



AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of Meeting Monday, November 3, 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: 876 6851 1799

Passcode: 4560651

1. MEETING CONVENED

- a) Meeting Called to Order
- b) Roll Call
- c) Invocation by Aaron Doan, Generations Church
- d) Flag Salute
- e) **Public Notice:** A Public Notice of meeting was provided on December 19, 2024, at 9:10 a.m. to the OK Secretary of State and an additional notice was provided on October 28, 2025, at 10:20 am 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: Jaylene Studie, 25 yrs-Police Department, William Fritts, 10 yrs-Street Department
- b) Presentation regarding the 2025 Bluegrass & Chili Festival. Chamber of Commerce CEO Nathan Reed

- c) Presentation regarding the 2025 Trunk or Treat. Communications & Marketing Director Karen Murphy
- d) Proclamation: United in November Month

5. CONSENT AGENDA

Items are placed on the Consent Agenda so that members of the City Council, by unanimous consent, can approve routine items 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 October 6, 2025, City Council meeting.
- b) Acknowledge receipt of the letter concerning the June, July, August, and September 2025 General Fund Executive Summaries.
- c) Acknowledge receipt of the September 2025 Investment Schedule.
- d) Acknowledge receipt of the September 2025 Check Register.
- e) Acknowledge receipt of the September 2025 Purchasing Card Statement.
- f) Acknowledge receipt of the September 2025 Open PO Report.
- g) Acknowledge receipt of the October 2025 Tourism Report.
- h) Acknowledge receipt of the October 2025 Tahlequah Main Street Association Report.
- i) Acknowledge receipt of the October 2025 Tahlequah Regional Development Authority Report.
- j) Acknowledge receipt of the October 2025 Tahlequah Public Works Authority Report.
- k) Acknowledge receipt of the October 2025 Tahlequah Hospital Authority Board Report.
- l) Accept the contractual payment from Cherokee Nation in the amount of \$7,5000.00 and amend the budget accordingly, placing the funds in the Restricted Donations account to be used for the animal shelter/clinic.
- m) Accept the annual contractual payment from Cherokee County in the amount of \$1,200.00 and amend the budget accordingly, placing the funds in the Restricted Donations account to be used for the animal shelter/clinic.
- n) Accept a donation from Brookshire Grocery Co. DBA Reasors in the amount of \$2,000.00 and amend the budget accordingly, placing funds in the Restricted Donations account to be used for the Police Department.
- o) Accept a donation from Brookshire Grocery Co. DBA Reasors in the amount of \$2,000.00 and amend the budget accordingly, placing funds in the Restricted Donations account to be used for the Fire Department.
- p) Accept the pet donations in the amount of \$100.00 and amend the budget accordingly, placing the funds in the Restricted Donations/Animal Shelter account.
- q) Approve Hellas change orders as follows: Change Order #1, an addition of \$11,800.00; Change Order #2, an addition of \$24,061.00; and Change Order #3, a deduction of \$64,972.00. The combined total results in a net deduction of \$29,111.00.
- r) Approve 2026 City of Tahlequah Holiday Schedule.
- s) Approve agreement between the City of Tahlequah and the Eastern Oklahoma Library System with respect to the Tahlequah Public Library.

- t) Approve the Tahlequah Fire Department Mutual Assistance Agreement with the Lowrey Fire Department.
- u) Approve the budgeted promotion of Firefighter Jacob Bigham to the position of Firefighter/Driver, with salary adjustment to reflect the rate outlined in the current Collective Bargaining Agreement.
- v) Hire Justin Downing, Collector—Solid Waste Department at \$35,500.00 annually, effective October 15, 2025.
- w) Accept the resignation of Isabella Sierra, PT Laborer—Parks and Recreation Department, effective September 28, 2025.
- x) Accept the resignation of Robert Chanate, Laborer/Operator—Street Department, effective October 22, 2025.
- y) Accept the resignation of Joshua Blackbird, Driver—Solid Waste Department, effective October 22, 2025.
- z) Accept the resignation of Francisco Federico, Collector—Solid Waste Department, effective October 24, 2025.
- aa) Accept the resignation of David Jorgensen, Driver—Solid Waste Department, effective October 31, 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 modifications, or deny **Ordinance No. 1394-2025**, an ordinance of the City of Tahlequah, amending Section 11-103, camping prohibited without consent, fine; and adding Section 11–106 parks closure established; and Section 11-107 Trespass. City Administrator Taylor Tannehill/Mayor Suzanne Myers

Approve or deny a declaration of emergency for Ordinance No. 1394-2025; it being necessary to preserve public health, safety, welfare, and morals. An emergency is hereby declared, a second reading of this ordinance is hereby waived, and this ordinance shall take effect immediately upon publication as required by law.
- c) Discussion and possible action to approve, approve with modifications, or deny **Resolution 11-03-2025**, a resolution for a zoning change from RS-3 (Single Family High Density) to O-1 (Office Low Density) located at 225 N. College Ave. Tahlequah, OK; more particularly described as Lot 4, Block 57, Original Townsite of Tahlequah, Cherokee County, Oklahoma. Planning & Development Director Paige Harjo
- d) Discussion and possible action to approve or deny the creation of three new Lieutenant positions within the Fire Department, not included in the FY 2025–2026 budget. Fire Chief Casey Baker/Assistant Fire Chief Mark Whittmore
- e) Discussion and possible action to approve, approve with modifications, or deny the recommendation from Holloway, Updike and Bellen, INC. (HUB), an engineering firm, to replace the existing yield sign on westbound Jamestown Street with a stop sign. Planning & Development Director Paige Harjo
- f) Discussion and possible action to approve, approve with modifications, or deny authorizing the Mayor to enter into an agreement with engineering firm Kimley-Horn to design plans

for a road at Cherokee Elementary for a smoother process for student pick-up/drop-off. Planning & Development Director Paige Harjo

7. EXECUTIVE SESSION (MOTION AND SECOND REQUIRED)

- a) Discussion related to the sale, purchase, lease, acquisition or appraisal of property located in Tahlequah, OK, pursuant to 25 O.S. §307(B)(3).
- b) Discussion related to confidential communications between the public body and its attorney concerning a pending investigation, claim or action related to Allen Road rights-of-way, pursuant to 25 O.S. §307(B)(4).
- c) Discussion related to economic development to entice businesses to remain or locate within the City of Tahlequah, pursuant to 25 O.S. §307(C)(11).

8. RECONVENE INTO REGULAR SESSION (MOTION AND SECOND REQUIRED)

- a) Discussion and possible action regarding the sale, purchase, lease acquisition, or appraisal of property located in Tahlequah, OK., as discussed in the executive session.
- b) Discussion and possible action related to confidential communications between the public body and its attorney concerning a pending investigation, claim or action related to Allen Road rights-of-way by approving, approving with modifications, or denying **Resolution 11-03-2025A**, a resolution of the City of Tahlequah, authorizing the mayor to acquire property through condemnation.
- c) Discussion and possible action related to economic development to entice businesses to remain or locate within the City of Tahlequah, as discussed in executive session.
- d) Adjourn.