



AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of Meeting Monday, December 1, 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: 810 4615 5592

Passcode: 4560651

1. MEETING CONVENED

- a) Meeting Called to Order
- b) Roll Call
- c) Invocation by Pastor Shana Dry, First United Methodist 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 November 12, 2025, at 10:05 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: Justin Hackworth, 25 years-Tahlequah Fire Dept.

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 November 3, 2025, City Council meeting.
- b) Acknowledge receipt of the June, July, August, and September 2025 General Fund Executive Summaries.
- c) Acknowledge receipt of the October 2025 Investment Schedule.
- d) Acknowledge receipt of the October 2025 Check Register.
- e) Acknowledge receipt of the October 2025 Purchasing Card Statement.
- f) Acknowledge receipt of the October 2025 Open PO Report.
- g) Accept the donation earmarked for the Animal Shelter in the amount of \$100.00, placing the funds in the Restricted Donations — Animal Shelter Account and amending the budget accordingly.
- h) Accept the donation earmarked for the Employee Christmas Dinner in the amount of \$2,500.00, placing the funds in the Restricted Donations — Christmas Dinner and amending the budget accordingly.
- i) Acknowledge receipt of the \$7,500 contractual payment from Cherokee Nation earmarked for the Animal Shelters Restricted Donation account and amend the budget accordingly.
- j) Acknowledge receipt of the November 2025 Tahlequah Hospital Authority Board report.
- k) Acknowledge receipt of the November 2025 Tourism Report.
- l) Acknowledge receipt of the November 2025 Tahlequah Regional Development Authority Report.
- m) Acknowledge Receipt of the Tahlequah Main Street December 2025 report.
- n) Acknowledge receipt of the November 2025 Eastern Oklahoma Library System Report.
- o) Acknowledge receipt of the Tahlequah Regional Development Authority 2025 Audit Report.
- p) Acknowledge receipt of the Tahlequah Area Chamber of Commerce 2025 Audit Report.
- q) Acknowledge receipt of the 2024-2025 Tahlequah Educational Facilities Authority audit.
- r) Acknowledge receipt of the 2024-2025 Tahlequah Public Facilities Authority audit.
- s) Approve the following 2026 Tahlequah meeting schedules to be submitted to the Oklahoma Secretary of State: Abatement Board, Airport Board, Board of Adjustments, Historic Preservation Board, Joint Airport Zoning Board, City Council, Education Facilities Authority, Hospital Authority, Municipal Utility Board, Planning Commission, Public Facilities Authority, Public Works Authority, and Regional Development Authority.
- t) Hire Vincent Garuccio, Collector-Solid Waste Dept at \$35,500 annually, effective November 10, 2025.
- u) Hire Joshua Perdue, Driver-Solid Waste Dept at \$40,500 annually, effective November 10, 2025.
- v) Accept the resignation of Logan Webber, PT Laborer-Parks & Rec, effective October 29, 2025.

- w) Accept the resignation of Aaron Palmer, Laborer-Parks & Rec, effective November 12, 2025.
- x) Accept the resignation of Fire Chief Casey Baker, effective January 31, 2026.

6. REGULAR SESSION

- a) Discussion and possible action on items removed from the consent agenda.
- b) Discussion and possible action to approve or deny **Resolution No. 12-01-2025**, a resolution of the City of Tahlequah, Oklahoma of sponsorship for a Transportation Alternatives Program (TAP) application and maintenance commitment to extend the existing trail system near the intersection of E. 4th Street and Basin Avenue. Planning & Development Director Paige Harjo
- c) Discussion and possible action to approve or deny **Resolution No. 12-01-2025A**, a resolution of the City of Tahlequah, Oklahoma, providing for creation of a Review Committee for Increment District Number One, City of Tahlequah, Oklahoma (River Center Project) and containing other provisions related thereto. City Administrator Taylor Tannehill/City Attorney JT Hammons
- d) Award construction project #2025-09, Kelly & Larry Streets, and authorize the Mayor to enter into an agreement with the lowest, responsible bidder. Street Commissioner Kevin Smith
- e) Award construction project #2025-10, Cherokee Fields Parking, and authorize the Mayor to enter into an agreement with the lowest responsible bidder. Special Project Director Ray Hammons
- f) Award construction project #2025-11, White Ave. Phase II, and authorize the Mayor to enter into an agreement with the lowest, responsible bidder. Street Commissioner Kevin Smith
- g) To approve, approve with modifications, or deny authorizing the Mayor to enter into a supplemental project agreement between the Oklahoma Department of Transportation and the City of Tahlequah, JP#21646(04), STP-111B(069)UR, Grade-Drain-Surface Project on East Fourth Street. City Administrator Taylor Tannehill
- h) Adjournment.

NOTICE OF MEETING TAHLEQUAH CITY COUNCIL

REGULAR MEETING

Date/Time of Meeting:

MONDAY, DECEMBER 1, 2025, at 5:30 p.m.

Place of Meeting:

The meeting will be held at **111 Cherokee Ave.
Tahlequah, OK 74464**

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.

Members of the public may attend the meeting in person or remotely by Zoom using the instructions for remote attendance, provided below. The remote attendance option is provided to the general public to encourage and facilitate an informed citizenry.

Join "Zoom" Meeting
Meeting ID: 810 4615 5592
Password: 4560651

Videoconference and/or teleconference access instructions for public attendance at the meeting: the Public 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: 810 4615 5592** **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.

Filed in the office of the City Clerk at **10:05 a.m. on November 12, 2025.**

Whitney H. Shaw





Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5a
Meeting Date 12/1/2025
Initiator Whitney Shaw, City Clerk
Office / Department Administration

Item Title

Approve the minutes from the November 3, 2025, City Council meeting.

Background

Monthly agenda item.

Exhibits

1. 11.03.2025 Minutes-Unapproved

Funding Source

N/A

Request

Approve minutes.

MINUTES
TAHLEQUAH CITY COUNCIL
REGULAR MEETING – NOVEMBER 3, 2025 - 5:30 PM
111 Cherokee Ave. Tahlequah, OK 74464

1. MEETING CONVENED

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

Present:	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 Jordan Popinno

Absent: City Clerk Whitney Shaw

- c. **Invocation:** Aaron Doan, Generations Church
- d. **Flag salute:** Led by Boys & Girls Club Members
- e. **Public Notice:** December 19, 2024 at 9:10 a.m. and October 28, 2025, at 10:20 a.m.

2. PUBLIC INSTRUCTIONS

Access Code: [876 6851 1799](#) Password: [4560651](#)

3. PUBLIC COMMENTS:

Kayla Rector: American Legion.

4. ANNOUNCEMENTS AND PRESENTATIONS

- a) Jaylene Studie, PD-25 years/William Fritts, Street-10 years
- b) Nathan Reed, 2025 Bluegrass & Chili Festival
- c) Karen Murphy, 2025 Trunk or Treat
- d) United Way Proclamation

5. CONSENT AGENDA

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

- a) Approve the minutes from the October 6, 2025, City Council meeting.
- b) Acknowledge receipt of the statement regarding 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 October 2025 Tourism report.
- h) Acknowledge receipt of the October 2025 Tahlequah Main Street report.
- i) Acknowledge receipt of the October 2025 Tahlequah Regional Development Authority report.
- j) Acknowledge receipt of the October 2025 Tahlequah Public Works Authority Board report.
- k) Acknowledge receipt of the October 2025 Tahlequah Hospital Authority report.
- l) Accept the contractual payment from Cherokee Nation in the amount of \$7,500.00 and amend the budget accordingly, placing the funds in the Restricted Donations account to be used for the animal shelter/clinic.
- m) Accept the 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 amending 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 amending the budget accordingly, placing funds in the Restricted Donations account to be used for the Fire Department.
- p) Accept the donations in the amount of \$100.00 and amending the budget accordingly, placing the funds in the Animal Shelter Restricted Donations 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 agreement between the City of Tahlequah and the Eastern Oklahoma Library System with respect to the Tahlequah Public Library.
- s) Approve the Tahlequah Fire Department Mutual Assistance Agreements with the Lowrey Fire Department.
- t) Approve the budgeted promotion of Jacob Bingham to the position of Firefighter/Driver, with salary adjustment to reflect the rate outlined in the current Collective Bargaining Agreement.
- u) Hire Justin Downing, Collector in Solid Waste at 35,500 annually, effective October 15, 2025.
- v) Accept the resignation of Isabella Sierra, PT Laborer in Parks and Recreation, effective September 28, 2025.
- w) Accept the resignation of Robert Chanate, Laborer/Operator in Street Department, effective October 22, 2025.
- x) Accept the resignation of Joshua Blackbird, Driver in Solid Waste, effective October 22, 2025.
- y) Accept the resignation of Francisco Federico, Collector in Solid Waste, effective September 19, 2025.
- z) Accept the resignation of David Jorgensen, Driver in Solid Waste, effective October 31, 2025.

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

6. REGULAR SESSION

- a) No items were removed from the Consent Agenda.

- b) Councilor Allen made a motion and Councilor Perry seconded to approve 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; Providing for codification, severability, repealer, and declaring an emergency

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

Councilor Allen made a motion and Councilor Perry seconded to declare Ordinance No. 1394-2025 and emergency.

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

- c) Councilor Allen made a motion and Councilor Perry seconded to approve Resolution No. 11-03-2025, a resolution for zoning change from RS-3, (single family high density) to O-1 (office low density), located at 225 N. College Ave., Tahlequah, OK.

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

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

- Ayes: Allen, Baker, Perry, Highers, Allen*

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

Ayes: Highers, Perry, Baker, Allen *Nays: Baker* *Motion carried*

Vote: Ayes: Allen, Highers, Baker, Perry Nays: none Motion carried

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

- Vote: Ayes: Allen, Highers, Perry Abstain: Baker Nays: none Motion carried*

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



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5b
Meeting Date	12/1/2025
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the June, July, August, and September 2025 General Fund Executive Summaries.

Background

Monthly Agenda Item.

Exhibits

1. June Financial Summary
2. July Financial Summary
3. August Financial Summary
4. September Financial Summary

Funding Source

N/A

Request

N/A

Cash Flow Overview	
Beginning Cash Balance	\$ 150,442
Total Revenue for the Month	\$ 1,071,999
Total Expenditure for the Month	\$ 1,254,730
Ending Cash Balance	\$ (32,289)

Year to Date Performance	
Total Revenues	\$ 14,342,775
Total Expenditures	\$ 11,846,319
Net Surplus/Deficit	\$ 2,496,456

Revenue Summary							
	Sales Tax	Use Tax	TPWA Light & Water	Fines & Forfeitures	Licenses & Permits	Miscellaneous	Charges for Services
Budgeted Revenue	\$ 7,982,500	\$ 775,000	\$ 1,400,000	\$ 305,250	\$ 191,000	\$ 510,500	\$ 265,300
Actual Revenue	\$ 8,570,989	\$ 1,078,031	\$ 1,475,881	\$ 543,772	\$ 184,769	\$ 412,435	\$ 419,192
Total Variance	\$ 588,489	\$ 303,031	\$ 75,881	\$ 238,522	\$ (6,231)	\$ (98,065)	\$ 153,892
Percentage Variance	7.37%	39.10%	5.42%	78.14%	-3.26%	-19.21%	58.01%
Notes	We are cautiously watching sales tax as we have seen a downward trend	Increased online shopping access and use	On track with budgeted revenue	Increased police patrols and Fresh Start program	Showing a slight slow down - related to weather and seasonal licenses	Revenues in this category can vary widely and seasonally and we are seeing a decrease in interest rates	Golf course improvements and increased membership

Expenditure Summary					
	Personnel Costs	Public Safety	Parks & Recreation	Government & Admin	Capital Improvement
Budgeted Expenditures	\$ 9,568,709	\$ 682,078	\$ 482,500	\$ 4,135,331	\$ 1,144,957
Actual Expenditures	\$ 9,282,434	\$ 637,247	\$ 466,415	\$ 2,714,953	\$ 906,196
Total Variance	\$ 286,275	\$ 44,831	\$ 16,085	\$ 1,420,378	\$ 238,761
Percentage Variance	-2.99%	-6.57%	-3.33%	-34.35%	-20.85%
Notes	We have achieved near full staffing at end of the fiscal year	On target with anticipated expenses	Many expenses are seasonal, so on target with anticipated expenses	On target with anticipated expenses	On target with anticipated expenses

The City of Tahlequah ended the fiscal year in good standings. Within the General Fund revenues were above projections by 10.1% and expenses were below projections by 12.6%. We have successfully ended the year generating more revenue than what was spent in expenditures.

Cash Flow Overview	
Beginning Cash Balance	\$ 863,103
Total Revenue for the Month	\$ 1,801,137
Total Expenditure for the Month	\$ 1,287,464
Ending Cash Balance	\$ 1,376,776

Year to Date Performance	
Total Revenues	\$ 1,801,137
Total Expenditures	\$ 1,287,464
Net Surplus/Deficit	\$ 513,672

Revenue Summary							
	Sales Tax	Use Tax	TPWA Light & Water	Fines & Forfeitures	Licenses & Permits	Miscellaneous	Charges for Services
Budgeted Revenue	\$ 685,165	\$ 79,167	\$ 141,667	\$ 35,229	\$ 15,917	\$ 17,767	\$ 25,000
Actual Revenue	\$ 757,822	\$ 102,371	\$ 104,007	\$ 32,547	\$ 14,121	\$ 705,769	\$ 49,301
Total Variance	\$ 72,657	\$ 23,204	\$ (37,659)	\$ (2,683)	\$ (1,796)	\$ 688,002	\$ 24,301
Percentage Variance	10.60%	29.31%	-26.58%	-7.61%	-11.28%	3872.43%	97.20%
Notes	On track with budgeted estimations	Uptick in online shopping	Haven't hit the high usage seasons yet	A little under but still close to budgeted estimations	Start of fiscal year, no annual licenses due yet	Unbudgeted litigation settlement check causing huge variance	Seasonal Tahlequatic operations generating high revenue

Expenditure Summary					
	Personnel Costs	Public Safety	Parks & Recreation	Government & Admin	Capital Improvement
Budgeted Expenditures	\$ 811,091	\$ 64,175	\$ 43,583	\$ 430,381	\$ 150,970
Actual Expenditures	\$ 912,607	\$ 22,102	\$ 36,881	\$ 306,015	\$ 77,865
Total Variance	\$ (101,516)	\$ 42,073	\$ 6,703	\$ 124,366	\$ 73,105
Percentage Variance	12.52%	-65.56%	-15.38%	-28.90%	-48.42%
Notes	Many annual membership and training expenses began in July	Bigger projects and purchases not yet started	Many expenses are seasonal, so on target with anticipated expenses	On target with anticipated expenses	Bigger projects and purchases not yet started

The City of Tahlequah starts the new fiscal year strong. Revenues are above projections and expenses are in line with projections. We will keep monitoring expenses as the fiscal year goes on and Capital projects start up.

Cash Flow Overview		
Beginning Cash Balance	\$	1,041,755
Total Revenue for the Month	\$	1,209,689
Total Expenditure for the Month	\$	1,371,072
Ending Cash Balance	\$	880,372

Year to Date Performance		
Total Revenues	\$	3,010,826
Total Expenditures	\$	2,658,536
Net Surplus/Deficit	\$	352,290

Revenue Summary							
	Sales Tax	Use Tax	TPWA Light & Water	Fines & Forfeitures	Licenses & Permits	Miscellaneous	Charges for Services
Budgeted Revenue	\$ 1,370,329	\$ 158,333	\$ 283,333	\$ 70,458	\$ 31,833	\$ 35,533	\$ 50,000
Actual Revenue	\$ 1,571,091	\$ 187,093	\$ 195,813	\$ 71,639	\$ 33,750	\$ 739,321	\$ 82,886
Total Variance	\$ 200,762	\$ 28,759	\$ (87,520)	\$ 1,180	\$ 1,917	\$ 703,788	\$ 32,886
Percentage Variance	14.65%	18.16%	-30.89%	1.68%	6.02%	1980.64%	65.77%
Notes	On track with budgeted estimations	On track with budgeted estimations	Haven't hit the high usage seasons yet	Close to budgeted estimations	Close to budgeted estimations	Unbudgeted litigation settlement check causing huge variance	Seasonal Tahlequatics operations generating high revenue

Expenditure Summary					
	Personnel Costs	Public Safety	Parks & Recreation	Government & Admin	Capital Improvement
Budgeted Expenditures	\$ 1,622,181	\$ 128,350	\$ 87,167	\$ 860,762	\$ 301,940
Actual Expenditures	\$ 2,062,167	\$ 59,215	\$ 96,025	\$ 441,129	\$ 550,407
Total Variance	\$ (439,986)	\$ 69,135	\$ (8,858)	\$ 419,632	\$ (248,468)
Percentage Variance	27.12%	-53.86%	10.16%	-48.75%	82.29%
Notes	Many annual membership and training expenses began in July	Bigger projects and purchases not yet started	Many expenses are seasonal, so on target with anticipated expenses	Scheduled fund transfers yet to take place	One time property purchase causing huge variance

The City of Tahlequah starts the new fiscal year strong. Revenues are above projections and expenses are in line with projections. We will keep monitoring expenses as the fiscal year goes on and Capital projects start up.

Cash Flow Overview		
Beginning Cash Balance	\$	803,267
Total Revenue for the Month	\$	1,203,483
Total Expenditure for the Month	\$	1,408,076
Ending Cash Balance	\$	598,674

Year to Date Performance		
Total Revenues	\$	4,214,309
Total Expenditures	\$	4,066,612
Net Surplus/Deficit	\$	147,697

Revenue Summary							
	Sales Tax	Use Tax	TPWA Light & Water	Fines & Forfeitures	Licenses & Permits	Miscellaneous	Charges for Services
Budgeted Revenue	\$ 2,055,494	\$ 237,500	\$ 425,000	\$ 105,688	\$ 47,750	\$ 53,300	\$ 75,000
Actual Revenue	\$ 2,358,629	\$ 280,695	\$ 369,060	\$ 106,671	\$ 56,219	\$ 813,944	\$ 115,352
Total Variance	\$ 303,135	\$ 43,195	\$ (55,940)	\$ 984	\$ 8,469	\$ 760,644	\$ 40,352
Percentage Variance	14.75%	18.19%	-13.16%	0.93%	17.74%	1427.10%	53.80%
Notes	On track with budgeted estimations	On track with budgeted estimations	Haven't hit the high usage seasons yet	Close to budgeted estimations	Close to budgeted estimations	Unbudgeted litigation settlement check causing huge variance	Seasonal Tahlequatics operations generating high revenue

Expenditure Summary					
	Personnel Costs	Public Safety	Parks & Recreation	Government & Admin	Capital Improvement
Budgeted Expenditures	\$ 2,433,272	\$ 192,525	\$ 130,750	\$ 1,291,142	\$ 452,909
Actual Expenditures	\$ 2,779,667	\$ 91,558	\$ 159,305	\$ 1,036,017	\$ 665,705
Total Variance	\$ (346,395)	\$ 100,967	\$ (28,555)	\$ 255,125	\$ (212,796)
Percentage Variance	14.24%	-52.44%	21.84%	-19.76%	46.98%
Notes	Many annual membership and training expenses began in July	Bigger projects and purchases not yet started	Many expenses are seasonal, so on target with anticipated expenses	On target with anticipated expenses	One time property purchase causing huge variance

The City of Tahlequah starts the new fiscal year strong. Revenues are above projections and expenses are in line with projections. We will keep monitoring expenses as the fiscal year goes on and Capital projects start up.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5c
Meeting Date 12/1/2025
Initiator _____
Office / Department Finance

Item Title

Acknowledge receipt of the October 2025 Investment Schedule.

Background

Exhibits

1. 20251125_115247

Funding Source

Request

City of Tahlequah
Working Fund Investments
As of
31-Oct-25

Bank	Amount	Percentage
<i>Bank Accounts</i>		
Reserve Operating Account Armstrong	\$ 1,553,991.27	4.25%
Reserve Operating Local	\$ 1,547,575.58	3.83%
Streets & Sidewalks Armstrong	\$ 6,584,129.58	4.25%
General Fund Sweep BancFirst	\$ 3,980,036.26	3.88%
Total	\$ 13,665,732.69	

Bank	Maturity Value	Percentage	Maturity Date
<i>Edward Jones</i>			
Cash			
Bank Amer Na Charlotte NC	\$ 124,000.00	4.80%	3/16/2026
Bank Amer Na Charlotte NC	\$ 121,000.00	3.60%	10/8/2027
Bmo Harris Bk Natl Assn	\$ 244,000.00	4.45%	5/24/2028
Bny Mellon N A Instl Ctf Dep	\$ 245,000.00	3.50%	9/24/2030
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
First Fed Svgs & Ln Assn Cent	\$ 245,000.00	3.95%	11/5/2027
Goldman Sachs Bk USA New York	\$ 200,000.00	4.10%	1/24/2028
Goldman Sachs Bk USA New York	\$ 45,000.00	3.60%	9/23/2030
Merchants Coml Bk St Thomas VI	\$ 128,000.00	4.60%	5/22/2028
Mizrahi Tefahot Bk Ltd Los	\$ 200,000.00	4.50%	3/7/2030
Morgan Stanley Bk N A Salt	\$ 245,000.00	3.60%	9/15/2026
Peoples Bk Altenburg MO	\$ 79,000.00	3.80%	9/30/2030
Pinnacle Bk Nashville	\$ 121,000.00	3.95%	5/7/2027
State Bk India Chicago Ill	\$ 245,000.00	3.65%	9/20/2027
Toyota FINL Svgs Bk Hend NV	\$ 150,000.00	4.60%	5/24/2029
UBS Bank USA Salt Lake City UT	\$ 249,000.00	4.10%	3/13/2028
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
Total	\$ 3,860,000.00		



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5d
Meeting Date	12/1/2025
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the October 2025 Check Register.

Background

Monthly Agenda Item.

Exhibits

1. 20251112_122403

Funding Source

N/A

Request

N/A

Report Criteria:

Report type: Summary

Check Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/25	10/01/2025	61391	158606	A+ Pest Guard LLC	110202000	65.00
10/25	10/01/2025	61392	13750	Aaron Garrett	110202000	170.05
10/25	10/01/2025	61393	500	Adrian Farm Supply LLC	110202000	472.22
10/25	10/01/2025	61394	246	AT&T Mobility II LLC (FIRE)	110202000	637.22
10/25	10/01/2025	61395	2794	Chamber of Commerce	110202000	1,190.00
10/25	10/01/2025	61396	158178	Enterprise Fleet Management, Inc.	110202000	35,345.26
10/25	10/01/2025	61397	13750	Forest Cobb	110202000	97.15
10/25	10/01/2025	61398	158707	GreatAmerica Financial Services Corp	110202000	134.30
10/25	10/01/2025	61399	13750	Kenny Barnes	110202000	184.06
10/25	10/01/2025	61400	158065	Kirk Lawn Care, LLC	110202000	14,730.00
10/25	10/01/2025	61401	158701	LED Scoreboards	110202000	16,424.00
10/25	10/01/2025	61402	10580	Mike Palmer	110202000	1,695.20
10/25	10/01/2025	61403	10970	N E O Fab	110202000	16,300.00
10/25	10/01/2025	61404	158614	Network Enhancement Systems, Inc	110202000	380.10
10/25	10/01/2025	61405	157829	NOPFA Gas/Utilities	110202000	501.96
10/25	10/01/2025	61406	158324	On Call Services and Rentals, LLC	110202000	1,214.74
10/25	10/01/2025	61407	158530	Rhonda Norris RVT	110202000	400.00
10/25	10/01/2025	61408	13880	Richard Smith	110202000	3,150.00
10/25	10/01/2025	61409	158714	Sports Facilities Group Inc	110202000	22,400.00
10/25	10/01/2025	61410	15250	Stanard & Associates, Inc.	110202000	672.50
10/25	10/01/2025	61411	15870	Tahlequah Main Street Assoc.	110202000	2,000.00
10/25	10/01/2025	61412	15900	Tahlequah Printing Co	110202000	79.50
10/25	10/01/2025	61413	158472	Tim M Synar	110202000	1,400.00
10/25	10/01/2025	61414	16370	TK Elevator	110202000	4,594.84
10/25	10/01/2025	61415	16945	Uline, Inc.	110202000	11,612.46
10/25	10/01/2025	61416	16985	UniFirst Holdings Inc	110202000	193.50
10/25	10/01/2025	61417	17750	Wight Office Machines	110202000	31.50
10/25	10/08/2025	61427	470	Adams Heat & Air, LLC	110202000	8,725.39
10/25	10/08/2025	61428	500	Adrian Farm Supply LLC	110202000	236.19
10/25	10/08/2025	61429	158045	Ascentis Corporation (Prior- Novatime)	110202000	791.84
10/25	10/08/2025	61430	2020	Bill John Baker II	110202000	5,000.00
10/25	10/08/2025	61431	158635	Building & Earth Sciences Inc	110202000	1,714.25
10/25	10/08/2025	61432	2794	Chamber of Commerce	110202000	21,666.67
10/25	10/08/2025	61433	3050	Cherokee County Detention	110202000	1,916.75
10/25	10/08/2025	61434	3380	Cintas Corp #2	110202000	3,050.07
10/25	10/08/2025	61435	158083	City of Tahlequah-Street & Sidewalk Fund	110202000	211,249.61
10/25	10/08/2025	61436	3520	CLEET	110202000	4,141.89
10/25	10/08/2025	61437	158437	Compliance Resource Group INC (CRG)	110202000	1,240.00
10/25	10/08/2025	61438	4380	Danny's Muffler & Tire, Inc	110202000	1,194.80
10/25	10/08/2025	61439	5250	Eastern Oklahoma Development District	110202000	2,530.00
10/25	10/08/2025	61440	158079	Glidewell Distributing Co, Inc.	110202000	1,728.41
10/25	10/08/2025	61441	7650	Hutchens Construction Co. (Emery Sapp&So	110202000	2,639.25
10/25	10/08/2025	61442	8040	J & R Equipment, LLC	110202000	2,656.80
10/25	10/08/2025	61443	9080	Kemp Stone Co, Inc	110202000	2,564.45
10/25	10/08/2025	61444	9285	KNL Holdings, LLC	110202000	2,438.52
10/25	10/08/2025	61445	9400	Lake Region Electric	110202000	3,104.21
10/25	10/08/2025	61446	157846	Lake Region Electric-Telecom	110202000	286.82
10/25	10/08/2025	61447	9770	Love Bottling Company	110202000	2,585.40
10/25	10/08/2025	61448	158350	Mahaney Excavation	110202000	12,250.00
10/25	10/08/2025	61449	158614	Network Enhancement Systems, Inc	110202000	465.69
10/25	10/08/2025	61450	11300	Northeast OK Public Facilities	110202000	57.11
10/25	10/08/2025	61451	12275	OK Uniform Building Code Com	110202000	96.00
10/25	10/08/2025	61452	158324	On Call Services and Rentals, LLC	110202000	504.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/25	10/08/2025	61453	157851	One Source Water, LLC	110202000	329.58
10/25	10/08/2025	61454	12380	Osman Equipment	110202000	1,546.48
10/25	10/08/2025	61455	12390	OTA	110202000	58.99
10/25	10/08/2025	61456	158160	Rachel Dallis	110202000	1,895.00
10/25	10/08/2025	61457	15908	Tahlequah Public Facilities Auth	110202000	316,874.42
10/25	10/08/2025	61458	158109	Take Ten Tire	110202000	2,482.87
10/25	10/08/2025	61459	17510	Waste Management	110202000	26,751.70
10/25	10/16/2025	61466	158606	A+ Pest Guard LLC	110202000	130.00
10/25	10/16/2025	61467	157960	ALL Designs LLC	110202000	3,200.00
10/25	10/16/2025	61468	158573	Crowe & Dunlevy	110202000	2,627.20
10/25	10/16/2025	61469	158702	DLL Finance	110202000	1,790.97
10/25	10/16/2025	61470	158690	Drys Lawn Services LLC	110202000	400.00
10/25	10/16/2025	61471	158178	Enterprise Fleet Management, Inc.	110202000	39,132.51
10/25	10/16/2025	61472	158459	Hammons, Hamby, and Price PLLC	110202000	4,420.42
10/25	10/16/2025	61473	9050	Kelly Engineering & Assoc, Inc	110202000	5,030.00
10/25	10/16/2025	61474	10580	Mike Palmer	110202000	1,695.20
10/25	10/16/2025	61475	158109	Take Ten Tire	110202000	2,537.05
10/25	10/16/2025	61476	158179	THA Hospitality, LLC	110202000	29,229.02
10/25	10/16/2025	61477	16478	Tommy Nix Auto Group, LLC	110202000	4,627.27
10/25	10/16/2025	61478	11350	Trevipay	110202000	4,475.99
10/25	10/16/2025	61479	16985	UniFirst Holdings Inc	110202000	96.75
10/25	10/21/2025	61480	158659	Toast Inc	110202000	448.95 M
10/25	10/22/2025	61481	389	Accurate Environmental LLC	110202000	200.00
10/25	10/22/2025	61482	500	Adrian Farm Supply LLC	110202000	37.36
10/25	10/22/2025	61483	550	Advanced Workzone Services	110202000	5,490.48
10/25	10/22/2025	61484	225	AT&T (Landline Bills)	110202000	312.42
10/25	10/22/2025	61485	157971	AT&T Mobility II LLC	110202000	1,800.79
10/25	10/22/2025	61486	3020	Cherokee County Clerk	110202000	128.00
10/25	10/22/2025	61487	3380	Cintas Corp #2	110202000	1,170.37
10/25	10/22/2025	61488	4520	David's Discount Tires, Inc	110202000	212.40
10/25	10/22/2025	61489	4530	Davis Oil Co, Inc	110202000	4,490.00
10/25	10/22/2025	61490	5090	Dub Ross Co	110202000	2,324.00
10/25	10/22/2025	61491	158609	Fleet Fuels LLC	110202000	3,300.00
10/25	10/22/2025	61492	158489	Freese and Nichols, Inc.	110202000	64,541.96
10/25	10/22/2025	61493	158079	Glidewell Distributing Co, Inc.	110202000	1,049.86
10/25	10/22/2025	61494	9050	Kelly Engineering & Assoc, Inc	110202000	1,450.00
10/25	10/22/2025	61495	9080	Kemp Stone Co, Inc	110202000	4,409.79
10/25	10/22/2025	61496	158065	Kirk Lawn Care, LLC	110202000	8,925.00
10/25	10/22/2025	61497	157846	Lake Region Electric-Telecom	110202000	246.82
10/25	10/22/2025	61498	158595	Local Government Testing Consortium, LLC	110202000	1,500.00
10/25	10/22/2025	61499	9770	Love Bottling Company	110202000	527.60
10/25	10/22/2025	61500	12000	Ok Production Ctr, Inc	110202000	4,770.00
10/25	10/22/2025	61501	158645	Robinson Construction LLC	110202000	29,391.20
10/25	10/22/2025	61502	158446	Simplot Turf & Horticulture	110202000	380.00
10/25	10/22/2025	61503	158022	VIP Voice Services LLC	110202000	2,984.00
10/25	10/22/2025	61504	17510	Waste Management	110202000	24,596.44
10/25	10/06/2025	20250923	158577	WEX Bank	110202000	36,077.86 M
10/25	10/01/2025	20250926	158486	ASAP Energy Inc.	110202000	20,373.80 M
10/25	10/31/2025	20251025	1650	BancFirst	110202000	53,715.66
Grand Totals:						1,155,095.86

Summary by General Ledger Account Number

M = Manual Check, V = Void Check



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5e
Meeting Date	12/1/2025
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the October 2025 Purchasing Card Statement.

Background

Monthly Agenda Item.

Exhibits

1. Oct 25 Pcard Statement

Funding Source

N/A

Request

N/A

Account Number : XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
City Of Tahlequah
Statement Date : 10-25-2025

elan[®]

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Corporate Account Summary		Payment Information	
Previous Balance	\$69,186.95	Amount Due	\$53,715.66
Purchases and Other Charges	\$53,905.50	Payment due in accordance with your agreement with Elan.	
Cash Advances	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-393-3526	
Cash Advance Fees	\$0.00	To overnight or courier a payment, please send to:	
Late Payment Charges	\$0.00	Corporate Payment Systems	
Credits	\$189.84 CR	3180 Rider Trail S, Department 790428	
Payments	\$69,186.95 PY	Earth City, MO 63045-1518	
New Balance	\$53,715.66		
Disputed Amount	\$0.00		

Corporate Account Activity				
City Of Tahlequah			Total Corporate Activity	
Account Number: XXXXXXXXXX			\$69,186.95 CR	
Unique ID: XXXX XXXX XXXX 1223				
Post	Tran			
Date	Date	Reference Number	Transaction Description	Amount
09-30	09-30	74715115273527300001210	PAYMENT-THANK YOU Q	69,186.95 PY

New Activity				
Ricky Hicks	Purchases	\$627.65	Total Activity	\$627.65
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0224	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post	Tran			
Date	Date	Reference Number	Transaction Description	Amount
09-30	09-29	24692165272108057133320	LOWES #01818* TAHLEQUAH OK	23.96
10-06	10-05	24431055279217551303115	O'REILLY 187 TAHLEQUAH OK	21.01
10-20	10-17	24692165290105161054382	LOWES #01818* TAHLEQUAH OK	62.68
10-21	10-20	24492165294100006912496	VETTER INNOVATIONS LLC VETTERBELT.CO AZ	520.00
(transactions continued on next page)				

Payment may be made electronically or by check made payable to Corporate Payment Systems.

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

4715110304186724 005371566 005371566

Account Number: XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
Amount Due: \$53,715.66

Amount Enclosed \$

If paying by check, include coupon with payment to address below.

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

106481579091070 S 2

CITY OF TAHLEQUAH
ATTN MARTY HAINZINGER
111 S CHEROKEE AVE
TAHLEQUAH OK 74464-3801

New Activity cont

Dexter K Scott	Purchases	\$6,252.17	Total Activity	\$6,252.17
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0211	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-26	09-24	24323005268212304008789	CHOCTAW DURANT RESORT/IN 5809248280 OK	377.43
10-01	09-30	24692165273109056352001	IN *SALTUS TECHNOLOGIES, 918-3923900 OK	587.48
10-03	10-02	24492515275900013884458	SAND TECH SCREENING TAHLEQUAH OK	287.37
10-07	10-06	24692165279104855311161	IN *INDIAN CAPITAL TECH C 918-3487987 OK	55.00
10-08	10-07	24412955281218544056703	NORTHEASTERN HEALTH SYST TAHLEQUAH OK	840.00
10-09	10-08	24431055282219091334555	O'REILLY 187 TAHLEQUAH OK	1,704.67
10-10	10-09	24455015282141000025907	WAL-MART #0010 TAHLEQUAH OK	38.94
10-15	10-14	24226385288015644043469	WAL-MART #0010 TAHLEQUAH OK	5.48
10-15	10-14	24801975287514648292108	H & H AUTO TAHLEQUAH OK	10.00
10-15	10-14	24801975287514648292116	H & H AUTO TAHLEQUAH OK	561.74
10-17	10-16	24137465289300777257673	TAKE TEN TIRE - TULSA 918-819-8473 OK	1,259.99
10-24	10-23	24431055297226131263598	O'REILLY 187 TAHLEQUAH OK	524.07

Darryl D Deckard	Purchases	\$2,617.35	Total Activity	\$2,617.35
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0369	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-01	09-30	24000975273515300056678	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	43.99
10-01	09-30	24000975273515302050182	LOCKE SUPPLY WHC TAHLEQUA 918-4567714 OK	70.45
10-01	09-30	24692165273108775716678	AMAZON MKTPL*NV8N86TK0 AMZN.COM/BILL WA	16.75
10-01	09-30	24692165273108934304523	SQ *COKE REFRIGERATION LL TAHLEQUAH OK	183.38
10-03	10-02	24000975275525900782233	LOCKE SUPPLY WHC TAHLEQUA 918-4567714 OK	46.81
10-03	10-02	24000975275525900782241	LOCKE SUPPLY WHC TAHLEQUA 918-4567714 OK	43.40
10-03	10-02	24000975275525900782258	LOCKE SUPPLY WHC TAHLEQUA 918-4567714 OK	142.20
10-06	10-03	24999895276900019300015	OSMAN EQUIPMENT LLC TAHLEQUAH OK	549.14
10-07	10-06	24000975279549000039852	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	129.49
10-07	10-06	24000975279549001134140	LOCKE SUPPLY WHC TAHLEQUA 918-4567714 OK	55.56
10-09	10-08	24231685282508100561919	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	12.98

(transactions continued on next page)

Account Number : XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
Statement Date : 10-25-2025

New Activity cont				
10-10	10-09	24692165282107615843188	LOWES #01818* TAHLEQUAH OK	57.94
10-10	10-09	24692165282107615843428	LOWES #01818* TAHLEQUAH OK	51.01
10-15	10-14	24000975287592600222155	LOCKE SUPPLY WHC TAHLEQUA 918-4567714 OK	87.84
10-15	10-14	24000975287592601320362	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	5.70
10-15	10-14	24270745287900013069016	ADAMS HEAT AIR LLC 918-4561429 OK	493.27
10-16	10-14	24783795288017019681647	SADLER PAPER CO. MUSKOGEE OK	601.46
10-20	10-17	24692165290105052222767	LOWES #01818* TAHLEQUAH OK	25.98

Paige Harjo	Purchases	\$133.66	Total Activity	\$133.66
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0564	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-29	09-26	24027625269067912435896	APA 312-431-9100 IL	101.00
10-08	10-07	24692165280105796181230	LOWES #01818* TAHLEQUAH OK	20.96
10-10	10-09	24801975282508938573917	TAHLEQUAH LUMBER TAHLEQUAH OK	11.70

City Of D Tahlequah	Purchases	\$119.12	Total Activity	\$119.12
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0179	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-01	09-30	24431065274298438315054	OK STATE DEPT OF HEALTH EGOV.COM OK	112.50
10-01	09-30	24733095274085196265064	OK.GOV EGOV.COM OK	6.62

Casey Barnhart	Purchases	\$13.92	Total Activity	\$13.92
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0094	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-10	10-09	24692165282107615843410	LOWES #01818* TAHLEQUAH OK	13.92

John N King	Purchases	\$3,778.10	Total Activity	\$3,778.10
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0210	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-02	10-01	24692165274100019932434	AMAZON MKTPL*NJ6ZI8UE1 AMZN.COM/BILL WA	60.37
10-02	10-01	24692165274100025795478	AMAZON MKTPL*NJ9EF09P1 AMZN.COM/BILL WA	350.69
10-02	10-01	24692165274100028088376	AMAZON MKTPL*NJ65J2502 AMZN.COM/BILL WA	332.57
10-02	10-01	24692165274109798546331	AMAZON MKTPL*NJ0MB97Z1 AMZN.COM/BILL WA	369.18
10-06	10-03	24692165276101557092910	AMAZON MKTPL*NV38Z5LO1 AMZN.COM/BILL WA	33.99
10-07	10-07	24204295279002454810219	5.11, INC. 866-4511726 CA	897.90
10-07	10-06	24692165279104718465410	AMAZON MKTPL*NJ3QL0NX0 AMZN.COM/BILL WA	57.75
10-07	10-06	24692165279104855305262	IN *HADDOCK PRINTING LLC 918-3520648 OK	873.50
10-08	10-07	24692165280105728421324	AMAZON MKTPL*NV9OL9HM2 AMZN.COM/BILL WA	693.72
10-13	10-13	24692165286100866659532	AMAZON MKTPL*NJ9YW9BW2 AMZN.COM/BILL WA	14.50
10-15	10-14	24692165287102397225477	AMAZON MKTPL*NJ1H90I72 AMZN.COM/BILL WA	93.93

(transactions continued on next page)

New Activity cont

Elliot Reif	Purchases	\$1,657.48	Total Activity	\$1,497.70
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1364	Cash Advances Fees	\$0.00		
	Credits	\$159.78 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-29	09-26	24692165269105010826342	AMAZON MKTPL*NJ88D88S0 AMZN.COM/BILL WA	167.90
09-29	09-26	24692165269105276041917	AMAZON MKTPL*FK9FG7OJ3 AMZN.COM/BILL WA	197.18
09-29	09-27	24692165270106293629855	AMAZON MKTPL*IR0BK8HU3 AMZN.COM/BILL WA	82.59
09-30	09-29	24445005273400373441611	WM SUPERCENTER #10 TAHLEQUAH OK	29.35
10-06	10-04	24692165277102173130331	AMAZON MKTPL*NV7UA2TM1 AMZN.COM/BILL WA	6.08
10-06	10-04	24692165277102411232824	AMAZON MKTPL*NJ11G1RQ2 AMZN.COM/BILL WA	68.37
10-06	10-05	24692165278103233374710	AMAZON MKTPL*NV1O65W90 AMZN.COM/BILL WA	173.66
10-06	10-05	24692165278103265010307	AMAZON MKTPL*NV6VM0FL2 AMZN.COM/BILL WA	25.01
10-09	10-08	24692165281106476700348	AMAZON MKTPL*NV5JT9SE2 AMZN.COM/BILL WA	179.80
10-10	10-08	24639235282900017800138	MIDCON DATA SERVICES 405-4781234 OK	105.00
10-13	10-10	24692165283108278155364	AMAZON MKTPL*NF0TD8L92 AMZN.COM/BILL WA	159.78
10-15	10-14	74692165287102149600295	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	159.78 CR
10-20	10-17	24113435290200295753112	THE WEBSTAIRANT STORE INC 717-392-7472 PA	226.62
10-24	10-22	24113435296100292871657	THE WEBSTAIRANT STORE INC 717-392-7472 PA	236.14

Karen D Murphy	Purchases	\$1,005.68	Total Activity	\$1,005.68
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0837	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-02	10-01	24137465275600537761799	TRACTOR SUPPLY #1173 TAHLEQUAH OK	249.99
10-02	10-01	24793385274000617825026	FACEBK *3QQZ63ZLL2 650-5434800 DE	1.61
10-03	10-02	24492165276100007101158	KOMEN FUNDRAISE UP KOMEN.ORG TX	145.00
10-07	10-06	24445005280000975511398	WALGREENS #10785 TAHLEQUAH OK	129.99
10-08	10-06	24121575280000279060160	NEXT DAY DISPLAY 866-7186398 CA	300.03
10-17	10-16	24011345289100122290865	CANVA* I04667-40353052 CANVA.COM DE	120.00
10-21	10-20	24607945293521297487542	CROWN AWARDS INC 800-227-1557 NY	50.07
10-23	10-22	24692165295109752131315	AMAZON MKTPL*NU1V82KH1 AMZN.COM/BILL WA	8.99

Whitney G Shaw	Purchases	\$180.00	Total Activity	\$180.00
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1191	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-29	09-28	24064665272100021340049	TINYWOW.COM TINYWOW.COM TN	15.00
10-16	10-15	24744005288900019608169	TAHLEQUAH DAILY PRESS 918-4568833 OK	84.40
10-20	10-18	24011345291100135252908	ONLINE QR GENERATOR ONLINE-QR-GEN FL	14.98
10-20	10-19	24692165292107086187709	AMAZON MKTPL*NM82P96C2 AMZN.COM/BILL WA	49.99
10-21	10-20	24000975293625401289940	THE UPS STORE 7116 918-8030815 OK	15.63

(transactions continued on next page)

New Activity cont

Mandy D King	Purchases	\$37.99	Total Activity	\$37.99
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1201	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-07	10-06	24906415279240325831783	NCOURT *OKOMCCAPMTS 844-4008880 OK	37.99

Larry P Blackman	Purchases	\$58.90	Total Activity	\$58.90
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1440	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-26	09-25	24688075268027013122636	DAVID S DISCOUNT TIRE POI 918-482-5259 OK	58.90

Brad Hale	Purchases	\$871.69	Total Activity	\$871.69
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0501	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-30	09-28	24692165272107650091075	LOWES #01818* TAHLEQUAH OK	131.90
10-03	10-02	24801975275500654563049	TAHLEQUAH LUMBER TAHLEQUAH OK	122.18
10-07	10-06	24801975279505398495065	TAHLEQUAH LUMBER TAHLEQUAH OK	89.69
10-10	10-09	24801975282508938573222	TAHLEQUAH LUMBER TAHLEQUAH OK	527.92

Aaron D Garrett	Purchases	\$39.99	Total Activity	\$39.99
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1064	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-29	09-28	24492165271100051184485	OPENAI *CHATGPT SUBSCR OPENAI.COM CA	20.00
10-16	10-15	24793385288003106670063	ADOBE INC SAN JOSE CA	19.99

Casey D Baker	Purchases	\$491.27	Total Activity	\$491.27
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1254	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-01	09-30	24801975273498182510099	AADVANTAGE LAUNDRY SYSTE GARLAND TX	144.59
10-01	09-30	24801975273498182510107	AADVANTAGE LAUNDRY SYSTE GARLAND TX	217.50
10-01	09-30	24801975273498182510149	AADVANTAGE LAUNDRY SYSTE GARLAND TX	94.43
10-13	10-09	24687205283017014238189	RESTORE TAHLEQUAH OK	20.75
10-13	10-09	24687205283017014238221	RESTORE TAHLEQUAH OK	14.00

Kenneth D Barnes	Purchases	\$377.43	Total Activity	\$377.43
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1326	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-23	10-22	24323005295225396008746	CHOCTAW DURANT RESORT/IN 5809248280 OK 15341765809248280 ARRIVAL:10-21-25	125.81

(transactions continued on next page)

New Activity cont					
10-23	10-22	24323005295225396008795	CHOCTAW DURANT RESORT/IN 5809248280 OK	125.81	
			15341855809248280 ARRIVAL:10-21-25		
10-23	10-22	24323005295225396008886	CHOCTAW DURANT RESORT/IN 5809248280 OK	125.81	
			15341965809248280 ARRIVAL:10-21-25		
Sean Valdez		Purchases	\$1,145.01	Total Activity	\$1,145.01
Account Number: XXXXXXXXXX		Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1430		Cash Advances Fees	\$0.00		
		Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-29	09-27	24692165271106731048477	LOWES #01818* TAHLEQUAH OK	27.48
10-13	10-11	24435655284125680048509	GALLS 859-266-7227 KY	398.03
10-13	10-11	24435655284125680048517	GALLS 859-266-7227 KY	380.07
10-13	10-11	24435655284125680048566	GALLS 859-266-7227 KY	339.43

Joe Enlow Jr		Purchases	\$1,433.50	Total Activity	\$1,433.50
Account Number: XXXXXXXXXX		Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1663		Cash Advances Fees	\$0.00		
		Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-17	10-16	24435655289127077042926	GALLS 859-266-7227 KY	448.79
10-17	10-16	24435655289127077042975	GALLS 859-266-7227 KY	622.63
10-17	10-16	24435655289127077042991	GALLS 859-266-7227 KY	356.59
10-20	10-18	24431055292223918267228	O'REILLY 187 TAHLEQUAH OK	5.49

Mark Whittmore		Purchases	\$1,796.51	Total Activity	\$1,796.51
Account Number: XXXXXXXXXX		Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0996		Cash Advances Fees	\$0.00		
		Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-02	10-01	24692165274109918304165	SQ *COKE REFRIGERATION LL TAHLEQUAH OK	356.63
10-08	10-07	24692165280105796181107	LOWES #01818* TAHLEQUAH OK	176.24
10-10	10-09	24692165282107639486691	SQ *DON HALSEY WELLING OK	338.00
10-13	10-11	24692165284109219328176	AMAZON MKTPL*NF03B6S01 AMZN.COM/BILL WA	43.99
10-17	10-16	24692165289104088583295	AMAZON MKTPL*NM5OV5JD2 AMZN.COM/BILL WA	440.00
10-22	10-21	24247605294300644587600	AMERIFLEX HOSE AND ACCESS TULSA OK	291.95
10-22	10-21	24247605294300644587782	AMERIFLEX HOSE AND ACCESS TULSA OK	149.70

Brian L Lambert		Purchases	\$1,220.36	Total Activity	\$1,220.36
Account Number: XXXXXXXXXX		Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1606		Cash Advances Fees	\$0.00		
		Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-13	10-11	24692165284108915586384	ULINE *SHIP SUPPLIES 800-295-5510 WI	1,220.36

Eric Lamons		Purchases	\$1,277.51	Total Activity	\$1,277.51
Account Number: XXXXXXXXXX		Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1041		Cash Advances Fees	\$0.00		
		Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-07	10-06	24275395279900017075497	ASCO TULSA 806-7452000 OK	933.08

(transactions continued on next page)

Account Number : XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
Statement Date : 10-25-2025

New Activity cont				
10-24	10-23	24193045297000019176076	WELDON PARTS MUSKOGEE MUSKOGEE OK	344.43

Rick Dye	Purchases	\$3,666.00	Total Activity	\$3,666.00
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1162	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-06	10-03	24231685277502264580481	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	884.21
10-06	10-03	24801975276501889670293	TAHLEQUAH LUMBER TAHLEQUAH OK	229.98
10-07	10-06	24431055280218052272038	O'REILLY 187 TAHLEQUAH OK	21.86
10-10	10-09	24692165282107472708995	AMAZON MKTPL*NF9EA01X1 AMZN.COM/BILL WA	357.16
10-13	10-10	24055225283510210019280	X-PRESS EQUIPMENT RENTAL TAHLEQUAH OK	274.42
10-17	10-17	24692165290104469611746	AMAZON MKTPL*NM3110YF0 AMZN.COM/BILL WA	369.36
10-20	10-17	24013395290003621045238	FLEET FUELS LLC TULSA OK	934.61
10-22	10-21	24231685295522953281520	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	319.96
10-22	10-21	24801975294522632497030	TAHLEQUAH LUMBER TAHLEQUAH OK	219.99
10-24	10-23	24193045297000019176035	WELDON PARTS MUSKOGEE MUSKOGEE OK	54.45

Chris L Armstrong	Purchases	\$6,325.89	Total Activity	\$6,325.89
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1622	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-30	09-29	24692165272107862133087	SQ *JERMFREE POWER WASHIN GOSQ.COM OK	1,800.00
10-22	10-21	24275395294900018076990	ASCO TULSA 806-7452000 OK	1,877.85
10-22	10-21	24492515294900014793986	SAND TECH SCREENING TAHLEQUAH OK	1,921.28
10-22	10-21	24692165294108881452775	LOWES #01818* TAHLEQUAH OK	99.67
10-22	10-21	24750765294900018671970	SECURITY ALARMS COMPANY 918-6835600 OK	400.00
10-23	10-22	24455015295141010533416	SAMSClub #8263 TULSA OK	227.09

Kevin Smith	Purchases	\$832.72	Total Activity	\$832.72
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0969	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-06	10-03	24137465277600488605183	TRACTOR SUPPLY #1173 TAHLEQUAH OK	109.98
10-06	10-03	24707805276027020235683	FARMERS CO-OP TAHLEQUAH OK	575.00
10-23	10-22	24801975295523734509820	TAHLEQUAH LUMBER TAHLEQUAH OK	147.74

William Harris	Purchases	\$2,311.49	Total Activity	\$2,311.49
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1524	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-26	09-25	24801975268492323532549	TAHLEQUAH LUMBER TAHLEQUAH OK	104.99
09-29	09-26	24326885270048169782532	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	3.71
09-29	09-26	24431055270213114506996	O'REILLY 187 TAHLEQUAH OK	191.68
09-29	09-25	24999895269900013000016	SHINOOK AUTO MACHINE TAHLEQUAH OK	30.00
10-01	09-30	24326885274048588722313	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	33.79
10-01	09-30	24326885274048588722321	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	156.09
10-03	10-02	24137465275300796923384	FASTENAL COMPANY 01OKTAH TAHLEQUAH OK	266.40
10-07	10-06	24801975279505398494753	TAHLEQUAH LUMBER TAHLEQUAH OK	309.98

(transactions continued on next page)

New Activity cont				
10-09	10-08	24801975281507749514699	TAHLEQUAH LUMBER TAHLEQUAH OK	11.99
10-10	10-09	24326885283049617720731	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	8.06
10-16	10-15	24231685289516238500066	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	194.96
10-17	10-16	24193045290000018574435	WELDON PARTS MUSKOGEE MUSKOGEE OK	55.95
10-17	10-16	24801975289517060572681	TAHLEQUAH LUMBER TAHLEQUAH OK	44.99
10-17	10-16	24801975289517060572947	TAHLEQUAH LUMBER TAHLEQUAH OK	22.79
10-23	10-22	24445005295300566776746	FSP*CHRIS'S QUICK LUBE TAHLEQUAH OK	67.37
10-23	10-22	24801975295523734510307	TAHLEQUAH LUMBER TAHLEQUAH OK	121.94
10-24	10-23	24941665296225978025854	DAVIS OIL CO., INC. TAHLEQUAH OK	686.80

Vicki Johnson	Purchases	\$1,274.76	Total Activity	\$1,274.76
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1646	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-01	09-30	24707805273027018977711	FARMERS CO-OP TAHLEQUAH OK	740.00
10-07	10-06	24431055280218052272046	O'REILLY 187 TAHLEQUAH OK	78.16
10-09	10-08	24412955281219040000310	TRUCK 1202 BATTERY 800-828-1629 MO	232.78
10-09	10-08	24431055282219091334571	O'REILLY 187 TAHLEQUAH OK	32.65
10-09	10-08	24431055282219091334589	O'REILLY 187 TAHLEQUAH OK	75.98
10-20	10-17	24137465290300808768968	FASTENAL COMPANY 01OKTAH TAHLEQUAH OK	65.57
10-20	10-17	24193045291000018674770	WELDON PARTS MUSKOGEE MUSKOGEE OK	49.62

Tiffany D Sien	Purchases	\$484.91	Total Activity	\$484.91
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0893	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-01	09-30	24445005274400381963969	WM SUPERCENTER #10 TAHLEQUAH OK	15.73
10-13	10-10	24692165283108530919219	AMAZON MKTPL*NF7AH4RW0 AMZN.COM/BILL WA	34.99
10-17	10-16	24226385290015724048277	WAL-MART #0010 TAHLEQUAH OK	53.11
10-17	10-16	24455015289141000025637	WAL-MART #0010 TAHLEQUAH OK	141.14
10-21	10-20	24692165293107873816923	LOWES #01818* TAHLEQUAH OK	239.94

Rockie S Neugin	Purchases	\$563.84	Total Activity	\$563.84
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0957	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-26	09-25	24275395268900018136119	MUSKOGEE SAND HQ AND SCAL 918-8253370 OK	197.35
10-01	09-30	24750765273900011900017	DANNY'S MUFFLER & TIRE IN TAHLEQUAH OK	30.00
10-02	10-01	24801975274499415538757	TAHLEQUAH LUMBER TAHLEQUAH OK	52.46
10-03	10-02	24231685276501019842395	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	59.98
10-06	10-03	24445005276300690324796	FSP*CHRIS'S QUICK LUBE TAHLEQUAH OK	126.20
10-08	10-07	24000975280553303349197	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	25.90
10-10	10-09	24692165282107615843550	LOWES #01818* TAHLEQUAH OK	10.98
10-17	10-15	24733095289088400256302	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	60.97

(transactions continued on next page)

Account Number : XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
Statement Date : 10-25-2025

New Activity cont

Brian F Speake	Purchases	\$3,596.87	Total Activity	\$3,596.87
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1090	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-26	09-25	24492515268900013308374	SAND TECH SCREENING TAHLEQUAH OK	683.92
09-26	09-24	24733095268083969168787	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	12.99
10-02	10-01	24492515274900013702396	SAND TECH SCREENING TAHLEQUAH OK	552.08
10-02	10-01	24540455274182500009749	CHEROKE COUNTY TAG 918-4532889 OK	67.50
10-07	10-06	24416065279900014200014	AMERICAN LOCK SHOP TAHLEQUAH OK	49.92
10-09	10-08	24793385281002186787091	SHERWIN-WILLIAMS707450 TAHLEQUAH OK	651.75
10-10	10-09	24801975282508938573438	TAHLEQUAH LUMBER TAHLEQUAH OK	105.00
10-13	10-10	24275395283900019336495	MUSKOGEE SAND HQ AND SCAL 918-8253370 OK	234.87
10-15	10-14	24765015287514646262888	BOW WOW WASTE 877-253-6449 CA	629.90
10-22	10-21	24692165294108651369522	LOWES #01818* TAHLEQUAH OK	105.90
10-23	10-21	24251385295017021936876	CLEAR CREEK GOLF CARS 405-634-0571 OK	325.00
10-23	10-22	24692165295109576270042	LOWES #01818* TAHLEQUAH OK	178.04

John W Sutton	Purchases	\$2,657.94	Total Activity	\$2,657.94
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1509	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-30	09-29	24055225272497073951879	X-PRESS EQUIPMENT RENTAL TAHLEQUAH OK	103.09
09-30	09-29	24416065272900013700011	AMERICAN LOCK SHOP TAHLEQUAH OK	73.83
10-02	10-01	24801975274499251313414	H & H AUTO TAHLEQUAH OK	706.40
10-03	10-02	24231685276501019842262	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	189.99
10-03	10-02	24326885276048833736991	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	257.13
10-09	10-08	24431055282219091334563	O'REILLY 187 TAHLEQUAH OK	27.41
10-10	10-09	24137465283001565931547	TRACTOR SUPPLY #1173 TAHLEQUAH OK	29.99
10-15	10-14	24326885288050158718246	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	8.87
10-15	10-14	24801975287514648292124	H & H AUTO TAHLEQUAH OK	625.44
10-21	10-20	24326885294050734737159	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	23.91
10-22	10-21	24231685295522927604617	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	5.99
10-22	10-21	24326885295050840706493	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	359.00
10-22	10-20	24733095294089379151659	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	94.86
10-23	10-22	24326885296050945703279	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	133.30
10-24	10-23	24137465297001595727182	TRACTOR SUPPLY #1173 TAHLEQUAH OK	18.73

Randy Powell	Purchases	\$3,280.84	Total Activity	\$3,280.84
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1358	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-26	09-25	24692165268104102115160	AMAZON MKTPL*L26TU1A03 AMZN.COM/BILL WA	59.00
09-26	09-25	24692165268104160751625	AMAZON MKTPL*7Y5J11873 AMZN.COM/BILL WA	37.55
09-29	09-26	24011345269100142776418	AMAZON MARK* BL1KX8M13 AMAZON.COM/MA WA	47.00
09-30	09-29	24011345272100112252163	AMAZON MARK* NJ7QH3PB1 AMAZON.COM/MA WA	119.20
10-03	10-02	24011345275100075459299	AMAZON MARK* NJ4LB9W01 AMAZON.COM/MA WA	49.99

(transactions continued on next page)

Account Number : XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
Statement Date : 10-25-2025

New Activity cont				
10-03	10-02	24692165275100738917236	AMAZON MKTPL*NJ56G4QT2 AMZN.COM/BILL WA	17.75
10-03	10-02	24692165275100910466606	AMAZON MKTPL*NJ4PY26L2 AMZN.COM/BILL WA	69.98
10-06	10-05	24011345278100059756279	AMAZON RETA* NV0AM5YP0 WWW.AMAZON.CO WA	107.11
10-08	10-08	24011345281100040753042	AMAZON MARK* NV7FA5QP2 AMAZON.COM/MA WA	143.09
10-09	10-08	24011345281100149798880	ZOHO CORP WWW.ZOHO.COM CA	1,795.00
10-09	10-08	24692165281106497204528	AMAZON MKTPL*NJ7JB6Z51 AMZN.COM/BILL WA	114.82
10-09	10-09	24692165282106833820382	AMAZON MKTPL*NJ91268H0 AMZN.COM/BILL WA	667.61
10-20	10-18	24011345291100141038929	AMAZON MARK* NM7622HU2 AMAZON.COM/MA WA	52.74

Richard S Coffron	Purchases	\$1,006.18	Total Activity	\$1,006.18
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1076	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-01	09-30	24692165273108567514893	INT'L CODE COUNCIL INC 888-422-7233 IL	134.50
10-17	10-16	24204295289001446570061	SUBWAY 5413 TAHLEQUAH OK	77.68
10-22	10-21	24692165294108342436391	INT'L CODE COUNCIL INC 888-422-7233 IL	794.00

Vicky E Green	Purchases	\$2,768.77	Total Activity	\$2,738.71
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1279	Cash Advances Fees	\$0.00		
	Credits	\$30.06 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-02	10-01	24055225274499028493633	MED VET INTERNATIONAL JEFF@SHOPMEDV IL	10.98
10-03	10-02	24701775275524900873718	WALNUT GROVE ANIMAL CLINI 918-7081430 OK	100.00
10-06	10-04	74692165277102551872855	AMAZON MKTPL*PM5T AMZN.COM/BILL WA	30.06 CR
10-08	10-06	24445005280100174143348	COVETRUS NORTH AMERICA 614-761-9095 OH	612.43
10-10	10-09	24445005283001004846901	COVETRUS NORTH AMERICA 614-761-9095 OH	27.30
10-10	10-09	24445005283001004847081	COVETRUS NORTH AMERICA 614-761-9095 OH	188.40
10-14	10-13	24116415286714401780145	REVIVAL ANIMAL HEALTH LLC 712-737-5555 IA	779.09
10-14	10-13	24445005287000955325119	COVETRUS NORTH AMERICA 614-761-9095 OH	6.62
10-14	10-13	24445005287000955325291	COVETRUS NORTH AMERICA 614-761-9095 OH	18.62
10-15	10-14	24733095287088131005764	COVETRUS PHARMACY SERVIC 888-280-2221 OH	87.12
10-16	10-15	24692165288102824579826	AMAZON MKTPL*NM9FF7DB0 AMZN.COM/BILL WA	44.99
10-16	10-15	24692165288102970609815	AMAZON MKTPL*NM3UW5MI1 AMZN.COM/BILL WA	258.07
10-20	10-18	24055225291519022889939	MED VET INTERNATIONAL 800-544-7521 IL	147.79
10-22	10-21	24445005295000941257624	COVETRUS NORTH AMERICA 614-761-9095 OH	279.40
10-22	10-21	24701775294630100338209	WALNUT GROVE ANIMAL CLINI 918-7081430 OK	130.01
10-23	10-22	24137465296001569113642	TRACTOR SUPPLY #1173 TAHLEQUAH OK	77.95



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5f
Meeting Date	12/1/2025
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the October 2025 Open PO Report.

Background

Monthly Agenda Item

Exhibits

1. 20251112_123148

Funding Source

N/A

Request

N/A

Purchase Order Report
Summary Report - Open Purchase Orders
Report Dates: All - 10/25

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
AIRPORT								
87162	BancFirst	07/01/2025	Pcard Transactions	117646300	10,000.00	.00	.00	10,000.00
87224	Aviation Insurance Manage	07/01/2025	Airport Liability Insurance	117647400	2,844.00	.00	.00	2,844.00
87225	Syn-Tech Systems, INC.	07/01/2025	Fuelmaster Maintenance	117645400	550.00	.00	.00	550.00
Total AIRPORT:					13,394.00	.00	.00	13,394.00
CAPITAL IMPROVEMENT FUND								
87233	DLL Finance	07/01/2025	Golf Cart and UTV Lease	210508503	19,131.60	4,192.71	.00	14,938.89
87233	DLL Finance	07/24/2025	Golf Cart Rental Cherokee Fields	210508494	4,720.80	1,180.20	.00	3,540.60
Total CAPITAL IMPROVEMENT FUND:					23,852.40	5,372.91	.00	18,479.49
CEMETERY								
87164	BancFirst	07/01/2025	Pcard Transactions	110576300	8,000.00	.00	.00	8,000.00
87186	Chronicle Ltd.	07/01/2025	Yearly Support	110577200	2,786.00	.00	.00	2,786.00
87193	Greg's Port-A-Potties	07/01/2025	Port-a-potty rentals	110576300	900.00	300.00	.00	600.00
87209	Richard Smith	07/01/2025	Grave Digging	110577200	17,500.00	6,300.00	.00	11,200.00
Total CEMETERY:					29,186.00	6,600.00	.00	22,586.00
CITY CLERK								
87169	BancFirst	07/01/2025	Pcard Transactions	110526310	5,000.00	.00	.00	5,000.00
Total CITY CLERK:					5,000.00	.00	.00	5,000.00
Compliance								
87302	Rebecca Reaume	07/10/2025	7-13 Transfer animals to Colorado	425501003	650.00	371.35	.00	278.65
87303	Rhonda Norris RVT	07/10/2025	PFL Clinic 7-29	425501003	350.00	.00	.00	350.00
87397	Drys Lawn Services LLC	08/07/2025	Abatement Mowing	110737250	4,200.00	400.00	.00	3,800.00
87450	Xtreme Fiber Optics Speci	08/25/2025	Fiber from Street to Animal Shelter	110736310	7,991.50	.00	.00	7,991.50
87487	Rebecca Reaume	09/04/2025	Transfer Fuel to Colorado	425501003	250.00	.00	.00	250.00
87488	Lori L Gossard	09/04/2025	PFL Clinic 9-20	425501003	2,000.00	.00	.00	2,000.00
87531	Sequoyah Animal Advocat	09/22/2025	Clinic Narcotics and Health Certificates	425501003	250.00	.00	.00	250.00
87563	BancFirst	09/29/2025	Pcard Transactions	110736300	10,000.00	.00	.00	10,000.00
87616	Tim M Synar	10/15/2025	S/N Clinic 10/17 & 10/18	425501003	6,800.00	.00	.00	6,800.00
Total Compliance:					32,491.50	771.35	.00	31,720.15
EMERGENCY MANAGEMENT								
87455	BancFirst	08/26/2025	Pcard transactions	110606300	5,000.00	.00	.00	5,000.00
87464	Motorola Solutions, Inc.	08/27/2025	Portable Radios APX N30	210508314	14,472.42	.00	.00	14,472.42
87468	CDL Electric Co., Inc.	08/27/2025	New Siren - Budgeted Item	210508314	44,022.00	.00	.00	44,022.00
Total EMERGENCY MANAGEMENT:					63,494.42	.00	.00	63,494.42
FIRE								
87220	Ok Firefighters Pension	07/01/2025	Volunteer Contributions	110615320	1,000.00	.00	.00	1,000.00
87221	Ok St Firefighters Assn	07/01/2025	Memberships for all Firefighters	110615400	2,240.00	.00	.00	2,240.00
87222	Roberts Testing Service	07/01/2025	Pump Testing	110618334	1,250.00	1,000.00	.00	250.00
87256	Pro Lawn & Landscape	07/02/2025	Lawn Service	110617400	1,600.00	.00	.00	1,600.00
87414	Viking Life-Saving Equipme	08/12/2025	Five sets of bunker gear for firefighters (b	110618308	18,336.50	.00	.00	18,336.50
87465	Casco Industries, Inc	08/27/2025	Fit and Flow testing	110618335	2,500.00	.00	.00	2,500.00
87582	Datamax Inc	10/06/2025	Task 5052	110617400	252.00	.00	.00	252.00
87590	Halls Termite & Pest Contr	10/08/2025	Pest Control	110616300	500.00	.00	.00	500.00
87617	Conrad Fire Equipment	10/16/2025	Ladder 2 pmi	110618334	3,500.00	.00	.00	3,500.00
87622	Conrad Fire Equipment	10/20/2025	Emergency Repair Call out	110616300	2,500.00	.00	.00	2,500.00

Purchase Order Report
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PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87639	AT&T Mobility II LLC (FIRE	10/28/2025	Phone Bill	110616320	637.39	.00	.00	637.39
Total FIRE:					34,315.89	1,000.00	.00	33,315.89
HOTEL MOTEL FUND								
87279	Chamber of Commerce	07/08/2025	Administration	112505400	97,705.00	32,568.34	.00	65,136.66
87279	Chamber of Commerce	07/08/2025	Membership, Training, & Travel	112505420	3,250.00	1,083.33	.00	2,166.67
87279	Chamber of Commerce	07/08/2025	Promotional tems	112506110	3,000.00	1,000.00	.00	2,000.00
87279	Chamber of Commerce	07/08/2025	Advertising & Sponsorship	112507100	145,545.00	48,515.00	.00	97,030.00
87279	Chamber of Commerce	07/08/2025	Equipment	112508100	10,500.00	3,500.01	.00	6,999.99
Total HOTEL MOTEL FUND:					260,000.00	86,666.68	.00	173,333.32
IT								
87227	Generator Supercenter	07/01/2025	Servicing of Annex Generator	110727400	333.00	.00	.00	333.00
87231	SHI Corp	07/01/2025	AntiVirus for Desktops	110727400	3,164.16	.00	.00	3,164.16
87634	BancFirst	10/27/2025	Pcard Transactions	110725400	5,000.00	.00	.00	5,000.00
Total IT:					8,497.16	.00	.00	8,497.16
LAW ENFORCEMENT								
87246	Ok Dept of Public Safety	07/01/2025	Access to OLETS	110627400	8,292.00	.00	.00	8,292.00
87343	GreatAmerica Financial Se	07/24/2025	Epson AM-C400 Lease	110627400	1,644.24	564.75	.00	1,079.49
87385	Cherokee County Detentio	08/05/2025	Priisoner meals	110626210	5,000.00	.00	.00	5,000.00
87556	Tulsa Winnelson	09/29/2025	14" toilet	110626300	5,000.00	.00	.00	5,000.00
87570	TYR Tactical LLC	09/30/2025	FREIGHT	110628210	5,055.00	.00	.00	5,055.00
87633	BancFirst	10/27/2025	Pcard Transactions	110626300	10,000.00	.00	.00	10,000.00
Total LAW ENFORCEMENT:					34,991.24	564.75	.00	34,426.49
MAINTENANCE								
87564	BancFirst	09/29/2025	Pcard Transactions	110706300	10,000.00	.00	.00	10,000.00
Total MAINTENANCE:					10,000.00	.00	.00	10,000.00
MANAGERIAL								
87184	BenefitScape	07/01/2025	ACA Notifications	110517200	2,245.00	.00	.00	2,245.00
87187	Consolidated Communicati	07/01/2025	Communications Service	110517400	20,632.56	4,042.60	.00	16,589.96
87189	Eide Bailly LLP	07/01/2025	FY 24-25 Compilation	110517200	45,701.00	.00	.00	45,701.00
87194	Hammons, Hamby, and Pri	07/01/2025	City Attorney	110517400	52,015.00	13,261.26	.00	38,753.74
87196	Local Government Testing	07/01/2025	Drug Screenings	110517200	14,000.00	6,000.00	.00	8,000.00
87197	Northeastern Health Syste	07/01/2025	Opiod Abatement Settlement Agreement	438501000	84,216.50	.00	.00	84,216.50
87205	Pitney Bowes	07/01/2025	Lease Payments for Postage Machine	110517400	685.20	171.30	.00	513.90
87206	Policy Confluence Inc	07/01/2025	Polling for Bond Project	110517200	9,000.00	.00	.00	9,000.00
87211	St. Pierre, Kimble, & Assoc	07/01/2025	Auditing Services	110517200	48,475.00	.00	.00	48,475.00
87213	VIP Technology Solutions	07/01/2025	Accounts	110517400	34,608.00	.00	.00	34,608.00
87214	Your Health, LLC	07/01/2025	Fire Pension Physicals	110517200	2,300.00	.00	.00	2,300.00
87281	Greg's Port-A-Potties	07/08/2025	Port-a-potty service for Cherokee Fields	118506300	1,500.00	1,140.00	.00	360.00
87286	Kelly Engineering & Assoc,	07/08/2025	Engineering/Construction Management	223507131	32,670.00	13,880.00	.00	18,790.00
87287	Tahlequah Main Street Ass	07/08/2025	Monthly Fee	110517200	65,000.00	28,500.00	.00	36,500.00
87289	Toast Inc	07/08/2025	6 Payments 07/21 - 09/29	118507200	1,807.02	.00	.00	1,807.02
87298	Freese and Nichols, Inc.	07/09/2025	Amendment approved by Council 1/6/25	432501000	202,500.00	41,175.24	.00	161,324.76
87306	Holloway, Updike & Bellen,	07/11/2025	Parhill Road Project - 22TAHLPHILL	223507110	46,590.00	4,920.00	.00	41,670.00
87316	Rebecca Reaume	07/15/2025	Animal Transfer - Iowa	425501003	500.00	.00	.00	500.00
87322	Toast Inc	07/16/2025	Toast Monthly Subscription	118507200	5,387.40	1,795.80	.00	3,591.60
87324	HELLAS CONSTRUCTION	07/17/2025	Anthis-Brennan Expansion	437501000	908,223.39	267,907.36	.00	640,316.03
87340	Crowe & Dunlevy	07/24/2025	Airport Litigation	110517200	10,000.00	8,923.62	.00	1,076.38

Purchase Order Report
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PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87353	Megan Stuart-Lopez	07/29/2025	(9) male dogs getting fixed 7/29	425501003	800.00	360.00	.00	440.00
87372	BenefitScape	07/30/2025	ACA Notifications	110517200	1,550.00	.00	.00	1,550.00
87395	Megan Stuart-Lopez	08/07/2025	HSCC Clinic 8/19	425501003	200.00	.00	.00	200.00
87402	Cherokee County Board of	08/08/2025	No Parking Signs Anthis	118506300	688.20	.00	.00	688.20
87415	BancFirst	08/12/2025	OML Conference Transactions	110515400	5,000.00	.00	.00	5,000.00
87420	Holloway, Updike & Bellen,	08/13/2025	Evaluate Jamestown Intersection & Reco	223507100	940.00	.00	.00	940.00
87427	Crowe & Dunlevy	08/14/2025	Federal Case Litigation	110517900	20,000.00	11,160.20	.00	8,839.80
87434	Cherokee County Collision	08/18/2025	216268-1 '25 Durango Repair	110290000	15,077.22	.00	.00	15,077.22
87435	APAC-Central, Inc	08/18/2025	S4 Asphalt	110517200	2,600.00	.00	.00	2,600.00
87454	Ethos	08/26/2025	CH Renderings	110517200	4,116.00	.00	.00	4,116.00
87471	Flock Group Inc	08/28/2025	Professional Services	425502000	21,900.00	.00	.00	21,900.00
87476	Compliance Resource Gro	09/02/2025	Police Physicals	110517200	1,860.00	1,240.00	.00	620.00
87516	Refunds - Employees	09/16/2025	Meals and Room	110515400	995.10	39.63	.00	955.47
87521	Stephanie Delano	09/16/2025	S/N Clinic 9/20	425501003	400.00	.00	.00	400.00
87547	Advanced Workzone Servi	09/25/2025	Striping - From Muskogee west to Hensl	223507120	11,340.00	.00	.00	11,340.00
87549	Advanced Workzone Servi	09/25/2025	Both Sides of Hwy. 82 (Bypass) - centerli	223507120	2,120.00	.00	.00	2,120.00
87550	Advanced Workzone Servi	09/25/2025	Stripe - Centerline, Channel Lines, Turn	223507120	2,880.00	.00	.00	2,880.00
87551	Advanced Workzone Servi	09/25/2025	From Jones to Moccasin - Centerline, Ski	223507120	3,840.00	.00	.00	3,840.00
87552	Advanced Workzone Servi	09/25/2025	From S. Muskogee to Park Hill - Double	223507120	2,250.00	.00	.00	2,250.00
87555	Advanced Workzone Servi	09/29/2025	From S. Mimosa Lane to Kelly - Double Y	223507120	1,020.00	.00	.00	1,020.00
87559	Love Bottling Company	09/29/2025	Softball Concession	118506500	5,000.00	1,090.80	.00	3,909.20
87568	BancFirst	09/30/2025	Pcard Transactions	110516300	10,000.00	.00	.00	10,000.00
87569	Ok Dept of Transportation	09/30/2025	Signal Modification Plans	440501000	17,000.00	.00	.00	17,000.00
87573	Muskogee Communication	10/01/2025	New Radios	210508314	14,472.42	.00	.00	14,472.42
87585	Ok Municipal Assurance Gr	10/08/2025	Deductible for Forensics Cyber Investigat	110517500	2,000.00	.00	.00	2,000.00
87591	Building & Earth Sciences I	10/08/2025	Site Inspection	437504000	5,000.00	1,714.25	.00	3,285.75
87598	Advanced Workzone Servi	10/09/2025	From E. Allen Road to Old Apex - Layout	223507120	2,010.00	.00	.00	2,010.00
87603	Rebecca Reaume	10/09/2025	10/18 & 10/19	425501003	450.00	.00	.00	450.00
87604	Rhonda Norris RVT	10/09/2025	10/17 & 10/18	425501003	900.00	.00	.00	900.00
87605	Elijah Spray VT	10/09/2025	10/17 & 10/18	425501003	400.00	.00	.00	400.00
87607	Zenith Construction Co	10/10/2025	Baseball Concession	437502000	684,160.00	.00	.00	684,160.00
87613	LED Lighting Solutions	10/15/2025	12' Breakway Sign Posts	223507100	559.94	.00	.00	559.94
87621	Tahlequah Public Works Au	10/20/2025	EagleView Imagery Partnership	110517200	10,000.00	.00	.00	10,000.00
87624	Kemp Stone Co, Inc	10/20/2025	1.5" Base (Crusher Run)	223507131	3,500.00	.00	.00	3,500.00
87630	Valbridge Property Advisor	10/27/2025	Updated appraisal - NSU property/51 By	110517200	2,000.00	.00	.00	2,000.00
87631	Chaffin Surveying, LLC	10/27/2025	Easement Staking for Steve Worth	425501001	2,000.00	.00	.00	2,000.00
87638	Kemp Stone Co, Inc	10/28/2025	300 T 3-5" Gabion Rock	437507000	4,200.00	.00	.00	4,200.00
87640	Parker Roofing Company	10/30/2025	Replace Roof over Apperatus Bay	210508305	18,460.00	.00	.00	18,460.00
Total MANAGERIAL:					2,469,744.	407,322.06	.00	2,062,422.89
Multi-Departmental								
87158	A+ Pest Guard LLC	07/01/2025	Managerial	110517200	780.00	260.00	.00	520.00
87158	A+ Pest Guard LLC	07/01/2025	PD	110627400	780.00	195.00	.00	585.00
87158	A+ Pest Guard LLC	07/01/2025	Library	110687400	780.00	260.00	.00	520.00
87158	A+ Pest Guard LLC	07/01/2025	Solid Waste	115656300	600.00	.00	.00	600.00
87159	Cherokee County Clerk	07/01/2025	Filing for Cemetery	110261000	1,782.00	180.00	.00	1,602.00
87159	Cherokee County Clerk	07/01/2025	Filing for City Clerk	110527200	1,000.00	124.00	.00	876.00
87165	Macquarie Equipment Capi	07/01/2025	Managerial	110517400	4,030.56	1,182.40	.00	2,848.16
87165	Macquarie Equipment Capi	07/01/2025	Cemetery	110577200	228.72	57.18	.00	171.54
87165	Macquarie Equipment Capi	07/01/2025	Court	110557200	228.72	57.18	.00	171.54
87168	Network Enhancement Sys	07/01/2025	Managerial	110517200	6,000.00	1,025.52	.00	4,974.48
87168	Network Enhancement Sys	07/01/2025	City Clerk	110527200	120.00	31.87	.00	88.13
87168	Network Enhancement Sys	07/01/2025	Court Clerk	110557200	540.00	109.20	.00	430.80
87168	Network Enhancement Sys	07/01/2025	Compliance	110737200	420.00	119.60	.00	300.40
87171	Northeast OK Public Facilti	07/01/2025	Compliance	110736400	300.00	85.66	.00	214.34
87171	Northeast OK Public Facilti	07/01/2025	Solid Waste	115656400	6,000.00	177.58	.00	5,822.42

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PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87171	Northeast OK Public Faciliti	07/01/2025	Cemetery	110576400	300.00	.00	.00	300.00
87183	Ok Municipal Assurance Gr	07/01/2025	Managerial 80%	110517500	272,526.20	123,451.50	.00	149,074.70
87183	Ok Municipal Assurance Gr	07/01/2025	Solid Waste 20%	115657500	41,338.80	20,349.00	.00	20,989.80
87191	One Source Water, LLC	07/01/2025	Managerial	110516300	1,050.00	240.42	.00	809.58
87191	One Source Water, LLC	07/01/2025	Cemetery	110576300	400.00	100.34	.00	299.66
87191	One Source Water, LLC	07/01/2025	Solid Waste	115656300	480.00	128.89	.00	351.11
87191	One Source Water, LLC	07/01/2025	Fire	110616300	1,680.00	410.51	.00	1,269.49
87191	One Source Water, LLC	07/01/2025	Rec	110716300	240.00	38.94	.00	201.06
87198	OTA	07/01/2025	Managerial	110515400	60.00	2.54	.00	57.46
87198	OTA	07/01/2025	EOC	110605400	60.00	5.66	.00	54.34
87198	OTA	07/01/2025	Fire	110615400	300.00	12.13	.00	287.87
87198	OTA	07/01/2025	PD	110625400	300.00	40.39	.00	259.61
87198	OTA	07/01/2025	Street	110665400	180.00	48.28	.00	131.72
87198	OTA	07/01/2025	Maintenance	110705400	60.00	.00	.00	60.00
87198	OTA	07/01/2025	Rec	110715400	120.00	4.84	.00	115.16
87198	OTA	07/01/2025	Compliance	110735400	180.00	7.48	.00	172.52
87198	OTA	07/01/2025	Solid Waste	115655400	480.00	46.24	.00	433.76
87200	Ok Dept of Labor	07/01/2025	Elevator Inspection	110686300	225.00	.00	.00	225.00
87200	Ok Dept of Labor	07/01/2025	Elevator Inspection	110516300	225.00	.00	.00	225.00
87202	TK Elevator	07/01/2025	City Hall 1/3	110517400	7,249.08	3,624.54	.00	3,624.54
87202	TK Elevator	07/01/2025	Library	110687400	5,930.28	2,965.14	.00	2,965.14
87208	VIP Voice Services LLC	07/01/2025	Managerial	110517300	10,072.92	3,387.90	.00	6,685.02
87208	VIP Voice Services LLC	07/01/2025	Cemetery	110577300	249.00	111.72	.00	137.28
87208	VIP Voice Services LLC	07/01/2025	Fire	110617300	5,616.00	1,900.72	.00	3,715.28
87208	VIP Voice Services LLC	07/01/2025	PD	110627300	9,782.76	3,301.64	.00	6,481.12
87208	VIP Voice Services LLC	07/01/2025	Air	117647300	624.96	237.04	.00	387.92
87208	VIP Voice Services LLC	07/01/2025	Rec	110717300	2,217.00	767.72	.00	1,449.28
87208	VIP Voice Services LLC	07/01/2025	Street	110667300	1,485.00	523.72	.00	961.28
87208	VIP Voice Services LLC	07/01/2025	Solid Waste	115657300	1,917.00	667.72	.00	1,249.28
87208	VIP Voice Services LLC	07/01/2025	EOC	110606320	2,781.00	955.72	.00	1,825.28
87208	VIP Voice Services LLC	07/01/2025	IT	110727300	1,053.00	380.50	.00	672.50
87210	Wight Office Machines	07/01/2025	Task 5052	110617400	420.00	94.50	.00	325.50
87325	Ok Municipal Assurance Gr	07/18/2025	Managerial	110515350	644.01	.00	.00	644.01
87325	Ok Municipal Assurance Gr	07/18/2025	Stormwater	116505350	772.83	.00	.00	772.83
87325	Ok Municipal Assurance Gr	07/18/2025	Compliance	110735350	4,044.45	.00	.00	4,044.45
87325	Ok Municipal Assurance Gr	07/18/2025	Treasurer	110535350	25.77	.00	.00	25.77
87325	Ok Municipal Assurance Gr	07/18/2025	Court	110555350	51.51	.00	.00	51.51
87325	Ok Municipal Assurance Gr	07/18/2025	Cemetery	110575350	4,018.68	.00	.00	4,018.68
87325	Ok Municipal Assurance Gr	07/18/2025	IT	110725350	180.33	.00	.00	180.33
87325	Ok Municipal Assurance Gr	07/18/2025	Civil Defense	110605350	3,194.34	.00	.00	3,194.34
87325	Ok Municipal Assurance Gr	07/18/2025	Fire	110615350	43,922.13	.00	.00	43,922.13
87325	Ok Municipal Assurance Gr	07/18/2025	Police	110625350	72,748.44	.00	.00	72,748.44
87325	Ok Municipal Assurance Gr	07/18/2025	Police-SRO	347565350	14,992.77	.00	.00	14,992.77
87325	Ok Municipal Assurance Gr	07/18/2025	Airport	117645350	798.57	.00	.00	798.57
87325	Ok Municipal Assurance Gr	07/18/2025	Solid Waste	115565350	46,961.88	.00	.00	46,961.88
87325	Ok Municipal Assurance Gr	07/18/2025	Streets	110665350	47,580.15	.00	.00	47,580.15
87325	Ok Municipal Assurance Gr	07/18/2025	Maintenance	110705350	3,529.23	.00	.00	3,529.23
87325	Ok Municipal Assurance Gr	07/18/2025	Rec	110715350	14,142.66	.00	.00	14,142.66
87341	WEX Bank	07/24/2025	Managerial	110516400	900.00	361.01	.00	538.99
87341	WEX Bank	07/24/2025	Fire	110616400	7,200.00	2,249.78	.00	4,950.22
87341	WEX Bank	07/24/2025	PD	110626400	36,000.00	18,344.85	.00	17,655.15
87341	WEX Bank	07/24/2025	Air	117646400	225.00	.00	.00	225.00
87341	WEX Bank	07/24/2025	Street	110666400	32,400.00	12,313.69	.00	20,086.31
87341	WEX Bank	07/24/2025	Maint	110706400	900.00	257.32	.00	642.68
87341	WEX Bank	07/24/2025	Rec	110716400	10,800.00	4,302.44	.00	6,497.56
87341	WEX Bank	07/24/2025	IT	110726400	225.00	54.08	.00	170.92
87341	WEX Bank	07/24/2025	Compliance	110736400	3,600.00	989.91	.00	2,610.09

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87341	WEX Bank	07/24/2025	Cemetery	110576400	3,600.00	938.58	.00	2,661.42
87341	WEX Bank	07/24/2025	EOC	110606400	450.00	196.96	.00	253.04
87341	WEX Bank	07/24/2025	Solid Waste	115656400	45,000.00	30,312.01	.00	14,687.99
87341	WEX Bank	07/24/2025	Cherokee Fields	118506400	450.00	.00	.00	450.00
87365	Hustler Turf Equipment, Inc	07/29/2025	Super z Kawasaki Mower	210508318	13,333.00	.00	.00	13,333.00
87365	Hustler Turf Equipment, Inc	07/29/2025	Additional Costs	110576300	583.00	.00	.00	583.00
87467	Kirk Lawn Care, LLC	08/27/2025	Rec	110717200	67,080.00	7,925.00	.00	59,155.00
87467	Kirk Lawn Care, LLC	08/27/2025	Solid Waste	115657200	12,000.00	1,000.00	.00	11,000.00
87572	UniFirst Holdings Inc	10/01/2025	Managerial	110516300	560.52	186.84	.00	373.68
87572	UniFirst Holdings Inc	10/01/2025	PD	110626300	320.16	106.72	.00	213.44
87572	UniFirst Holdings Inc	10/01/2025	Airport	117646300	164.16	54.72	.00	109.44
87572	UniFirst Holdings Inc	10/01/2025	Rec - Riverlinks	110716300	116.16	38.72	.00	77.44
87580	Lake Region Electric-Telec	10/03/2025	Managerial	110517300	326.82	108.94	.00	217.88
87580	Lake Region Electric-Telec	10/03/2025	Baseball	110717300	620.46	137.88	.00	482.58
87580	Lake Region Electric-Telec	10/03/2025	PD	110627300	326.82	.00	.00	326.82
87580	Lake Region Electric-Telec	10/03/2025	Fire	110617300	326.82	.00	.00	326.82
87594	Enterprise Fleet Managem	10/08/2025	Maintenance	210508446	8,867.10	2,999.04	.00	5,868.06
87594	Enterprise Fleet Managem	10/08/2025	Fire	210508305	12,411.66	4,188.43	.00	8,223.23
87594	Enterprise Fleet Managem	10/08/2025	PD	210508309	66,000.00	25,288.26	.00	40,711.74
87594	Enterprise Fleet Managem	10/08/2025	EOC	210508314	3,880.05	1,313.75	.00	2,566.30
87594	Enterprise Fleet Managem	10/08/2025	Parks & Rec	210508503	12,887.16	4,360.15	.00	8,527.01
87594	Enterprise Fleet Managem	10/08/2025	IT	210508601	2,905.05	982.88	.00	1,922.17
87595	Enterprise Fleet Managem	10/08/2025	Maintenance	210508446	8,867.10	.00	.00	8,867.10
87595	Enterprise Fleet Managem	10/08/2025	Fire	210508305	12,411.66	.00	.00	12,411.66
87595	Enterprise Fleet Managem	10/08/2025	PD	210508309	66,000.00	.00	.00	66,000.00
87595	Enterprise Fleet Managem	10/08/2025	EOC	210508314	3,880.05	.00	.00	3,880.05
87595	Enterprise Fleet Managem	10/08/2025	Parks & Rec	210508503	12,887.16	.00	.00	12,887.16
87595	Enterprise Fleet Managem	10/08/2025	IT	210508601	2,905.05	.00	.00	2,905.05
87596	Cintas Corp #2	10/08/2025	Cemetery	110575700	436.72	163.77	.00	272.95
87596	Cintas Corp #2	10/08/2025	Rec	110715700	1,319.60	498.51	.00	821.09
87596	Cintas Corp #2	10/08/2025	Solid Waste	115655700	2,960.00	1,094.03	.00	1,865.97
87596	Cintas Corp #2	10/08/2025	PD AED	110627400	172.00	.00	.00	172.00
87597	Enterprise Fleet Managem	10/08/2025	Maintenance	210508446	8,867.10	.00	.00	8,867.10
87597	Enterprise Fleet Managem	10/08/2025	Fire	210508305	12,411.66	.00	.00	12,411.66
87597	Enterprise Fleet Managem	10/08/2025	PD	210508309	66,000.00	.00	.00	66,000.00
87597	Enterprise Fleet Managem	10/08/2025	EOC	210508314	3,880.05	.00	.00	3,880.05
87597	Enterprise Fleet Managem	10/08/2025	Parks & Rec	210508503	12,887.16	.00	.00	12,887.16
87597	Enterprise Fleet Managem	10/08/2025	IT	210508601	2,905.05	.00	.00	2,905.05
87636	BancFirst	10/27/2025	Pcard Transactions	110726300	7,500.00	.00	.00	7,500.00
87636	BancFirst	10/27/2025	Pcard Transactions	118506300	7,500.00	.00	.00	7,500.00
Total Multi-Departmental:					1,229,050.	288,439.20	.00	940,610.85
MUNICIPAL JUDGE								
87172	BancFirst	07/01/2025	Pcard Transactions	110555400	3,000.00	.00	.00	3,000.00
87207	Rachel Dallis	07/01/2025	Legal Services as Judge	110557200	35,000.00	5,340.00	.00	29,660.00
87294	Bill John Baker II	07/09/2025	Annual Contract City Attorney	110557200	30,000.00	7,500.00	.00	22,500.00
Total MUNICIPAL JUDGE:					68,000.00	12,840.00	.00	55,160.00
PARKS & RECREATION								
87235	Mike Palmer	07/01/2025	Golf Course Greens Maintenance	110717200	40,684.80	13,561.60	.00	27,123.20
Total PARKS & RECREATION:					40,684.80	13,561.60	.00	27,123.20
SOLID WASTE SERVICES								
87228	Ok Production Ctr, Inc	07/01/2025	Recycling Services	115657400	57,240.00	14,310.00	.00	42,930.00

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87307	Osman Equipment	07/11/2025	Hydraulic cylinders reseal	115656300	2,500.00	1,118.60	.00	1,381.40
87347	Danny's Muffler & Tire, Inc	07/24/2025	Blanket PO	115656300	2,000.00	30.00	.00	1,970.00
87368	Osman Equipment	07/30/2025	Loader repair. pressure gasket ring.	115656300	3,500.00	.00	.00	3,500.00
87382	Warren CAT	08/05/2025	Caterpillar 938 wheel loader	115658701	274,596.00	.00	.00	274,596.00
87401	KNL Holdings, LLC	08/08/2025	Control Valve for steel ejector trailer	115656300	2,523.57	2,367.52	.00	156.05
87443	River City Hydraulics Inc	08/22/2025	Unit 11 - repair	115656300	5,825.42	.00	.00	5,825.42
87500	Springwater Fence LLC	09/11/2025	Repairs on the entry gate	115658417	5,000.00	.00	.00	5,000.00
87530	Springwater Fence LLC	09/22/2025	Post and Gate repair	115658417	6,885.00	.00	.00	6,885.00
87579	Waste Management	10/02/2025	Land Fill Fees	115657400	168,000.00	24,596.44	.00	143,403.56
87608	River City Hydraulics Inc	10/14/2025	Winch Cables, small roll offs	115656300	2,409.81	.00	.00	2,409.81
87635	BancFirst	10/27/2025	Pcard Transactions	115656300	15,000.00	.00	.00	15,000.00
Total SOLID WASTE SERVICES:					545,479.80	42,422.56	.00	503,057.24
STORMWATER MANAGEMENT FUND								
87216	Accurate Environmental LL	07/01/2025	E Coli Sample Testeing	116507200	3,480.00	490.00	.00	2,990.00
87223	Ok Dept of Labor	07/01/2025	Water Heater Inspection	116506300	800.00	.00	.00	800.00
87261	Oklahoma Precast Product	07/02/2025	Wilcox Circle Inlet	116508405	3,174.33	.00	.00	3,174.33
87262	DP Supply Company, Inc	07/02/2025	Wilcox Circle Inlet	116508405	865.20	.00	.00	865.20
87643	Bull Tuff Mud Company Re	10/30/2025	3500 PSI Straight Sack Concrete	116508405	1,561.00	.00	.00	1,561.00
Total STORMWATER MANAGEMENT FUND:					9,880.53	490.00	.00	9,390.53
STREET								
87277	Sand Tech Screening LLC	07/08/2025	Blanket P.O. - shirts for employees	110665700	500.00	138.00	.00	362.00
87426	P&K Equipment	08/14/2025	Service Call, Diagnose, & Repair - # 566	110666300	2,500.00	584.25	.00	1,915.75
87484	Osman Equipment	09/03/2025	Blanket P.O. - parts, supplies, & repairs a	110666300	2,000.00	1,222.73	.00	777.27
87493	David's Discount Tires, Inc	09/04/2025	All Terrain Tires - # 211	110666300	246.00	245.10	.00	.90
87502	Larry's Tires	09/11/2025	Blanket P.O. - repair flatsl supplies, moun	110666300	500.00	.00	.00	500.00
87554	Adrian Farm Supply LLC	09/29/2025	Blanket P.O. - parts & supplies as neede	110666300	1,000.00	286.35	.00	713.65
87584	J & R Equipment, LLC	10/06/2025	Freight - # 503	110666300	7,551.88	.00	.00	7,551.88
87632	BancFirst	10/27/2025	Pcard Transactions - 10-26-25 through 1	110666300	8,000.00	.00	.00	8,000.00
87637	Brannon's Auto Service	10/27/2025	Estimate to Repair - multiple units	110666300	2,500.00	.00	.00	2,500.00
87642	Arrow-Magnolia Internation	10/30/2025	Freight	110666410	1,522.93	.00	.00	1,522.93
Total STREET:					26,320.81	2,476.43	.00	23,844.38
STREET & ALLEY FUND								
87369	Arkholia Sand & Gravel	07/30/2025	Asphalt Type B Rap - tons	111506201	28,200.00	13,649.40	.00	14,550.60
87408	Cherokee County Board of	08/12/2025	Blanket P.O. - signs as needed	111506210	1,000.00	220.44	.00	779.56
87574	T & K Construction	10/01/2025	Labor & Forms - build (1) hood & grate, s	111506210	8,900.00	.00	.00	8,900.00
87575	Bull Tuff Mud Company Re	10/01/2025	3500 PSI HE N/FA Concrete	111506260	9,900.00	.00	.00	9,900.00
87623	Hutchens Construction Co.	10/20/2025	Bulk Cold Patch (delivered) - tons	111506208	2,990.00	.00	.00	2,990.00
87626	Bull Tuff Mud Company Re	10/21/2025	Concrete - General Use Street Repairs	111506260	2,500.00	.00	.00	2,500.00
87627	Kemp Stone Co, Inc	10/23/2025	1.5" Crusher Run - general use - tons	111506209	2,100.00	.00	.00	2,100.00
Total STREET & ALLEY FUND:					55,590.00	13,869.84	.00	41,720.16
STREETS & SIDEWALKS								
87274	Kelly Engineering & Assoc,	07/07/2025	ODOT Revisions on 4th Street	223507126	13,500.00	.00	.00	13,500.00
87641	Chaffin Surveying, LLC	10/30/2025	White Ave Phase II Surveying	223507131	200.00	.00	.00	200.00
Total STREETS & SIDEWALKS:					13,700.00	.00	.00	13,700.00
Grand Totals:					4,973,673.	882,397.38	.00	4,091,276.17



Tahlequah City Council AGENDA ITEM REPORT

Item No.	5g
Meeting Date	12/1/2025
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Accept the donation earmarked for the Animal Shelter in the amount of \$100.00, placing the funds in the Restricted Donations — Animal Shelter Account and amending the budget accordingly.

Background

Monthly Agenda Item

Exhibits

1. 20251112_120606

Funding Source

N/A

Request

N/A



THE CITY OF
TAHLEQUAH
OKLAHOMA

BUDGET AMENDMENT FORM

REQUESTED BY: Becka

DEPARTMENT: Finance

AMENDMENT #: 12-001

FISCAL YEAR: FY 2025 - 2026

Account #	Account Name	Increase	Decrease
425-46-1002	Restricted Donations - Animal Shelter	\$100.00	
TOTALS		\$100.00	

Reason for Budget Amendment:

Accept donation from Kimberlee Chuculate and amend the budget accordingly.

City Administrator Signature

Date Signed

Governing Body Signature

Date Signed



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5h
Meeting Date	12/1/2025
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Accept the donation earmarked for the Employee Christmas Dinner in the amount of \$2,500.00, placing the funds in the Restricted Donations — Christmas Dinner and amending the budget accordingly.

Background

Monthly Agenda Item.

Exhibits

1. Budget Amendment

Funding Source

N/A

Request

N/A



THE CITY OF
TAHLEQUAH
OKLAHOMA

BUDGET AMENDMENT FORM

REQUESTED BY: Becka

DEPARTMENT: Finance

AMENDMENT #: 12-002

FISCAL YEAR: FY 2025 - 2026

Account #	Account Name	Increase	Decrease
425-46-6100	Restricted Donations - Employee Christmas	\$500.00	
425-46-6100	Restricted Donations - Employee Christmas	\$500.00	
425-46-6100	Restricted Donations - Employee Christmas	\$1,500.00	
TOTALS		\$2,500.00	

Reason for Budget Amendment:

Accept donation from Waste Management, Hudson Prince Engineering, and J&R Equipment

and amend the budget accordingly, placing the funds in the Restricted Donations Account.

City Administrator Signature

Date Signed

Governing Body Signature

Date Signed



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5i
Meeting Date	12/1/2025
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the \$7,500 contractual payment from Cherokee Nation earmarked for the Animal Shelters Restricted Donation account and amend the budget accordingly.

Background

Monthly Agenda Item

Exhibits

1. Budget Amendment

Funding Source

Request



THE CITY OF
TAHLEQUAH
OKLAHOMA

BUDGET AMENDMENT FORM

REQUESTED BY: Becka

DEPARTMENT: Finance

AMENDMENT #: 12-003

FISCAL YEAR: FY 2025 - 2026

Account #	Account Name	Increase	Decrease
425-46-1002	Restricted Donations - Animal Shelter	\$7,500.00	
TOTALS		\$7,500.00	

Reason for Budget Amendment:

Accept the contractual payment from Cherokee Nation and amend the budget

accordingly, placing the funds in the Restricted Donations Account.

City Administrator Signature

Date Signed

Governing Body Signature

Date Signed



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5j
Meeting Date 12/1/2025
Initiator Amanda Gray, Executive Assistant
Office / Department City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the November 2025 Tahlequah Hospital Authority Board report.

Background

Monthly Report

Exhibits

1. 25.11 Hospital Report

Funding Source

Request

MEMORANDUM

DATE: NOVEMBER 10, 2025

TO: THA BOARD OF TRUSTEES AND MEDICAL STAFF

FROM: JIM BERRY, HOSPITAL CEO 

RE: HOSPITAL MONTHLY REPORT – NOVEMBER 2025

I. PEOPLE

A. MEDICAL STAFF

1. Retention – Chris Webber, APRN, Cardiology – Presented with a three-year renewal contract.
2. Residency
 - a. OMECO Review – Changes to didactic education including enhanced Attending Doctor participation; Developing, presenting and following a three-year didactic curriculum, majority in person lectures; Increased Attending Doctor involvement in didactic; Mandated resident accountability and regular interaction with feedback; and finally, Program Administration changes.
 - b. Intern Recruitment – As recruitment season starts for 2026 Interns, the Residency Program has changed our approach to recruitment: 1) Proximity to Tahlequah will become an interview factor of greater weight than historically considered. Related action: In person only interviews. 2) Emphasis on Resident, Attending, and Hospital Administration involvement in the process each interview. Related action: Within the interview schedule, ample time will be allotted for all perspective interns to be known. Equal parts formal and informal, individual and group. 3) Personalize the day. All information about the program will be personalized to each intern. Goals: Reverse the reported negative vibe among medical students. Ensure that perspective interns know who we are and the quality of the education and training offered. Get 5 out of 5 interns in the match. 30+ interviews are scheduled so far and 10 prospects have been interviewed.

Feedback from an interviewed perspective intern:

Thank you so much for the follow up e-mail. It was a wonderful experience to meet the team! Everyone I met with today had a wonderful energy and really showcased how welcoming the program is! I also wanted to thank you for a great and seamless interview experience. Your attention to detail and creativity were really appreciated!

B. HOSPITAL STAFF

1. Retention
 - a. PINKtober Fest Picnic
 - b. Financial Wellness Conversation
 - c. TSET Grant for Campus Walking Trail
2. Recruitment
 - a. October Contacts
 - 30 via Indeed (11 PT, 19 RN)
 - 278 via email/phone/text (RN, LPN, CST, Paramedic, MLT/MLS, Ultrasound)

- 28 New Hires (1 RN)
- Tulsa Tech Advisory Committee Meeting
- Worklahoma Career Fair – 40 contacts
- NSU Career Fair – 20+ contacts
- Scrub Club – 150 8th & 9th grade students
- Stilwell Advisory Committee Meeting
- ICTC Tahlequah Advisory Committee Meeting
- Workforce Oklahoma Career Fair – 20 contacts, 4 hired
- Rocky Mountain Career/Family Night – 30+ contacts
- Building Bridges – 15 contacts

October Nursing Contract Count – 5 Agency / 10 Internal

3. Recognition

- a. October Employee of the Month – **Sonny Kelley, Clinical Coordinator, TMG**. The following was said about Sonny, “Sonny showed much support and empathy to the GI clinic, staff and providers during the recent passing of their coworker, Tanya. He, himself, has covered nursing duties and registration duties. When unable, he had his surgery clinic staff fill in in any matter needed. He personally provided the staff with lunch. He has been a great coworker and friend during this time and a prime example of the NHS Way!”
- b. October Rookie of the Month – **Morgan Fulk, RN, MICU**. A fellow co-worker had the following to say about Morgan, “Since joining the ICU team, Morgan has shown remarkable progress, demonstrating teamwork, integrity and hunger to learn. She has quickly adapted to the high-pressure, fast-paced ICU environment with resilience and professionalism. Morgan actively seeks feedback, asks thoughtful questions, and consistently applies new knowledge in real-time patient care scenarios. Morgan is attentive to detail, thorough in her assessments, and proactive in advocating for her patients. Her communication with the interdisciplinary team is clear and collaborative, and she has made a noticeable impact on unit morale through her positive attitude and willingness to help others. Morgan’s outstanding growth in clinical skills and confidence, combined with her compassionate approach and strong work ethic, make her an exceptional addition to the ICU team.”
- c. October Director of Awesomeness– **Julie Jordan, VP Quality Assurance & Outpatient Nursing Services**
- d. Daisy Award Winner – **Barry Bohannon, RN, Med Surg** Barry was the nurse for my grandmother when she was admitted. He thoroughly listened to our concerns about her med list being accurate. He went and cross checked it with our list immediately. Then he came back to talk with us and get the corrected list. He could have easily blown off our concerns that it was wrong and went off the report he had been given. Even though he had been given the wrong med list from another hospital, he maintained professionalism and did not say anything negative about being given the wrong med list and instead focused on getting the corrected information from us. Barry was very courteous and listened to our concerns while being respectful of the other hospital. He very quickly cross checked the med list and when he found it to be different than what we were telling him, he came back to us to go over the documentation that we had of her correct medication that she takes. Not only did Barry listen to our concerns, he also understood that my grandmother was very hungry. He told her that as soon as he was able to safely do a swallow evaluation that he would get it completed and if she passed, get her something to eat. He kept his word and she was able to eat during Barry’s shift on nights.

- e. LifeCare Affinity Group GPO Chair – John Toombs, Sr. Director, has been asked to serve as the Chair of the group purchasing organization. It's a great opportunity for John and allows NHS to lead in purchasing decisions. Congrats John.

II. **HOSPITAL OPERATIONS (QUALITY, SERVICE & FINANCE)**

- A. Pharmacy continues to drive the cost of medications down. Our dollars per dose decreased to \$4.90 per dose from \$5.17 in the past year, \$125,341 in savings.
- B. The BCBS renewal will increase by 13.2% for 2026, down from 15.7% as previously reported.
- C. Clinical Project Updates – The Hospital Acquired Conditions data that determines a portion of our CMS star ratings and LeapFrog is monitored monthly and reported through Board QA Committee. Through September, NHS has the following comparison to 2024 to report:

Hospital Acquired Conditions Measure	2024 vs 2025 Comparison
Central Line Associated Blood Stream Infection (CLABSI)	Significantly Improved
Ventilator Acquired Pneumonia (VAP)	Improved
Carbapenem Resistant Enterobacteriaceae (CRE)	Improved
Catheter Associated Urinary Tract Infection (CAUTI)	Improved
Surgical Site Infection (SSI)	No Change
Hospital Acquired Pneumonia (HAP)	No Change
Vancomycin Resistant Enterococci (VRE)	No Change
Methicillin Resistant Staphylococcus Aureus (MRSA)	Significantly Regressed

- D. Plant Ops Project Updates –
1. Surgery Consultation Rooms attached to the Surgery Waiting Room is ongoing, with the O2 lines moved. Required entire O2 supply to hospital to shut down. Well managed. Project complete by November 30th.
 2. Boiler repairs and patched the De-Aerator Tank.
 3. Roof for MRI, ED Entrance, and Main Entrance Completed.
 4. Completed Laser Mapping of the hospital.
 5. Plate and Frame Heat Exchanger Cleaned.
 6. ARC Muskogee – final construction modifications post-OBND inspection.

III. **GROWTH**

A. Facebook Traffic

38,928 Views

2,346 Engagement

B. Posts

- 10/2 Rater8 Patient testimony – 2,847 views
- 10/3 ARC Now Accepting New Patients – 4,890 views
- 10/6 OB/Hospital Auxiliary “Onesies”- 10,465 views
- 10/9 Rater8 Patient Testimony – 1,369 views
- 10/10 Care Credit KickOff – 1,350 views
- 10/14 Blood Drive – 4,003 views
- 10/16 Rater8 Patient Testimony – 1,808 views
- 10/23 Rater8 Patient Testimony – 1,484 views
- 10/30 Rater* Patient Testimony – 1,350 views
- 11/2 Daisy Award Winner Barry Bohanon – 6,491 views
- 11/3 Diabetes Education Classes – 852 views
- 11/5 Nurse Practitioner Opening – 2,019 views

C. Website Traffic

10,684 Site sessions

6,760 Unique Visitors

A. Community Support

- Help In Crisis – Masquerade Ball
- TACC – State of Education Luncheon



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5k
Meeting Date 12/1/2025
Initiator Nathan Reed, President/CEO
Office / Department City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the November 2025 Tourism Report.

Background

Monthly report.

Exhibits

1. November 2025 Tourism Report

Funding Source

NA

Request

NA

Tourism Report

Highlights:

- Visitors Guide Rough Draft
- Spyder Riders
- Winter Campaign
- Continued Website Build Out
- October Social Media Reach: 312,000

Advertising:

- Google Banner Ads (Green Country)
- Radio Ads 92.9 Tulsa (Griffin)
- Green Country Shop, Dine, Fun Guide
- Green Country Group Tours Guide
- Green Country Visitor's Guide 2025
- Green Country Attractions Map
- Road Runner Spring Issue 2025
- Travel OK State Guide 2025
- Travel OK Website ad
- Social Media Paid Ads

Upcoming Sponsored Events:

- Stroll at Norris Pole December 13 5PM-8PM



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	51
Meeting Date	12/1/2025
Initiator	Nathan Reed, President/CEO
Office / Department	City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the November 2025 Tahlequah Regional Development Authority Report.

Background

Monthly Report

Exhibits

1. November 2025 TRDA Report

Funding Source

NA

Request

NA

HAMMRC

1. HAMMRC is working on next years planning and budgeting; recently hit a couple roadblocks that need hurdled.
2. Board meeting in Tahlequah on November 14th at 10 am at the CN Outpatient Community Room; everyone is welcome to attend!

Provalus

1. Well underway now, final design is good and engineers are moving forward with fitting the MEP into the design; looks like end of October, first of November for engineering to be completed and will then be able to go out to bid mid-end of November.

Business and Technology Park

1. Prep Grant for roads and Woodard Bridge complete, Wastewater project complete with one more reimbursement to process, looking at a change in scope for the stormwater grant, but will be a better alternative from engineering plans; extension for grants approved, change in scope approved as well so we can purchase land now for an offsite detention pond.
2. Land sale with TPWA being worked through, site agreed to, now just the terms need worked out.
3. Park listing agreement signed with Century 21 through June 30, 2026 as the board requested at the last meeting.

Other items

1. Cross Industries has 9 employees and will be firing on all cylinders soon.
2. Anthis Brennan almost complete, finishing City pieces like concessions and dugouts now.
3. Multiple meetings recently on the Ferguson property to move it forward; Ferguson Properties turned in their full proposal and the City Council approved the Mayor creating a TIF committee at the November 3rd meeting; will have the committee on the agenda for December 1st for council approval and then start work on the TIF at this site.
4. Scholarship awarded for IEDC courses; trainings scheduled for Oct 2 & 3 (completed successfully), Oct 30 & 31 (completed successfully), and Dec 2 & 3.
5. Developer and Investor came to town and did a tour with Taylor and I, has since come back and we are working on a partnership to create space for businesses looking to move/expand to our B&T Park; another follow up and is extremely interested in a development in Tahlequah; have seen site plan possibilities and it would be a huge investment in our area!
6. Marketing Contract with Retail Strategies ready for approval; matching funds grant from State DOC approved and MOU's with 3 partners out for their approval. Will get this complete and then put the committee together to start creating the recruitment plan.
7. Josh and Nathan have had initial conversation with City on the public art approved at the last meeting; planning underway currently.

Chamber Partnership

1. Planning on what the next fiscal year of events looks like is in the process with the Chamber partnership; Small Business Skills series – starts November 18th with a canva design class, tentative seminar on Networking set for January 20th, several more in the works like marketing strategy; Small Business Summit – February 4th and will be “Integrating AI” focus; Startup Bootcamp – Feb 10 – Mar 10; Pitch Contest – Mar 31st; also looking at the startup bootcamp model to create a small business bootcamp model to help local businesses take the next step.
2. One pagers ready for use, let me know if you need one!
3. Social media plan in place and being implemented.
4. Arauna and I are creating a comprehensive marketing strategy for advertising that we can use for recruitment.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5m

Meeting Date 12/1/2025

Initiator Jamie Hale, Manager

Office / Department City of Tahlequah Authorities or Boards

Item Title

Acknowledge Receipt of the Tahlequah Main Street December 2025 report.

Background

Exhibits

1. December City Report
2. TMSA Schedule 2026.docx - Google Docs (1)

Funding Source

Request

TAHLEQUAH MAIN STREET MONTHLY REPORT

NOVEMBER 2025



Prepared By:
Jamie Hale- Executive Director

PROGRAM HIGHLIGHTS



109 E. DELAWARE

STATE AND NATIONAL MAIN STREET

- Tahlequah Main Street has been chosen to host a mobile workshop for the 2026 National Main Street Conference, which will be held in Tulsa April, 13th-17th. Mobile workshop to Tahlequah will be April 14th.

BUSINESS SUPPORT AND OUTREACH

- Conducted check-ins with downtown business owners to gather feedback and share upcoming promotional opportunities.
- Continued to promote downtown businesses through social media spotlights and shared community posts.
- Held Ladies Night Out- survey feedback coming soon.
- Merchant Mingle - November 6th, 2025 hosted by Promotion Committee
- TMSA supported NSU tailgate on November 8th



ECONOMIC VITALITY AND DOWNTOWN IMPROVEMENTS

- Continued to monitor downtown building occupancy and business openings/closings.



VOLUNTEER & COMMUNITY ENGAGEMENT

- Decorated poles for Christmas
- Volunteer registration is up for Ladies Night Out
- Participated in RVC serve day with volunteers helping paint the new office

November Events and Programs Continued planning for major fall events:

- Ladies Night Out!
- Cookie Stroll (December)
- Red Fern (April)

OCTOBER REINVESTMENT REPORT

DOWNTOWN TAHLEQUAH

2

NEW BUSINESSES
AND EXPANSIONS



5

CONFIRMED
BUSINESS
COMING SOON



2

JOBS CREATED



0

PRIVATE
REINVESTMENT



247

VOLUNTEER
HOURS



TAHLEQUAHMAINSTREET.COM

- Goingsnake Records- Coming Soon
- New CPA coming soon - September
- Lena's Italian Kitchen- December
- 127 n. Muskogee Ave. - Renovation working
- Elizabeth's Craft Mercantile chandlery and Artisan Boutique- Coming Soon
- 131 N. Water- renovation working
- River and Word Arts Collective- opening soon
- SandTech sign co- coming soon
- Tahlequah Main Street- Expansion - 109 E. Delaware

Tahlequah Main Street Association

2026 Calendar Year Schedule of Regular Meetings

Meeting Location: Tahlequah Main Street Office
109 E. Delaware, Tahlequah, OK 74464

Day	Date	Time	Place
	Wednesday, January 14, 2026	8:30 a.m.	TMSA
	Wednesday, February 11, 2026	8:30 a.m.	TMSA
	Wednesday, March 11, 2026	8:30 a.m.	TMSA
	Wednesday, April 8, 2026	8:30 a.m.	TMSA
	Wednesday, May 13, 2026	8:30 a.m.	TMSA
	Wednesday, June 10, 2026	8:30 a.m.	TMSA
	Wednesday, July 8, 2026	8:30 a.m.	TMSA
	Wednesday, August 12, 2026	8:30 a.m.	TMSA
	Wednesday, September 9, 2026	8:30 a.m.	TMSA
	Wednesday, October 14, 2026	8:30 a.m.	TMSA
	Wednesday, November 11, 2026	8:30 a.m.	TMSA
	Wednesday, December 9, 2026	8:30 a.m.	TMSA

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(2nd Wednesday-Every other month)



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5n
Meeting Date 12/1/2025
Initiator _____
Office / Department Administration

Item Title

Acknowledge receipt of the November 2025 Eastern Oklahoma Library System Report.

Background

Exhibits

1. 11.2025 EOLS Report

Funding Source

Request

Exhibit 1

Eastern Oklahoma Library System Board

Report for November 2025

Submitted by: Peggy Glenn, City appointee

Our last of five board meetings of the calendar year was held on November 18. We reviewed and approved a clean audit for 2024-25, approved the financial report, and discussed needed repairs to the Warner Public Library.

During fiscal year 2024-25, the Tahlequah Public Library served 34.78% of all the patrons living within the Tahlequah zip code, and 14% of all the patrons living within Cherokee County.

By the end of the calendar year, EOLS will submit an updated city contract to the City of Tahlequah (and all other cities within the system) for review and approval. After the first of the year, city officials will have a walk-through of the library with Branch Manager Jeremy Jones. Any maintenance or funding requests from the Tahlequah Public Library to the City of Tahlequah will be submitted by the end of January 2026 for budget planning purposes.

In January, the Library of Congress will submit a prototype to EOLS of the interactive digital experiences that connect local community members with relevant materials held in the Library of Congress's collection. The grand opening of the project will be held in May at the Muskogee Public Library. As you may recall, EOLS is one of only two library systems in the entire country selected for this project; the other partner is the Cleveland Public Library.

2026 EOLS Board Meetings will be held at 1 pm at the Central Services Meeting Room, 14 East Shawnee Bypass, Muskogee, OK 74402 on the following Tuesdays:

- January 20
- March 17
- May 19
- July 21
- September 22
- November 17



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	50
Meeting Date	12/1/2025
Initiator	Nathan Reed, President/CEO
Office / Department	City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the Tahlequah Regional Development Authority 2025 Audit Report.

Background

Exhibits

1. TRDA 2025 full audit report

Funding Source

NA

Request

AUDIT REPORT
TAHLEQUAH REGIONAL DEVELOPMENT AUTHORITY
FOR THE YEAR ENDED JUNE 30, 2025

AUDITED BY
DREW KIMBLE
CERTIFIED PUBLIC ACCOUNTANT
104 S. Muskogee Ave.
TAHLEQUAH, OKLAHOMA

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DREW KIMBLE
Certified Public Accountant
104 S. Muskogee Ave
Tahlequah, OK 74464
(539) 210 - 2613

INDEPENDENT AUDITOR'S REPORT

Board of Directors

Tahlequah Regional Development Authority

Opinion

We have audited the accompanying financial statements of the business-type activities of Tahlequah Regional Development Authority (the Authority), as of and for the years ended June 30, 2025, and the related notes to the financial statements, which collectively comprised the Authority's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Authority as of June 30, 2025, and the respective changes in its financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that,

individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Management has omitted Management's Discussion & Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Government Accounting Standards board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operation, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated November 11, 2025, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Authority's internal control over financial reporting and compliance.

Drew Kimble

Drew Kimble CPA

Tahlequah, Oklahoma

November 11, 2025

DREW KIMBLE
Certified Public Accountant
104 S. Muskogee Ave
Tahlequah, OK 74464
(539) 210 - 2613

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors
Tahlequah Regional Development Authority

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the accompanying financial statements of the Tahlequah Regional Development Authority (the Authority), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements and have issued my report thereon dated August 8, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Tahlequah Regional Development Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Tahlequah Regional Development Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of Tahlequah Regional Development Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we

did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Drew Kimble

Drew Kimble CPA
Tahlequah, Oklahoma
November 11, 2025

Tahlequah Regional Development Authority
Statement of Net Position
June 30, 2025

Assets

Current Assets:

Cash and Cash Equivalents	\$ 2,802,908
Prepaid Expenses	4,717
Total Current Assets	<u>2,807,625</u>

Noncurrent Assets:

Land	127,597
Buildings	2,036,823
Less Accumulated Depreciation	<u>(33,947)</u>
Total Noncurrent Assets	<u>2,130,473</u>

Total Assets	<u><u>4,938,098</u></u>
--------------	-------------------------

Liabilities

Current Liabilities:

Accounts Payable	\$ 3,956
Current Portion of Long Term Debt	<u>30,650</u>
Total Current Liabilities	<u>34,606</u>

Long Term Debt, Less Current Maturities:	<u>1,447,571</u>
--	------------------

Net Position

Invested in capital assets, net of related debt	652,252
Unrestricted	<u>2,803,670</u>
Total Net Position	<u>3,455,922</u>

Total Liabilities and Net Position	<u><u>\$ 4,938,098</u></u>
------------------------------------	----------------------------

The accompanying notes and auditors report are an integral part of these financial statements

Tahlequah Regional Development Authority
Statement of Revenue, Expenditures, and Changes in Net Position
For the Year Ended June 30, 2025

Revenues:

Lease Revenues	\$ 198,700
Other Operating Income	910
Total Operating Income	<u>199,610</u>

Expenditures:

Accounting and Professional Fees	7,300
Professional Development	4,695
Shared Services Agreement	66,736
Job Creation Incentive	70,400
Insurance and Bonds	12,987
Recruitment	1,405
Repairs and Maintenance	6,086
Settlement Charges	79,448
Bank Charges	20
Dues & Memberships	12,515
Conference & Meetings	385
Advertising	1,268
Utilities	8,095
Depreciation	48,868
Total Operating Expenses	<u>320,208</u>

Operating Income (Loss)	<u>(120,598)</u>
--------------------------------	------------------

Non-Operating Income (Expense):

Interest Revenue	80,553
Grant Revenue	853,111
Grant Expenditures	(853,111)
Gain on Sale	1,482,163
Interest Expense	(78,561)
Total Non-Operating Expenses	<u>1,484,155</u>

Net Income or Loss	<u>1,363,557</u>
---------------------------	------------------

Net Position, Beginning of Year	<u>2,092,365</u>
--	------------------

Net Position, End of Year	<u><u>\$ 3,455,922</u></u>
----------------------------------	----------------------------

The accompanying notes and auditors report are an integral part of these financial statements

Tahlequah Regional Development Authority
Statement of Cash Flows
For the Year Ended June 30, 2025

Cash Flows from Operating Activities

Cash received from Customers	\$ 208,110
Cash paid to Suppliers	(528,278)
Net Cash Provided by Operations	<u>(320,168)</u>

Cash Flows from Capital and Related Financing Activities

Cash Used by Financing Activities	(24,117)
Cash Received from Grants	853,111
Additions to Capital Assets	(231,606)
Interest Paid on Long Term Debt	(78,561)
Net Cash Used in Capital and Related Financing Activities	<u>518,827</u>

Cash Flows From Investing Activities

Proceeds from Sale of Assets	1,595,308
Interest Income Received	80,553
Net Cash Used by Investing Activities	<u>1,675,860</u>

Net Increase in Cash and Cash Equivalents	1,874,520
Beginning Cash and Cash Equivalents	<u>928,388</u>
Ending Cash and Cash Equivalents	<u><u>2,802,908</u></u>

Reconciliation of Operating Income to Net Cash

Provided by Operating Activities

Operating Income	(120,598)
------------------	-----------

Adjustment to Reconcile Operating Income to Net Cash

Provided by Operating Activities

Depreciation	48,868
Decrease (Increase) in Prepaid Expenses	(4,717)
Decrease (Increase) in Accounts Receivable	8,500
Increase (Decrease) in Accounts Payable	<u>(252,220)</u>
Net Cash Provided by Operating Activities	<u><u>\$ (320,168)</u></u>

The accompanying notes and auditors report are an integral part of these financial statements

TAHLEQUAH REGIONAL DEVELOPMENT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2025

Note 1: Description of Reporting Entity and Summary of Significant Accounting Policies

Reporting Entity

The Tahlequah Regional Development Authority (the Authority), formerly Tahlequah Industrial Authority, is a public trust created on September 8, 1981, under the provisions of Title 60, Oklahoma Statutes, the Oklahoma Trust Act, and other applicable laws and statutes of the State of Oklahoma. The City of Tahlequah, Oklahoma, is the beneficiary, and will receive all residual trust funds and assets upon termination of the trust. The general purposes of the Authority are to assist the Beneficiary, the State of Oklahoma, its governmental agencies, and the private entities, agencies and citizens in making the most efficient use of all of their economic resources and powers in accordance with the needs and benefits of the Beneficiary in order to:

- Lessen the burdens on government and to stimulate economic growth and development
- Inventory the services, facilities and resources of the entire Beneficiary City
- Promote, stimulate, encourage and finance the growth and development of the agriculture, commerce and industry of the Beneficiary City as a whole, all in order to achieve maximum utilization of the Beneficiary's human, economic and natural resources and tourist attractions
- Foster and promote an industrial climate and the payroll of the Beneficiary City, to otherwise promote its general economic welfare, prosperity, and to finance any and all programs, facilities or resources promoting or intending to promote any of the foregoing.

The Authority is considered a component unit of the City of Tahlequah, and its financial information is included in the General Purpose Financial Statements of the City of Tahlequah each year.

The Board of Trustees are citizens and residents of the Beneficiary appointed by the Mayor and confirmed by a majority vote of the City Council of the City of Tahlequah. All Trustees must reside within the Cherokee County.

Proprietary Fund Accounting

The Authority uses the proprietary fund method of accounting whereby revenues and expenses are recognized on the accrual basis. The governing body has decided the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Accounting Standards

Pursuant to Governmental Accounting Standards Board (GASB) Statement No. 20, Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting, the Authority has elected to apply the provisions of all relevant pronouncements of the Financial Accounting Standards Board (FASB), including those issued after November 30, 1989, that do not conflict with or contradict GASB pronouncements.

TAHLEQUAH REGIONAL DEVELOPMENT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2025

Net Position

Net position is divided into three components:

- A. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction or improvement of those assets.
- B. b. Restricted net position – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- C. c. Unrestricted Net Position – All other assets that do not meet the definition of “restricted” or “net investment in capital assets”.

It is the Authority’s policy to first use the most restricted net position prior to the use of unrestricted net position when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Risk Management

The Authority is exposed to various risks of loss from torts; theft of, damage to, and destruction of assets, business interruption; errors and omissions, employee injuries and illnesses, and natural disasters. To cover exposure of these risks, the Authority is listed as an additional named plan member on the City of Tahlequah’s municipal liability protection plan, and reimburses the city for their property insurance coverage.

Cash Equivalents

The Authority considers all liquid investments which have original maturities of three months or less to be cash equivalents.

Property and Equipment

Property and equipment acquisitions are recorded at cost. Depreciation is provided over the estimated useful life of each class of depreciable assets and is computed using the straight line method. The range of such useful lives are as follows:

- Land and Property Improvements 25 Years
- Equipment and Signage 10 Years
- Buildings 50 Years

TAHLEQUAH REGIONAL DEVELOPMENT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2025

Income Taxes

The Authority is exempt from federal income taxes under Section 115 of the Internal Revenue Code as a political subdivision of the State of Oklahoma and is exempt from state income taxes under a similar provision of Oklahoma State Statutes.

Notes 2: Cash and Investments

The Authority operates two commercial checking accounts with a balance at Local Bank. Each checking account pays a variable rate of interest, which is automatically credited to the account at the end of each month. In addition, the Authority has three interest paying insured cash sweep accounts to hold large deposits and keep the deposits covered by FDIC insurance at various banks.

Deposits

The Authority's cash deposits as of June 30, 2025 are categorized to give an indication of the level of risk assumed by the Authority at year end as follows:

- A. Insured through FDIC Insurance in the Authority's name.
- B. Collateralized with securities held by the pledging financial institution's trust department or agent in the Authority's name.
- C. Uncollateralized.

			Interest	A	B	C	Bank Balance	Carrying Amount	Market Value
Local Bank	Variable	\$		124,090	\$ -	\$ -	\$ 124,090	\$ 124,090	\$ 124,090
Local Bank ICS	3.20%	\$		522,203	\$ -	\$ -	\$ 522,203	\$ 522,203	\$ 522,203
Local Bank ICS	3.96%	\$		2,045,878	\$ -	\$ -	\$ 2,045,878	\$ 2,045,878	\$ 2,045,878
Local Bank ICS	3.20%	\$		110,737	\$ -	\$ -	\$ 110,737	\$ 110,737	\$ 110,737

Note 3: Fixed Assets

The Authority's capital asset activity for the year ended June 30, 2025, is as follows:

	Balance June 30, 2024	Additions	Reductions	Balance June 30, 2025
Capital Assets being Depreciated				
Land	\$ 147,817	\$ -	\$ 20,220	\$ 127,597
Infrastructure Improvements	301,017	-	301,017	-
Buildings	3,317,662	231,606	1,512,445	2,036,823
Total Capital Assets being Depreciated	<u>3,766,496</u>	<u>231,606</u>	<u>1,833,682</u>	<u>2,164,420</u>
Less Accumulated Depreciation	<u>1,079,425</u>	<u>(48,868)</u>	<u>(1,094,346)</u>	<u>33,947</u>
Business-type Activities, Capital Assets, Net	<u>2,687,071</u>	<u>182,738</u>	<u>739,336</u>	<u>2,130,473</u>

TAHLEQUAH REGIONAL DEVELOPMENT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2025

Note 4: Long Term Debt

The note payable as of June 30, 2025, represents a Local Bank line of credit which was subsequently converted into a note in the amount of \$1,504,450. The line of credit was used for construction, acquisition, and remodeling of properties the Authority either owned or had obligations to from outside parties. The note is secured by revenues, cash, and property of the Authority. Below are more details of the loan and the schedule of maturity for the next five years and five-year increments thereafter:

Payable to	Date Notes Matures	Collateral Pledged	Rate of Interest	Original Balance	Balance at 06/30/2024	Balance at 06/30/2025
Local Bank	04/01/2049	Revenue/Funds/Property	5.59%	1,504,451	1,502,338	1,478,221
				<u>1,504,451</u>	<u>1,502,338</u>	<u>1,478,221</u>

June 30	Principal Amount	Interest Amount
2026	30,650	81,706
2027	32,408	79,948
2028	34,051	78,305
2029	36,220	76,136
2030	38,297	74,058
2031-2035	227,034	334,936
2036-2040	299,589	322,004
2041-2045	393,522	308,088
2046-2049	386,450	293,702
	<u>1,478,221</u>	<u>1,648,883</u>

Notes 5: Notable Ventures and Agreements

The authority owns and operates an industrial park west of the City of Tahlequah with entrances on Highway 51 and West Allen Road. The authority also owns a building which they lease out. The following is information on their leases and agreements:

Northeastern Oklahoma Public Facilities Authority

On February 6, 1995, an agreement was made between the authority and NOPFA to transfer 3.7 acres to NOPFA. NOPFA was to construct a warehouse facility on the property deeded to them within three years. The transfer by deed was to take place upon finalization of the park plat. The deed was signed on November 15, 2000, and filed on December 7, 2000, and contains a revisionary clause that should the property cease to be used for NOPFA warehouse facility purposes in the future that the land shall revert to the grantor.

State Department of Central Services

TAHLEQUAH REGIONAL DEVELOPMENT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2025

On behalf of the OSBI, on April 24, 1997, a lease agreement was made for a 4.7 acre site. The lease term is for 99 years beginning January 30, 1997, and ending January 30, 2096. The rental of \$5 per year or a total of \$495 for the entire term was paid on the date of the lease agreement. A building housing the local OSBI division has been built on the site.

Consolidated Communications

The authority entered into a commercial lease on December 1, 2014, with Consolidated Communications, an Oklahoma LLC 100% owned by Rural Broadband Services to lease 5 acres south of the OSBI building located at 1995 Airport Parkway. The lease requires that the tenant pay to the authority annual installments of \$0 in years 1-2; \$18,000 in years 3-5; \$20,400 in years 6-10; \$24,000 in years 11-15; \$26,400 in years 16-20; and \$30,600 in years 21-25. RBSC is now operating as Consolidated Communications.

Optomi LLC (dba Provalus)

The authority entered into a commercial lease on August 1, 2023 with Optomi, LLC for a term ending June 15, 2028, including an option to renew for 2 additional five-year terms. During the initial term of the lease, no per-square-foot rate will apply so long as the criteria outlines in the Job Creation Requirement of the lease are met. In the event these criteria are not met, base rent will be charged at \$3,467 per month until those criteria are met once again.

Cherokee Nation

The authority entered into an agreement with Cherokee Nation on June 13, 2023, to lease property from Cherokee Nation for 1 dollar per year. The purpose of the agreement is that the authority can improve and maintain the property and also sublease it to attract new businesses which need a temporary location.

Note 6: Concentration of Risk

During the course of the fiscal year, the authority's main source of revenue was derived from rental revenue and property sales. These sources of income appear adequate to provide for current needs.

Note 7: Employee Benefits

The authority does not have any formal employees. All staff are employed by the Tahlequah Area Chamber of Commerce and are paid by the authority through a shared service agreement between the chamber and the authority.

Note 8: Commitments and Contingencies

The authority has sufficient insurance coverage and/or tort immunity in effect to protect the authority from any material loss of liability due to pending claims or litigation.

Note 9: Subsequent Events

Subsequent events have been evaluated through the date of the auditor's report which is the date the financial statements were available to be issued.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5p
Meeting Date 12/1/2025
Initiator Nathan Reed, President/CEO
Office / Department City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the Tahlequah Area Chamber of Commerce 2025 Audit Report.

Background

Annual audit report.

Exhibits

1. Chamber 2025 full audit report

Funding Source

Request

Tahlequah Area Chamber of Commerce

Audited Financial Statements
For the Year Ended June 30, 2025

*Northeastern Oklahoma Accounting, PLLC
Tahlequah, OK*

*Tahlequah Area Chamber of Commerce
As of and for the Year Ended June 30, 2025*

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171 W 4th Street Suite A
Tahlequah, Oklahoma 74464
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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Tahlequah
Chamber of Commerce Tahlequah,
Oklahoma

Opinion

We have audited the accompanying financial statements of Tahlequah Chamber of Commerce (a non-profit organization), which comprise the statement of financial position as of June 30, 2025, and the related statement of activities and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Tahlequah Chamber of Commerce as of June 30, 2025, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Tahlequah Chamber of Commerce and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free of material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Tahlequah Chamber of Commerce's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Tahlequah Chamber of Commerce's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Tahlequah Chamber of Commerce's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Northeastern Oklahoma Accounting, PLLC
October 29, 2025

Financial Statements

Tahlequah Area Chamber of Commerce
Statement of Financial Position
As of June 30, 2025

ASSETS

Current Assets

Cash and Cash Equivalents (Note 2)	261,362
Accounts Receivable	<u>34,027</u>
Total Current Assets	295,388

Non-current Assets

Property, Plant & Equipment, net	<u>101,143</u>
Total Non-current Assets	101,143

Total Assets	<u><u>396,532</u></u>
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LIABILITIES

Current Liabilities

Accounts Payable	59,790
Accrued Wages & Taxes	4,015
Accrued Leave (Note 5)	8,606
Deferred Revenue	13,165
Current Portion of Long Term Debt (Note 7)	<u>56,919</u>
Total Current Liabilities	142,495

Non-current Liabilities

Note Payable (Note 7)	<u>-</u>
Total Non-current Liabilities	-

Total Liabilities	142,495
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NET ASSETS

Net Assets Without Donor Restrictions	254,037
Net Assets With Donor Restrictions	<u>-</u>
Total Net Assets	254,037
Total Liabilities and Net Assets	<u><u>396,532</u></u>

The accompanying notes and Auditor's Report are an integral part of these financial statements.

Tahlequah Area Chamber of Commerce
Statement of Activities
For the Year Ended June 30, 2025

Unrestricted Net Assets	Without Donor Restrictions	With Donor Restrictions	Total
<u>Revenues and Support</u>			
Hotel/Motel Tax	242,000	-	242,000
County Lodging	189,070	-	189,070
Contracts	7,500	-	7,500
Program Income	233,434	-	233,434
Memberships	97,125	-	97,125
Reimbursements	82,961	-	82,961
Other Income	70,510	-	70,510
Released from Restricted Assets	-	-	-
<i>Total Revenue and Support</i>	<u>922,600</u>	<u>-</u>	<u>922,600</u>
 <u>Expenses</u>			
Program Services:			
Chamber	423,240	-	423,240
Tourism	371,010	-	371,010
<i>Total Program Services</i>	<u>794,250</u>	<u>-</u>	<u>794,250</u>
Supporting Services:			
Management and General	53,266	-	53,266
<i>Total Supporting Services</i>	<u>53,266</u>	<u>-</u>	<u>53,266</u>
 Total Expenses	 847,516	 -	 847,516
 <i>Change in Net Assets</i>	 <u>75,084</u>	 <u>-</u>	 <u>75,084</u>
 Net Assets at Beginning of Year	 178,953	 -	 178,953
 <i>Net Assets at End of Year</i>	 <u>254,037</u>	 <u>-</u>	 <u>254,037</u>

The accompanying notes and Auditor's Report are an integral part of these financial statements.

Tahlequah Area Chamber of Commerce
Statement of Functional Expenses
For the Year Ended June 30, 2025

	<u>Program Services</u>		<u>Supporting Services</u>	
	<u>Chamber</u>	<u>Tourism</u>	<u>Mgmt & Gen'l</u>	<u>Total</u>
Personnel Expenses:				
Wages and Payroll Taxes	213,346	111,464	-	324,810
Employee Benefits and Retirement	19,215	10,265	-	29,480
Contract Labor	-	-	-	-
<i>Total Personnel Expenses</i>	<u>232,561</u>	<u>121,729</u>	<u>-</u>	<u>354,290</u>
Occupancy Expenses:				
Promotions and Special Events	122,567	10,477	-	133,044
Supplies	-	-	-	-
Insurance	2,255	-	-	2,255
Dues and Subscriptions	1,067	1,340	-	2,407
Repairs and Maintenance	4,298	-	-	4,298
Taxes	2,063	-	-	2,063
Telephone	4,002	-	-	4,002
Utilities	8,325	-	-	8,325
Other	-	24,681	-	24,681
<i>Total Occupancy Expenses</i>	<u>144,577</u>	<u>36,498</u>	<u>-</u>	<u>181,075</u>
Administrative Expenses:				
Professional Development & Training	-	-	3,725	3,725
Travel	-	625	-	625
Bank and Credit Card Processing Fees	-	-	3,199	3,199
Interest	-	-	2,182	2,182
Advertising and Promotional	672	204,150	-	204,822
Accounting and Auditing	2,750	2,750	20,880	26,380
Contracted Services	7,695	-	1,570	9,265
Fundraising	-	-	-	-
Printing, Office and Postage	15,010	5,258	-	20,268
<i>Total Administrative Expenses</i>	<u>26,127</u>	<u>212,783</u>	<u>31,556</u>	<u>270,466</u>
Equipment Expenses:				
Equipment	6,552	-	-	6,552
Website and Chamber Master	-	-	-	-
<i>Total Equipment Expenses</i>	<u>6,552</u>	<u>-</u>	<u>-</u>	<u>6,552</u>
Other Expenses:				
Miscellaneous	10,826	-	-	10,826
Community Events	-	-	-	-
Meetings and Meals	2,597	-	-	2,597
Community and Business Development	-	-	-	-
Depreciation	-	-	21,710	21,710
Travel and Conferences	-	-	-	-
<i>Total Other Expenses</i>	<u>13,423</u>	<u>-</u>	<u>21,710</u>	<u>35,133</u>
Total Functional Expenses	<u><u>423,240</u></u>	<u><u>371,010</u></u>	<u><u>53,266</u></u>	<u><u>847,516</u></u>

The accompanying notes and Auditor's Report are an integral part of these financial statements.

Tahlequah Area Chamber of Commerce

Statement of Cash Flows

For the Year Ended June 30, 2025

Cash Flows From Operating Activities

Increase in Net Assets	75,084
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Adjustments to reconcile increase in net assets to net cash provided by operating activities:

Depreciation Expense	21,710
Decrease in Accounts Receivable	29,881
Decrease in Accounts Payable	21,384
Decrease in Accrued Wages & Taxes	989
Decrease in Accrued Leave	4,943
Increase in Deferred Revenue	<u>692</u>

<i>Net Cash Provided By Operating Activities</i>	154,683
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Cash Flows From Investing Activities

Investment in Fixed Assets	<u>(29,574)</u>
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<i>Net Cash Provided By Investing Activities</i>	(29,574)
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Cash Flows From Financing Activities

Repayment of Debt	<u>(2,650)</u>
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<i>Net Cash Provided By Financing Activities</i>	<u>(2,650)</u>
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Net Cash Increase in Cash & Cash Equivalents	122,459
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Beginning Cash & Cash Equivalents	<u>138,903</u>
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Ending Cash & Cash Equivalents	<u><u>261,362</u></u>
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The accompanying notes and Auditor's Report are an integral part of these financial statements.

Notes to Financial Statements

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Tahlequah Chamber of Commerce (the "Organization") was incorporated as a non-profit corporation on September 20, 2000. The Organization is tax exempt under regulation 501 (c)(6) of the Internal Revenue Code. However, the Form 990 is required to be filed with the Internal Revenue Service on an annual basis. The Tahlequah Chamber of Commerce is a non-profit entity. Tourism operates in conjunction with the Chamber and is funded by the hotel/motel tax collected by the City of Tahlequah as well as the County Lodging Tax.

Nature of the Organization

The Tahlequah Chamber of Commerce was organized for the purpose of providing an Organization that promotes community development, tourism, and business development and enhancement.

Basis of Accounting

Fund accounting methods and procedures were used in accounting for the financial activities of the Chamber on the accrual basis of accounting, which recognizes revenues and expenses when incurred and not when the transactions have been finally settled by the receipt or payment of cash. The principal exception to this procedure related to membership dues revenues which were recognized when received.

Basis of Financial Statement Presentation

The Organization reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restriction and net assets with donor restriction. The Organization follows the recommendations of FASB ASC 958 financial statements of Non-Profit organizations which establish standards of basic accounting and reporting for Not for Profits.

- 1) **Net Assets Without Donor Restriction** - Net assets that are not subject to or are no longer subject to donor- imposed stipulations.
- 2) **Net Assets With Donor Restriction** - Net assets whose use is limited by donor-imposed time and/or purpose restrictions.

Revenues are reported as increases in net assets without donor restriction unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restriction. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law. Expirations of donor restrictions on the net assets (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time has elapsed) are reported as reclassifications between the applicable classes of net assets. The Organization has adopted a policy to classify donor restricted contributions as without donor restrictions to the extent that donor restrictions were met in the year the contribution was received.

Tahlequah Area Chamber of Commerce
Notes to Financial Statements
For the Year Ended June 30, 2025

Principles of Consolidation

The accompanying financial statements reflect the consolidated financial statements of Tahlequah Area Chamber of Commerce and the Tourism Organization. Tourism is managed by the board of directors of the Tahlequah Area Chamber of Commerce. The purpose of the consolidation is for the Tahlequah Area Chamber of Commerce to manage the Tourism Organization. Material inter-Organization transactions and accounts are eliminated.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Financial Instruments

The carrying value of cash and cash equivalents, restricted cash, accounts receivable, accounts payable and accrued liabilities, are stated at carrying cost at June 30, 2025, which approximates fair value due to the relatively short maturity of these instruments. Other financial instruments held at year-end are investments, which are stated at fair value.

Cash and Cash Equivalents

For financial statement purposes, the Organization considers all unrestricted highly liquid investments with a maturity date of three months or less to be cash or cash equivalents. The Tahlequah Chamber of Commerce had no investments on June 30, 2025.

Deposits and Investments

The Tahlequah Chamber of Commerce deposits on June 30, 2025, were completely insured or collateralized by federal deposit insurance, direct obligations of the United States Government, or securities held by the Organization or by its agent in the Organization's name.

Property and Equipment

Property and equipment are carried at cost in the books, or if donated, carried at estimated fair market value at the date of donation, except for the valuation of the building which has been valued using an appraisal based on comparable closed transactions and the average price per square foot. The Organization adopted a capitalization policy of \$2,500 for determining when a fixed asset should be capitalized and depreciated. Depreciation is determined by using the straight-line method. The service life by property class type is as follows:

Buildings	30 years
Furniture & Equipment	7 years
Computer Equipment	3 years

Tahlequah Area Chamber of Commerce
Notes to Financial Statements
For the Year Ended June 30, 2025

Allocation of Expenses

The cost of providing the various programs and other activities should be illustrated to a degree by program function in the statement of revenue, expenses, and changes in net assets. Accordingly, certain costs should be allocated among the programs.

Estimates

The preparation of financial statement in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement. Accordingly, actual results differ from those estimates.

Donated Assets

Assets that are donated are recorded as contributions at their fair-market value on the date of donation.

Income Taxes

The Tahlequah Chamber of Commerce is exempt from federal and state income taxes due to Section 501 (c)(6) of the Internal Revenue Code. In addition, Tahlequah Chamber of Commerce has been determined by the Internal Revenue Service not to be a private foundation within the meaning of Section 509(a) of the Internal Revenue Code. This does not preclude the Tahlequah Chamber of Commerce from filing IRS Form 990 within 15 days of the fifth month after year end.

Management believes that all of the positions taken by the Organization in its federal and state income tax returns are more likely than not to be sustained upon examination. The Organization files returns in the U.S. Federal jurisdiction. The Organization's federal income tax returns for the tax years 2021 and beyond remain subject to examination by the Internal Revenue Service.

Inventory

Expendable items are recorded as expenses when purchased. Therefore, inventories are not reflected in the financial statements.

NOTE 2: CASH AND CASH EQUIVALENTS

Cash and cash equivalents consist of demand deposits maintained at financial institutions insured by the Federal Deposit Insurance Corporation (FDIC). Cash and cash equivalents as of June 30, 2025, consisted of the following:

Chamber of Commerce

BancFirst Checking	7,773
BancFirst Money Market	<u>100,596</u>
Total Cash-Chamber of Commerce	108,369

**Tahlequah Area Chamber of Commerce
Notes to Financial Statements
For the Year Ended June 30, 2025**

Tourism

Armstrong Checking	90,194
Local Bank Checking	47,784
First State Bank	<u>13,820</u>
Total Cash-Tourism	151,798

Cash on Hand	1,195
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Combined Cash & Cash Equivalents	<u><u>261,362</u></u>
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NOTE 3: FIXED ASSETS

The Organization's changes in property and equipment as of June 30, 2025, consisted of the following:

	6/30/2024	Additions	Retirements	6/30/2025
Furniture & Equipment	96,854	-	-	96,854
Building Improvements	28,273	29,574	-	57,847
Buildings	<u>86,944</u>	-	-	<u>86,944</u>
Total Assets	212,071	29,574	-	241,645
Less: Accumulated Depreciation	<u>(118,791)</u>	<u>(21,711)</u>	-	<u>(140,502)</u>
	<u>93,280</u>	<u>7,863</u>	-	<u>101,143</u>

NOTE 4: PENSION PLAN

The Tahlequah Chamber of Commerce maintains a Simple IRA plan for its employees. The Organization matches up to 3% of an employee's salary. For the fiscal year 2025, the Organization contributed \$16,539 to the plan.

NOTE 5: COMPENSATED ABSENCES

Each eligible employee is entitled to accrue 120 to 200 hours of paid time off per year. If any unused PTO hours remain at the end of the calendar year, the Organization will pay up to forty (40) hours of unused PTO. Up to forty (40) hours can also be carried over to the following calendar

Tahlequah Area Chamber of Commerce
Notes to Financial Statements
For the Year Ended June 30, 2025

year. At June 30, 2025, the liability for accrued leave totaled \$8,606.

NOTE 6: BUDGET

Tahlequah Chamber of Commerce prepares their budgets on the same basis of accounting as the financial statement presentation basis.

NOTE 7: LONG-TERM DEBT

At the statement of financial position date of June 30, 2025, the Organization had one long term loan with Bank of Cherokee County. The initial loan amount was \$67,845 with an interest rate of 3.74%. The loan is a 60-month loan that is amortized over 240 periods, and matures in January 2026. As of June 30, 2025, the outstanding balance was \$59,569.

The schedule of future maturities as of June 30, 2025, is as follows:

Payable To:	Date Note Matures	Rate of Interest	Original Balance	Balance at 6/30/2025	Principal Due in One Year
Bank of Cherokee Co.	1/15/2026	3.74%	\$ 67,845	\$ 56,919	\$ 56,919

NOTE 8: LIQUIDITY AND AVAILABILITY

The following reflects the Organization's financial assets as of the balance sheet date, reduced by amounts not available for general use within one year of the balance sheet date because of contractual or donor-imposed restrictions or internal designations. Amounts available include donor-restricted amounts that are available for expenditure in the following year. Amounts not available include amounts set aside for operating and other reserves that could be drawn upon if the Organization or Organization Board approves that action.

	<u>2025</u>
Cash & Cash Equivalents & Restricted Cash	\$ 138,903
Accounts Receivable, Net, collected in Less than One Year	<u>63,908</u>
Total Financial Assets, Excluding NonCurrent Receivables	<u>202,811</u>
Financial Assets Available to Meet Cash Needs for Expenditures Within One Year	<u><u>\$ 202,811</u></u>

NOTE 9: SUBSEQUENT EVENTS

Management of the Organization has evaluated subsequent events through October 29, 2025, which is the date the financial statements were available to be issued.



Tahlequah City Council AGENDA ITEM REPORT

Item No. 5q
Meeting Date 12/1/2025
Initiator Michele Collins, Finance Director
Office / Department Finance

Item Title

Acknowledge receipt of the 2024-2025 Tahlequah Educational Facilities Authority audit.

Background

Annual audit of the Tahlequah Educational Facilities Authority.

Exhibits

1. TEFA Audit 2024-2025

Funding Source

NA

Request

Acknowledge receipt of audit.

Tahlequah Educational Facilities Authority

Financial Statements

For the Year Ended June 30, 2025

Northeastern Oklahoma Accounting, PLLC

Tahlequah, Oklahoma



171 W 4th Street Suite A
Tahlequah, Oklahoma 74464
info@neoaccounting.com
(918) 456-2589

Tahlequah Educational Facilities Authority
111 South Cherokee
Tahlequah, OK 7446

Mayor Myers and Council Members,

Management is responsible for the accompanying financial statements of the business type activities of Tahlequah Educational Facilities Authority, a component unit of the City of Tahlequah, Oklahoma, as of and for the year ended June 30, 2025, and the related notes to the financial statements in accordance with accounting principles generally accepted in the United State of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements nor were we required to perform and procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis on page 1 through page 2 be presented to supplement the basic financial statements. Such information is presented for purposes of additional analysis and, although not a required part of the basic financial statements, is required by Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. The required supplementary information was subject to our compilation engagement. We have not audited or reviewed the required supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to Tahlequah Educational Facilities Authority.

Northeastern Oklahoma Accounting, PLLC

Tahlequah, Oklahoma

November 24, 2025

Management's Discussion & Analysis

TAHLEQUAH EDUCATIONAL FACILITIES AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2025

This discussion and analysis of the Tahlequah Educational Facilities Authority (Authority) financial statements provides an overview of the Authority's financial activities for the year ended June 30, 2025. Management has prepared the financial statements and related footnote disclosures along with the discussion and analysis.

Financial Highlights

Total assets for the Authority were \$19,520.69, total liabilities were \$0.00 which resulted in a net position of \$19,520.69.

Using This Annual Report

The Authority's financial statements consist of three basic statements – a Statement of Net Position, a Statement of Revenue, Expenses, & Changes in Net Position, and a Statement of Cash Flows. These financial statements and related notes provide information about the activities of the Authority.

The Statement of Net Position and Statement of Revenue, Expenses, and Changes in Net Position.

One of the most important questions asked by the Authority's finances is, "Is the Authority as a whole better or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Revenue, Expenses, and Changes in Net Position report information about the Authority's resources and its activities in a way that helps answer this question. These statements include all restricted and unrestricted assets and all liabilities using the accrual basis of accounting. The governing body has decided the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for the capital maintenance, public policy, management control, accountability, or other purposes.

These two statements report the Authority's net position and changes in them. You can think of the Authority's net position – the difference between assets and liabilities – as one way to measure the Authority's financial health, or financial position. Over time, increases or decreases in the Authority's net position is one indicator of whether its financial health is improving or deteriorating.

The Statement of Cash Flows

The final required statement is the Statement of Cash Flows. This statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and financing activities. It provides answers to such questions as, "Where did cash come from?" "What was it used for?" and "What was the change in cash balance during the reporting period?"

TAHLEQUAH EDUCATIONAL FACILITIES AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2025

The Authority's Net Position

The Authority's net assets are the difference between its assets and liabilities reported on the Statement of Net Position. The Authority's net position as of June 30, 2025, was \$19,520.69.

Operating Income and Losses

The first component of the overall change in the Authority's net position is its operating income. The Authority reported a net operating income for the year ending June 30, 2025, of \$4,500.00.

Non-operating Revenue and Expenses

The total non-operating expenses for the year ending June 30, 2025, was \$0 resulting in a combined decrease in net position of \$4,500.00 for period.

Capital Assets

As of June 30, 2025, the Authority did not have any capital assets.

Contacting the Authority's Financial Management

This financial statement is designed to provide management, taxpayers, and creditors with a general overview of the Authority's finances. If you have questions about this report or need additional information, contact Tahlequah Educational Facilities Authority, 111 S. Cherokee, Tahlequah, Oklahoma, 74464.

Financial Statements

Tahlequah Educational Facilities Authority
Statement of Net Position
As of June 30, 2025

	<u>Jun 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
BancFirst-Operating	19,520.69
Total Checking/Savings	19,520.69
Total Current Assets	19,520.69
TOTAL ASSETS	19,520.69
LIABILITIES & EQUITY	
Equity	
Restricted Net Position	15,020.69
Net Income	4,500.00
Total Equity	19,520.69
TOTAL LIABILITIES & EQUITY	19,520.69

See accountant's accompanying report.

Tahlequah Educational Facilities Authority
Statement of Revenues, Expenses and Changes in Net Position
July 2024 through June 2025

	<u>Jul '24 - Jun 25</u>
Ordinary Income/Expense	
Income	
Rental-TPS	<u>14,800.00</u>
Total Income	<u>14,800.00</u>
Expense	
Administrative Exp-personnel	4,000.00
Professional Fees	<u>6,300.00</u>
Total Expense	<u>10,300.00</u>
Net Ordinary Income	<u>4,500.00</u>
Net Income	<u><u>4,500.00</u></u>

See accountant's compilation report.

Notes to the Financial Statements

TAHLEQUAH EDUCATIONAL FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Note 1: Description of Reporting Entity and Summary of Significant Accounting Policies

Report Entity

The Tahlequah Educational Facilities Authority (the Authority) is a public trust created on September 21, 2009, under the provisions of Title 60, Oklahoma Statutes 2001, Sections 176 to 180.4, inclusive, as amended and supplemented, the Oklahoma Trust Act, and other applicable laws and statutes of the State of Oklahoma. The City of Tahlequah, Oklahoma, is the beneficiary, and will receive all residual trust funds and assets upon termination of the trust.

The general purposes of this Trust are to assist the Beneficiary, the State of Oklahoma, its governmental agencies, and the private entities, agencies and citizens in making the most efficient use of all of their economic resources and powers in accordance with the needs and benefits of the Beneficiary in order to:

- Lessen the burdens on government and to stimulate educational growth and development
- To promote the educational well-being of the Beneficiary by improving available resources, increasing meaningful job opportunities, promoting entrepreneurship and capital investment, while maintaining the Beneficiary's quality of life.
- Inventory the educational services, facilities and resources of the entire Beneficiary
- Promote, stimulate, encourage and finance the growth and development of education of the Beneficiary as a whole, all in order to achieve maximum utilization of the Beneficiary's human, economic, recreational, natural resources and tourist attractions
- Foster and promote the Beneficiary and to otherwise promote its general economic welfare and prosperity, and to finance any and all programs, facilities or resources promoting or intending to promote any of the foregoing.

The Authority is considered a component unit of the City of Tahlequah, and its financial information is included in the General Purpose Financial Statements of the City of Tahlequah each year.

The Trustees of this Trust shall be the Mayor and the four members of the City Council of the Beneficiary, such City Council being the governing Board of the City of Tahlequah and hereafter called "Governing Board"

The Mayor of the City shall serve as the Chairman of the Trustees and shall preside at all meetings.

Proprietary Fund Accounting

The Authority uses the proprietary fund method of accounting whereby revenues and expenses are recognized on the accrual basis. The governing body has decided the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Accounting Standards

Pursuant to Governmental Accounting Standards Board (GASB) Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, the Authority has elected to apply the provisions of all relevant pronouncements of the Financial Accounting Standards Board (FASB), including those issued after November 30, 1989, that do not conflict with or contradict GASB pronouncements.

TAHLEQUAH EDUCATIONAL FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Risk Management

The Authority is exposed to various risks of loss from torts; theft of, damage to, and destruction of assets, business interruption; errors and omissions, employee injuries and illnesses, and natural disasters. To cover exposure of these risks, the Authority is listed as an Additional Named Plan Member on the City of Tahlequah's municipal liability protection plan. The Authority does not carry insurance separately under its own name. Settled claims have not exceeded this commercial coverage in any of the three preceding years.

Cash Equivalents

The Authority considers all liquid investments which have original maturities of three months or less to be cash equivalents.

Property and Equipment

The Authority has no property or equipment as of June 30, 2025.

Income Taxes

The Authority is exempt from federal income taxes under Section 115 of the Internal Revenue Code as a political subdivision of the State of Oklahoma and is exempt from state income taxes under a similar provision of Oklahoma State Statutes.

Budgets

Under Title 60, Section 176(g) Public Trusts created pursuant to this section shall file annually, with their respective Beneficiaries copies of financial documents and reports sufficient to demonstrate the fiscal activity of such trust, including, but not limited to, budgets, financial reports, bond indentures and audits. Amendments to the adopted budget shall be approved by the trustees of the public trust and recorded as such in the official's minutes of such trust.

Note 2: Cash and Investments

The Authority operated one checking account at BancFirst, Tahlequah, Oklahoma. The checking account pays no interest. As of June 30, 2025, the balance was \$19,520.69.

Deposits

The Authority's cash deposits as of June 30, 2025, are categorized to give an indication of the level of risk assumed by the Authority at year end as follows:

Deposit Categories of Credit Risk

- A. Insured or collateralized with securities held by the Authority or by its agent in the Authority's name.
- B. Collateralized with securities held by the pledging financial institution's trust department or agent in the Authority's name.
- C. Uncollateralized

TAHLEQUAH EDUCATIONAL FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

	Category			Bank Balance	Carrying Amount	Market Value
	(A)	(B)	(C)			
BancFirst Tahlequah	\$ 19,520.69	\$ -	\$ -	\$ 19,520.69	\$ 19,520.69	\$ 19,520.69
Total	\$ 19,520.69	\$ -	\$ -	\$ 19,520.69	\$ 19,520.69	\$ 19,520.69

Note 3: Fixed Assets

There are no fixed assets as of June 30, 2025.

Note 4: Long-Term Debt

There is no outstanding debt as of June 30, 2025.

Note 5: Other Schedules and Documents

All schedules and documents pertaining to the Tahlequah Educational Facilities Authority Educational Facilities Lease Revenue Bonds may be found in the office of the Authority located at 111 South Cherokee, Tahlequah, Oklahoma.

Note 6: Concentration of Risk

The Authority has no formal source of income. The Authority is authorized to receive annually a sublease payment from Tahlequah Public Schools which is 1/20 of 1% of the outstanding principal on the Bonds on each anniversary date of the sublease. As of June 30, 2025, there is no outstanding principal remaining on those bonds.

Note 7: Employee Benefits

The Authority has employees who are also employed by the City of Tahlequah and are paid to perform the Authority's record keeping. The employees are covered by the City's health, retirement, and worker's compensations plans. These benefits are not currently paid by the Authority and no amounts are recorded in the financial statements for these amounts. An administration fee is paid by the Authority to the City to cover these costs.

Note 8: Commitments and Contingencies

The Authority has sufficient insurance coverage and/or tort immunity in effect to protect the Authority from any material loss or liability due to pending claims or litigation. Amounts received or receivable from granter agencies are subject to audit and adjustment by granter agencies. Any disallowed claims, including amounts already collected, may constitute a liability. The amount, if any of expenditures which may be disallowed by the granter cannot be determined at this time although the Authority expects such amounts if any, to be immaterial.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5r
Meeting Date	12/1/2025
Initiator	Michele Collins, Finance Director
Office / Department	Finance

Item Title

Acknowledge receipt of the 2024-2025 Tahlequah Public Facilities Authority audit.

Background

Annual Tahlequah Public Facilities Authority audit.

Exhibits

1. TPFA Audit 2024-2025

Funding Source

NA

Request

Acknowledge receipt of audit.

Tahlequah Public Facilities Authority

Financial Statements

For the Year Ended June 30, 2025

Northeastern Oklahoma Accounting, PLLC

Tahlequah, Oklahoma



171 W 4th Street Suite A
Tahlequah, Oklahoma 74464
info@neoaccounting.com
(918) 456-2589

Tahlequah Public Facilities Authority
111 South Cherokee
Tahlequah, OK 7446

Mayor Myers and Council Members,

Management is responsible for the accompanying financial statements of the business type activities of Tahlequah Public Facilities Authority, a component unit of the City of Tahlequah, Oklahoma, as of and for the year ended June 30, 2025, and the related notes to the financial statements in accordance with accounting principles generally accepted in the United State of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements nor were we required to perform and procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis on page 1 through page 2 be presented to supplement the basic financial statements. Such information is presented for purposes of additional analysis and, although not a required part of the basic financial statements, is required by Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. The required supplementary information was subject to our compilation engagement. We have not audited or reviewed the required supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to Tahlequah Public Facilities Authority.

Northeastern Oklahoma Accounting, PLLC

Tahlequah, Oklahoma

Management's Discussion & Analysis

TAHLEQUAH PUBLIC FACILITIES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2025

This discussion and analysis of the Tahlequah Public Facilities Authority (Authority) financial statements provides an overview of the Authority's financial activities for the year ended June 30, 2025. Management has prepared the financial statements and related footnote disclosures along with the discussion and analysis.

Financial Highlights

Total assets for the Authority were \$8,203,017.70, total liabilities were \$6,135,862.581 which resulted in a net position of \$2,067,155.12, as of June 30, 2025.

Using This Annual Report

The Authority's financial statements consist of three basic statements – a Statement of Net Position, a Statement of Revenue, Expenses, & Changes in Net Position, and a Statement of Cash Flows. These financial statements and related notes provide information about the activities of the Authority.

The Statement of Net Position and Statement of Revenue, Expenses, and Changes in Net Position.

One of the most important questions asked by the Authority's finances is, "Is the Authority as a whole better or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Revenue, Expenses, and Changes in Net Position report information about the Authority's resources and its activities in a way that helps answer this question. These statements include all restricted and unrestricted assets and all liabilities using the accrual basis of accounting. The governing body has decided the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for the capital maintenance, public policy, management control, accountability, or other purposes.

These two statements report the Authority's net position and changes in them. You can think of the Authority's net position – the difference between assets and liabilities – as one way to measure the Authority's financial health, or financial position. Over time, increases or decreases in the Authority's net position is one indicator of whether its financial health is improving or deteriorating.

The Statement of Cash Flows

The final required statement is the Statement of Cash Flows. This statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and financing activities. It provides answers to such questions as, "Where did cash come from?" "What was it used for?" and "What was the change in cash balance during the reporting period?"

TAHLEQUAH PUBLIC FACILITIES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2025

The Authority's Net Position

The Authority's net assets are the difference between its assets and liabilities reported on the Statement of Net Position. The Authority's net position as of June 30, 2025, was \$2,067,155.12.

Operating Income and Losses

The first component of the overall change in the Authority's net position is its operating profit. The Authority reported a net operating profit for the year ending June 30, 2025, of \$3,637,074.34.

Non-operating Revenue and Expenses

The total non-operating loss is \$5,075,781.30 for the year ending June 30, 2025, resulting in a combined decrease in net position of \$1,438,706.96 for the year.

Capital Assets

As of June 30, 2025, the Authority did not have any capital assets.

Contacting the Authority's Financial Management

This financial statement is designed to provide management, taxpayers, and creditors with a general overview of the Authority's finances. If you have questions about this report or need additional information, contact Tahlequah Educational Facilities Authority, 111 S. Cherokee, Tahlequah, Oklahoma, 74464.

Financial Statements

Tahlequah Public Facilities Authority
Statement of Net Position
As of June 30, 2025

	<u>Jun 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Armstrong Bank	6,400,135.36
BancFirst	12,317.01
Total Checking/Savings	<u>6,412,452.37</u>
Other Current Assets	
Accounts Receivable	322,571.51
Federal Treasury 2023 Constr	758,734.46
Federal Treasury Bond 2023 Rev	677,438.23
Federal Treasury Rev NT 23 Bond	31,821.13
Total Other Current Assets	<u>1,790,565.33</u>
Total Current Assets	<u>8,203,017.70</u>
TOTAL ASSETS	<u><u>8,203,017.70</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Interest Payable	88,381.40
Current Maturities of LTD	1,901,168.24
Total Other Current Liabilities	<u>1,989,549.64</u>
Total Current Liabilities	<u>1,989,549.64</u>
Long Term Liabilities	
Bonds Outstanding Series 2023	4,146,312.94
Total Long Term Liabilities	<u>4,146,312.94</u>
Total Liabilities	<u>6,135,862.58</u>
Equity	
Restricted Net Position	3,505,862.08
Net Income	-1,438,706.96
Total Equity	<u>2,067,155.12</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,203,017.70</u></u>

See accountant's accompanying report.

Tahlequah Public Facilities Authority
Statement of Revenues, Expenses and Changes in Net Position
July 2024 through June 2025

	Jul '24 - Jun 25
Ordinary Income/Expense	
Income	
Sales Tax Revenue(.75%) COT	3,651,874.34
Total Income	3,651,874.34
Expense	
Admin personnel-COT	4,000.00
Amortization	0.00
Bank Fees	4,500.00
Professional Fees	6,300.00
Total Expense	14,800.00
Net Ordinary Income	3,637,074.34
Other Income/Expense	
Other Income	
Dividends Received	208,234.56
Interest Income	245,428.57
Total Other Income	453,663.13
Other Expense	
Capital Expenditures-COT	
Allen Road	180,885.32
N Grand	33,930.00
S Muskogee (4th-Bypass)	3,555,033.59
Sports Complex Phase 2	1,354,320.53
Total Capital Expenditures-COT	5,124,169.44
Interest Expense	405,274.99
Total Other Expense	5,529,444.43
Net Other Income	-5,075,781.30
Net Income	-1,438,706.96

See accountant's accompanying report.

Notes to the Financial Statements

TAHLEQUAH PUBLIC FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Note 1: Description of Reporting Entity and Summary of Significant Accounting Policies

Report Entity

The Tahlequah Public Facilities Authority (the Authority) is a public trust created on February 7th, 2013 under the provisions of Title 60, Oklahoma Statutes 2001, Sections 176 to 180.4, inclusive, as amended and supplemented, the Oklahoma Trust Act, and other applicable laws and statutes of the State of Oklahoma. The City of Tahlequah, Oklahoma, is the beneficiary, and will receive all residual trust funds and assets upon termination of the trust.

The general purposes of this Trust are to assist the Beneficiary, the State of Oklahoma, its governmental agencies, and the private entities, agencies and citizens in making the most efficient use of all of their economic resources and powers in accordance with the needs and benefits of the Beneficiary in order to:

- Lessen the burdens on government and to stimulate public growth and development
- To promote the public well being of the Beneficiary by improving available resources, increasing meaningful job opportunities, promoting entrepreneurship and capital investment, while maintaining the Beneficiary's quality of life.
- Inventory the public services, facilities and resources of the entire Beneficiary
- Promote, stimulate, encourage and finance the growth and development of education of the Beneficiary as a whole, all in order to achieve maximum utilization of the Beneficiary's human, economic, recreational, natural resources and tourist attractions
- Foster and promote the Beneficiary and to otherwise promote its general economic welfare and prosperity, and to finance any and all programs, facilities or resources promoting or intending to promote any of the foregoing.

The Authority is considered a component unit of the City of Tahlequah, and its financial information is included in the General Purpose Financial Statements of the City of Tahlequah each year.

The Trustees of this Trust shall be the Mayor and the four members of the City Council of the Beneficiary, such City Council being the governing Board of the City of Tahlequah and hereafter called "Governing Board"

The Mayor of the City shall serve as the Chairman of the Trustees and shall preside at all meetings.

Proprietary Fund Accounting

The Authority uses the proprietary fund method of accounting whereby revenues and expenses are recognized on the accrual basis. The governing body has decided the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Accounting Standards

Pursuant to Governmental Accounting Standards Board (GASB) Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, the Authority has elected to apply the provisions of all relevant pronouncements of the Financial Accounting Standards Board (FASB), including those issued after November 30, 1989, that do not conflict with or contradict GASB pronouncements.

TAHLEQUAH PUBLIC FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Risk Management

The Authority is exposed to various risks of loss from torts; theft of, damage to, and destruction of assets, business interruption; errors and omissions, employee injuries and illnesses, and natural disasters. To cover exposure of these risks, the Authority is listed as an Additional Named Plan Member on the City of Tahlequah's municipal liability protection plan. The Authority does not carry insurance separately under its own name. Settled claims have not exceeded this commercial coverage in any of the three preceding years.

Cash Equivalents

The Authority considers all liquid investments which have original maturities of three months or less to be cash equivalents.

Property and Equipment

The Authority has no property or equipment as of June 30, 2025.

Income Taxes

The Authority is exempt from federal income taxes under Section 115 of the Internal Revenue Code as a political subdivision of the State of Oklahoma and is exempt from state income taxes under a similar provision of Oklahoma State Statutes.

Budgets

Under Title 60, Section 176(g) Public Trusts created pursuant to this section shall file annually, with their respective Beneficiaries copies of financial documents and reports sufficient to demonstrate the fiscal activity of such trust, including, but not limited to, budgets, financial reports, bond indentures and audits. Amendments to the adopted budget shall be approved by the trustees of the public trust and recorded as such in the official's minutes of such trust.

Note 2: Cash and Investments

The Authority operated two checking accounts. BancFirst and Armstrong Bank, both located in Tahlequah, Oklahoma. The account at BancFirst bank pays no interest on account balances and Armstrong Bank pays 4.5% interest on account balance. As of June 30, 2025, the bank balance at BancFirst was \$12,317.01, and Armstrong Bank was \$6,400,135.36.

TAHLEQUAH PUBLIC FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Bond Funds are held in accounts at BancFirst, Oklahoma City, Oklahoma. The following accounts were established according to the Bond Indenture:

- Construction Fund - Account Number 80-0992-03-4 with a balance on June 30, 2025, of \$758,734.46 in Federated Treasury Obligations
- Revenue Fund-Account Number 80-0992-02-6 with a balance on June 30, 2025, of \$677,438.23 in Federated Treasury Obligations
- Bond Fund-Account Number 80-0992-01-8 with a balance on June 30, 2025, of \$31,821.13 in Federated Treasury Obligations

Deposits

The Authority's cash deposits as of June 30, 2025, are categorized to give an indication of the level of risk assumed by the Authority at year end as follows:

	<u>Category</u>			<u>Bank</u>	<u>Carrying</u>	<u>Market</u>
	<u>(A)</u>	<u>(B)</u>	<u>(C)</u>	<u>Balance</u>	<u>Amount</u>	<u>Value</u>
BancFirst-Tahlequah	\$ 12,317	\$ -	\$ -	\$ 12,317	\$ 12,317	\$ 12,317
Armstrong Bank-Tahlequah	\$ 6,400,135	\$ -	\$ -	\$ 6,400,135	\$ 6,400,135	\$ 6,400,135
BancFirst-OKC	\$ -	\$ 1,790,565	\$ -	\$ 1,790,565	\$ 1,790,565	\$ 1,790,565
	<u>\$ 6,412,452</u>	<u>\$ 1,790,565</u>	<u>\$ -</u>	<u>\$ 8,203,017</u>	<u>\$ 8,203,017</u>	<u>\$ 8,203,017</u>

Deposit Categories of Credit Risk

- A. Insured or collateralized with securities held by the Authority or by its agent in the Authority's name.
- B. Collateralized with securities held by the pledging financial institution's trust department or agent in the Authority's name.
- C. Uncollateralized

TAHLEQUAH PUBLIC FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Note 3: Fixed Assets

There are no fixed assets as of June 30, 2025.

Note 4: Long Term Debt

A resolution was adopted by the City Council of the City on November 5, 2012 calling for an election to be held on January 8, 2013, a majority of the qualified voters of the City voting at said election approved the levy of a sales tax at a rate equal to three-quarters of one percent on all sales with the City to provide revenues to fund certain municipal capital improvements and additions to facilities with the city and to pay certain financing costs relating thereto.

The collection of revenues from the imposition of such sales tax began on April 1, 2013, and was to continue for 15 years or until any debt issued in connection with the improvements was satisfied, whichever was earlier.

The city requested that the authority issue its Sales Tax Revenue Bonds, Series 2013A and Series 2013B in an original aggregate principal amount not to exceed \$25,000,000 for the purposes of paying the costs of the improvements, funding capitalized interest in connection with the bonds and paying costs associated with the issuance of the bonds.

The bonds were issued pursuant to a sales tax pledge and financing agreement dated as of the 1st day of April 2013, by and between the Tahlequah Public Facilities Authority and the City of Tahlequah. In consideration for the Authority's issuance of the bonds, the City agreed to levy, pledge and appropriate the Sales Tax Revenues to the Authority pursuant to this sales tax agreement for purposes of paying and securing the bonds and to agree to certain other covenants contained in the agreement.

In July 2023, this debt was refinanced through the issuance of Series 2023 instruments. The amount refinanced was \$9,700,000 at an annual interest rate of 5.75%. Monthly debt service payments are made to the Trustee Bank, BancFirst. Principal and interest payments are applied to the outstanding debt semi-annually. These semi-annual payments are \$1,113,252. The debt will mature in April 2028.

The Series 2023 bonds shall not constitute obligations, legal or moral, or debts, general or special, of the State of Oklahoma or any political subdivision thereof, of the City of Tahlequah, Oklahoma, or personal obligations of the Trustees of the issuer or general obligations of the issuer, but shall be limited and special obligations of the issuer secured by and payable solely from the trust estate, neither the faith and credit nor the taxing power of the State of Oklahoma, or of any political subdivision thereof, or of the City of Tahlequah, Oklahoma, shall be pledged to the payment of the principal or interest on the Series 2023 bonds. The Issuer has no taxing power.

TAHLEQUAH PUBLIC FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Current maturity of principal and interest for the 2023 issuance is as follows:

<u>June 30,</u>	<u>Principal</u>	<u>Interest</u>
2026	\$ 1,901,168	\$ 325,337
2027	\$ 2,013,619	\$ 212,886
2028	\$ 2,132,694	\$ 93,956
	\$ 6,047,481	\$ 632,179

Note 5: Other Schedules and Documents

A resolution was adopted by the City Council of the City on November 5, 2012 calling for an election to be held on January 8, 2013, a majority of the qualified voters of the City voting at said election approved the levy of a sales tax at a rate equal to three-quarters of one percent on all sales with the City to provide revenues to fund certain municipal capital improvements and additions to facilities the total cost for all projects was projected to be \$21,112,339 the cost of projects to date are as follows.

<u>Project</u>	<u>Cost to Date</u>
NSU Event Center	1,500,000
Fire Engine and Equipment	516,387
Police Technology	845,576
Callout/Sirens	80,331
Traffic and Pedestrian Safety	90,918
Sports Complex Phase 2	2,849,897
Phoenix Renovation	101,561
Greenbelt Development	735,637
CNG Truck Conversion	750,902
Swimming Pool	2,403,855
Library Improvements	399,885
West Side Armory and City	1,339,436
East Fourth Street (Bridge to Bypass)	398,475
Transfer to Grant Accounts	488,665
South Muskogee (4th to Bypass)	5,713,284
North Grand (North to Allen)	200,435
East Allen Road (Grand to North Cedar)	420,810
Bluff Project	1,185,108
Crafton Project (Cedar to Grand)	794,433
North Cedar (Crafton to Allen)	382,337
West Fourth Row Purchase	377,697
West Fourth (Campbell to Stick Ross)	3,324,208
	<u>24,899,836</u>

TAHLEQUAH PUBLIC FACILITIES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

All schedules and documents pertaining to the Tahlequah Public Facilities Sales Tax Revenue Bonds may be found in the office of the Authority located at 111 South Cherokee, Tahlequah, Oklahoma.

Note 6: Concentration of Risk

The City of Tahlequah will remit to the Authority three quarters of one percent of all sales and use tax collected beginning on April 1, 2013 and continuing for 15 years or until the bonds, including any refunding bonds, have been satisfied, whichever occurs earlier.

Note 7: Employee Benefits

The Authority's employees are also employed by the City of Tahlequah, and are paid to perform the Authority's record keeping. The employees are covered by the City's health, retirement, and worker's compensations plans. These benefits are not recorded in the Authority's financial statements. FICA and Medicare withholding are matched by the Authority.

Note 8: Commitments and Contingencies

The Authority has sufficient insurance coverage and/or tort immunity in effect to protect the Authority from any material loss or liability due to pending claims or litigation. Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability. The amount, if any of expenditures which may be disallowed by the granter cannot be determined at this time although the Authority expects such amounts if any, to be immaterial.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5s
Meeting Date	12/1/2025
Initiator	Whitney Shaw, City Clerk
Office / Department	Administration

Item Title

Approve the following 2026 Tahlequah meeting schedules to be submitted to the Oklahoma Secretary of State: Abatement Board, Airport Board, Board of Adjustments, Historic Preservation Board, Joint Airport Zoning Board, City Council, Education Facilities Authority, Hospital Authority, Municipal Utility Board, Planning Commission, Public Facilities Authority, Public Works Authority, and Regional Development Authority.

Background

2026 Meetings schedules for the City Boards, Committees, Authorities, and Trusts.

Exhibits

1. Meeting Schedules

Funding Source

NA

Request

Approve meeting schedules.

Abatement Board

2026 Calendar Year

Schedule of Regular Meetings

Meeting Location: 111 S. Cherokee Tahlequah, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
	Monday, January 5, 2026	3:30 p.m.	Council Chambers
	Monday, February 2, 2026	3:30 p.m.	Council Chambers
	Monday, March 2, 2026	3:30 p.m.	Council Chambers
	Monday, April 6, 2026	3:30 p.m.	Council Chambers
	Monday, May 4, 2026	3:30 p.m.	Council Chambers
	Monday, June 1, 2026	3:30 p.m.	Council Chambers
	Monday, July 6, 2026	3:30 p.m.	Council Chambers
	Monday, August 3, 2026	3:30 p.m.	Council Chambers
	Monday, September 14, 2026	3:30 p.m.	Council Chambers
	Monday, October 5, 2026	3:30 p.m.	Council Chambers
	Monday, November 2, 2026	3:30 p.m.	Council Chambers
	Monday, December 7, 2026	3:30 p.m.	Council Chambers

Whitney Shaw

City Clerk

111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____

Whitney Shaw, City Clerk

(1st Monday except September)

Airport Board

2026 Calendar Year Schedule of Regular Meetings

Meeting Location: 2100 Airport Parkway, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
	Thursday, January 15, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, February 19, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, March 19, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, April 16, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, May 21, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, June 18, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, July 16, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, August 20, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, September 17, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, October 15, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, November 19, 2026	5:30 p.m.	Tahlequah Airport
	Thursday, December 17, 2026	5:30 p.m.	Tahlequah Airport

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(3RD Thursday)

Board of Adjustment

2026 Calendar Year
Schedule of Regular Meetings

Meeting Location: 111 S. Cherokee Tahlequah, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
	Monday, January 26, 2026	4:00 p.m.	Council Chambers
	Monday, February 23, 2026	4:00 p.m.	Council Chambers
	Monday, March 30, 2026	4:00 p.m.	Council Chambers
	Monday, April 27, 2026	4:00 p.m.	Council Chambers
	Tuesday, May 26, 2026	4:00 p.m.	Council Chambers
	Monday, June 29, 2026	4:00 p.m.	Council Chambers
	Monday, July 27, 2026	4:00 p.m.	Council Chambers
	Monday, August 31, 2026	4:00 p.m.	Council Chambers
	Monday, September 28, 2026	4:00 p.m.	Council Chambers
	Monday, October 26, 2026	4:00 p.m.	Council Chambers
	Monday, November 30, 2026	4:00 p.m.	Council Chambers
	Monday, December 21, 2026	4:00 p.m.	Council Chambers

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(Last Monday except **May & December**)

Historic Preservation Board

2026 Calendar Year

Schedule of Regular Meetings

Meeting Location: 111 S. Cherokee Tahlequah, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
	Monday, January 26, 2026	3:30 p.m.	Council Chambers
	Monday, February 23, 2026	3:30 p.m.	Council Chambers
	Monday, March 16, 2026	3:30 p.m.	Council Chambers
	Monday, April 20, 2026	3:30 p.m.	Council Chambers
	Monday, May 18, 2026	3:30 p.m.	Council Chambers
	Monday, June 15, 2026	3:30 p.m.	Council Chambers
	Monday, July 20, 2026	3:30 p.m.	Council Chambers
	Monday, August 17, 2026	3:30 p.m.	Council Chambers
	Monday, September 21, 2026	3:30 p.m.	Council Chambers
	Monday, October 19, 2026	3:30 p.m.	Council Chambers
	Monday, November 16, 2026	3:30 p.m.	Council Chambers
	NO MEETING December 2026	-----	-----

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(3rd Monday except January, February, & December)

Joint Airport Zoning Board

2026 Calendar Year
Schedule of Regular Meetings

Meeting Location: 2100 Airport Parkway, Tahlequah, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
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“AS CALLED”

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(“AS CALLED”)

Tahlequah City Council

2026 Calendar Year Schedule of Regular Meetings

Meeting Location: 111 S. Cherokee Tahlequah, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
	Monday, January 5, 2026	5:30 p.m.	Council Chambers
	Monday, February 2, 2026	5:30 p.m.	Council Chambers
	Monday, March 2, 2026	5:30 p.m.	Council Chambers
	Monday, April 6, 2026	5:30 p.m.	Council Chambers
	Monday, May 4, 2026	5:30 p.m.	Council Chambers
	Monday, June 1, 2026	5:30 p.m.	Council Chambers
	Monday, July 6, 2026	5:30 p.m.	Council Chambers
	Monday, August 3, 2026	5:30 p.m.	Council Chambers
	Tuesday, September 8, 2026	5:30 p.m.	Council Chambers
	Monday, October 5, 2026	5:30 p.m.	Council Chambers
	Monday, November 2, 2026	5:30 p.m.	Council Chambers
	Monday, December 7, 2026	5:30 p.m.	Council Chambers

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(1st Monday except September)

Tahlequah Education Facilities Authority

2026 Calendar Year Schedule of Regular Meetings

Meeting Location: 111 S. Cherokee Tahlequah, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Monday,	June 1, 2026	5:00 p.m.	Council Chambers
Monday,	December 7, 2026	5:00 p.m.	Council Chambers

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(1st Monday June & December)

TOURISM COMMITTEE
2026 Calendar Year
Schedule of Regular Meetings

Meeting location: Tahlequah Area Chamber of Commerce

123 E. Delaware Tahlequah, OK 74464

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
	Thursday, January 15, 2026	8:00 a.m.	TACC BOARDROOM
	Thursday, February 19, 2026	8:00 a.m.	CN INNOVATION HUB
	Thursday, March 19, 2026	8:00 a.m.	SEQUOYAH LODGE
	Thursday, April 16, 2026	8:00 a.m.	TACC BOARDROOM
	Thursday, May 21, 2026	8:00 a.m.	TACC BOARDROOM
	Thursday, June 18, 2026	8:00 a.m.	TACC BOARDROOM
	Thursday, July 16, 2026	8:00 a.m.	TENKILLER LODGE
	Thursday, August 20, 2026	8:00 a.m.	TACC BOARDROOM
	Thursday, September 17, 2026	8:00 a.m.	TACC BOARDROOM
	Thursday, October 15, 2026	8:00 a.m.	WAR EAGLE RESORT
	Thursday, November 19, 2026	8:00 a.m.	TACC BOARDROOM
	Thursday, December 17, 2026	8:00 a.m.	TACC BOARDROOM

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(3rd Thursday)



TAHLEQUAH HOSPITAL AUTHORITY
has established the following schedule for their
Regular Board of Trustees Meetings for 2026 as follows:

January 12, 2026

February 9, 2026

March 9, 2026

April 13, 2026

May 11, 2026

June 8, 2026

July 13, 2026

August 10, 2026

September 14, 2026

October 12, 2026

November 9, 2026

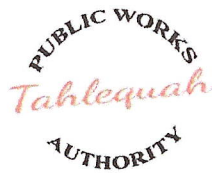
December 14, 2026

All meeting will be held at 4:00 pm at
Northeastern Health System, Medical Office Building
Second Floor – Gary Harington Memorial Boardroom
1373 E. Boone St, Tahlequah, OK 74464
unless otherwise noted.

Certificate

This is to certify that in conformity with the Oklahoma Open Meeting Act, a true and correct copy of the above and foregoing Notice was filed with my office and posted at the place of meeting indicated within such certificate at _____ a.m./p.m., on the _____ day of _____ 20____ as is required.

By _____
City of Tahlequah Representative



NOTICE OF REGULAR MEETINGS FOR 2026
OF THE TAHLEQUAH MUNICIPAL UTILITY BOARD

To: Secretary of State

Pursuant to Section 311 of the Oklahoma Open Meeting Act, notice is hereby given that the Board of Directors of the Tahlequah Municipal Utility Board will hold meetings as follows:

LOCATION

Tahlequah Public Works Authority Board Room
710 W Choctaw Street
Tahlequah, Oklahoma 74464

DATES & TIMES

January 16, 2026	9:00 AM
February 20, 2026	9:00 AM
March 20, 2026	9:00 AM
April 17, 2026	9:00 AM
May 15, 2026	9:00 AM
June 18, 2026	9:00 AM
July 17, 2026	9:00 AM
August 21, 2026	9:00 AM
September 18, 2026	9:00 AM
October 16, 2026	9:00 AM
November 20, 2026	9:00 AM
December 18, 2026	9:00 AM

TAHLEQUAH PUBLIC WORKS AUTHORITY BOARD

A handwritten signature in black ink, appearing to read "Kim Dorr".

Kimberly Dorr
General Manager
November 21, 2025

A handwritten signature in black ink, appearing to read "Mark Gish".

Mark Gish
TPWA Chairman
November 21, 2025

Planning Commission

2026 Calendar Year Schedule of Regular Meetings

Meeting Location: 111 S. Cherokee Tahlequah, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
	Monday, January 26, 2026	3:00 p.m.	Council Chambers
	Monday, February 23, 2026	3:00 p.m.	Council Chambers
	Monday, March 30, 2026	3:00 p.m.	Council Chambers
	Monday, April 27, 2026	3:00 p.m.	Council Chambers
	Tuesday, May 26, 2026	3:00 p.m.	Council Chambers
	Monday, June 29, 2026	3:00 p.m.	Council Chambers
	Monday, July 27, 2026	3:00 p.m.	Council Chambers
	Monday, August 31, 2026	3:00 p.m.	Council Chambers
	Monday, September 28, 2026	3:00 p.m.	Council Chambers
	Monday, October 26, 2026	3:00 p.m.	Council Chambers
	Monday, November 30, 2026	3:00 p.m.	Council Chambers
	Monday, December 21, 2026	3:00 p.m.	Council Chambers

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(Last Monday except May & December)

Tahlequah Public Facilities Authority

2026 Calendar Year
Schedule of Regular Meetings

Meeting Location: 111 S. Cherokee Tahlequah, OK 74464 and/or videoconference and/or teleconference access, as allowed by law.

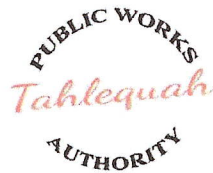
<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Monday,	June 1, 2026	5:15 p.m.	Council Chambers
Monday,	December 7, 2026	5:15 p.m.	Council Chambers

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____
Whitney Shaw, City Clerk

(1st Monday June & December)



NOTICE OF REGULAR MEETINGS FOR 2026
OF THE TAHLEQUAH PUBLIC WORKS AUTHORITY BOARD

To: Secretary of State

Pursuant to Section 311 of the Oklahoma Open Meeting Act, notice is hereby given that the Board of Directors of the Tahlequah Public Works Authority Board will hold meetings as follows:

LOCATION

Tahlequah Public Works Authority Board Room
710 W Choctaw Street
Tahlequah, Oklahoma 74464

DATES & TIMES

January 16, 2026	9:05 AM
February 20, 2026	9:05 AM
March 20, 2026	9:05 AM
April 17, 2026	9:05 AM
May 15, 2026	9:05 AM
June 18, 2026	9:05 AM
July 17, 2026	9:05 AM
August 21, 2026	9:05 AM
September 18, 2026	9:05 AM
October 16, 2026	9:05 AM
November 20, 2026	9:05 AM
December 18, 2026	9:05 AM

TAHLEQUAH PUBLIC WORKS AUTHORITY BOARD



Kimberly Dorr
General Manager
November 21, 2025



Mark Gish
TPWA Chairman
November 21, 2025

TAHLEQUAH REGIONAL DEVELOPMENT AUTHORITY

2026 Calendar Year

Schedule of Regular Meetings

Meeting location: Tahlequah Area Chamber of Commerce
123 E. Delaware, Tahlequah, OK 74464

Day	Date	Time	Place
	Tuesday, January 13, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, February 10, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, March 10, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, April 14, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, May 12, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, June 9, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, July 14, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, August 11, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, September 8, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, October 13, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, November 10, 2026	4:00 p.m.	TACC Boardroom
	Tuesday, December 8, 2026	4:00 p.m.	TACC Boardroom

Whitney Shaw, City Clerk
111 S. Cherokee, Tahlequah, OK 74464

Filed in the office of the Municipal Clerk at _____ on _____, 2025.

Signed: _____

Whitney Shaw, City Clerk

(2nd Tuesday)



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5t
Meeting Date 12/1/2025
Initiator _____
Office / Department Human Resources

Item Title

Hire Vincent Garuccio, Collector-Solid Waste Dept at \$35,500 annually, effective November 10, 2025.

Background

Exhibits

None

Funding Source

Request



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5u
Meeting Date 12/1/2025
Initiator _____
Office / Department Human Resources

Item Title

Hire Joshua Perdue, Driver-Solid Waste Dept at \$40,500 annually, effective November 10, 2025.

Background

Exhibits

None

Funding Source

Request



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5v
Meeting Date 12/1/2025
Initiator _____
Office / Department Human Resources

Item Title

Accept the resignation of Logan Webber, PT Laborer-Parks & Rec, effective October 29, 2025.

Background

Exhibits

None

Funding Source

Request



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5w
Meeting Date 12/1/2025
Initiator _____
Office / Department Human Resources

Item Title

Accept the resignation of Aaron Palmer, Laborer-Parks & Rec, effective November 12, 2025.

Background

Exhibits

None

Funding Source

Request



Tahlequah City Council
AGENDA ITEM REPORT

Item No.	5x
Meeting Date	12/1/2025
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Accept the resignation of Fire Chief Casey Baker, effective January 31, 2026.

Background

Exhibits

None

Funding Source

Request



Tahlequah City Council AGENDA ITEM REPORT

Item No.	6b
Meeting Date	12/1/2025
Initiator	Paige Harjo, Planning & Development Director
Office / Department	Planning & Development

Item Title

Discussion and possible action to approve or deny **Resolution No. 12-01-2025**, a resolution of the City of Tahlequah, Oklahoma of sponsorship for a Transportation Alternatives Program (TAP) application and maintenance commitment to extend the existing trail system near the intersection of E. 4th Street and Basin Avenue. Planning & Development Director Paige Harjo

Background

Exhibits

1. RESOLUTION for TAP 2025 Final

Funding Source

N/A

Request

Approve resolution.

RESOLUTION NO. 12-01-2025

A RESOLUTION OF PROJECT SPONSORSHIP FOR A TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION AND MAINTENANCE COMMITMENT

A RESOLUTION DECLARING THE ELIGIBILITY OF THE CITY OF TAHLEQUAH TO SUBMIT AN APPLICATION TO THE OKLAHOMA DEPARTMENT OF TRANSPORTATION FOR USE OF TRANSPORTATION ALTERNATIVES PROGRAM FUNDS SET FORTH BY IIJA FOR THE CITY OF TAHLEQUAH EXTENSION OF EXISTING TRAIL SYSTEM IN TAHLEQUAH AND AUTHORIZING THE MAYOR TO SIGN THIS APPLICATION.

Whereas, the City of Tahlequah, Oklahoma, is submitting an application to the Oklahoma Department of Transportation for transportation alternatives program funds in the amount of \$1,262,800.00 set forth by IIJA and as outlined in ODOT's transportation alternatives program guidance and application packet for 2025; and

Whereas, the City of Tahlequah, Oklahoma is participating as an eligible project sponsor in the Oklahoma Department of Transportation alternatives program set forth by IIJA; and

Whereas, federal monies are available under a transportation alternatives program set forth by IIJA, administered by the state of Oklahoma, Department of Transportation, for the purpose of creating and promoting the planning and development of active transportation facilities and programs in Oklahoma; and

Whereas, the City of Tahlequah, Oklahoma, acknowledges availability of the local match of no less than 20%, or \$252,560.00 and,

Whereas, after appropriate public input and due consideration, the governing body of the City of Tahlequah, Oklahoma, has recommended that an application be submitted to the state of Oklahoma for the Extension of Existing Trail System.

Now, therefore, it be resolved by the governing body of the City of Tahlequah, Oklahoma;

Section 1. That the City of Tahlequah Oklahoma, does hereby authorize the mayor to submit an application to the Oklahoma Department of Transportation for transportation alternatives program funds set forth by IIJA on behalf of the citizens of the City of Tahlequah, Oklahoma.

Section 2. That the City of Tahlequah, Oklahoma, hereby assures the Oklahoma Department of Transportation that sufficient funding for the Extension of Existing Trail System is available.

Section 3. That the City of Tahlequah, Oklahoma, hereby assures the Oklahoma Department of Transportation that sufficient funding for the operation and maintenance of the Extension of the Existing Trail System will be available for the life of the project.

Section 4. That the City of Tahlequah, Oklahoma, hereby assures the Oklahoma Department of Transportation that the City of Tahlequah, Oklahoma will have title or permanent easement to the Extension of the Existing Trail System by the time of project letting, if necessary.

Section 5. That the chief project sponsor of the City of Tahlequah, Oklahoma, is authorized to sign the application to the Oklahoma Department of Transportation for transportation alternatives program funds set forth by IJJA on behalf of the citizens of the City of Tahlequah, Oklahoma. The chief project sponsor is also authorized to submit additional information as may be required and act as the official representative of the City of Tahlequah in this and subsequent related activities.

Adopted and passed by the governing body of the City of Tahlequah, Oklahoma, the 1st day of December 2025.

Chief Project Sponsor:

(Print)

(Signature)

ATTEST:

<SEAL>



Tahlequah City Council AGENDA ITEM REPORT

Item No.	6c
Meeting Date	12/1/2025
Initiator	Taylor Tannehill, City Administrator, JT Hammons, City Attorney
Office / Department	Administration

Item Title

Discussion and possible action to approve or deny **Resolution No. 12-01-2025A**, a resolution of the City of Tahlequah, Oklahoma, providing for creation of a Review Committee for Increment District Number One, City of Tahlequah, Oklahoma (River Center Project) and containing other provisions related thereto. City Administrator Taylor Tannehill/City Attorney JT Hammons

Background

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Exhibits

- | |
|-----------------------|
| 1. Resolution for TIF |
|-----------------------|

Funding Source

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Request

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RESOLUTION NO. 12-01-2025A

A RESOLUTION OF THE CITY OF TAHLEQUAH, OKLAHOMA, PROVIDING FOR CREATION OF A REVIEW COMMITTEE FOR INCREMENT DISTRICT NUMBER ONE, CITY OF TAHLEQUAH, OKLAHOMA (RIVER CENTER PROJECT) AND CONTAINING OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City Council for the City of Tahlequah, Oklahoma, (the “Governing Body”) has received a letter from Ferguson Smith Tahlequah, LLC, dated October 14, 2025, proposing a tax increment finance district identified as the City of Tahlequah Increment District Number One (also known as the “River Center Project”). And pursuant to the provisions of the Local Development Act, 62 O.S. 2021, Sections 851 et seq. (the “Local Development Act”), as amended, the City has resolved to create a Project Plan for such proposed tax increment finance district which establishes the district boundaries, details the proposed project and estimated costs, and projects revenues to be collected and the duration of the district to finance the proposed project; and

WHEREAS, the proposed project and cost estimates and projected revenue sources and other data necessary for the formation of the River Center Project under the provisions of the Local Development Act have been identified; and

WHEREAS, pursuant to the provisions of the Local Development Act, the Governing Body is to appoint a Review Committee to make a recommendation concerning the proposed district, plan and project, which committee’s membership consists of one representative of the Governing Body acting as chairperson, one representative of the Planning Commission having jurisdiction over the proposed district, one representative from each of the taxing jurisdictions within the proposed district, and three members of the public selected by the Review Committee from a list of seven individuals submitted by the chairperson.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAHLEQUAH, OKLAHOMA, that a Review Committee is hereby appointed to review and comment on the proposed Increment District Number One (also known as the “River Center Project”) for the purpose of making recommendations to the Governing Body as to the conditions establishing and creating the district, plan or project; that the Mayor, or her appointee, serve as the Governing Body’s representative and chair of the Review Committee; that the Mayor, or her appointee, notify the Tahlequah Planning Commission, Tahlequah Public Schools Independent Public School District No. 35, Board of Cherokee County Commissioners, Cherokee County Health Department, Eastern Oklahoma Library System (EOLS), and the Indian Capital Technology Center (ICTC), for each to appoint a representative to the Review Committee; that the Mayor, or her appointee, provide a list of seven members of the public at large for the selection of three to serve on the Review Committee; that the Mayor, or her appointee, set meeting times and dates for the Review Committee; and, further, that the Tahlequah Planning Commission be requested to review the project plan and make a recommendation to regarding the same.

PASSED this 1st day of December, 2025.

Mayor

ATTEST:

APPROVED AS TO FORM:

Whitney Shaw, City Clerk

John Hammons, City Attorney



Tahlequah City Council AGENDA ITEM REPORT

Item No.	6d
Meeting Date	12/1/2025
Initiator	Kevin Smith
Office / Department	Street Department

Item Title

Award construction project #2025-09, Kelly & Larry Streets, and authorize the Mayor to enter into an agreement with the lowest, responsible bidder. Street Commissioner Kevin Smith

Background

Redesign of intersection.

Exhibits

1. Bid 2025-9, Kelly & Larry Sts.

Funding Source

GL#223507131, Streets & Sidewalks

Request

Award the project to and authorize the Mayor to enter into an agreement with T&K Construction, the lowest, responsible bidder.

BID OPENING

Bid Construct 2025 – 9 Kelly St and Larry St

Meeting Date: 11/24/2025
Start Time: 2:00 PM

Facilitator: Elliot Reif (Purchasing Agent),
Kevin Smith(Street Superintendent)

Place/Room:

Council Chambers

Company Name	Received	Required Documents	Base Bid
T+L Construction	✓	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$ 23,600
Complete Concrete of OK	✓	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$ 29,050
		-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$
		-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$



Tahlequah City Council AGENDA ITEM REPORT

Item No.	6e
Meeting Date	12/1/2025
Initiator	Ray Hammons, Special Projects Director
Office / Department	Administration

Item Title

Award construction project #2025-10, Cherokee Fields Parking, and authorize the Mayor to enter into an agreement with the lowest responsible bidder. Special Project Director Ray Hammons

Background

Parking lot project for Cherokee Fields at Anthis-Brennan

Exhibits

1. Bid 2025-10, Cherokee Fields Prkg

Funding Source

GL# 437507000, Anthis-Brennan Expansion Project (ARPA)

Request

Award the project and authorize the Mayor to enter into an agreement with T&K Construction, the lowest responsible bidder.

BID OPENING

Bid Construct 2025 – 10 Cherokee Fields Parkin	Meeting Date: 11/24/2025 Start Time: 2:00 PM
Facilitator: Elliot Reif (Purchasing Agent), Kevin Smith (Street Superintendent)	Place/Room: Council Chambers

Company Name	Received	Required Documents	Base Bid
T&K Construction	✓	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$ 41,800
Complete Concrete of OK	✓	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$ 44,802
		-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$
		-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$



Tahlequah City Council AGENDA ITEM REPORT

Item No.	6f
Meeting Date	12/1/2025
Initiator	Kevin Smith
Office / Department	Street Department

Item Title

Award construction project #2025-11, White Ave. Phase II, and authorize the Mayor to enter into an agreement with the lowest, responsible bidder. Street Commissioner Kevin Smith

Background

Phase 2 of the White Avenue project

Exhibits

1. Bid 2025-11, White Ave II

Funding Source

GL#223507131, Streets & Sidewalks

Request

Award the project to and authorize the Mayor to enter into an agreement with T&K Construction for the lowest responsible bidder.

BID OPENING

Bid Construct 2025 – 11 White Avenue Phase II

Meeting Date: 11/24/2025
Start Time: 2:00 PM

Facilitator: Elliot Reif (Purchasing Agent),
Kevin Smith (Street Superintendent)

Place/Room:

Council Chambers

Company Name	Received	Required Documents	Base Bid
T & K Construction	✓	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$ 90,040 add: 5,900
Complete Construction of CK	✓	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$ 118,050
		-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	\$



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	6g
Meeting Date	12/1/2025
Initiator	Taylor Tannehill, City Administrator
Office / Department	Administration

Item Title

To approve, approve with modifications, or deny authorizing the Mayor to enter into a supplemental project agreement between the Oklahoma Department of Transportation and the City of Tahlequah, JP#21646(04), STP-111B(069)UR, Grade-Drain-Surface Project on East Fourth Street. City Administrator Taylor Tannehill

Background

Exhibits

None

Funding Source

Request



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 6h
Meeting Date 12/1/2025
Initiator
Office / Department Administration

Item Title
Adjournment.

Background

Exhibits
None

Funding Source

Request