request

Approve **Resolution No. 03-04-2024(B)**

**RESOLUTION NO. 03-04-2024(B)**

**A RESOLUTION TO CHANGE THE ZONING OF THE HEREINAFTER DESCRIBED REAL ESTATE.**

**WHEREAS**, the Tahlequah City Council adopted Ordinance No. 1329-2021 on August 16, 2022. Ordinance No. 1329-2021 established Part 12, Chapter 1 – City of Tahlequah Zoning Ordinance.

**WHEREAS**, Section 7.D.2.f of the City of Tahlequah Zoning Ordinance authorizes zoning map amendments to be approved by City Council by Resolution.

**WHEREAS**, the applicant has met all notification requirements for a public hearing held by the Planning Commission of the City of Tahlequah

**WHEREAS**, the Planning Commission of the City of Tahlequah recommended unanimously by a vote of 4-0 to on February 27, 2024 to approve Case #3-2024-Zoning.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAHLEQUAH, OKLAHOMA, THAT** the following described real property at 1308 Jackson Avenue, Tahlequah, Oklahoma, , more particularly described as follows to-wit;

**LEGAL DESCRIPTION**

Lot 1 in Block 2 of Jamestown Addition to the City of Tahlequah, Oklahoma, according to the official plat thereof.

Shall be, and the same is, hereby changed from Residential Single Family Low Density District (RS-2) to Residential Multifamily Low Density District (RM-2).

**PASSED AND ADOPTED** by the City Council of the City of Tahlequah on this 4<sup>th</sup> day of March, 2024, after full compliance with the Oklahoma Open Meeting Act.

CITY OF TAHLEQUAH

\_\_\_\_\_  
Suzanne Myers, Mayor

ATTEST:

\_\_\_\_\_  
Whitney Shaw, City Clerk

[Seal]



# Zoning Change Application City of Tahlequah

Planning & Development  
111 South Cherokee Avenue  
Tahlequah, OK 74464  
(918) 456-0651 ext. 2258

## Written Notice to Property Owners

The Cherokee County Land Records indicate you are the owner of property located within 300 feet of the following described property, 1308 Jackson Ave, to-wit:

Lot 1 in Block 2 in Jamestown Addition to the  
City of Tahlequah, Oklahoma, according to the  
Official Plat thereof

The owner of the above property Brady Renfro with BKKM LLC  
Has applied for a change of zoning on their property from RS-2 to RM-2 so they may use their property for  
a/an Duplex residence.

A public hearing on this application will be held by the City of Tahlequah Planning Commission

This hearing will be held on Tuesday January 30<sup>th</sup>, 2024 at 3:00 pm in the City of Tahlequah City Hall Council Chambers at 111 S. Cherokee Ave., Tahlequah, OK 74464. You may appear if you so desire either in person or by agent or by attorney and be heard. The hearing is not limited to those receiving a copy of this notice and if you know of an affected property owner, who for any reason failed to receive a copy of this notice, it would be appreciated if you would inform them of this hearing date.

Date: 11-30-2023

Brady Renfro  
Applicant

Brady Renfro  
Applicant

Approved: [Signature]  
6 Dec 2023  
Date

# Zoning Change Application

## City of Tahlequah

### Publication Notice

Pursuant to O.S. 11, 43-101 to 43-115 and O.S. 11, 45-101 to 45-106, a public hearing will be held by the City of Tahlequah Planning Commission on Tuesday, January 30<sup>th</sup>, 2024 at 3:00 P.M. in the in the City of Tahlequah City Hall Council Chambers at 111 S. Cherokee Ave., Tahlequah, OK 74464 to hear the application of

Brady Renfro with BKKM LLC  
Ordinance No. \_\_\_\_\_, rezoning the following property, 1308 Jackson Ave., to-wit:

Lot 1 in Block 2 in Jamestown Addition to the City of Tahlequah, Oklahoma, according to the Official Plat Map thereof

The present zoning of this property is RS-2. The zoning requested is RM-2. The intended use of the property after rezoning will be for a Duplex residence.

Those who may have an interest in the above described matter may appear and be heard.

Brady Renfro  
Applicant

Brady Renfro  
Applicant

Approved: \_\_\_\_\_

6 Dec 2023

Date



# Zoning Change Application

## City of Tahlequah

APPLICANT NAME: Brady Renfro (BKKM LLC) CONTACT #: 918-2078876  
ADDRESS: PO Box 2179 Tahlequah, OK 74465  
PROPERTY OWNER (if different from applicant): \_\_\_\_\_ CONTACT #: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

SUBJECT PROPERTY LEGAL DESCRIPTION:

Lot 1 in Block 2 in Jamestown Addition to the City of Tahlequah, Oklahoma, according to the official Plat thereof

SUBJECT PROPERTY ADDRESS (if applicable):

1308 Jackson Ave

I HEREBY CERTIFY THAT THE INFORMATION HEREIN SUBMITTED IS COMPLETE, TRUE AND ACCURATE AND THAT I/WE HAVE BEEN NOTIFIED OF THE PROCEDURES AND GUIDELINES, INCLUDING PLATTING AND SITE PLAN REVIEW IF REQUIRED AND ALL FEES AND CHARGES RELATED TO SITE IMPROVEMENTS, DEVELOPMENT AND BUILDING PERMIT COSTS. I/WE FURTHER STATE THAT PROOF OF PUBLICATION AND PROOF OF MAILING TO ALL OWNERS OF RECORD WITHIN 300 FEET OF THE SUBJECT TRACT FOR WHICH THIS ZONING HEARING IS REQUESTED WILL BE FILED WITH THE DIRECTOR 5 DAYS PRIOR TO THE DATE OF THE PUBLIC HEARING OF THIS REQUEST. WHEREFORE, YOUR APPLICANTS RESPECTFULLY REQUEST THAT THIS APPLICATION BE SET FOR PUBLIC HEARING IN ACCORDANCE WITH THE LAW AND THAT DUE NOTICE WILL BE GIVEN, AND UPON PUBLIC HEARING HAVING BEEN DULY HELD, THAT SAID ZONING AS ABOVE REQUESTED BE GRANTED.

Signature of Applicant: [Signature] Date: 12-6-2023

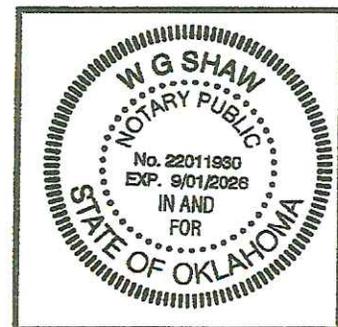
Signature of Property Owner: [Signature] Date: 12-6-2023

**NOTE:** IF DENIED BY PLANNING COMMISSION AN APPEAL APPLICATION MAY BE FILED IN THE OFFICE OF THE CITY CLERK WITHIN FIFTEEN (15) DAYS.

Subscribed and sworn before me this 6<sup>th</sup> day of Dec., 2023

W G Shaw  
Notary Public

My commission expires: 09/01/2026



Seal



**E ALLEN ROAD**

**CATHY AVE**

**JACKSON AVE**

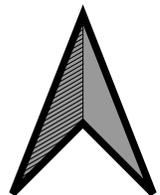
**HUGH AVE**

**E ARDEN ST**

## Vicinity Map

 Subject Property

**1308 Jackson Avenue**





# Tahlequah City Council AGENDA ITEM REPORT

Item No. 61  
Meeting Date 3/4/2024  
Initiator Taylor Tannehill, City Administrator, Keith Baker  
Office / Department Administration

## Item Title

Discussion and possible action to schedule a **governing body work session**. *City Administrator Taylor Tannehill, Councilman-Ward 2 Keith Baker*

## Background

Bill Tacket with OMAG recently came to town to conduct recognition training. He suggested scheduling work session with the governing body to set short term and long term goals. This agenda item is intended to schedule a time and date for that purpose.

## Exhibits

None

## Funding Source

N/A

## Request

Schedule a date and time to conduct a work session with all governing body members.