AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of Meeting **Monday, March 2, 2026** 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: 833 2863 2929

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 4, 2025, at 10:00 a.m. to the OK Secretary of State and an additional notice was provided on February 17, 2026, at 10:43 am at 111 S. Cherokee Ave. Tahlequah, OK 74464.

2. PUBLIC INSTRUCTIONS

If you wish to receive a copy of any materials that are presented to the City Council, please submit your request to cityclerk@tahlequah.gov.

3. PUBLIC COMMENTS

Comments will be accepted by the public and individuals will be limited to 3 minutes of speaking time. The total of all comments should not exceed 15 minutes. In compliance with the Oklahoma Open Meeting Act, no action or discussion is permitted by the City Council on any issue or topic raised by a speaker during this public comment period.

4. ANNOUNCEMENTS AND PRESENTATIONS

a) Recognition for Years of Service Employees: Richard Coffron, 5 years, Compliance

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 February 2, 2026, City Council meeting.

b) Acknowledge receipt of the January 2026 General Fund Executive Summary.

c) Acknowledge receipt of the January 2026 Investment Schedule.

d) Acknowledge receipt of the January 2026 Check Register.

e) Acknowledge receipt of the January 2026 Purchasing Card Statement.

f) Acknowledge receipt of the January 2026 Open PO Report.

g) Acknowledge receipt of the Community Impact Report from DOCServices, Inc. regarding the Sr. Citizen's nutritional program.

h) Acknowledge receipt of the February 2026 Tahlequah Hospital Authority Board report.

i) Acknowledge receipt of the February 2026 Tourism Report.

j) Acknowledge receipt of the February 2026 Tahlequah Regional Development Authority report.

k) Acknowledge receipt of the February 2026 Tahlequah Main Street Association report.

l) Accept the donation from Tahlequah Animal Outreach for the Animal Shelter in the amount of $454.68 and amend the budget accordingly.

m) Accept the grant award in the amount of $9,000.00 from VCA Charities for the Animal Shelter.

n) Approve construction lease for lot FH44, Tahlequah Municipal Airport to Jace Young.

o) Approve amendment to contract for mowing, awarded to Kirk Lawn Care, to reflect bid packet specified end date of November 1, 2026.

p) Adjust base salary for Mark Whittmore from $80,000.00 to $85,000.00 effective February 1, 2026.

q) Promote Kenny Barnes from Captain to Assistant Fire Chief in the Fire Department at $74.000.00 annually, effective March 1, 2026.

r) Hire Christa Mankin, unbudgeted Secretary-Street Department, at $41,715.00 annually, effective February 12, 2026.

s) Hire Brendan Lee, Laborer/Operator-Street Department at $38,484.87 annually, effective February 17, 2026.

t) Hire Weston Jenkins, Ethan Cacy, Nicholas Morgan, and Karsyn Shankle as unbudgeted PT Laborers/Concessions-Cherokee Fields at Anthis-Brennen at $10.07 per hour, effective February 25, 2026.

u) Accept the resignation (retirement) of William Buddy Harris, Superintendent-Street Department, effective March 31, 2026.

v) Accept the resignation (retirement) of Vicki Johnson, Secretary-Street Department, effective March 31, 2026.

w) Accept the resignation of Tiffany Coones, Laborer-Parks and Recreation Department, effective February 6, 2026.

x) Accept the resignation of Justin Jackson, Dispatcher-Police Department, effective February 5, 2026.

y) Accept the termination of Vincent Garuccio, Collector-Solid Waste Department, effective March 2, 2026.

6. REGULAR SESSION

a) Discussion and possible action on items removed from the consent agenda.

b) Discussion and possible action to approve, approve with modification, or deny **Resolution No. 03-02-2026**, a resolution to adopt amendments to the Schedule of Fees and Charges for the City of Tahlequah. City Clerk Whitney Shaw

c) Discussion and possible action to approve or deny the placement of the old downtown light poles on surplus, with all proceeds from the auction to be placed in the General Fund. Solid Waste Superintendent Chris Armstrong

d) Discussion and possible action to approve, approve with modifications, or deny change order #1 in the amount of $2500.00 on the S. Muskogee Light Pole project, Project 2026-01. Special Projects Director Ray Hammons

e) Discussion and possible action to approve, approve with modifications, or deny amendment #3 to the South Muskogee Inspection services contract between the City of Tahlequah and Hudson Prince Engineering & Inspection Services, PLLC, in the amount of $17,555.00. Special Project Director Ray Hammons

f) Discussion and possible action to award and enter into an agreement with the lowest responsible bidder for the Tahlequah Municipal Airport Rehabilitate Apron project, project #23140-TO02, or reject all bids. Airport Director Brian Lambert

g) Discussion and possible action to award and enter into an agreement with the lowest responsible bidder for the Tahlequah Municipal Airport, Construct taxilane and new Automated Weather Observation System (AWOS) ODAA project # TQH-26-S, or reject all bids. Airport Director Brian Lambert

7. EXECUTIVE SESSION

Motion to exit Regular Session and enter into Executive Session

a) Pursuant to O.S. 25 § 307(C)(11), discussion pertaining to economic development related to the River Center Project, and if necessary, take appropriate action in open session.

b) Pursuant to 25 O.S. §307(B)(3), discussion related to the purchase or appraisal of real property located near the airport, and if necessary, take appropriate action in open session.

c) Pursuant to §25-307(B)(2), discussion related to negotiations with Fraternal Order of Police Lodge No. 201, and if necessary, take appropriate action in open session.

d) Pursuant to §25-307(B)(2), discussion related to negotiations with International Association of FireFighters Local 4099, and if necessary, take appropriate action in open session.

e) Pursuant to 25 O.S. §307(B)(3), discussion related to the purchase or appraisal of real property located near Boone Street, and if necessary, take appropriate action in open session.

8. EXIT EXECUTIVE SESSION AND RECONVENE INTO REGULAR SESSION

Motion to exit the Executive Session and reconvene into Regular Session

a) Possible action pertaining to economic development related to the River Center Project as discussed in the Executive Session.

b) Possible action related to the purchase or appraisal of real property located near the airport as discussed in the Executive Session.

c) Possible action related to negotiations with Fraternal Order of Police Lodge No. 201 as discussed in the Executive Session.

d) Possible action related to negotiations with International Association of Firefighters Local 4099, as discussed in the Executive Session.

e) Possible action related to the purchase or appraisal of real property located near Boone Street as discussed in the Executive Session.

f) Adjournment.

NOTICE OF MEETING
TAHLEQUAH CITY COUNCIL

REGULAR MEETING

Date/Time of Meeting: **MONDAY, MARCH 2, 2026, at 5:30 p.m.**
Place of Meeting: **City Hall, 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 public to encourage and facilitate informed citizenry.

Join "Zoom" Meeting
Meeting ID: 833 2863 2929
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: 833 2863 2929 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 10:43 am on February 17, 2026.

Signed Whitney A. Shaw
City Clerk

THE CITY OF TAHLEQUAH
SEAL
OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5a
Meeting Date	3/2/2026
Initiator	Whitney Shaw, City Clerk
Office / Department	Administration

Item Title

Approve the minutes from the February 2, 2026, City Council meeting.

Background

Monthly consent item

Exhibits

1. 02.02.2026 Minutes-Unapproved

Funding Source

NA

Request

Approve minutes.

MINUTES
TAHLEQUAH CITY COUNCIL
REGULAR MEETING – FEBRUARY 2, 2026 - 5:30 PM
111 Cherokee Ave. Tahlequah, OK 74464

UNAPPROVED

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 IV	Josh Allen
Absent:	Councilor Ward III	Stephen Highers

Others present: Mayor Suzanne Myers, City Attorney JT Hammons, City Administrator Taylor Tannehill, City Clerk Whitney Shaw, City Treasurer Mary Hainzinger, and IT Support Jordan Popinno

c. **Invocation:** Police Chief Nate King
d. **Flag salute:** Led by members of the American Legion
e. **Public Notice:** December 19, 2024 at 9:10 a.m. and December 22, 2025, at 11:50 a.m.

2. PUBLIC INSTRUCTIONS

Access Code: 883 0005 7649 Password: 4560651

3. PUBLIC COMMEMTS:

Public comment by Tyler Rector, American Legion Post 50 and Citizen Kathy Cott

4. ANNOUNCEMENTS AND PRESENTATIONS

a) City Administrator Taylor Tannehill, as a member of the OML Board of Directors, presented the OML Honor Roll for 25 Years of Service certificates to Vicki Johnson, Mark Whittmore, and Jaylene Studie.

5.CONSENT AGENDA

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

a) Approve the minutes from the January 5, 2025, City Council meeting.
b) Acknowledge receipt the December 2025 General Fund Executive Summary.
c) Acknowledge receipt of the December 2025 Purchasing Card Statement.
d) Acknowledge receipt of the December 2025 Investment Schedule.
e) Acknowledge receipt of the December 2025 Check Register.
f) Acknowledge receipt of the December 2025 Open PO Report.
g) Acknowledge receipt of the January 2026 Tahlequah Hospital Authority report.
h) Acknowledge receipt of the January 2026 Tourism report.
i) Acknowledge receipt of the January 2026 Tahlequah Regional Development Authority report.
j) Acknowledge receipt of the January 2026 Tahlequah Main Street report.

k) Accept the donation award from Petco in the amount of $3005, amending the budget and placing funds in the Restricted Donations account for the Animal Shelter.

l) Authorize the Mayor to sign an Affirmation for Right to Use a street, drainage, and utility easement for Lake Region to construct, use, operate, maintain, and patrol an Underground Fiber Optic Cable and an Overhead Fiber Optic Cable on Downing near the intersection of Bliss.

m) Approve Zenith change orders for the Anthis Baseball Concessions as follows: #1, an addition of $5785.00 for 12" drain pipe, 2' of 2"+ stone and filter fabric install; #2, an addition of $781.00 for electrical service, add gyp ceiling; total cost of Change Orders: $6,566.00.

n) Hire Jordan Rodwell, Kannon Trammel, Kurt Trammel, Reilyn Lomeli, Aiyanna Washington, Hayden Garcia, Cade Smith, Preston Stallworth, Sawyer Henderson, Keyan Blankenship, Lesly Lozano, and Kassidy Fertig as unbudgeted PT Laborers/Concessions-Cherokee Fields at Anthis-Brennen at $10.07 per hour, effective February 4, 2026.

o) Hire Destiny Vandorn and Cody Rice as dispatchers—Police Department at $16.00 per hour, effective February 2, 2026.

p) Hire Justin Brown, Patrolman II in the Police Department, salary per the Collective Bargaining Agreement, effective February 4, 2026.

q) Promote Gustavo Guzman from Dispatcher to Patrolman I in the Police Department, salary per the Collective Bargaining Agreement, effective February 1, 2026.

r) Moved to Regular Session by Councilor Keith Baker.

s) Moved to Regular Session by Councilor Keith Baker.

t) Moved to Regular Session by Councilor Keith Baker.

u) Accept the resignation of Dylan Harman, Patrolman in the Police Department, effective January 14, 2026.

v) Accept the resignations of Gabriella Hall and Ashlin Sutton, PT Laborers in the Parts and Recreation Department, effective December 23, 2025.

w) Accept the resignation of Caiden Waits, Head Lifeguard in the Parks and Recreation Department, effective January 8, 2026.

x) Accept the resignation of Elianah Auguston, Lifeguard in the Parks and Recreation Department effective January 8, 2026.

y) Accept the resignation (retirement) of Della Combs, Dispatcher in the Police Department, effective February 1, 2026.

z) Accept the resignation of Alisson Rodriguez, Dispatcher in the Police Department, effective January 9, 2026.

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

6. REGULAR SESSION

a) Councilor Baker made a motion and Councilor Allen seconded to approve, in one motion, the following items from the consent agenda:

item (r) Approve the promotion of Firefighter/Driver David Craig to Lieutenant within the Tahlequah Fire Department effective February 1, 2026.

item (s) Approve the promotion of Firefighter/Driver Zach Frazier to Lieutenant within the Tahlequah Fire Department effective February 1, 2026.

Item (t) Approve the promotion of Firefighter/Driver Jimmy Fort to Lieutenant within the Tahlequah Fire Department effective February 1, 2026.

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

b) Councilor Perry made a motion and Councilor Baker seconded to authorize the Mayor to sign the Amendment to the Grant Agreement for closing out the U.S. Department of Transportation Federal Grant for the creation of the City of Tahlequah's Transportation Safety Action Plan.

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

c) Councilor Allen made a motion and Councilor Baker seconded to authorize the Mayor to sign the Amendment to the Grant Agreement closing out the U.S. Department of Transportation Federal Grant for the creation of the City of Tahlequah's Transportation Safety Action Plan.

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

d) Councilor Perry made a motion and Councilor Allen seconded to approve authorizing the Mayor to enter into a contract between the City of Tahlequah and the Board of County Commissioners of Cherokee County for sign make services.

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

e) Councilor Allen made a motion and Councilor Baker seconded to approve authorizing the Mayor to enter into an agreement between the City of Tahlequah and VOX Audio and Visual in the amount of $173, 326.53 for the purchase of audio equipment for downtown.

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

f) Councilor Allen made a motion and Councilor Perry seconded to award and enter into an agreement with the lowest responsible bidder, H & H Construction, for concrete bases for light poles along Muskogee Avenue, Project #2026-1.

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

g) Councilor Allen made a motion and Councilor Perry seconded to award and enter into an agreement with the lowest responsible bidder, Platinum Construction, LLC, for concrete work at Cherokee Fields at Anthis, Project #2026-2.

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

h) Councilor Allen made a motion and Councilor Baker seconded to approve the closure of Riverlinks Golf Course for an employee golf tournament and establishing fees for the tournament.

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

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7. EXECUTIVE SESSION

Councilor Allen made a motion and Councilor Perry seconded to exit the Regular Session and enter into an Executive Session at 6:00 pm.

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

8. RECONVENE INTO REGULAR SESSION at 7:21 pm.

a) No action was taken relating to the City Administrator's evaluation as discussed in the Executive Session.

b) No action was taken pertaining to economic development related to the River Center Project as discussed in the Executive Session.

c) No action was taken related to the purchase or appraisal of real property located near the airport as discussed in the Executive Session.

d) No action was taken related to the confidential communication pertaining to case #CJ-25-232, Cherokee County District Court as discussed in the Executive Session.

e) Meeting adjourned at 7:21 pm.

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5b
Meeting Date	3/2/2026
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the January 2026 General Fund Executive Summary.

Background

Exhibits

1. January Financial Summary

Funding Source

Request

JANUARY 2026 FINANCIAL SUMMARY

Cash Flow Overview		
Beginning Cash Balance	$	554,885
Total Revenue for the Month	$	1,069,128
Total Expenditure for the Month	$	1,298,001
Ending Cash Balance	$	326,011

Year to Date Performance		
Total Revenues	$	8,787,105
Total Expenditures	$	8,495,915
Net Surplus/Deficit	**$**	**291,190**

Revenue Summary	Sales Tax	Use Tax	TPWA Light & Water	Fines & Forfeitures	Licenses & Permits	Miscellaneous	Charges for Services
Budgeted Revenue	$ 4,796,152	$ 554,167	$ 991,667	$ 246,604	$ 111,417	$ 124,367	$ 175,000
Actual Revenue	$ 5,317,989	$ 660,002	$ 853,906	$ 220,198	$ 130,841	$ 1,001,615	$ 183,629
Total Variance	$ 521,837	$ 105,835	$ (137,760)	$ (26,406)	$ 19,424	$ 877,248	$ 8,629
Percentage Variance	10.88%	19.10%	-13.89%	-10.71%	17.43%	705.37%	4.93%
Notes	*Strong holiday shopping season and local retail sales increases*	*Increased online shopping access and use*	*Haven't hit the high usage seasons yet*	*Revenue expected to pick up with renewal of Fresh Start Program*	*Close to budgeted estimations*	*Unbudgeted litigation settlement check causing huge variance*	*Golf course temporarily closed during winter storm*

Expenditure Summary	Personnel Costs	Public Safety	Parks & Recreation	Government & Admin	Capital Improvement
Budgeted Expenditures	$ 5,677,635	$ 449,226	$ 305,083	$ 3,014,415	$ 1,056,788
Actual Expenditures	$ 6,164,109	$ 233,248	$ 251,827	$ 1,843,648	$ 853,781
Total Variance	$ (486,474)	$ 215,977	$ 53,256	$ 1,170,767	$ 203,007
Percentage Variance	8.57%	-48.08%	-17.46%	-38.84%	-19.21%
Notes	*Closer to budgeted expectations as memberships and trainings slow down*	*Bigger projects and purchases not yet started*	*Many expenses are seasonal, so on target with anticipated expenses*	*On target with anticipated expenses*	*On target with anticipated expenses*

The City of Tahlequah remains financially steady as we enter the second half of the fiscal year. Revenues are above projections and expenses are in line with projections. We will keep monitering expenses as the fiscal year goes on and Capital projects continue.

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5c
Meeting Date	3/2/2026
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the January 2026 Investment Schedule.

Background

Monthly Agenda Item.

Exhibits

1. Invest Schedule Jan 2026

Funding Source

Request

City of Tahlequah
Working Fund Investments
As of
31-Jan-26

Bank	Amount	Percentage
Bank Accounts		
Reserve Operating Account Armstrong	$ 1,656,381.05	4.25%
Reserve Operating Local	$ 1,359,090.45	3.31%
Streets & Sidewalks Armstrong	$ 7,039,789.36	4.25%
General Fund Sweep BancFirst	$ 3,935,701.74	3.34%
Total	$ 13,990,962.60	

Bank	Maturity Value	Percentage	Maturity Date
Edward Jones			
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
Capital One Natl Assn McLean	$ 244,000.00	4.80%	8/24/2026
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
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		

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5d
Meeting Date	3/2/2026
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the January 2026 Check Register.

Background

Monthly Agenda Item.

Exhibits

1. 20260209_141953

Funding Source

Request

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
01/26	01/22/2026	61752	158472	Tim M Synar	110202000	2,490.00-	V
01/26	01/08/2026	61761	158045	Ascentis Corporation (Prior- Novatime)	110202000	759.52	
01/26	01/08/2026	61762	240	AT&T Mobility II LLC (POLICE)	110202000	1,282.13	
01/26	01/08/2026	61763	2415	Bull Tuff Mud Company Ready Mix	110202000	7,351.00	
01/26	01/08/2026	61764	158707	GreatAmerica Financial Services Corp	110202000	137.02	
01/26	01/08/2026	61765	157844	Green Country Abstract & Title Co LLC	110202000	40,866.07	
01/26	01/08/2026	61766	6857	H & H Quality Tires and Auto LLC	110202000	5,866.61	
01/26	01/08/2026	61767	158459	Hammons, Hamby, and Price PLLC	110202000	4,420.42	
01/26	01/08/2026	61768	7250	Hesselbein Tire of Ok, Inc	110202000	836.00	
01/26	01/08/2026	61769	158725	HilBilt-Lufkin Distribution LLC	110202000	9,205.00	
01/26	01/08/2026	61770	7650	Hutchens Construction Co. (Emery Sapp&So	110202000	2,757.70	
01/26	01/08/2026	61771	8040	J & R Equipment, LLC	110202000	7,551.88	
01/26	01/08/2026	61772	9400	Lake Region Electric	110202000	2,014.89	
01/26	01/08/2026	61773	9437	Larry's Tires	110202000	60.00	
01/26	01/08/2026	61774	10210	Maxwell Supply	110202000	2,063.85	
01/26	01/08/2026	61775	158614	Network Enhancement Systems, Inc	110202000	464.90	
01/26	01/08/2026	61776	11300	Northeast OK Public Facilties	110202000	55.29	
01/26	01/08/2026	61777	157851	One Source Water, LLC	110202000	282.40	
01/26	01/08/2026	61778	12380	Osman Equipment	110202000	1,105.25	
01/26	01/08/2026	61779	12390	OTA	110202000	21.88	
01/26	01/08/2026	61780	158160	Rachel Dallis	110202000	1,795.00	
01/26	01/08/2026	61781	158530	Rhonda Norris RVT	110202000	300.00	
01/26	01/08/2026	61782	158649	Stephanie Delano	110202000	200.00	
01/26	01/08/2026	61783	16039	T & K Construction	110202000	28,400.00	
01/26	01/08/2026	61784	15870	Tahlequah Main Street Assoc.	110202000	22,500.00	
01/26	01/08/2026	61785	16370	TK Elevator	110202000	3,525.48	
01/26	01/08/2026	61786	17510	Waste Management	110202000	20,303.96	
01/26	01/14/2026	61796	225	AT&T (Landline Bills)	110202000	307.38	
01/26	01/14/2026	61797	157971	AT&T Mobility II LLC	110202000	1,841.44	
01/26	01/14/2026	61798	158729	Aubrey Cagle	110202000	180.00	
01/26	01/14/2026	61799	158635	Building & Earth Sciences Inc	110202000	215.00	
01/26	01/14/2026	61800	2415	Bull Tuff Mud Company Ready Mix	110202000	14,052.30	
01/26	01/14/2026	61801	2794	Chamber of Commerce	110202000	21,666.67	
01/26	01/14/2026	61802	158083	City of Tahlequah-Street & Sidewalk Fund	110202000	216,259.86	
01/26	01/14/2026	61803	3465	CivicPlus, Inc.	110202000	560.60	
01/26	01/14/2026	61804	3520	CLEET	110202000	3,193.60	
01/26	01/14/2026	61805	158702	DLL Finance	110202000	1,790.97	
01/26	01/14/2026	61806	158079	Glidewell Distributing Co, Inc.	110202000	702.92	
01/26	01/14/2026	61807	9437	Larry's Tires	110202000	75.00	
01/26	01/14/2026	61808	10580	Mike Palmer	110202000	1,695.20	
01/26	01/14/2026	61809	11920	Ok Municipal Assurance Group	110202000	263.00	
01/26	01/14/2026	61810	12000	Ok Production Ctr, Inc	110202000	4,770.00	
01/26	01/14/2026	61811	12275	Ok Uniform Building Code Com	110202000	108.00	
01/26	01/14/2026	61812	12380	Osman Equipment	110202000	939.40	
01/26	01/14/2026	61813	158530	Rhonda Norris RVT	110202000	300.00	
01/26	01/14/2026	61814	14360	Sand Tech Screening LLC	110202000	2,138.00	
01/26	01/14/2026	61815	16039	T & K Construction	110202000	20,900.00	
01/26	01/14/2026	61816	15908	Tahlequah Public Facilities Auth	110202000	324,389.79	
01/26	01/14/2026	61817	158109	Take Ten Tire	110202000	2,990.71	
01/26	01/14/2026	61818	158022	VIP Voice Services LLC	110202000	2,984.00	
01/26	01/21/2026	61819	158606	A+ Pest Guard LLC	110202000	295.00	
01/26	01/21/2026	61820	246	AT&T Mobility II LLC (FIRE)	110202000	647.61	
01/26	01/21/2026	61821	240	AT&T Mobility II LLC (POLICE)	110202000	1,672.01	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
01/26	01/21/2026	61822	2280	Brannon's Auto Service	110202000	902.43	
01/26	01/21/2026	61823	2415	Bull Tuff Mud Company Ready Mix	110202000	9,855.00	
01/26	01/21/2026	61824	3020	Cherokee County Clerk	110202000	180.00	
01/26	01/21/2026	61825	3380	Cintas Corp #2	110202000	1,302.84	
01/26	01/21/2026	61826	4640	Dell Marketing L.P.	110202000	6,215.48	
01/26	01/21/2026	61827	9050	Kelly Engineering & Assoc, Inc	110202000	4,480.00	
01/26	01/21/2026	61828	158647	Kimley-Horn and Associates Inc	110202000	3,500.00	
01/26	01/21/2026	61829	9770	Love Bottling Company	110202000	555.00	
01/26	01/21/2026	61830	10210	Maxwell Supply	110202000	3,832.00	
01/26	01/21/2026	61831	157829	NOPFA Gas/Utilities	110202000	3,631.45	
01/26	01/21/2026	61832	11920	Ok Municipal Assurance Group	110202000	120.00	
01/26	01/21/2026	61833	158599	River City Hydraulics Inc	110202000	4,756.79	
01/26	01/21/2026	61834	16039	T & K Construction	110202000	4,730.00	
01/26	01/21/2026	61835	158179	THA Hospitality, LLC	110202000	8,330.58	
01/26	01/21/2026	61836	15920	TPWA Utilities	110202000	9,687.65	
01/26	01/21/2026	61837	16985	UniFirst Holdings Inc	110202000	290.25	
01/26	01/21/2026	61838	17510	Waste Management	110202000	22,981.35	
01/26	01/22/2026	61839	158472	Tim M Synar	110202000	2,490.00	
01/26	01/29/2026	61850	500	Adrian Farm Supply LLC	110202000	72.20	
01/26	01/29/2026	61851	157960	ALL Designs LLC	110202000	50.00	
01/26	01/29/2026	61852	158729	Aubrey Cagle	110202000	237.00	
01/26	01/29/2026	61853	2415	Bull Tuff Mud Company Ready Mix	110202000	7,592.00	
01/26	01/29/2026	61854	2435	Burrow Construction LLC	110202000	6,498.45	
01/26	01/29/2026	61855	3380	Cintas Corp #2	110202000	1,205.30	
01/26	01/29/2026	61856	158567	HELLAS CONSTRUCTION, INC.	110202000	83,204.80	
01/26	01/29/2026	61857	158376	JD Carey, CPA	110202000	620.00	
01/26	01/29/2026	61858	157846	Lake Region Electric-Telecom	110202000	246.82	
01/26	01/29/2026	61859	9437	Larry's Tires	110202000	140.00	
01/26	01/29/2026	61860	157829	NOPFA Gas/Utilities	110202000	8,484.96	
01/26	01/29/2026	61861	12380	Osman Equipment	110202000	1,221.00	
01/26	01/29/2026	61862	1350	Penske Commercial Vehicles US LLC	110202000	2,380.64	
01/26	01/29/2026	61863	14510	Scurlock Industries	110202000	3,862.50	
01/26	01/29/2026	61864	158649	Stephanie Delano	110202000	200.00	
01/26	01/29/2026	61865	16945	Uline, Inc.	110202000	6,270.89	
01/26	01/29/2026	61866	10580	Mike Palmer	110202000	1,695.20	
01/26	01/22/2026	20251223	158577	WEX Bank	110202000	31,642.22	M
01/26	01/07/2026	20251225	1650	BancFirst	110202000	45,539.44	
01/26	01/16/2026	20260115	158659	Toast Inc	110202000	448.95	M
01/26	01/27/2026	20260123	158577	WEX Bank	110202000	27,164.20	M
Grand Totals:						1,103,192.10	

M = Manual Check, V = Void Check

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5e
Meeting Date	3/2/2026
Initiator	
Office / Department	Finance

Item Title

Acknowledge receipt of the January 2026 Purchasing Card Statement.

Background

Exhibits

1. Jan 26 Pcard Statement

Funding Source

Request

Account Number : [redacted]
Unique ID: XXXX XXXX XXXX 1223
City Of Tahlequah
Statement Date : 01-25-2026

elan

Corporate Account Summary

Previous Balance	$45,539.44
Purchases and Other Charges	$48,451.34
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Payment Charges	$0.00
Credits	$1,571.89 CR
Payments	$45,539.44 PY
New Balance	**$46,879.45**
Disputed Amount	$0.00

Payment Information

Amount Due $46,879.45

Payment due in accordance with your agreement with Elan.

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE **1-800-393-3526**

To overnight or courier a payment, please send to:
Corporate Payment Systems
3180 Rider Trail S, Department 790428
Earth City, MO 63045-1518

Corporate Account Activity

City Of Tahlequah
Account Number: [redacted]
Unique ID: XXXX XXXX XXXX 1223

Total Corporate Activity
$45,539.44 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-07	01-07	74715116007600700001733	PAYMENT-THANK YOU Q	45,539.44 PY

New Activity

Ricky Hicks	Purchases	$463.22	**Total Activity**	**$463.22**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 0224	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-02	12-31	24692165365101017765354	LOWES #01818* TAHLEQUAH OK	2.46
01-12	01-09	24455016009141000026830	WAL-MART #0010 TAHLEQUAH OK	43.84
01-14	01-12	24492516013900010743546	SAND TECH SCREENING TAHLEQUAH OK	309.00
01-22	01-21	24431056022263636498015	O'REILLY 187 TAHLEQUAH OK	107.92

(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

[redacted]

Account Number: [redacted]
Unique ID: XXXX XXXX XXXX 1223
Amount Due: $46,879.45

Amount Enclosed $

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

106481707092681 S 2

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

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

New Activity cont

Dexter K Scott	Purchases	$3,111.75	**Total Activity**	**$3,092.74**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 0211	Cash Advances Fees	$0.00		
	Credits	$19.01 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-30	24421145364900018400031	NORTHEASTERN GLASS TAHLEQUAH OK	525.00
01-08	01-07	24247606007300632786319	CHARMTEX 012-345-6789 NY	253.80
01-09	01-08	74431056009258294269148	O'REILLY 187 TAHLEQUAH OK	19.01 CR
01-09	01-08	24431056009258294269150	O'REILLY 187 TAHLEQUAH OK	22.72
01-12	01-09	24445006010400217500842	WM SUPERCENTER #10 TAHLEQUAH OK	54.48
01-14	01-12	24239006013900013900010	GEMINI IT 918 918-7729403 OK	112.07
01-19	01-16	24416066016900010900027	AMERICAN LOCK SHOP TAHLEQUAH OK	983.59
01-19	01-16	24750766018900011700019	MUSKOGEE COMMUNICATIONS MUSKOGEE OK	863.60
01-19	01-16	24793386016002127784066	GREYHOUND LOS ANGELES CA	118.99
01-21	01-20	24024156020621809037386	H & H TIRE & AUTO TAHLEQUAH OK	10.00
01-21	01-20	24024156020621809037394	H & H TIRE & AUTO TAHLEQUAH OK	50.00
01-21	01-20	24024156020621809037402	H & H TIRE & AUTO TAHLEQUAH OK	50.00
01-21	01-20	24024156020621809037410	H & H TIRE & AUTO TAHLEQUAH OK	67.50

Darryl D Deckard	Purchases	$4,433.28	**Total Activity**	**$4,433.28**
Account Number: [redacted]	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
12-30	12-29	24000975363006700186555	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	30.38
12-30	12-29	24000975363006703617432	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	102.72
12-31	12-30	24431055365254634301696	O'REILLY 187 TAHLEQUAH OK	12.81
01-05	01-03	24011346003100107516386	AMAZON MARK* WW02D5VI3 AMAZON.COM/MA WA	12.34
01-06	01-05	24000976005044900603923	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	9.15
01-06	01-05	24137466006600326495702	AUTOZONE #0550 TAHLEQUAH OK	8.07
01-06	01-05	24692166005105458032194	LOWES #01818* TAHLEQUAH OK	8.18
01-07	01-06	24000976006050403548233	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	86.99
01-08	01-07	24000976007055703968147	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	347.96
01-08	01-07	24692166008107519075680	TULSA WINNELSON CO BROKEN ARROW OK	95.30

(transactions continued on next page)

New Activity cont

01-09	01-08	24692166008108073300894	LOWES #01818* TAHLEQUAH OK	17.73
01-09	01-08	24692166008108166580998	LOWES #01818* TAHLEQUAH OK	21.98
01-12	01-09	24416066009900010500016	AMERICAN LOCK SHOP TAHLEQUAH OK	133.11
01-13	01-12	24000976012083000289929	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	88.09
01-13	01-12	24000976012083003507574	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	126.84
01-13	01-12	24416066012900010600019	AMERICAN LOCK SHOP TAHLEQUAH OK	15.60
01-14	01-13	24000976013088601467633	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	91.67
01-14	01-13	24000976013088601467682	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	11.82
01-14	01-13	24011346013100068066098	AMAZON MARK* JM21O6973 AMAZON.COM/MA WA	13.77
01-14	01-13	24692166013102632819760	LOWES #01818* TAHLEQUAH OK	23.48
01-16	01-14	24113436015100289531148	THE WEBSTAURANT STORE INC 717-392-7472 PA	1,100.73
01-19	01-15	24783796016017020999050	SADLER PAPER CO. MUSKOGEE OK	565.81
01-21	01-20	24416066020900011100019	AMERICAN LOCK SHOP TAHLEQUAH OK	73.83
01-22	01-21	24000976021132600331083	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	232.52
01-22	01-21	24000976021132602458058	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	343.49
01-22	01-21	24000976021132602458066	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	3.91
01-23	01-21	24656046022030032504335	A&C FIRE EXTINQUISHER CO YUKON OK	855.00

Paige Harjo	Purchases	$305.42	**Total Activity**	**$182.85**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 0564	Cash Advances Fees	$0.00		
	Credits	$122.57 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-06	01-05	24431056006256980263787	O'REILLY 187 TAHLEQUAH OK	122.57
01-09	01-08	74431056009258294269163	O'REILLY 187 TAHLEQUAH OK	122.57 CR
01-15	01-14	24412956014260707000351	TRUCK 1202 BATTERY 800-828-1629 MO	182.85

Ryan D Young	Purchases	$88.56	**Total Activity**	**$88.56**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 0509	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-14	01-13	24692166013102671374891	AMAZON MKTPL*UQ3M17IZ3 AMZN.COM/BILL WA	67.66
01-14	01-14	24692166014102888211885	AMAZON MKTPL*947ZX2MM3 AMZN.COM/BILL WA	20.90

City Of D Tahlequah	Purchases	$14.65	**Total Activity**	**$14.65**
Account Number: [redacted]	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
12-30	12-29	24915075364598679086024	PLTPAYWEB 405-936-3600 OK	14.65

Casey Barnhart	Purchases	$379.55	**Total Activity**	**$379.55**
Account Number: [redacted]	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
01-08	01-07	24692166007107387722653	LOWES #01818* TAHLEQUAH OK	35.30
01-12	01-09	24692166009108991518147	LOWES #01818* TAHLEQUAH OK	149.68
01-16	01-15	24492516015900019122039	SAND TECH SCREENING TAHLEQUAH OK	175.10
01-22	01-21	24431056022263636498023	O'REILLY 187 TAHLEQUAH OK	19.47

(transactions continued on next page)

New Activity cont

John N King	Purchases	$526.94	**Total Activity**	**$526.94**
Account Number: [redacted]	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
01-09	01-06	24639236008900011800069	SIRCHIE ACQUISITION COMPA 919-5542244 NC	349.29
01-14	01-14	24692166014102951288596	AMAZON MKTPL*955GK96J3 AMZN.COM/BILL WA	58.28
01-22	01-21	24692166021109369175142	AMAZON MKTPL*4P45W0AH3 AMZN.COM/BILL WA	119.37

Ray C Hammons	Purchases	$323.39	**Total Activity**	**$323.39**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 0942	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-07	01-06	24416066006900013000017	H & H AUTO TAHLEQUAH OK	323.39

Elliot Reif	Purchases	$6,322.88	**Total Activity**	**$6,322.88**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 1364	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-06	01-05	24692166005105307437719	AMAZON.COM*EJ8GO4H63 AMZN.COM/BILL WA	446.36
01-08	01-07	24692166007107313214213	AMAZON MKTPL*K42374KL3 AMZN.COM/BILL WA	568.55
01-09	01-08	24226386009018978053092	WAL-MART #0010 TAHLEQUAH OK	58.87
01-09	01-08	24692166008107942639821	AMAZON MKTPL*HJ43M74G3 AMZN.COM/BILL WA	34.10
01-12	01-10	24692166010109983882852	AMAZON MKTPL*X12PX8ZK3 AMZN.COM/BILL WA	31.56
01-13	01-12	24492166012100044750006	PELRA* INV-21421 WWW.NPELRA.OR IL	175.00
01-13	01-12	24692166012101755645466	AMAZON.COM*D34XV1383 AMZN.COM/BILL WA	337.08
01-13	01-12	24744006012900018246665	TAHLEQUAH DAILY PRESS 918-4568833 OK	289.80
01-14	01-13	24915076013614137251192	WHEELER METALS, INC 918-682-1083 OK	1,084.00
01-16	01-15	24692166015104404834777	AMAZON MKTPL*5R7TR45C3 AMZN.COM/BILL WA	135.40
01-19	01-15	24113436016100313268450	THE WEBSTAURANT STORE INC 717-392-7472 PA	2,743.16
01-19	01-18	24692166018107196983451	AMAZON MKTPL*0W1PT6R13 AMZN.COM/BILL WA	419.00

Karen D Murphy	Purchases	$1,259.79	**Total Activity**	**$1,259.79**
Account Number: [redacted]	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
01-02	12-31	24793385365000409584096	FACEBK *P2PGUAZLL2 650-5434800 DE	59.79
01-13	01-12	24011346012100093495719	ZEFFY* (NORA) ZEFFY.COM DE	850.00
01-21	01-20	24445006020300570930875	PY *TAHLEQUAH AREA CHAMBE 918-456-3742 OK	350.00

Whitney G Shaw	Purchases	$899.98	**Total Activity**	**$899.98**
Account Number: [redacted]	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

(transactions continued on next page)

New Activity cont

12-29	12-28	24064665363100003471515	TINYWOW.COM TINYWOW.COM TN	15.00
01-08	01-07	24326846007037506000189	CTR FOR FUTURE WORK WEB 405-744-5892 OK	870.00
01-19	01-18	24011346018100122381710	ONLINE QR GENERATOR ONLINE-QR-GEN FL	14.98

Jennifer D Cruwell	Purchases	$257.31	**Total Activity**	**$210.62**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 1514	Cash Advances Fees	$0.00		
	Credits	$46.69 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-06	01-05	24765016005605426062107	4G SERVICE & SUPPLY INC TAHLEQUAH OK	120.00
01-14	01-13	74801976013614202443768	TAHLEQUAH LUMBER TAHLEQUAH OK	46.69 CR
01-14	01-13	24801976013614202443714	TAHLEQUAH LUMBER TAHLEQUAH OK	46.69
01-14	01-13	24801976013614202443771	TAHLEQUAH LUMBER TAHLEQUAH OK	42.64
01-15	01-13	24733096014105651134697	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	36.99
01-19	01-15	24733096016106044145141	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	10.99

Larry M Underwood	Purchases	$3.99	**Total Activity**	**$3.99**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 0314	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-23	01-22	24692166022100513245054	APPLE.COM/BILL 866-712-7753 CA	3.99

Aaron D Garrett	Purchases	$371.18	**Total Activity**	**$371.18**
Account Number: [redacted]	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
01-08	01-07	24011346007100096859504	CLAUDE.AI SUBSCRIPTION ANTHROPIC.COM CA	20.00
01-14	01-13	24692166013102632819869	LOWES #01818* TAHLEQUAH OK	192.24
01-16	01-15	24793386015000220665092	ADOBE INC SAN JOSE CA	19.99
01-21	01-20	24000776021100005510902	FIRE HELMET SHIELDS FIREHELMETSHI KS	138.95

Kenneth D Barnes	Purchases	$865.55	**Total Activity**	**$865.55**
Account Number: [redacted]	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
01-06	01-05	24412956005256900026145	CONRAD FIRE EQUIPMENT 913-780-5521 KS	808.85
01-15	01-14	24445006015400200094253	WM SUPERCENTER #10 TAHLEQUAH OK	26.74
01-22	01-20	24733096021106964137212	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	29.96

Joe Enlow Jr	Purchases	$616.53	**Total Activity**	**$616.53**
Account Number: [redacted]	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
01-08	01-07	24137466007300699046773	FASTENAL COMPANY 01OKTAH TAHLEQUAH OK	217.72
01-19	01-16	24055236016617450226862	DISHMACHINE TUBING AND P 816-790-3575 MO	263.04
01-20	01-19	24445006020400226738977	WM SUPERCENTER #10 TAHLEQUAH OK	125.82
01-23	01-22	24137466023001662214162	TRACTOR SUPPLY #1173 TAHLEQUAH OK	9.95

(transactions continued on next page)

New Activity cont

Mark Whittmore	Purchases	$159.09	**Total Activity**	**$147.60**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 0996	Cash Advances Fees	$0.00		
	Credits	$11.49 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-29	74639235364900015201061	DATAMAX INC 314-6331730 MO	11.49 CR
01-08	01-07	24431056008257861262763	O'REILLY 187 TAHLEQUAH OK	69.54
01-14	01-13	24447706013900642709710	CHEROKEE COUNTY TAG AGENC 918-4532889 OK	40.90
01-15	01-14	24000976014094002824868	THE UPS STORE 7116 918-8030815 OK	48.65

Eric Lamons	Purchases	$2,418.96	**Total Activity**	**$2,338.02**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 1041	Cash Advances Fees	$0.00		
	Credits	$80.94 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-29	74639235364900015201087	DATAMAX INC 314-6331730 MO	80.94 CR
01-02	12-31	24493986001180602124797	UE-TULSA-RETAIL TULSA OK	60.00
01-05	01-02	24231686003602785805679	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	117.97
01-07	01-06	24332396007058843586019	J & R EQUIPMENT LLC 360-8397787 OK	654.68
01-07	01-06	24755426007130077254433	KNL HOLDINGS 870-2367753 AR	938.71
01-16	01-15	24755426016150165849620	GRAINGER TULSA OK	400.10
01-16	01-15	24755426016730160070726	GRAINGER 800-4724643 IL	77.55
01-19	01-16	24231686017617855288147	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	99.96
01-22	01-20	24733096021106964137105	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	69.99

Rick Dye	Purchases	$3,707.07	**Total Activity**	**$3,707.07**
Account Number: [redacted]	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
12-30	12-29	24941665363254062024068	DAVIS OIL CO., INC. TAHLEQUAH OK	827.69
01-02	12-31	24231686001600710061204	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	44.96
01-02	12-31	24231686001600710061386	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	591.83
01-02	12-31	24431056001255055319925	O'REILLY 187 TAHLEQUAH OK	88.25
01-07	01-06	24231686007606976021372	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	691.61
01-07	01-06	24445006006300554665826	FSP*CHRIS'S QUICK LUBE TAHLEQUAH OK	99.60
01-08	01-07	24765016007607581064082	4G SERVICE & SUPPLY INC TAHLEQUAH OK	180.00
01-14	01-13	24247606013200214021758	NIS SUPPLY 360-338-0216 WA	479.52
01-14	01-13	24431056014260321253887	O'REILLY 187 TAHLEQUAH OK	22.80
01-14	01-12	24690516013613814315730	ADRIAN FARM SUPPLY TAHLEQUAH OK	55.24
01-14	01-13	24690516013614136186429	ADRIAN FARM SUPPLY TAHLEQUAH OK	157.25
01-16	01-15	24801976015616392501217	TAHLEQUAH LUMBER TAHLEQUAH OK	36.46
01-20	01-19	24692166019108018636060	LOWES #01818* TAHLEQUAH OK	226.94
01-20	01-19	24801976019620687482592	TAHLEQUAH LUMBER TAHLEQUAH OK	98.97
01-21	01-20	24231686021622080234670	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	105.95

Chris L Armstrong	Purchases	$4,438.25	**Total Activity**	**$4,438.25**
Account Number: [redacted]	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

(transactions continued on next page)

New Activity cont

01-06	01-05	2419304600600001518939 6	WELDON PARTS MUSKOGEE MUSKOGEE OK	427.14
01-08	01-07	2469216600710727115224 9	LOWES #01818* TAHLEQUAH OK	529.74
01-13	01-12	2469216601210150500762 9	SQ *JERMFREE POWER WASHIN GOSQ.COM OK	1,800.00
01-15	01-14	2444770601490064281000 4	CHEROKEE COUNTY TAG AGENC 918-4532889 OK	34.25
01-22	01-21	2419304602200001659234 1	WELDON PARTS MUSKOGEE MUSKOGEE OK	1,647.12

Kevin Smith	Purchases	$300.00	**Total Activity**	**$300.00**
Account Number: [redacted]	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
01-08	01-07	2476501600760758106405 8	4G SERVICE & SUPPLY INC TAHLEQUAH OK	300.00

William Harris	Purchases	$6,187.02	**Total Activity**	**$5,033.15**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 1524	Cash Advances Fees	$0.00		
	Credits	$1,153.87 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-30	12-29	2423168536459850031474 7	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	3.99
12-30	12-29	2469216536310907506147 7	SQ *THREE A TOWING TAHLEQUAH OK	350.00
12-31	12-30	2480197536459928555633 3	TAHLEQUAH LUMBER TAHLEQUAH OK	18.58
01-02	12-31	2432688600105753263691 5	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	51.16
01-02	12-31	2443105600125505531993 3	O'REILLY 187 TAHLEQUAH OK	83.28
01-02	12-31	2444500536530068615001 7	FSP*CHRIS'S QUICK LUBE TAHLEQUAH OK	63.37
01-06	01-05	2432688600605796070698 7	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	22.12
01-06	01-05	2432688600605796070699 5	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	99.87
01-06	01-05	2432688600605796070700 1	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	303.70
01-07	01-06	7432688600705806469882 7	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	2.94 CR
01-08	01-07	2432688600805816870913 6	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	172.73
01-08	01-07	2480197600760774446492 3	TAHLEQUAH LUMBER TAHLEQUAH OK	8.19
01-09	01-08	2432688600905827371839 3	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	108.12
01-09	01-08	2476501600860867606909 2	4G SERVICE & SUPPLY INC TAHLEQUAH OK	232.00
01-12	01-09	7480197600960993080093 9	HESSELBEIN TIRE OF OKLAH 9185606299 OK	1,150.93 CR
01-12	01-09	2423168601061027824301 0	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	44.98
01-12	01-09	2480197600960993080094 2	HESSELBEIN TIRE OF OKLAH 918-560-6299 OK	1,076.09
01-15	01-14	2480197601461528745889 8	TAHLEQUAH LUMBER TAHLEQUAH OK	45.40
01-15	01-14	2480197601461528745892 2	TAHLEQUAH LUMBER TAHLEQUAH OK	1,805.11
01-15	01-14	2480197601461528745904 5	TAHLEQUAH LUMBER TAHLEQUAH OK	3.75
01-22	01-21	2470780602102701805731 9	FARMERS CO-OP TAHLEQUAH OK	514.50
01-22	01-21	2480197602162285449833 2	TAHLEQUAH LUMBER TAHLEQUAH OK	1,000.00
01-23	01-22	2432688602305960293432 3	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	180.08

Vicki Johnson	Purchases	$1,491.53	**Total Activity**	**$1,491.53**
Account Number: [redacted]	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
01-15	01-14	2441295601426070700036 9	TRUCK 1202 BATTERY 800-828-1629 MO	265.68
01-21	01-20	2432688602105939968306 9	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	37.14
01-21	01-20	2432688602105939968307 7	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	48.97
01-22	01-21	2441295602126358700036 9	TRUCK 1202 BATTERY 800-828-1629 MO	149.29
01-22	01-21	2443106602236523700810 8	PTG OF TULSA 918-445-5300 OK	990.45

(transactions continued on next page)

New Activity cont

Tiffany D Sien	Purchases	$707.24	**Total Activity**	**$707.24**
Account Number: [redacted]	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
12-29	12-26	24055225360595097289219	WITTEK GOLF SUPPLY 847-943-2399 IL	488.50
01-12	01-09	24445006010400217511088	WM SUPERCENTER #10 TAHLEQUAH OK	112.74
01-22	01-21	24692166021109681302341	AMAZON MKTPL*AA6PG2YF3 AMZN.COM/BILL WA	106.00

Rockie S Neugin	Purchases	$355.34	**Total Activity**	**$355.34**
Account Number: [redacted]	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
01-07	01-06	24692166006106248844095	LOWES #01818* TAHLEQUAH OK	25.26
01-08	01-06	24733096007104320139681	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	38.73
01-08	01-06	24733096007104320140036	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	97.44
01-09	01-08	24431056009258294269176	O'REILLY 187 TAHLEQUAH OK	45.98
01-22	01-21	24707806021027018057335	FARMERS CO-OP TAHLEQUAH OK	76.00
01-22	01-21	24801976021622854498571	TAHLEQUAH LUMBER TAHLEQUAH OK	56.94
01-22	01-21	24801976021622854498589	TAHLEQUAH LUMBER TAHLEQUAH OK	14.99

Brian F Speake	Purchases	$1,197.99	**Total Activity**	**$1,197.99**
Account Number: [redacted]	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
01-07	01-06	24692166006106133605619	LOWES #01818* TAHLEQUAH OK	133.68
01-12	01-09	24692166009108991518014	LOWES #01818* TAHLEQUAH OK	443.67
01-14	01-13	24692166013102541511110	LOWES #01818* TAHLEQUAH OK	390.86
01-14	01-13	24692166013102632819588	LOWES #01818* TAHLEQUAH OK	59.80
01-23	01-22	24692166022100572822868	LOWES #01818* TAHLEQUAH OK	169.98

John W Sutton	Purchases	$1,172.04	**Total Activity**	**$1,153.86**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 1509	Cash Advances Fees	$0.00		
	Credits	$18.18 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-30	24231685365599593745549	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	4.79
01-06	01-05	24231686006605903158951	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	18.98
01-07	01-06	24915076006606608268910	WHEELER METALS, INC MUSKOGEE OK	19.50
01-07	01-06	24915076006606608268936	WHEELER METALS, INC MUSKOGEE OK	9.00
01-13	01-12	74692166012101765360069	LOWES #01818* TAHLEQUAH OK	18.18 CR
01-13	01-12	24692166012101765359835	LOWES #01818* TAHLEQUAH OK	326.70
01-21	01-20	24231686021622049521746	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	59.99
01-21	01-20	24326886021059399683051	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	232.12
01-22	01-21	24707806021027018057533	FARMERS CO-OP TAHLEQUAH OK	181.00
01-23	01-22	24326886023059602934315	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	319.96

(transactions continued on next page)

New Activity cont

Randy Powell	Purchases	$2,145.56	**Total Activity**	**$2,026.42**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 1358	Cash Advances Fees	$0.00		
	Credits	$119.14 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-30	12-29	24011345363100098858587	AMAZON MARK* DW5WR4HH3 AMAZON.COM/MA WA	95.96
01-05	01-04	24011346004100062265994	AMAZON MARK* H51MA2RG3 AMAZON.COM/MA WA	9.89
01-06	01-05	24011346005100113656828	AMAZON MARK* SI4621JG3 AMAZON.COM/MA WA	38.31
01-08	01-07	24011346007100087233339	AMAZON MARK* OO9CC0D63 AMAZON.COM/MA WA	83.00
01-08	01-07	24692166007106957521792	AMAZON MKTPL*Q230577C3 AMZN.COM/BILL WA	77.24
01-09	01-08	24011346008100087375956	AMAZON MARK* SR5VO7JU3 AMAZON.COM/MA WA	13.18
01-09	01-08	24011346008100126177082	AMAZON MARK* U389V9U33 AMAZON.COM/MA WA	49.99
01-09	01-07	24639236008900016400782	DATAMAX INC 314-6331730 MO	72.00
01-09	01-08	24692166008107972942517	AMAZON MKTPL*CF4JP4233 AMZN.COM/BILL WA	1,076.03
01-09	01-08	24692166008107973002980	AMAZON MKTPL*9F51Z27S3 AMZN.COM/BILL WA	120.99
01-12	01-09	24011346009100130799425	AMAZON MARK* 2I8XN1UF3 AMAZON.COM/MA WA	61.74
01-12	01-09	24692166009108990895868	AMAZON MKTPL*0H19H38A3 AMZN.COM/BILL WA	59.57
01-14	01-13	24011346013100114189951	AMAZON MARK* O12MA1JF3 AMAZON.COM/MA WA	8.99
01-14	01-13	24011346013100114438895	AMAZON MARK* 0577S63Y3 AMAZON.COM/MA WA	65.57
01-15	01-14	24692166014103473523502	AMAZON MKTPL*VD56G11S3 AMZN.COM/BILL WA	59.57
01-19	01-18	24011346018100039468386	AMAZON MARK* E32UC7A23 AMAZON.COM/MA WA	61.89
01-19	01-18	24011346018100097524849	AMAZON RETA* B16K74Y03 WWW.AMAZON.CO WA	82.64
01-22	01-22	74692166022100121685324	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	59.57 CR
01-23	01-22	74692166022100307071422	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	59.57 CR
01-23	01-22	24692166022100677593646	AMAZON MKTPL*R21J50X13 AMZN.COM/BILL WA	109.00

Richard S Coffron	Purchases	$372.33	**Total Activity**	**$372.33**
Account Number: [redacted]	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
01-16	01-15	24011346016100011707423	CLAUDE.AI SUBSCRIPTION ANTHROPIC.COM CA	200.00
01-21	01-20	74201336020100112360676	DRWBRD PDF* DRAWBOARD CREMORNE	159.99
01-23	01-22	24692166022100229331917	AMAZON MKTPL*722NZ3RA3 AMZN.COM/BILL WA	12.34

Vicky E Green	Purchases	$3,554.95	**Total Activity**	**$3,554.95**
Account Number: [redacted]	Cash Advances	$0.00		
Unique ID: XXXX XXXX XXXX 1279	Cash Advances Fees	$0.00		
	Credits	$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-29	12-27	24701775362995300132109	WALNUT GROVE ANIMAL CLINI 918-7081430 OK	200.00
01-07	01-06	24692166006106411332456	AMAZON MKTPL*BX8AW0RO3 AMZN.COM/BILL WA	171.61

(transactions continued on next page)

New Activity cont				
01-08	01-07	24001966007607686194990	THE J. P. COOKE, COMPANY 402-342-7175 NE	467.25
01-09	01-08	24445006009000947538030	COVETRUS NORTH AMERICA 614-761-9095 OH	452.53
01-15	01-14	24692166014103511424952	LOWES #01818* TAHLEQUAH OK	996.00
01-15	01-14	24701776014093200745244	WALNUT GROVE ANIMAL CLINI 918-7081430 OK	91.55
01-15	01-14	24801976014615287459151	TAHLEQUAH LUMBER TAHLEQUAH OK	59.00
01-16	01-15	24801976015616392501761	TAHLEQUAH LUMBER TAHLEQUAH OK	118.00
01-21	01-20	24116416020714566144367	REVIVAL ANIMAL HEALTH LLC 712-737-5555 IA	406.48
01-21	01-20	24445006021000917057981	COVETRUS NORTH AMERICA 614-761-9095 OH	204.01
01-21	01-20	24692166020108937373982	AMAZON MKTPL*UF4Y68BW3 AMZN.COM/BILL WA	8.52
01-23	01-21	24207856022164500597228	SOUTHLAKE VETERINARY CLIN GORE OK	380.00

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5f
Meeting Date	3/2/2026
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the January 2026 Open PO Report.

Background

Monthly Agenda Item.

Exhibits

1. 20260209_142059

Funding Source

Request

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
87764	Third Generation Electrical,	12/23/2025	Parts and labor to repair runway 35 PAPI	117646300	4,500.00	.00	.00	4,500.00
87840	Oklahoma Aeronautics Co	01/28/2026	Intergovernment Agreement with ODAA f	117647400	3,800.00	.00	.00	3,800.00
	Total AIRPORT:				21,144.00	.00	.00	21,144.00
CAPITAL IMPROVEMENT FUND								
87233	DLL Finance	07/01/2025	Golf Cart and UTV Lease	210508503	19,131.60	8,385.42	.00	10,746.18
87233	DLL Finance	07/24/2025	Golf Cart Rental Cherokee Fields	210508494	4,720.80	2,360.40	.00	2,360.40
	Total CAPITAL IMPROVEMENT FUND:				23,852.40	10,745.82	.00	13,106.58
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
87209	Richard Smith	07/01/2025	Grave Digging	110577200	17,500.00	11,550.00	.00	5,950.00
87843	M&M Rentals LLC	01/28/2026	Port-A-Potty Rental	110576300	525.00	.00	.00	525.00
	Total CEMETERY:				28,811.00	11,550.00	.00	17,261.00
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
87397	Drys Lawn Services LLC	08/07/2025	Abatement Mowing	110737250	4,200.00	400.00	.00	3,800.00
87487	Rebecca Reaume	09/04/2025	Transfer Fuel to Colorado	425501003	250.00	.00	.00	250.00
87700	Larry's Tires	11/24/2025	Blanket PO	110736300	100.00	15.00	.00	85.00
87709	BancFirst	11/26/2025	Pcard Transactions	110736300	10,000.00	.00	.00	10,000.00
87830	Rebecca Reaume	01/22/2026	S/N Clinic 1-22	425501003	150.00	.00	.00	150.00
	Total Compliance:				15,350.00	786.35	.00	14,563.65
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
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
87582	Datamax Inc	10/06/2025	Task 5052	110617400	252.00	114.57	.00	137.43
87590	Halls Termite & Pest Contr	10/08/2025	Pest Control	110616300	500.00	.00	.00	500.00
87622	Conrad Fire Equipment	10/20/2025	Emergency Repair Call out	110616300	2,500.00	.00	.00	2,500.00
87710	BancFirst	11/26/2025	Pcard Transactions	110616300	10,000.00	.00	.00	10,000.00
87719	Pro Lawn & Landscape	12/03/2025	Lawn Service	110617400	1,600.00	.00	.00	1,600.00
87824	Larry's Tires	01/20/2026	Blanket for Fixing Flats/Repairs	110616300	300.00	65.00	.00	235.00
	Total FIRE:				36,728.50	179.57	.00	36,548.93

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
HOTEL MOTEL FUND								
87279	Chamber of Commerce	07/08/2025	Administration	112505400	97,705.00	56,994.59	.00	40,710.41
87279	Chamber of Commerce	07/08/2025	Membership, Training, & Travel	112505420	3,250.00	1,895.83	.00	1,354.17
87279	Chamber of Commerce	07/08/2025	Promotional tems	112506110	3,000.00	1,750.00	.00	1,250.00
87279	Chamber of Commerce	07/08/2025	Advertising & Sponsorship	112507100	145,545.00	84,901.25	.00	60,643.75
87279	Chamber of Commerce	07/08/2025	Equipment	112508100	10,500.00	6,125.02	.00	4,374.98
	Total HOTEL MOTEL FUND:				260,000.00	151,666.69	.00	108,333.31
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
87834	BancFirst	01/27/2026	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	975.81	.00	668.43
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
87645	Cherokee County Detentio	11/03/2025	November Prisoner meals	110626210	1,500.00	.00	.00	1,500.00
87702	Cherokee County Detentio	11/25/2025	Prisoner meals	110626210	2,000.00	.00	.00	2,000.00
87732	Cherokee County Detentio	12/09/2025	Prisoner Meals	110626210	2,000.00	.00	.00	2,000.00
87786	Cherokee County Detentio	01/06/2026	Jail Meals	110626210	2,000.00	.00	.00	2,000.00
87836	BancFirst	01/27/2026	Pcard transactions	110626300	10,000.00	.00	.00	10,000.00
	Total LAW ENFORCEMENT:				37,491.24	975.81	.00	36,515.43
MAINTENANCE								
87770	BancFirst	12/29/2025	Pcard Transactions	110706300	10,000.00	.00	.00	10,000.00
	Total MAINTENANCE:				10,000.00	.00	.00	10,000.00
MANAGERIAL								
87187	Consolidated Communicati	07/01/2025	Communications Service	110517400	20,632.56	11,127.51	.00	9,505.05
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	26,522.52	.00	25,492.48
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	342.60	.00	342.60
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	Office 365	110517400	34,608.00	17,856.00	.00	16,752.00
87214	Your Health, LLC	07/01/2025	Fire Pension Physicals	110517200	2,300.00	500.00	.00	1,800.00
87286	Kelly Engineering & Assoc,	07/08/2025	Engineering/Construction Management	223507131	32,670.00	18,360.00	.00	14,310.00
87287	Tahlequah Main Street Ass	07/08/2025	Monthly Fee	110517200	24,000.00	14,000.00	.00	10,000.00
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	67,103.05	.00	135,396.95
87306	Holloway, Updike & Bellen,	07/11/2025	Parhill Road Project - 22TAHLPHILL	223507110	46,590.00	6,560.00	.00	40,030.00
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	3,142.65	.00	2,244.75
87324	HELLAS CONSTRUCTION	07/17/2025	Anthis-Brennan Expansion	437501000	908,223.39	351,112.16	.00	557,111.23
87340	Crowe & Dunlevy	07/24/2025	Airport Litigation	110517200	10,000.00	8,923.62	.00	1,076.38
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

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
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
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
87471	Flock Group Inc	08/28/2025	Professional Services	425502000	3,900.00	.00	.00	3,900.00
87476	Compliance Resource Gro	09/02/2025	Police Physicals	110517200	1,860.00	1,240.00	.00	620.00
87549	Advanced Workzone Servi	09/25/2025	Both Sides of Hwy. 82 (Bypass) - centerli	223507120	2,120.00	741.12	.00	1,378.88
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
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	4,463.50	.00	536.50
87603	Rebecca Reaume	10/09/2025	PFL Clinic	425501003	150.00	.00	.00	150.00
87607	Zenith Construction Co	10/10/2025	Baseball Concession	437502000	684,160.00	257,945.00	.00	426,215.00
87621	Tahlequah Public Works Au	10/20/2025	EagleView Imagery Partnership	110517200	10,000.00	.00	.00	10,000.00
87651	Kimley-Horn and Associate	11/04/2025	Beth Harrington Extension Design Plans	223507137	63,600.00	.00	.00	63,600.00
87658	Ascentis Corporation (Prior	11/06/2025	Timeclock Contract Charges	110517400	3,038.08	2,278.56	.00	759.52
87664	Building & Earth Sciences I	11/10/2025	Site Inspection	437504000	5,000.00	.00	.00	5,000.00
87666	HSEarchitects PLLC	11/10/2025	EDA Grant Parking Garage Architecture	430501400	449,495.00	132,580.69	.00	316,914.31
87673	Caselle, Inc	11/13/2025	On - site Training	110517200	6,000.00	.00	.00	6,000.00
87681	Rhonda Norris RVT	11/17/2025	PFL Clinic 11/20/25	425501003	300.00	.00	.00	300.00
87682	Rebecca Reaume	11/17/2025	PFL Clinic	425501003	100.00	.00	.00	100.00
87687	Michael Clay Davis	11/18/2025	Tournament Scheduling	118507200	15,000.00	2,150.00	.00	12,850.00
87689	Cherokee County Collision	11/18/2025	Claim #217649 (R. Berry)	110290000	1,722.94	.00	.00	1,722.94
87704	Cherokee County Collision	11/25/2025	B Swim Claim Number 217501-1	110290000	3,176.03	.00	.00	3,176.03
87716	T & K Construction	12/02/2025	Baseball Parking	437507000	41,800.00	20,900.00	.00	20,900.00
87717	T & K Construction	12/02/2025	White Ave Phase II	223507131	95,940.00	.00	.00	95,940.00
87746	Bull Tuff Mud Company Re	12/15/2025	Concrete 3500 PSI S.S. - with Hot Water	223507131	49,250.25	.00	.00	49,250.25
87747	Bull Tuff Mud Company Re	12/15/2025	3500 PSI Concrete with Hot Water & 2%	223507138	22,037.40	15,563.30	.00	6,474.10
87753	Bull Tuff Mud Company Re	12/16/2025	Anthis Brennan Curb & Gutter/Driveway	437507000	23,373.00	20,732.00	.00	2,641.00
87760	Scurlock Industries	12/19/2025	Freight	223507131	5,250.00	.00	.00	5,250.00
87766	James R Childers Architect	12/29/2025	Multiple Capital Improvement Project Pla	110517200	15,000.00	.00	.00	15,000.00
87767	Kimley-Horn and Associate	12/29/2025	Amphitheater Plans	110517200	7,500.00	.00	.00	7,500.00
87768	Kelly Engineering & Assoc,	12/29/2025	Engineer Drawing for Street Cut Repair	210508502	500.00	.00	.00	500.00
87777	Bull Tuff Mud Company Re	12/29/2025	3500 PSI Concrete S.S w/ Hot Water	223508001	1,561.00	657.00	.00	904.00
87780	Axon Enterprise Inc.	12/30/2025	Body Cam Softwar, Licensing, & Acquisiti	110628311	35,000.00	.00	.00	35,000.00
87780	Axon Enterprise Inc.	12/30/2025	Taser 7 Certificate Bundle	110628312	20,301.68	.00	.00	20,301.68
87788	Stephanie Delano	01/06/2026	HSCC PFL Clinic 01/08/2025	425501003	200.00	.00	.00	200.00
87792	Cherokee County Collision	01/08/2026	Gowers Unit Claim 217916-1	110290000	13,930.15	.00	.00	13,930.15
87792	Cherokee County Collision	01/08/2026	Cover Deductible	110626300	500.00	.00	.00	500.00
87793	Vann Construction	01/08/2026	Labor - construct 20 x 60 x 15 Mono She	210508502	3,600.00	.00	.00	3,600.00
87806	Aubrey Cagle	01/12/2026	Communications & Marketing Intern	110517200	3,120.00	417.00	.00	2,703.00
87814	Kemp Stone Co, Inc	01/14/2026	1.5" Crusher Run for AB Parking Lot	437507000	7,453.00	.00	.00	7,453.00
87816	Locke Supply	01/14/2026	Mechanical Supplies	210508446	10,000.00	.00	.00	10,000.00
87818	JD Carey, CPA	01/15/2026	Filing and Sending 1099s	110517200	660.00	620.00	.00	40.00
87819	Holloway, Updike & Bellen,	01/15/2026	Norris Park to NSU Pier Layout Plan	433501000	1,320.00	.00	.00	1,320.00
87825	Advanced Workzone Servi	01/20/2026	Crosswalk - Pendleton	223507100	300.00	.00	.00	300.00
87831	Compliance Resource Gro	01/22/2026	Physicals for Guzman & Brown	110517200	1,240.00	.00	.00	1,240.00
87837	BancFirst	01/27/2026	Pcard Transactions	110516300	10,000.00	.00	.00	10,000.00
87841	Pitney Bowes	01/28/2026	Refill Mail Postage	110516100	2,041.99	.00	.00	2,041.99
87846	Toast Inc	01/29/2026	Monthly Subscription	118507200	1,671.20	.00	.00	1,671.20
	Total MANAGERIAL:				3,259,140.	1,004,449.28	.00	2,254,691.35

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
Multi-Departmental								
87158	A+ Pest Guard LLC	07/01/2025	Managerial	110517200	780.00	455.00	.00	325.00
87158	A+ Pest Guard LLC	07/01/2025	PD	110627400	780.00	390.00	.00	390.00
87158	A+ Pest Guard LLC	07/01/2025	Library	110687400	780.00	455.00	.00	325.00
87158	A+ Pest Guard LLC	07/01/2025	Solid Waste	115656300	600.00	200.00	.00	400.00
87159	Cherokee County Clerk	07/01/2025	Filing for Cemetery	110261000	1,782.00	288.00	.00	1,494.00
87159	Cherokee County Clerk	07/01/2025	Filing for City Clerk	110527200	1,000.00	360.00	.00	640.00
87168	Network Enhancement Sys	07/01/2025	Managerial	110517200	6,000.00	2,046.82	.00	3,953.18
87168	Network Enhancement Sys	07/01/2025	City Clerk	110527200	120.00	68.42	.00	51.58
87168	Network Enhancement Sys	07/01/2025	Court Clerk	110557200	540.00	205.34	.00	334.66
87168	Network Enhancement Sys	07/01/2025	Compliance	110737200	420.00	213.45	.00	206.55
87171	Northeast OK Public Facilti	07/01/2025	Compliance	110736400	300.00	151.31	.00	148.69
87171	Northeast OK Public Facilti	07/01/2025	Solid Waste	115656400	6,000.00	208.50	.00	5,791.50
87171	Northeast OK Public Facilti	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	198,449.45	.00	74,076.75
87183	Ok Municipal Assurance Gr	07/01/2025	Solid Waste 20%	115657500	41,338.80	32,400.30	.00	8,938.50
87191	One Source Water, LLC	07/01/2025	Managerial	110516300	1,050.00	464.36	.00	585.64
87191	One Source Water, LLC	07/01/2025	Cemetery	110576300	400.00	181.21	.00	218.79
87191	One Source Water, LLC	07/01/2025	Solid Waste	115656300	480.00	257.78	.00	222.22
87191	One Source Water, LLC	07/01/2025	Fire	110616300	1,680.00	796.30	.00	883.70
87191	One Source Water, LLC	07/01/2025	Rec	110716300	240.00	50.17	.00	189.83
87198	OTA	07/01/2025	Managerial	110515400	60.00	12.43	.00	47.57
87198	OTA	07/01/2025	EOC	110605400	60.00	5.66	.00	54.34
87198	OTA	07/01/2025	Fire	110615400	300.00	42.91	.00	257.09
87198	OTA	07/01/2025	PD	110625400	300.00	41.66	.00	258.34
87198	OTA	07/01/2025	Street	110665400	180.00	73.46	.00	106.54
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	23.95	.00	156.05
87198	OTA	07/01/2025	Solid Waste	115655400	480.00	66.26	.00	413.74
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	5,563.67	.00	1,685.41
87202	TK Elevator	07/01/2025	Library	110687400	5,930.28	4,551.49	.00	1,378.79
87208	VIP Voice Services LLC	07/01/2025	Managerial	110517300	10,072.92	5,927.87	.00	4,145.05
87208	VIP Voice Services LLC	07/01/2025	Cemetery	110577300	249.00	194.42	.00	54.58
87208	VIP Voice Services LLC	07/01/2025	Fire	110617300	5,616.00	3,325.17	.00	2,290.83
87208	VIP Voice Services LLC	07/01/2025	PD	110627300	9,782.76	5,778.06	.00	4,004.70
87208	VIP Voice Services LLC	07/01/2025	Air	117647300	624.96	413.73	.00	211.23
87208	VIP Voice Services LLC	07/01/2025	Rec	110717300	2,217.00	1,342.42	.00	874.58
87208	VIP Voice Services LLC	07/01/2025	Street	110667300	1,485.00	915.42	.00	569.58
87208	VIP Voice Services LLC	07/01/2025	Solid Waste	115657300	1,917.00	1,167.42	.00	749.58
87208	VIP Voice Services LLC	07/01/2025	EOC	110606320	2,781.00	1,671.42	.00	1,109.58
87208	VIP Voice Services LLC	07/01/2025	IT	110727300	1,053.00	664.09	.00	388.91
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	429.34	.00	214.67
87325	Ok Municipal Assurance Gr	07/18/2025	Stormwater	116505350	772.83	515.22	.00	257.61
87325	Ok Municipal Assurance Gr	07/18/2025	Compliance	110735350	4,044.45	2,696.30	.00	1,348.15
87325	Ok Municipal Assurance Gr	07/18/2025	Treasurer	110535350	25.77	17.18	.00	8.59
87325	Ok Municipal Assurance Gr	07/18/2025	Court	110555350	51.51	34.34	.00	17.17
87325	Ok Municipal Assurance Gr	07/18/2025	Cemetery	110575350	4,018.68	2,679.12	.00	1,339.56
87325	Ok Municipal Assurance Gr	07/18/2025	IT	110725350	180.33	120.22	.00	60.11
87325	Ok Municipal Assurance Gr	07/18/2025	Civil Defense	110605350	3,194.34	2,129.56	.00	1,064.78
87325	Ok Municipal Assurance Gr	07/18/2025	Fire	110615350	43,922.13	29,281.42	.00	14,640.71
87325	Ok Municipal Assurance Gr	07/18/2025	Police	110625350	72,748.44	48,498.96	.00	24,249.48
87325	Ok Municipal Assurance Gr	07/18/2025	Police-SRO	347565350	14,992.77	9,995.18	.00	4,997.59
87325	Ok Municipal Assurance Gr	07/18/2025	Airport	117645350	798.57	532.38	.00	266.19

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87325	Ok Municipal Assurance Gr	07/18/2025	Solid Waste	115565350	46,961.88	31,307.92	.00	15,653.96
87325	Ok Municipal Assurance Gr	07/18/2025	Streets	110665350	47,580.15	31,720.10	.00	15,860.05
87325	Ok Municipal Assurance Gr	07/18/2025	Maintenance	110705350	3,529.23	2,352.82	.00	1,176.41
87325	Ok Municipal Assurance Gr	07/18/2025	Rec	110715350	14,142.66	9,428.44	.00	4,714.22
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
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
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
87653	Verdant Commercial Capit	11/04/2025	Maagerial	110517400	2,687.04	1,007.77	.00	1,679.27
87653	Verdant Commercial Capit	11/04/2025	Cemetery	110577200	152.48	57.18	.00	95.30
87653	Verdant Commercial Capit	11/04/2025	Court	110557200	152.00	57.05	.00	94.95
87670	WEX Bank	11/12/2025	Managerial	110516400	1,000.00	483.06	.00	516.94
87670	WEX Bank	11/12/2025	Fire	110616400	5,200.00	1,989.56	.00	3,210.44
87670	WEX Bank	11/12/2025	PD	110626400	36,000.00	16,624.82	.00	19,375.18
87670	WEX Bank	11/12/2025	Air	117646400	100.00	.00	.00	100.00
87670	WEX Bank	11/12/2025	Street	110666400	24,000.00	8,545.30	.00	15,454.70
87670	WEX Bank	11/12/2025	Maint	110706400	800.00	307.65	.00	492.35
87670	WEX Bank	11/12/2025	Rec	110716400	8,400.00	1,865.41	.00	6,534.59
87670	WEX Bank	11/12/2025	IT	110726400	200.00	36.57	.00	163.43
87670	WEX Bank	11/12/2025	Compliance	110736400	1,800.00	888.66	.00	911.34
87670	WEX Bank	11/12/2025	Cemetery	110576400	1,600.00	476.81	.00	1,123.19
87670	WEX Bank	11/12/2025	EOC	110606400	600.00	82.77	.00	517.23
87670	WEX Bank	11/12/2025	Solid Waste	115656400	60,000.00	27,505.81	.00	32,494.19
87670	WEX Bank	11/12/2025	Cherokee Fields	118506400	200.00	.00	.00	200.00
87745	UniFirst Holdings Inc	12/12/2025	Managerial	110516300	560.52	186.84	.00	373.68
87745	UniFirst Holdings Inc	12/12/2025	PD	110626300	320.16	106.72	.00	213.44
87745	UniFirst Holdings Inc	12/12/2025	Airport	117646300	164.16	54.72	.00	109.44
87745	UniFirst Holdings Inc	12/12/2025	Rec - Riverlinks	110716300	116.16	38.72	.00	77.44
87789	One Source Water, LLC	01/08/2026	Managerial	110516300	492.00	.00	.00	492.00
87789	One Source Water, LLC	01/08/2026	Cemetery	110576300	210.00	.00	.00	210.00
87789	One Source Water, LLC	01/08/2026	Solid Waste	115656300	276.00	.00	.00	276.00
87789	One Source Water, LLC	01/08/2026	Fire	110616300	840.00	.00	.00	840.00
87789	One Source Water, LLC	01/08/2026	Rec	110716300	120.00	.00	.00	120.00
87828	SHI Corp	01/22/2026	Acrobat Pro - Ashtin, Ryan, Richard, Vick	110737200	448.52	.00	.00	448.52
87828	SHI Corp	01/22/2026	Acrobat Pro - Ray & Paige	110517200	224.26	.00	.00	224.26
87828	SHI Corp	01/22/2026	All Apps - Scott Pettus	110607400	1,040.30	.00	.00	1,040.30
87833	Lake Region Electric-Telec	01/26/2026	Managerial	110517300	326.82	108.94	.00	217.88
87833	Lake Region Electric-Telec	01/26/2026	Golf Course	110717300	620.46	137.88	.00	482.58
87833	Lake Region Electric-Telec	01/26/2026	PD	110627300	326.82	.00	.00	326.82
87833	Lake Region Electric-Telec	01/26/2026	Fire	110617300	326.82	.00	.00	326.82
87835	BancFirst	01/27/2026	Pcard Transactions	110726300	7,500.00	.00	.00	7,500.00
87835	BancFirst	01/27/2026	Pcard Transactions	118506300	7,500.00	.00	.00	7,500.00
87847	Cintas Corp #2	01/29/2026	Cemetery	110575700	448.32	.00	.00	448.32
87847	Cintas Corp #2	01/29/2026	Parks & Rec	110715700	1,268.64	.00	.00	1,268.64
87847	Cintas Corp #2	01/29/2026	Solid Waste	115655700	3,150.40	.00	.00	3,150.40

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87847	Cintas Corp #2	01/29/2026	PD AED	110627400	258.00	.00	.00	258.00
	Total Multi-Departmental:				1,122,640.	510,748.00	.00	611,892.67
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	10,875.00	.00	24,125.00
87294	Bill John Baker II	07/09/2025	Annual Contract City Attorney	110557200	30,000.00	15,000.00	.00	15,000.00
	Total MUNICIPAL JUDGE:				68,000.00	25,875.00	.00	42,125.00
PARKS & RECREATION								
87676	Burton Pools and Spas, LL	11/14/2025	New Pumps for Pool	110716300	30,188.31	.00	.00	30,188.31
87677	Burton Pools and Spas, LL	11/14/2025	Diving Boards for Tahlequatics	110716300	19,114.98	.00	.00	19,114.98
87779	Mike Palmer	12/29/2025	Golf Course Greens Maintenance	110717200	20,342.40	3,390.40	.00	16,952.00
87801	Springwater Fence LLC	01/12/2026	parts for dug outs	110716300	51.07	.00	.00	51.07
	Total PARKS & RECREATION:				69,696.76	3,390.40	.00	66,306.36
SOLID WASTE SERVICES								
87228	Ok Production Ctr, Inc	07/01/2025	Recycling Services	115657400	57,240.00	28,620.00	.00	28,620.00
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
87500	Springwater Fence LLC	09/11/2025	Repairs on the entry gate	115658417	5,000.00	.00	.00	5,000.00
87759	Waste Management	12/19/2025	Land Fill Fees	115657400	168,000.00	.00	.00	168,000.00
87808	River City Hydraulics Inc	01/12/2026	FREIGHT	115656300	1,325.00	.00	.00	1,325.00
87838	BancFirst	01/27/2026	Pcard Transactions	115656300	20,000.00	.00	.00	20,000.00
87839	System Scale Corp.	01/28/2026	Mettler Toledo IND570 Process/weigh ter	115656310	3,781.00	.00	.00	3,781.00
	Total SOLID WASTE SERVICES:				260,846.00	28,650.00	.00	232,196.00
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
87790	Oklahoma Precast Product	01/08/2026	Materials for Choctaw Sidewalk Project	116508405	3,181.33	.00	.00	3,181.33
87810	Old Dominion Brush Comp	01/14/2026	Main Broom	116506300	1,730.00	.00	.00	1,730.00
	Total STORMWATER MANAGEMENT FUND:				13,230.86	490.00	.00	12,740.86
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	1,772.73	.00	227.27
87493	David's Discount Tires, Inc	09/04/2025	All Terrain Tires - # 211	110666300	246.00	245.10	.00	.90
87554	Adrian Farm Supply LLC	09/29/2025	Blanket P.O. - parts & supplies as neede	110666300	1,000.00	540.38	.00	459.62
87733	Osman Equipment	12/09/2025	Blanket P.O. - parts, supplies, repairs as	110666300	3,000.00	2,528.65	.00	471.35
87794	Advance Auto Parts	01/08/2026	Transmission - # 211	110666300	3,122.99	.00	.00	3,122.99
87811	Osman Equipment	01/14/2026	Blanket P.O. - parts, supplies, & repairs a	110666300	2,000.00	1,221.00	.00	779.00
87821	Warren CAT	01/20/2026	Labor, Service Call, Mileage, supply & E	110666300	3,335.32	.00	.00	3,335.32
87832	BancFirst	01/23/2026	Pcard Transactions - Jan. 26, 2026 throu	110666300	8,000.00	.00	.00	8,000.00
87842	Larry's Tires	01/28/2026	Blanket P.O. - fix flats, repairs, supplies,	110666300	300.00	.00	.00	300.00
	Total STREET:				26,004.31	7,030.11	.00	18,974.20

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
STREET & ALLEY FUND								
87369	Arkhola 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	323.36	.00	676.64
87626	Bull Tuff Mud Company Re	10/21/2025	Concrete - General Use Street Repairs	111506260	2,500.00	1,940.00	.00	560.00
87812	Hutchens Construction Co.	01/14/2026	Bulk Cold Patch (delivered) - tons	111506208	2,990.00	.00	.00	2,990.00
87844	Muskogee Sand Company,	01/28/2026	200 Tons Sand - Winter Use	111506206	2,160.00	.00	.00	2,160.00
	Total STREET & ALLEY FUND:				36,850.00	15,912.76	.00	20,937.24
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:				5,380,477.	1,772,449.79	.00	3,608,028.16

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5g
Meeting Date	3/2/2026
Initiator	Whitney Shaw, City Clerk
Office / Department	Administration

Item Title

Acknowledge receipt of the Community Impact Report from DOCServices, Inc. regarding the Sr. Citizen's nutritional program.

Background

An update on the impact of nutrition service provided by DOCServices, Inc. to area Sr. Citizen's at the Sr. Citizen's building located at 230 E, 1st Street, Tahlequah.

Exhibits

1. Impact Letter, DOCServices, Inc.

Funding Source

NA-report only

Request

Acknowledge receipt of the report.

February 13, 2026

To Whom It May Concern:

DOCServices, Inc. has been honored to serve the seniors of Tahlequah over the past two years. We are writing today to provide an update on the impact of our services and to share our vision for the upcoming year.

Community Impact at a Glance
This past year alone, we were proud to provide the following to your area:

- **Nutritional Support:** We delivered 12,573 hot meals through our home-delivered and congregate services, along with 50,969 frozen **meals** to your area.
- **The Tahlequah Nutrition Site:** Located at 230 East 1st Street, we serve hot meals five days per week. In accordance with state guidelines, meals are free for seniors aged 60 and older. While there is a suggested donation, no senior is ever turned away due to an inability to pay.
- **Enhanced Socialization:** Our site is a hub for activity, offering crafts, exercise classes, health checks, and educational presentations to keep our seniors engaged and connected.
- **Professional Guidance:** We provide a Registered Dietitian on staff to answer dietary questions in person or by phone, free of charge.

Looking Ahead
Although the new term does not officially take effect until July 1, we believe in proactive planning to ensure there is no lapse in the vital services your residents rely on. Throughout this transition, we have also focused on internal improvements, including better pay, training, and support for our employees. We believe that by caring for our staff, we provide even better care for your seniors.

We look forward to partnering with you for years to come. We are truly proud to work with a community like Tahlequah that shows such deep care for its senior population.

Sincerely,

B.J. Mooney

B.J. Mooney
Executive Director

PO Box 848 – 36 North Main – Miami, OK 74354 – 918-542-6671 – docservices.org

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5h
Meeting Date	3/2/2026
Initiator	Amanda Gray, Executive Assistant
Office / Department	City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the February 2026 Tahlequah Hospital Authority Board report.

Background

Exhibits

1. 26.02 Hospital Report

Funding Source

Request

MEMORANDUM

DATE: FEBRUARY 9, 2026

TO: THA BOARD OF TRUSTEES AND MEDICAL STAFF

FROM: JIM BERRY, HOSPITAL CEO

RE: HOSPITAL MONTHLY REPORT – FEBRUARY 2026

I. PEOPLE

A. MEDICAL STAFF

1. Recruitment
   a. Gail Neal, P.A.–C – Rheumatology – Ms. Neal will join Dr. Kaushik in the Rheumatology Clinic supporting the practice by enhancing its capacity to meet the demand for appointments, particularly follow-up visits for established patients.
   b. Audra King, M.D. – General Surgery – Dr. King started an out rotation today in Tahlequah from her general surgery residency in North Dakota. She has local ties and will be working with Dr. Myers & Dr. Rotton until March 31st. She is in the fourth year of her residency program.
2. Renewal
   a. Ryan Pitts, D.O. – Family Medicine/Pain Management – Dr. Pitts works and treats patients at the Ft. Gibson Clinic and performs interventional pain procedures at NHS. He has been presented with a four-year contract as an independent contractor.
   b. Prashant Kaushik, M.D. – Rheumatology – Dr. Kaushik has signed a Letter of Intent to continue his practice in Tahlequah. His contract will stipulate 5 years of uninterrupted practice serving NHS, Cherokee Nation as the Medical Director of Musculoskeletal Clinic, and OSUCOM / OMECO as a Faculty Member.
   c. Muneeza Afif, M.D. – Internal Medicine / Hospitalist – Dr. Afif will her work as a Hospitalist on a full-time basis through April of 2026. She intends to work 12 scheduled shifts per month.
3. Residency
   a. Pre-Match Activities are in full swing. Dr. Mosteller has been meeting with Residents and Attending Physicians to make a ranked list of Medical Students to be offered a three-year position in the Internal Medicine Program.

B. HOSPITAL STAFF

1. Retention
   a. NHS Employee Engagement and Wellness Committee
      1. American Heart Association "National Wear Red Day" recognizing cardiovascular disease as the number one killer of women. Employees were encouraged to wear red sweaters or shirts on February 6th to bring awareness to this health risk.
      2. A Warmth Drive is under way to benefit the Day Center and Help in Crisis through the February 13th. Employees are encouraged to donate warm personal items to benefit both organizations.

b. NHS Management Training Series classes are underway. Topics offered to Directors include:
   - Difficult Conversations and Documentation
   - UKG HR Actions and Reports
   - UKG Recruitment and FTE Management
   - Budget and Finance
   - Communication and Planning for Success
   - UKG Timekeeping and Payroll
   - UKG Performance Review
   - Performance Improvement Training

2. Recruitment
   a. December Contact Statistics
      - 32 via Indeed (6 PT, 26 RN)
      - 271 via email/phone/text (RN, LPN, CST, Paramedic, MLT/MLS, Ultrasound)
      - 27 New Hires (4 RN, 1 Nurse Extern)
   b. Attended Student Recruitment Events
      - ACHE PT/OT/Speech Career Fair
      - Tahlequah HS Advisory Committee Meeting
      - Tulsa Tech Owasso Mock Interviews
      - Tulsa Tech Career Fair
   c. December Nursing Contract Count
      - 4 Agency Contracts
      - 9 Internal Contracts

4. Recognition
   a. December Employee of the Month – **Jennifer Voelkel, Tech, ICU.** Jennifer's patient nominator had the following to say, "She was so attentive to my wife's situation. Helped her get up and back in bed. Helped with her potty situation. Any way she could help. She done blood sugar tests and even washed the dried blood out of my wife's hair. Then braided it too. Always chipper, never once did she bock at any situation. Always on top of my wife's pain level, getting her drinks, making sure that my wife didn't fall when she got out of the bed or chair. Very nice person."
   b. December Rookie of the Month – **Sabrina Davis, RT, Cardiopulmonary.** Sabrina's nominator had the follow to say, "Sabrina has joined NHS this past July and has consistently been an example of how the NHS Way is to be done. She keeps a positive attitude in every situation she is involved in. Sabrina brings valuable experience to the RT team and to NHS! She is often found going the extra mile to help a patient or a coworker when needed. Sabrina Davis is well deserving of the Rookie of the Month award.
   c. December Director of Awesomeness– **Stephen Jordan, Director of Security.**

II. HOSPITAL OPERATIONS (QUALITY, SERVICE & FINANCE)

A. Clinical Project Updates
   1. Omni Cell Pharmacy Cabinets will be delivered after March 2nd and go-live will be the first week of April.
   2. Social Determinants of Health / TSET Grant – NHS won one of seven awards and will receive 5 years of funding for a staff member to follow individual patients who struggle with social determinants of health. Additional duties required by the grant are community education and intervention in smoking cessation and reducing obesity.

B. Plant Ops Project Updates
   1. CMS Conditions of Participation Life Safety Inspection was completed by the Oklahoma State Health Department on Thursday, February 5th. The survey revealed very few citations, most of which have been or are in the process of being corrected. The inspector praised NHS for its diligence in Emergency Preparedness. The official report will be sent to NHS with a 10-day response period. The other portion of CoP survey was completed in the summer of 2025.
   2. Construction on the IT space at MPOPS is underway.
   3. HVAC work on the public spaces in the MOB.

C. Finance Project Updates
   1. Sales Tax Extension / Capital Bond Campaign
      i. Survey #3 Results – Polco closed this survey on January 31st with 309 responses. Improvements to the hospital was the top priority. 116 respondents chose NHS as the top project followed by a Community Event Center as the top project for 47 respondents.
      ii. Hospital Modernization Projects
   2. Rural Health Clinic Application for Eastside Clinic has been submitted.

D. Legislative Session
   1. Governor's Executive Order regarding Medicare Advantage Plans
      Governor Stitt has weighed into the controversy surrounding Medicare Advantage Plans. In the Executive Order (attached) Governor Stitt recognizes and calls out some of the frustrating practices of insurers; emphasizes their impact on healthcare providers, particularly rural; and attempts to fix them. Among these conditions listed are:
      - Annual agreement between the plan and provider including a fee schedule. Disagreements will default to Medicare Fee Schedule.
      - Prohibition of inducements to beneficiaries to influence plan selection.
      - Oklahoma Insurance Department will establish a complaint system and investigate the same.
      - As of January 22nd, no new criteria or practice for prior authorization, patient placement, etc.
      - All MA Plans will comply with Oklahoma's prompt pay statutes.

III. GROWTH

A. Marketing
   1. Facebook Ads:
      January 9th – February 5th
      Views: 64,471 Views
      Engagement: 3,679

      - Community Blood Drive Post 1- Jan. 13th – 2,519
      - TMG Pulmonology / Victoria Pierce, APRN – Rater8 post- Jan. 15th – 2,722
      - Wear Red Day Feb. 6 Post 1- Jan. 20th – 649
      - Hiring Ad- ARC – Jan. 21
      - Winter Weather Post- Jan 21 – 3,488
      - Heart Center / Dillon Jarret- Rater8 Post- Jan. 22nd – 1,997
      - Urgent Care and Primary Care Open Post- Jan. 26th – 2,429
      - Make up Blood Drive Post – Jan. 27th
      - Silver Cribs for Kids National Safe Sleep Hospital – Jan. 28th
      - Severe Winter Weather Blood Drive- Jan. 29th – 1,543

- NHS Emergency Patient Text- Rater8 Post- Jan. 29th – 1,856
- Adrian Unger- new Provider and Location- Jan. 30th – 17,889
- Hearts of Gold Gala-Jan. 31st – 4,051
- Wear Red this Friday- Feb. 1st – 210
- Daisy Award- Megan Surber- Feb. 2nd – 8,400
- Heart Center / Chris Weber – Rater8 Post- Feb. 5th – 699

2. Website:
   Site Sessions: 11,021
   Unique Visitors: 7,009

3. Geofencing:
   Provider at NEO + NHS = Your Best Birth Experience- 11/21/2025 – 1/07/2026
   Target: Women under 40 in Stilwell, Sallisaw, Jay, Wagoner, Prior, Tahlequah
   Views- 115,317
   Clicks- 16

B. Community Presence

1. Leadership Tahlequah Healthcare Day – NHS hosted Leadership Class # 28 for an update about the hospital; the state of healthcare; the hospital modernization plan and the upcoming vote for the sales tax extension.

C. Upcoming Events

1. Hearts of Gold Gala | February 27th | Cherokee Casino
   Become a sponsor or buy a ticket today!
   https://www.alwaysnhs.org/tahlequahhospitalfoundation

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5i
Meeting Date	3/2/2026
Initiator	Alex McBride, Tourism Director
Office / Department	City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the February 2026 Tourism Report.

Background

Monthly report

Exhibits

1. February 2026 Tourism Report

Funding Source

NA

Request

Acknowledge receipt of report.

Tourism Report

Highlights:

- Visitor Guide Launch Party
- State of the Community filming
- Contract with Jason Christie
- Cherokee Fields Ribbon Cutting
- Continued Website Build Out
- January Social Media Reach: 629,800

Advertising:

- Google Banner Ads (Green Country)
- Radio Ads 92.9 Tulsa (Griffin)
- Green Country Visitor's Guide 2025
- Annual Billboard – Tulsa
- Road Runner Spring Issue 2025
- Travel OK State Guide 2025
- Travel OK Website ad
- Facebook Sponsored Winter Itinerary
- Facebook Sponsored Fishing Video
- Instagram + Facebook Sponsored Blogs
- ITI Events Calendar
- ITI Business Pages

Upcoming Sponsored Events:

- Crawfish Festival April 17th & 18th
- Redfern Festival April 24th & 25th
- Midwest Travel Mama May 8th – 11th

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5j
Meeting Date	3/2/2026
Initiator	Nathan Reed, President/CEO
Office / Department	City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the February 2026 Tahlequah Regional Development Authority report.

Background

Monthly report.

Exhibits

1. February 2026 TRDA Report

Funding Source

NA

Request

Acknowledge receipt of report.

HAMMRC

1. HAMMRC is working on next years planning and budgeting; couple members have dropped as of 12/31/2026; executive meeting on February 27th to finish 2026 and future planning.
2. Board is making plans for marketing spend and trade show attendance, AEP SWEPCO has offered support in these; currently the plan is to continue the organization and put more of a focus on recruitment.

Provalus

1. We are out to bid on this project! Pre bid meeting is set for February 12th at 10 am and bid openings are scheduled for February 24th at 1 pm, both at the foundry site; once bids are received Petree Co will get full contract worked up to have Provalus approve their amount and TRDA Board to approve everything to get started. May need special meeting to keep moving quickly, depending how long it takes after bids are opened.

Business and Technology Park

1. Prep Grant for roads and Woodard Bridge complete, Wastewater project complete, 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. Money left over from the roads grant and the wastewater grant was approved to spend as part of the Stormwater grant giving over $1.1 million available for land purchase, detention design and engineering, and construction of needed items.
2. Jasen mentioned some changes for the site and will discuss his proposal at February meeting.

Other items

1. Ferguson Property – 3 meetings of TIF Review committee complete, committee approved moving forward with specific proposals to consider; City has asked me to have a short presentation on tax implications based on the proposals Admin committee has developed.
2. Completed final Prof Devo class to sit for CEcD exam; will look at test prep and exam to take in 2026 for certification.
3. Marketing Contract with Retail Strategies moving forward; data dump has begun! Several reports have been made available and show a compelling story for businesses to invest in Tahlequah; once these are complete we will meet again and get the plan for recruitment created.
4. Nathan working with Josh A on housing opportunities with Tahlequah Cares; some ideas came out of the NORA Summit in October, Nathan and Josh to meet soon to discuss next steps to hopefully move this one forward.

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 – April 21 from 10 am – 12 pm; will be quarterly moving forward and next FY will be centered on business basics; Small Business Summit – February 4th went well, received LOTS of good feedback, had about 100 in attendance; Startup Bootcamp – Feb 10 – Mar 10; Pitch Contest – Mar 31st from 5 – 7 pm at Kroner; 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.	5k
Meeting Date	3/2/2026
Initiator	Jamie Hale, Manager
Office / Department	City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the February 2026 Tahlequah Main Street Association report.

Background

Exhibits

1. Copy of February City Report (1)

Funding Source

Request

Tahlequah Main Street Monthly Report

FEBRUARY 2026

Prepared By:
Jamie Hale- Executive Director

Program Highlights

TAHLEQUAH SWEETHEART PASSPORT CHALLENGE

State and National Main Street

- Annual Accreditation process January/February
- 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

- Promotion committee held the first Heart of Tahlequah Passport challenge. the event was quite successful with 75 participating "couples" with a total of 309 visits to downtown businesses. The Lock backdrop was a photo for hundreds throughout the week.
- Quarterly Merchant Mingle scheduled for March 26th
- Conducted check-ins with downtown business owners to gather feedback and share upcoming promotional opportunities.

Economic Vitality and Downtown Improvements

- Economic Vitality will be hosting a Q&A for downtown business owners regarding the proposed TIF district with TRDA on March 9th.
- Continued to monitor downtown building occupancy and business openings/closings.
- Began the Oklahoma Main Street Incentive Program process. Will be scheduling a meeting with representatives from the city to discuss options.

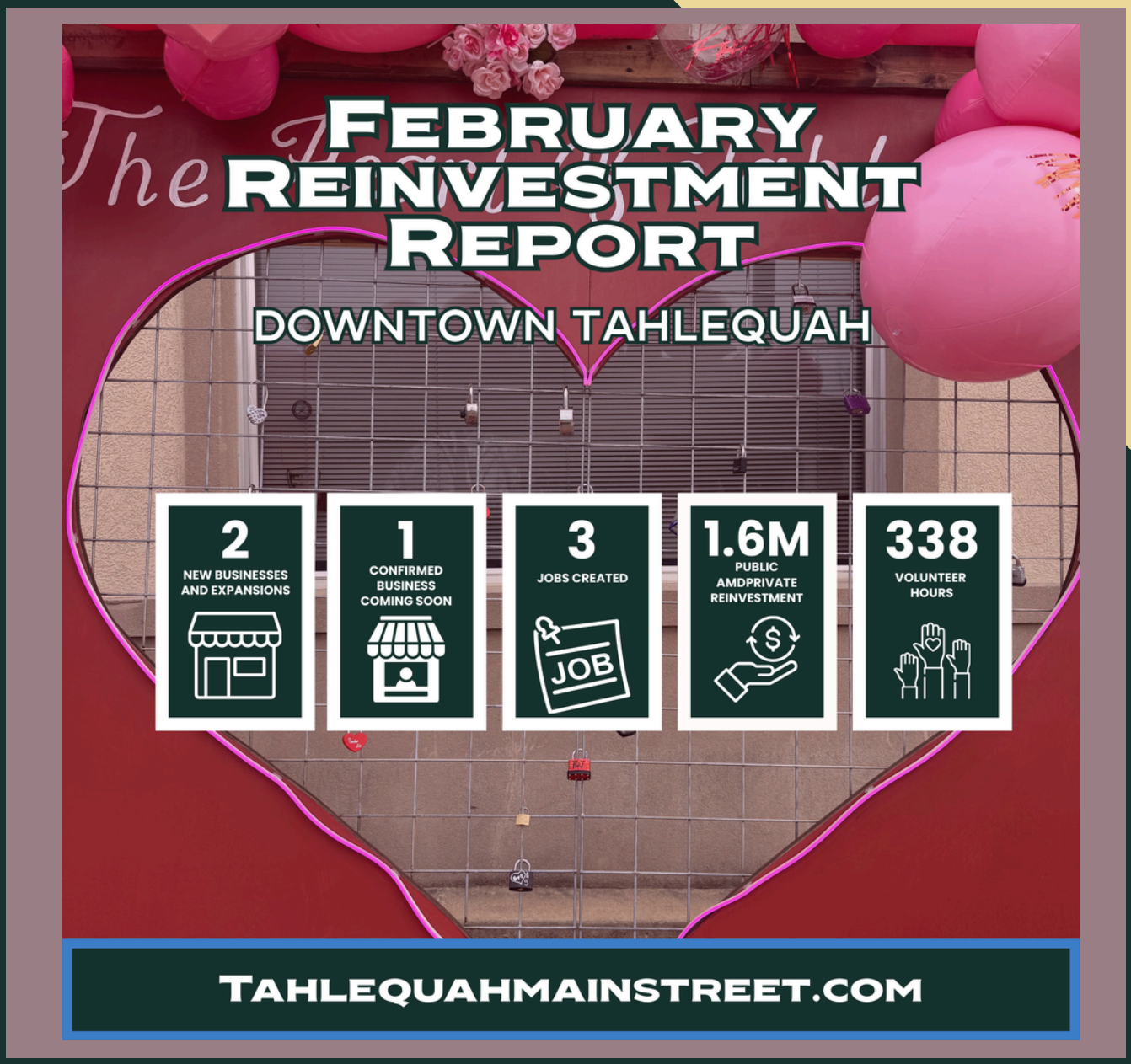
Volunteer & Community Engagement

- Red Fern vendor registration is 100% full! A new record one month earlier than last year!
- Red Fern planning is in full swing.
- Working with organizations for Red Fern volunteer opportunities.

RED FERN 2026 POSTER

Events and Programs Planning

- Annual Planning
- Banner program -Senior and Hometown Heroes
- Big Impact Planning
- National Accreditation process
- Continued planning for Red Fern (April)
- OK Main Street Incentive Program Project planning
- Mobile workshop planning



- Smart Chicks Accounting - Open
- Lena's Italian Kitchen- Coming soon
- 127 n. Muskogee Ave. - Renovation is working
- 131 N. Water- Renovation working
- Tahlequah Public Schools renovation of Armory building- completed
- Downtown speakers coming soon

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5l
Meeting Date	3/2/2026
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Accept the donation from Tahlequah Animal Outreach for the Animal Shelter in the amount of $454.68 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 #: 03-001

FISCAL YEAR: FY 2025 - 2026

Account #	Account Name	Increase	Decrease
425-46-1002	Restricted Donations - Animal Shelter	$454.68	
	TOTALS	$454.68	

Reason for Budget Amendment:

Accept the donation from Tahlequah Animal Outreach for Dewormer medication for the Animal Shelter and amend the budget accordingly.

City Administrator Signature **Date Signed**

Governing Body Signature **Date Signed**

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5m
Meeting Date	3/2/2026
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Accept the grant award in the amount of $9,000.00 from VCA Charities for the Animal Shelter.

Background

Exhibits

1. VCA Charities

Funding Source

Request

FUNDING TERMS AND CONDITIONS for DISASTER RELIEF GRANT to: City of Tahlequah

The granting of funds from VCA Charities is subject to the below terms and conditions.

1. Recipient acknowledges that a grant of $9,000 has been approved by VCA Charities to City of Tahlequah toward the cost of medical care including spay and neuter surgeries, vaccines, and parasite treatment, and winter supplies such as coats and food for dogs in the temporary housing "warming center" during the freezing temperatures of January and February 2026.
2. Recipient will assume total liability for the products purchased through this grant. Recipient shall hold VCA Charities and its directors, officers, and employees harmless from, indemnify them for, and defend them against any and all claims, demands, actions, liabilities, damages and expenses, including reasonable attorney fees, arising out of or relating to this grant.
3. If, for some reason the Recipient's organization is unable to proceed with the funded project, the Recipient's organization must inform VCA Charities in writing as soon as possible and immediately repay the funding amount received.
4. Any variation to the project, as detailed above, must be agreed to in writing by VCA Charities.
5. VCA Charities understands and supports Recipient publicizing receipt of grants to its communities via news releases, newsletters, organization's website, Facebook, etc. Recipient agrees to provide VCA Charities the opportunity to preview and edit material prior to release. Recipient is encouraged to send VCA Charities digital photos and stories of pets and people helped through VCA Charities' grants. Recipient authorizes VCA Charities, Medical Management International, Inc. (MMI), and/or VCA Animal Hospitals to share these photos and stories on its print, digital and/or other media, and acknowledges such possible sharing. Recipient represents and warrants that it has obtained a release, for each photo and story provided, that permits VCA Charities, MMI and VCA Animal Hospitals to use the photos and stories submitted in print, digital, or other media, and Recipient agrees to indemnify and hold harmless VCA Charities, MMI, and VCA Animal Hospitals from any claims that their use of the photos or stories violates or infringes the intellectual property, privacy, or publicity rights of any third party.
6. Grant funding must be expended by the end of the grant term, July 31, 2026, at which time a final report is due. Reference Final Report Form provided. Report should include any promotional materials or media releases concerning the funded project, and photos (high-resolution) are strongly encouraged.
7. If the recipient breaches any of these terms and conditions, VCA Charities reserves the discretionary right to reclaim in part or in whole the funding.
8. Please sign this Terms & Conditions and return it to Grants@VCACharities.org by February 14, 2026 and retain a copy of this document for your records. Only after this has been received will monies be distributed to City of Tahlequah

SUBMITTED BY:

Kim Van Syoc
Executive Director
VCA Charities
12401 W Olympic Blvd.
Los Angeles, CA 90064

ACKNOWLEDGED BY:

RICHARD COFFRON
Name

Compliance Commissioner
Title

1 FEB 26
Date

Signature

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5n
Meeting Date	3/2/2026
Initiator	Brian Lambert, Director
Office / Department	Municipal Airport

Item Title

Approve construction lease for lot FH44, Tahlequah Municipal Airport to Jace Young.

Background

Exhibits

1. Airport Board Minutes 1-15-26
2. Hangar Numbers-4-21-22
3. Jace Young FH44

Funding Source

Request

MINUTES

TAHLEQUAH CITY AIRPORT BOARD MEETING

Regular Meeting

Date: Thursday, January 15, 2026 Time: 5:30 p.m.

Held at 2100 Airport Parkway, Tahlequah, OK 74464

Agenda for the meeting was posted Wednesday January 14, 2026 at 9:30 a.m.

1. Meeting called ***to order*** by James Mahaney at 5:30 p.m.

2. **Roll call.**
   Present:
   Ward II Mark Hodson
   Ward III James Mahaney
   Ward IV Louis White
   Absent:
   Ward I Matt Cochran
   At Large Dower Combs

   Others present:
   Brian Lambert

3. Approval of December minutes.

   Board Member Mark Hodson made a motion to approve, Board Member Louis White seconded the motion.

   Vote Ayes: Mahaney, White, and Hodson Motion passed

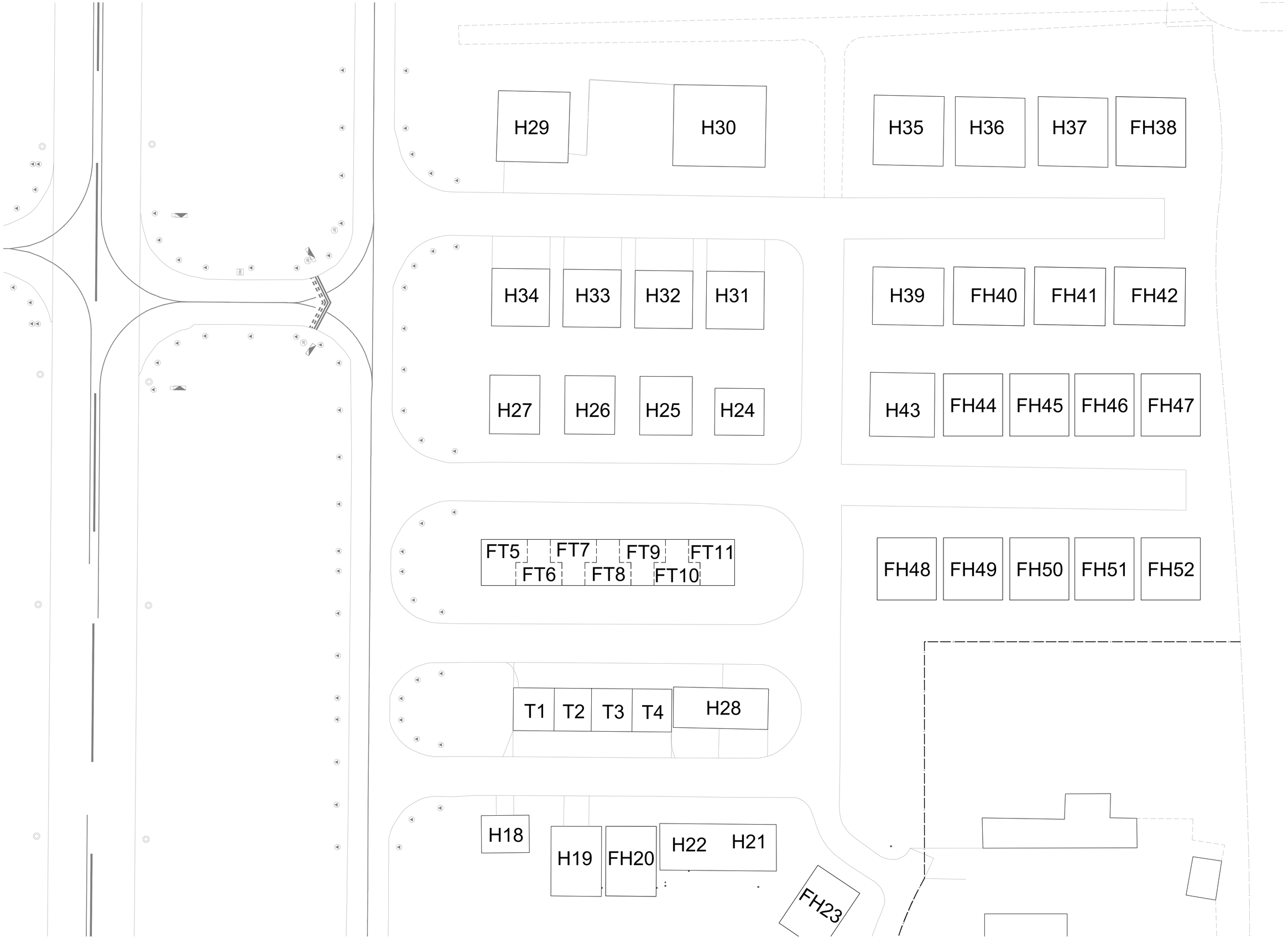
4. Airport Manager`s monthly report.
   Fuel Sales for the month of August

Fuel Type	Gallons	Sale
100LL	518	$2,538
Jet A	1,379	$5,653
Total	1,897	$8,191

   - As of December 18th 4,032 gallons of Jet A
   - fuel on hand and 4,327 gallons of 100LL on hand.

5. Motion to approve the construction of a hangar on lot 44 for Jace Young was made by Louis White 2nd by Mark Hodson.
   Vote Ayes: Mahaney, White, and Hodson Motion passed

6. Louis White made a motion to adjourn, 2nd by Mark Hodson adjourn meeting at 5:45p.m.
   Vote: Ayes: Mahaney, White, and Hodson Motion passed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FH23

CITY OF TAHLEQUAH MUNICIPAL AIRPORT PRIVATE HANGER CONSTRUCTION AGREEMENT

Lessee is granted the use, in common with others similarly authorized, of the airport, together with all facilities, equipment, improvements, and services which have been or may hereafter be provided at or in connection with the airport including, but not limited to, the landing field and any extensions thereof or additions thereto, roadways, runways, aprons, taxiways, landing lights, beacons, signals, radio aids, and all other conveniences for flying, landings, and takeoffs during the construction of a hangar.

USE OF LEASED PROPERTY

Primary Use

Lessee acknowledge and agrees to primary use of the property leased hereunder is for aircraft shelter and storage, and will occupy and use the leased premises for such purpose.

Construction of Hangars

The Lessee will construct, or cause to be constructed on the premises a hangar. Lessee agrees that all costs and expenses for construction of new hangars shall be the Lessee's sole responsibility; any exceptions to be placed in writing and agreed upon between the Lessor and Lessee.

Lessee agrees that construction of hangars shall not commence until written authorization is obtained from the Lessor, this is to include a City of Tahlequah building permit. Hangar construction shall be completed no later than twelve (12) calendar months from the date of such authorization.

Further, it is understood and agreed that restrictions regarding the type of hangars to be built are: this agreement is for site FH48 as shown on the hangar layout (attached). This agreement is for a 50' wide, 50' deep by 14' tall hangar. The hangar shall maintain a twenty-five (25) foot frontal set-back from the adjoining taxilane and a ten (10) foot lateral and twenty (20) foot rearward separation from any adjacent structure.

All hangars constructed shall further meet the following minimum specifications: all exterior surfaces, minimally consisting of a roof and three (3) sidewalls, shall be of baked- on colored enamel metal; each hangar shall contain a well- drained floor made of concrete or asphalt, and an asphalt or concrete ramp shall connect each hangar to adjacent taxilane, equally as wide as hangar door. All hangar construction will have "O" clearance doors on the front, not to exceed the width of hangar open or closed.

After completion of construction and the final approval of the City of Tahlequah building inspector a standard City of Tahlequah twenty year land lease agreement will be executed.

Lessor: City of Tahlequah, Mayor: _____ Date:_____

Lessee: Jace Young_____ Date:_____

Airport Manager: _____ Date:_____

City of Tahlequah, Building Inspector:_____ Date:_____

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5o
Meeting Date	3/2/2026
Initiator	Whitney Shaw, City Clerk
Office / Department	Administration

Item Title

Approve amendment to contract for mowing, awarded to Kirk Lawn Care, to reflect bid packet specified end date of November 1, 2026.

Background

The contract does not match what the bid specification sheet listed as mowing dates.

Exhibits

1. Bid Specifications for Mowing (#2024-005)
2. Mowing Contract Amendment

Funding Source

GL110717200 & GL115657200

Request

Approve amendment.

THE CITY OF
TAHLEQUAH
OKLAHOMA

SPECIFICATIONS

Includes mowing, weed eating, and trash pick-up at all City Parks.

This agreement will commence on March 17, 2025 and terminate on Nov 1, 2026.

1. Bidders must field verify the locations where mowing services are to be performed prior to placing a bid.
2. Prior to mowing, remove all litter and hazardous debris.
3. Mowing will be as necessary; however, it will be at the discretion of the Parks & Rec Superintendent.
4. Weed eating shall be done around all areas a mower will not reach.
5. Keep it neat, this means mowed and the trash picked up.
6. Bidders shall be responsible for providing and maintaining warning signs for mowing.
7. Bidders must be a contractor familiar with this type of work and have all the necessary equipment and trained, competent staff to adequately perform all services required.
8. Bidders must demonstrate, in all respects, that they have the capability to fully perform all requirements of the Agreement.
9. Bidders must demonstrate that they have the moral and business integrity and reliability to assure good faith performance.
10. The successful bidder shall indemnify, save, and hold harmless the City of Tahlequah, its officers, and employees thereof against all suits, actions, or claims of any character arising from any injuries or damage received or sustained by any person, persons, or property which may arise as a result of the mowing or on account of, or in consequence of any negligence on the part of the contractor in safeguarding their operations.
11. The successful bidder shall carry and keep in force liability insurance during the contract period.
12. The work of the successful bidder will be reviewed by the Parks & Rec Superintendent. Any discrepancies observed will be mentioned to the Contractor so it can be corrected in a timely fashion prior to acceptance and payment.

a. Bid Form
b. Affidavit for Filing with Competitive Bid
c. Non-Collusion Affidavit
d. Non-Kickback Affidavit

6. The Bidder to whom the contract is awarded will be required to furnish a Certificate of Insurance and W9.

7. This bid is submitted as a legal offer and any bid when accepted by the City of Tahlequah constitutes a firm contract.

8. The City of Tahlequah reserves the right to accept or reject any or all bids, and to make the bid award in the best interest of the City of Tahlequah whether it be lowest bid or the best value bid.

THE CITY OF
TAHLEQUAH
OKLAHOMA

TERMS AND CONDITIONS

THESE ITEMS APPLY TO AND BECOME A PART OF THE BID

NO EXCEPTIONS TO THESE TERMS AND CONDITIONS WILL BE CONSIDERED

1. Bids MUST be received in a sealed envelope by the date and time specified in the invitation to bid. Each envelope MUST be legibly marked on the outside with the following information in the lower left corner: The word "BID", Bid No., Bid Name, and the Closing Date. This information must be readily observable.

   Bid packets should be addressed as: City of Tahlequah, Attention: City Clerk, 111 S. Cherokee Ave. Tahlequah, OK 74464.

2. Sealed bids will be opened publicly at the location and time specified in the published advertisement and on the "Invitation to Bid" form. Late bids will not be considered and will be rejected.

3. All bids shall be entered on the provided "Bid Form" enclosed or a copy thereof. Bids are to be typewritten or in ink. No bidder may withdraw his proposal for a period of thirty (30) days after the date and hour set for the opening of bids.

4. Any exceptions or deviations from written specifications shall be identified in writing and attached to the bid form.

5. The enclosed documents **MUST** be completed and returned with the bid.

THE CITY OF
TAHLEQUAH
OKLAHOMA

AMENDMENT TO CONTRACT

This Amendment to Contract ("Amendment") is made and entered into by and between the **City of Tahlequah**, a municipal corporation organized under the laws of the State of Oklahoma ("City"), and **Kirk Lawn Care** ("Contractor").

WHEREAS, the City and Contractor previously entered into a Contract for services ("Agreement"); and

WHEREAS, the bid packet associated with the Agreement specifies an end date that was not clearly reflected in the original Agreement; and

WHEREAS, the City and Contractor desire to amend the Agreement to formally reflect the bid packet end date.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Amendment to Bid Packet End Date

The Agreement is hereby amended to confirm that the bid packet end date shall be **November 1, 2026**. Any provisions within the Agreement that reference the bid packet end date shall be interpreted and enforced consistent with this amendment.

2. No Other Amendments

Except as expressly modified by this Amendment, all other terms, conditions, and provisions of the Agreement shall remain unchanged and in full force and effect.

3. Incorporation

This Amendment shall be attached to and made a part of the Agreement and shall be effective upon execution by both parties.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the dates set forth below.

CITY OF TAHLEQUAH
By: _____
Name/Title: _____
Date: _____

KIRK LAWN CARE
By: _____
Name/Title: _____
Date: _____

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5p
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Adjust base salary for Mark Whittmore from $80,000.00 to $85,000.00 effective February 1, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5q
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Promote Kenny Barnes from Captain to Assistant Fire Chief in the Fire Department at $74.000.00 annually, effective March 1, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5r
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Hire Christa Mankin, unbudgeted Secretary-Street Department, at $41,715.00 annually, effective February 12, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5s
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Hire Brendan Lee, Laborer/Operator-Street Department at $38,484.87 annually, effective February 17, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5t
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Hire Weston Jenkins, Ethan Cacy, Nicholas Morgan, and Karsyn Shankle as unbudgeted PT Laborers/Concessions-Cherokee Fields at Anthis-Brennen at $10.07 per hour, effective February 25, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5u
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Accept the resignation (retirement) of William Buddy Harris, Superintendent-Street Department, effective March 31, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5v
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Accept the resignation (retirement) of Vicki Johnson, Secretary-Street Department, effective March 31, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5w
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Accept the resignation of Tiffany Coones, Laborer-Parks and Recreation Department, effective February 6, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5x
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Accept the resignation of Justin Jackson, Dispatcher-Police Department, effective February 5, 2026.

Background

Exhibits

None

Funding Source

Request

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	5y
Meeting Date	3/2/2026
Initiator	M'Lynn Pape, Director
Office / Department	Human Resources

Item Title

Accept the termination of Vincent Garuccio, Collector-Solid Waste Department, effective March 2, 2026.

Background

Exhibits

None

Funding Source

Request

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	6b
Meeting Date	3/2/2026
Initiator	Whitney Shaw, City Clerk
Office / Department	Administration

Item Title

Discussion and possible action to approve, approve with modification, or deny **Resolution No. 03-02-2026**, a resolution to adopt amendments to the Schedule of Fees and Charges for the City of Tahlequah. City Clerk Whitney Shaw

Background

Housekeeping to include the addition of Cherokee Fields, Food Trucks, and Tournaments at Anthis-Brennen Sports Complex

Exhibits

1. RESOLUTION 03.02.2026

Funding Source

NA

Request

Approve amendments.

RESOLUTION NO. 03-02-2026

A RESOLUTION TO ADOPT AMENDMENTS TO THE SCHEDULE OF FEES AND CHARGES FOR THE CITY OF TAHLEQUAH.

WHEREAS, the Tahlequah City Code contains provisions for the collection of fees and charges for various licenses, permits, and other fees and charges;

WHEREAS, Section 1-304 of the Tahlequah City Code establishes a schedule of fees and charges to be maintained by the City Clerk listing all such fees and charges for various licenses, permits, and other fees and charges;

WHEREAS, the City Council believes it to be just and proper to populate the schedule of fees and charges as required by Section 1-304 of the Tahlequah City Code.

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

SECTION 1. The following amendments to the Schedule of Fees and Charges is hereby adopted:

Parks, Recreation & Cultural Affairs:		
Food Trucks at Anthis Brennen:	$100/day or $200/weekend (2 or 3-day weekend)	No Ordinance Fee
Merchandise Trucks	$50/day	No Ordinance Fee
Tournament Fees (Contract Required)	$300 deposit. $300 per field per day	No Ordinance Fee
High School Tournament Fees: (Contract Required)	1st Use Free, then $300 per field per day	No Ordinance Fee
Admission for City Sponsored Tournament	Ages 12 & Under: Free Ages 13 & Up: $10 per person	No Ordinance Fee

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF TAHLEQUAH, OKLAHOMA, THIS 2nd DAY OF FEBRUARY, 2026.

_____
Suzanne Myers, Mayor

(SEAL)

ATTEST:

_____
Whitney Shaw, City Clerk

Approved as to form and legality this 2ND day of February, 2026.

_____
John Tyler Hammons, City Attorney

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	6c
Meeting Date	3/2/2026
Initiator	Chris Armstrong, Superintendent
Office / Department	Solid Waste

Item Title

Discussion and possible action to approve or deny the placement of the old downtown light poles on surplus, with all proceeds from the auction to be placed in the General Fund. Solid Waste Superintendent Chris Armstrong

Background

Exhibits

1. Light Pole Surplus

Funding Source

Request

CITY OF
TAHLEQUAH
OKLAHOMA
111 S. Cherokee Ave. 918-456-0651

Solid Waste Services • 918-456-8332 • 1851 Douglas Blvd.

Mrs. Shaw

On behalf of the City of Tahlequah, we request approval to place the old downtown light poles (Brand: Shakespeare, Plate numbers: AM17-12FS1104 (SKP 08/00) on surplus. All proceeds from the auction will be applied to the General Fund.

The light poles have the following specifications and quantities:

- Light pole height (Without lamp cover): 13 feet 3 inches
- Lamp cover height: 29 inches

Inventory:

- 9 bundles of 5 poles / lamp cover
- 1 bundle of 4 poles / lamp covers
- 1 bundle of 3 poles/lamp covers

Following the auction, all purchased items will be available for pick up at the Solid Waste Department, located at 1851 N. Douglas, Monday-Friday, from 7:30am-2:30pm.

Please let me know if you have any additional information or documentation regarding this request. Pictures will be attached.

Sincerely,

Solid Waste Superintendent
Chris Armstrong

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	6d
Meeting Date	3/2/2026
Initiator	
Office / Department	Administration

Item Title

Discussion and possible action to approve, approve with modifications, or deny change order #1 in the amount of $2500.00 on the S. Muskogee Light Pole project, Project 2026-01. Special Projects Director Ray Hammons

Background

Exhibits

1. 2026-01, Change Order 1

Funding Source

Request

H&H Construction

770 West Rock Creek Road | Suite #115 | Norman, Oklahoma 73069
405-863-7295 | bryan@hhbuildok.com | www.hhbuildok.com

RECIPIENT:

City of Tahlequah
111 South Cherokee Avenue
Tahlequah, Oklahoma 74464

Invoice #5	
Issued	Not sent yet
Due	Net 30 days
Total	**$2,500.00**
Account Balance	$2,500.00

Change Order Request

Product/Service	Description	Qty.	Unit Price	Total
Feb 24, 2026				
Hydro Excavation	In order to clear out area where lines were under the marked and specified areas to dig.	1	$2,500.00	$2,500.00

Thank you for your business. Please contact us with any questions regarding this invoice.

Total	**$2,500.00**
Account balance	**$2,500.00**

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	6e
Meeting Date	3/2/2026
Initiator	Ray Hammons, Special Projects Director
Office / Department	Administration

Item Title

Discussion and possible action to approve, approve with modifications, or deny amendment #3 to the South Muskogee Inspection services contract between the City of Tahlequah and Hudson Prince Engineering & Inspection Services, PLLC, in the amount of $17,555.00. Special Project Director Ray Hammons

Background

The City has requested Hudson Prince to perform additional services for the closout of the S. Muskogee Avenue roadway project. Additional services include final audit of materials, final inspection, and liquidated damage calculation.

Exhibits

1. HPEI_CityofTahlequah - Muskogee Ave - Amend. 3

Funding Source

2013 Bond

Request

Approve amendment #3 of the City of Tahlequah and Hudson Prince Contract

AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

City of Tahlequah

Project No. 2023-5, South Muskogee Avenue

AMENDMENT NO. 3

This Amendment No. 3 effective on the date last written below, shall amend the original contract between the City of Tahlequah (**"Owner**") and Hudson Prince Engineering & Inspection, PLLC (**"Hudson Prince"**), dated _____ (the "**Agreement**").

This Amendment No. 3 adds/modifies the Services for the:

Reconstruction of Muskogee Avenue in the City of Tahlequah

The Agreement is hereby modified as follows:

This Amendment is necessitated due to the construction time of the project extending beyond the anticipated timeframe under the original contract agreement and Agreement No. 2. The original contract anticipated 52 weeks of construction inspection time, the previous amendment anticipated work through 9/1/25. Work continued through December of 2025 and additional services to assist in project closeout have been requested. The estimate provided in Exhibit B includes the actual additional time spent on the project between 9/1/25 and 12/31/25 and estimated time for project closeout.

SECTION EXHIBIT B –

Section EXHIBIT B of the Agreement is hereby amended as follows:

WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
Inspection Services	$6,615.00	Hourly
Resident Engineer Services	$4,340.00	Hourly
Auditing Services	$6,600.00	Hourly
TOTAL FEE	$17,555.00	

The Owner will pay Hudson Prince for Services rendered at the agreed upon rates for each classification of Hudson Prince's personnel (may include contract staff classified at Hudson Prince's discretion) plus reimbursable expenses including travel, per diem, and lodging. The total supplemental amount paid to Hudson Prince under this Agreement is estimated to be **$17,555.00**. For informational purposes, a breakdown of Hudson Prince's estimated cost is included in this Exhibit B with current hourly rates for each employee classification. Notwithstanding the foregoing, Hudson Prince shall be entitled, in its sole discretion, to substitute a more qualified person with a less qualified person; provided however, in such event Hudson Prince shall only be entitled to payment at the lesser rate.

Hudson Prince
ENGINEERING & INSPECTION, PLLC

FEE PROPOSAL

Engineering Contract #	0	Task Order #	0

Compensation Method				Task Order Budget Total
Lump Sum		Hourly	$ 17,555.00	$ 17,555.00
Cost Per Unit of Work		Cost Plus Fixed Fee	$	

Project Time Estimates

Construction Contract Time		Complete by Date	
Estimated Start Date		Estimated Work Weeks	14

Project Labor - Actual Hours 11/17/25-12/15/25

Classification	Hourly Rate	Anticipated Overtime	Time on Project	Total Cost
Resident Engineer	$ 217.00			$ -
Inspector	$ 105.00		23.00	$ 2,415.00
Inspector - OT	$ 120.00			$ -
Auditor	$ 165.00			$ -
Construction Administrator	$ 112.00			$ -
				$ -
Labor Total				$ 2,415.00

Project Labor - Closeout

Classification	Hourly Rate	Anticipated Overtime	Time on Project	Total Cost
Resident Engineer	$ 217.00		20.00	$ 4,340.00
Inspector	$ 105.00		40.00	$ 4,200.00
Inspector - OT	$ 120.00			$ -
Auditor	$ 165.00		40.00	$ 6,600.00
Construction Administrator	$ 112.00			$ -
				$ -
Labor Total				$ 15,140.00

Materials Testing

Testing Totals	$0.00

Additional Project Expenses

	Number of Occurrences	Charge per Instance	
LSUM Travel Charge (To be billed based on percentage project completion)			$ -
Trip Charge Does Not Inlcude Labor Hours for Drive Time			$ -

This Amendment may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Owner and Hudson Prince have executed this Amendment effective as of the date last written below.

City of Tahlequah	**Hudson Prince Engineering & Inspection, PLLC**
By: _____ *Signature*	By: _____ *Signature*
Name: _____ *Printed Name*	Name: _____ *Printed Name*
Title: _____	Title: _____
Date: _____	Date: _____
Attest: _____	Attest: _____

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	6f
Meeting Date	3/2/2026
Initiator	Brian Lambert, Director
Office / Department	Municipal Airport

Item Title

Discussion and possible action to award and enter into an agreement with the lowest responsible bidder for the Tahlequah Municipal Airport Rehabilitate Apron project, project #23140-TO02, or reject all bids. Airport Director Brian Lambert

Background

Exhibits

1. 23140-TO02, Bid Sheet

Funding Source

Request

BID OPENING

Bid Construct 23140-TO02	**Meeting Date: 2/24/2026** **Start Time: 11:30 AM** – 11:30
Facilitator: Elliot Reif (Purchasing Agent), Brian Lambert (Airport Director)	**Place/Room:** Council Chambers

Company Name	Received Required Documents		Base Bid
Robinson Construction	✓ All	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 778.253.75 Alt- $188.600
Tri-Cities Seal Co Inc.	✓ All	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 1.271.051.25 Alt 422.400.00
Paragon Contractors	✓ All	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 747,891.39 Alt- 132,503.83
W.L. McNatt & Co	✓ All	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 988.364.00 Alt- 106.100.00

THE CITY OF TAHLEQUAH OKLAHOMA

Tahlequah City Council

AGENDA ITEM REPORT

Item No.	6g
Meeting Date	3/2/2026
Initiator	Brian Lambert, Director
Office / Department	Municipal Airport

Item Title

Discussion and possible action to award and enter into an agreement with the lowest responsible bidder for the Tahlequah Municipal Airport, Construct taxilane and new Automated Weather Observation System (AWOS) ODAA project # TQH-26-S, or reject all bids. Airport Director Brian Lambert

Background

Exhibits

1. TQ26-S, Bid Sheet

Funding Source

Request

BID OPENING

Bid Construct TQH-26-S	**Meeting Date: 2/24/2026** **Start Time: 11:00 AM** – 11:00 am ✓
Facilitator: Elliot Reif (Purchasing Agent), Brian Lambert (Airport Director)	**Place/Room:** **Council Chambers**

Company Name	Received Required Documents		Base Bid
Robinson Construction	✓ All	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 1,172,148.75
BJ's Oil Field construction	✓ All	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 1,013,632.88
Tri-City Seal Co	✓ All	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 1,237,175.00
Paragon Contractors	✓ all	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 915,275.52

W.L. McNatt & Co	✓ All	-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$ 1,007,654.00
		-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$
		-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$
		-Bid Form -Business Relationship Affidavit -Agreement -Bid Bond	$