



AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of Meeting Monday, July 7, 2025 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: 874 5564 6265

Passcode: 4560651

1. MEETING CONVENED

- a) Meeting Called to Order
- b) Roll Call
- c) Invocation by Rev. Shana Dry, First United Methodist Church
- d) Flag Salute
- e) **Public Notice:** A Public Notice of meeting was provided on November 7, 2023, at 11:00 a.m. to the OK Secretary of State and an additional notice was provided on June 24, 2025, at 10:16 a.m. at 111 S. Cherokee Ave. Tahlequah, OK 74464.

2. PUBLIC INSTRUCTIONS

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.

3. PUBLIC COMMENTS

Comments will be accepted by the public and individuals will be limited to 3 minutes of speaking time. The total of all comments should not exceed 15 minutes. 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.

4. ANNOUNCEMENTS AND PRESENTATIONS

- a) **Recognition for Years of Service Employees:** Matthew Meredith, 5 years, Fire Department/Eric Lamons, 5 years, Solid Waste Department/Taylor Tannehill, 5 years, Managerial Department
- b) Presentation by Robert St. Pierre of the City of Tahlequah 2023-2024 Audit.

- c) Anthis-Brennan Expansion Project Update. Special Projects Director Ray Hammons

5. **CONSENT AGENDA**

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 June 3, 2025, and June 26, 2025, City Council meetings.
- b) Acknowledge receipt of the May 2025 General Fund Executive Summary.
- c) Acknowledge receipt of the May 2025 Investment Schedule.
- d) Acknowledge receipt of the May 2025 Check Register.
- e) Acknowledge receipt of the May 2025 Purchasing Card Statement.
- f) Acknowledge receipt of the May 2025 Open PO Report.
- g) Accept the City of Tahlequah 2023-2024 audit as presented by Robert St. Pierre.
- h) Accept the donation from Cherokee Nation in the amount of \$35,000, placing the funds in the Police Department's Restricted Donations account and amending the budget accordingly.
- i) Accept the donation from Larry & Debra Dickerson in the amount of \$200, placing the funds in the Animal Shelter's Restricted Donations account and amending the budget accordingly.
- j) Accept the donation from Beth Herrington Trust in the amount of \$200, placing the funds in the Animal Shelter's Restricted Donations account and amending the budget accordingly.
- k) Accept the contractual payment from Cherokee Nation in the amount of \$7,500 and amend the budget accordingly, placing the funds in the restricted donations account to be used for the animal shelter/animal vaccination clinic.
- l) Acknowledge receipt of Tahlequah Main Street Association June report.
- m) Acknowledge receipt of the May and June Tahlequah Regional Development Authority reports.
- n) Acknowledge receipt of the June 2025 Tourism Report.
- o) Acknowledge receipt of the June 2025 Chamber of Commerce report.
- p) Acknowledge receipt of the 2025-2026 FY budget for the Tahlequah Regional Development Authority.
- q) Acknowledge receipt of the 2025-2026 FY budget for the Tahlequah Public Works Authority.
- r) Approve the Mutual Fire Assistance Agreement between the Tahlequah Fire Department and the Cookson Volunteer Fire Department.
- s) Approve the lease of 20 golf carts and 1 UTV from State Contract SW-0194 for the amount of \$1,409.00/mos from GL# 210-50-8503 for use at the RiverLinks Golf Course.
- t) Approve lease of 2 golf carts from State Contract SW-0194 for the amount of \$393.40/mos from GL# 210-50-8494 for use at Anthis-Brennan Sports Complex.
- u) Approve Lease Agreement with the OK Dept. of Corrections for FY 2025-2026.

- v) Approve the Legal Services Agreement with BJ Baker, City Prosecutor, for the 2025-2026 fiscal year.
- w) Approve contract with Tahlequah Main Street Association for FY 2025-2026.
- x) Approve the contract with the Tahlequah Area Chamber of Commerce for the 2025 Bluegrass Festival.
- y) Allow the Mayor to enter into an agreement with WoolleyBooger Racing, LLC for the use of Anthis-Brennan for a drag racing event on October 16 and 17, 2025.
- z) Approve Section 300 - Pay Administration, 305-Longevity Pay policy of the Employee Handbook of the Personnel Policies.
- aa) Hire Michael Burton as a Collector in the Solid Waste Department at \$35,500 annually, effective July 7, 2025.
- bb) Hire Johnny Sloan as a Mechanic in the Solid Waste Department at \$60,000 annually, effective June 30, 2025.
- cc) Hire Robert Bilek as a Laborer/Operator in the Street Department at \$34,844.78 annually, effective July 7, 2025.
- dd) Hire 2 seasonal Part-Time Laborers, unbudgeted positions in the Street Department, to be paid from Professional Services, account # 110-667200.
- ee) Hire Carl Dallis as a Seasonal PT Laborer in the Street Department at \$16.00 per hour, effective July 7, 2025.
- ff) Hire Logan Webber as PT laborer in the Parks and Recreation Department at \$11.13 per hour, effective June 17, 2025.
- gg) Hire Misty Burke as a Dispatcher in the Police Department at \$16.00 per hour, effective July 7, 2025.
- hh) Promote Colin Girdner from Laborer/Operator to Foreman in the Street Department at \$42,508.97 annually, effective June 8, 2025.
- ii) Promote Shawn Watson from PT Animal Control Officer to FT Animal Control Officer in the Compliance Department at \$15.00 per hour, effective July 7, 2025.
- jj) Accept the resignation of Dalton Tolliver, Laborer/Operator in the Street Department, effective June 3, 2025.

6. REGULAR SESSION

- a) Discussion and possible action on items removed from the consent agenda.
- b) Discussion and possible action to approve, approve with modification(s), or deny **Resolution No. 07-07-2025**, a resolution to adopt the schedule of fees and charges for the City of Tahlequah. City Clerk Whitney Shaw
- c) Discussion and possible action to approve, approve modifications, or deny **Resolution No. 07-07-2025(A)**, a resolution relating to the incurring of indebtedness by the Trustees of the Tahlequah Public Facilities Authority and waiving competitive bidding with respect thereto; and approving a Note Purchase Agreement, Security Agreement, and other documents as may be necessary or required. Mayor Suzanne Myers and City Treasurer Marty Hainzinger
- d) Discussion and possible action to approve, approve with modifications, or deny **Resolution No. 07-07-2025(B)**, a resolution for a zoning change from RS-2 (Single-Family Medium Density) to RM-3 (Multi-Family High Density) located at 1704 & 1706 E. Downing Street,

Tahlequah, Oklahoma. To-wit: Tract #1: Beginning at a point of 172' of NE/C of the NW/4 NE/4 NE/4 of Section 34, T17N, R22E, Cherokee County, Oklahoma, thence W118'; thence S85'; thence E118', thence N85' to the POB, LESS the W25' for road easement. Tract #2: A tract of land in the NW/4 NE/4 NE/4 of Section 34, T17N, R22E, more particularly described as follows, to-wit: Beginning at the NE/C of the NW/4 NE/4 NE/4 of said Section 34; Thence W118'; Thence S172'; Thence E118'; Thence N172' to POB, LESS AND EXCEPT the W25' thereof. Tract #3: The W25' of the N257' of the E118' of the NW/4 NE/4 NE/4 of Section 34, T17N, R22E, Cherokee County, Oklahoma. Planning & Development Director Paige Harjo

- e) **FIRST READING** and possible action to approve, approve with modification, or deny **Ordinance No. 1390-2025**, an ordinance of the City of Tahlequah, Oklahoma, amending the Tahlequah City Code, Part 5, Building Regulations and Codes; Section 5-702.1, Addition and Insertions to the Housing Code; Providing for Codification, Severability, Repealer and Declaring and Emergency. Building Inspector Richard Coffron

Declare **Ordinance No. 1390-2025** as an Emergency Ordinance; it being immediately necessary for the preservation of public peace, health, safety, welfare, and morals and should take effect immediately after its publication as provided by law.

- f) **FIRST READING** and possible action to approve, approve modifications, or deny **Ordinance No. 1391-2025**, an Ordinance of the City of Tahlequah, providing an easement closure located at 1547 Echota Ave. Tahlequah, Oklahoma. To-wit: Cherokee Hills, Lot 2 & Beginning at a point on the Easterly boundary Lot 1 & 74.7' NW of SE/C N64*31'57" W91.43' to point on Westerly Boundary Lot 1 Thence in Northeasterly Direction on a curve to RT a Radius of 312' Chord being N29*06'31" E47.99' AN ARC Distance 48.03' to NE/C Lot 1 S36*05' E100.4' to POB. Planning & Development Director Paige Harjo

Declare **Ordinance No. 1391-2025** as an Emergency Ordinance; it being immediately necessary for the preservation of public peace, health, safety, welfare, and morals and should take effect immediately after its publication as provided by law.

- g) Discussion and possible action to approve or deny a contract with Flock Safety for the amount of \$21,900.00 for License Plate Readers within the City limits of Tahlequah, to be paid by the Police Dept. restricted donations fund. Police Chief Nate King
- h) Discussion and possible action to approve, approve with modification, or deny an agreement between the City of Tahlequah and James W. Murray III to construct within the City's right-of-way. Mayor Suzanne Myers/City Attorney JT Hammons
- i) Discussion and possible action to authorize or deny the Mayor entering into an agreement with Childers Architects for on-demand architectural services for various city projects. Planning & Development Director Paige Harjo
- j) Discussion and possible action to authorize or deny the Mayor entering into an agreement with GH2 Architects for on-demand architectural services for various city projects. Planning & Development Director Paige Harjo
- k) Discussion and possible action to authorize or deny the Mayor entering into an agreement with Freese & Nichols for on-demand architectural & engineering services for various city projects. Planning & Development Director Paige Harjo
- l) Discussion and possible action to authorize or deny the Mayor entering into an agreement with Kimley-Horn for on-demand architectural & engineering services for various city projects. Planning & Development Paige Harjo

- m) Discussion and possible action on public park safety and institute measures to help protect the public. Councilor Ward 2, Keith Baker
- n) Discussion and possible action to approve, approve with modifications, or deny Change Order #5, in the amount of \$157,120.81 for the South Muskogee Improvement Project. Special Projects Director Ray Hammons/City Administrator Taylor Tannehill

7. EXECUTIVE SESSION (MOTION AND SECOND)

- a) Pursuant to 25 § 307(C)(11), discussion related to economic development to entice businesses to remain or locate within the City of Tahlequah, and if necessary, take appropriate action in open session.
- b) Pursuant to 25 § 307(B)(1), discuss the employment agreement of the City Administrator, and, if necessary, take appropriate action in open session.
- c) Pursuant to 25 § 307(B)(2), discussion related to negotiations with the International Association of FireFighters Local 4099, and if necessary, take appropriate action in open session.

8. RECONVENE INTO REGULAR SESSION (MOTION AND SECOND)

- a) Discussion and possible action related to economic development to entice businesses to remain or locate within the City of Tahlequah as discussed in the Executive Session.
- b) Discussion and possible action related to the employment agreement of the City Administrator as discussed in the Executive Session.
- c) Discussion and possible action related to negotiations with the International Association of FireFighters Local 4099, as discussed in the Executive Session.
- d) Adjourn.