



AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of Meeting Monday, June 1, 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: 849 9078 2432
Passcode: 4560651

1. MEETING CONVENED

- a) Meeting Called to Order
- b) Roll Call
- c) Invocation by Nate King
- 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 May 26, 2026, at 11:55 a.m. at 111 S. Cherokee Ave. Tahlequah, OK 74464.

2. PUBLIC INSTRUCTIONS

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

3. PUBLIC COMMENTS

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

4. ANNOUNCEMENTS AND PRESENTATIONS

- a) Recognition for Years of Service Employees: Bryan Qualls, 10 Years, Police Department.

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 May 4 and May 19, 2026, City Council meetings.
- b) Acknowledge receipt of the April 2026 General Fund Executive Summaries.
- c) Acknowledge receipt of the April 2026 Investment Schedule.
- d) Acknowledge receipt of the April 2026 Check Register.
- e) Acknowledge receipt of the April 2026 Purchasing Card Statement.
- f) Acknowledge receipt of the April 2026 Open PO Report.
- g) Acknowledge and accept the \$3,500 restricted funds earmarked for the Fire Department from Cherokee Nation and amend the budget accordingly.
- h) Accept the contractual amount of \$7,020.00 from Cherokee Nation for the Animal Shelter, placing the funds in the Animal Shelter Restricted Donations account and amending the budget accordingly.
- i) Acknowledge receipt of the May 2026 Tahlequah Hospital Authority Board report.
- j) Acknowledge receipt of the May 2026 Tourism Report.
- k) Acknowledge receipt of the May 2026 Tahlequah Regional Development Authority Report.
- l) Acknowledge receipt of the May 2026 Tahlequah Main Street Association report.
- m) Acknowledge receipt of the May 2026 Tahlequah Public Works Authority Board report.
- n) Approve the 2026–2027 FY Tourism Budget.
- o) Approve the Mayor's reappointment of **Stephen Highers** to the Tahlequah Public Works Authority Board, term ending May 3031.
- p) Approve the Mayor's appointment of **Rod Ross** to fill a vacated seat, term ending May 2028, on the Historic Preservation Board.
- q) Approve the Mayor's reappointment of **Betty Brown** to the Historic Preservation Board, term ending May 3031.
- r) Approve the Mayor's reappointment of **Ryan Cannonie** to the Board of Adjustments, term ending May 2029.
- s) Approve the Mayor's reappointment of **Andy Harris** to the Planning Commission, term ending May 2029.
- t) Approve the Mayor's reappointment of **Melissa Harris** to the Abatement Board, term ending May 2031.
- u) Approve the Mayor's reappointment of **Matt Cochran** to the Municipal Airport Board, term ending May 3031.
- v) Approve the Legal Services Agreement with **BJ Baker**, City Prosecutor, for the 2026–2027 fiscal year.
- w) Approve agreement with **Cherokee County** for Emergency Management Services for fiscal year 2026-2027.
- x) Approve the Memorandum of Understanding with **Cherokee County Detention Center** for inmate meals beginning July 1, 2026, through June 30, 2026.
- y) Approve the Inter-Local Agreement on the handling of juvenile cases with the **Cherokee County District Court** for the 2026–2027 fiscal year.
- z) Engage the services of **Eide Bailly, LLP** to conduct the Financial Compilation for the FY 2025-2026 audit.
- aa) Approve the 2026-2027 contract for **Eric Lathrop** for the opening/closing of cemetery graves at the cost of \$300 per grave.

- bb)** Engage the services of **St. Pierre, Kimble, & Associates, CPA, PC** to conduct the Financial Audit for the 2025-2026 fiscal year.
- cc)** Approve the School Resource Officer contract with **Tahlequah Public Schools** for the 2026-2027 fiscal year.
- dd)** Approve the 2026-2027 Disposal Agreement with **Waste Management of Oklahoma, Inc.**
- ee)** Promote Darrel Deckard to Maintenance Superintendent, increasing salary to \$51,292.04, effective May 24, 2026.
- ff)** Promote Chloe B. White from Head Lifeguard to Senior Head Lifeguard in the Parks and Recreation Department at \$15.00 per hour, effective May 10, 2026.
- gg)** Promote Jeremiah Auguston from Lifeguard to Head Lifeguard in the Parks and Recreation Department at \$13.00 per hour, effective May 24, 2026.
- hh)** Promote Dynashia Bailey and Emma Fields from Part Time Laborer/Concessions to Lifeguards in the Parks and Recreation Department at \$12.00 per hour, effective May 11, 2026.
- ii)** Hire Drake Chaffin as a Part-Time Laborer, Parks and Recreation Department, at \$12.00 per hour, effective May 12, 2026.
- jj)** Hire Fisher Davis as a Part-Time Laborer/Concessions, Parks and Recreation Department, at \$10.07 per hour, effective May 12, 2026.
- kk)** Hire Skylyn Robinson as a Head Lifeguard, Parks and Recreation Department, at \$13.00 per hour, effective May 4, 2026.
- ll)** Hire Chloe E. White as a Lifeguard, Parks and Recreation Department, at \$12.00 per hour, effective May 4, 2026.
- mm)** Hire Christopher Blevins as a Part-Time Laborer, Parks and Recreation Department, at \$12.00 per hour, effective May 18, 2026.
- nn)** Hire Wesley Davis as a Driver, Solid Waste Department, at \$40,500 annually, effective May 19, 2026.
- oo)** Hire Edward Scott as a Collector, Solid Waste Department, at \$35,500 annually, effective May 19, 2026.
- pp)** Hire Avery Clinton as a Collector, Solid Waste Department, at \$35,500 annually, effective June 1, 2026.
- qq)** Accept the resignation (retirement) of Justin Hackworth, Lieutenant in the Fire Department, effective May 29, 2026.
- rr)** Accept the resignation of Sawyer Henderson and Christian Goins, Part-Time Laborer/Concessions, Parks and Recreation Department, effective May 21, 2026.
- ss)** Accept the resignation of Jaxon Robinson, Lifeguard, Parks and Recreation Department, effective May 27, 2026.
- tt)** Accept the resignation of Karsen Shankle, Part-Time Laborer/Concessions, Parks and Recreation Department, effective June 1, 2026.
- uu)** Accept the resignation of Kelly Webb, Part-Time Laborer, Parks and Recreation Department, effective April 28, 2026.
- vv)** Accept the resignation of Lauren Stephens and Wyatt Stephens, Lifeguards, Parks and Recreation Department, effective May 8, 2026.
- ww)** Accept the resignation of Margaret Carter, Part-Time Laborer/Concessions, Parks and Recreation Department, effective May 8, 2026.
- xx)** Accept the resignation of Michael Gonzalez Lara, Driver, Solid Waste Department, effective May 29, 2026.
- yy)** Accept the resignation of Michael Burton, Collector, Solid Waste Department, effective May 21, 2026.

6. REGULAR SESSION

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

- b) Discussion: PUBLIC HEARING on the proposed **2026-2027 City Budget**. (A full copy of the proposed budget can be found on the City website)
- c) Motion to approve, approve with modification, or deny **Resolution No. 06-01-2026A**, a resolution approving the City of Tahlequah, Oklahoma budget for the 2026-2027 fiscal year and establishing a budget amendment authority, Finance Director Michele Collins/City Treasurer Marty Hainzinger
- d) Discussion and possible motion to approve **TEFA Resolution No. 26-01**, a resolution of the trustees of the Tahlequah Educational Facilities Authority terminating the trust and distributing any remaining assets of the trust to the City of Tahlequah. Finance Director Michele Collins
- e) Discussion and possible action to approve, approve with modification, or deny the Memorandum of Understanding with Tahlequah Public Schools to provide construction management service for the Cherokee Elementary Access Road project. Planning & Development Director Paige Harjo
- f) Discussion and possible action to approve, approve with modification, or deny The Mayor entering into an agreement with Kimley-Horn for engineering services of East Shawnee Street Improvements, beginning at South Bluff Avenue and ending at South Cedar Avenue. Planning & Development Director Paige Harjo
- g) Discussion and possible action to approve, approve with modification, or deny The Mayor entering into an agreement with Kimley-Horn for engineering services of Cedar Avenue Improvements, beginning at East Ross Street and ending at East Downing Street. Planning & Development Director Paige Harjo
- h) **Second reading**, discussion, and possible action to approve, approve with modification, or deny **Ordinance No. 1395-2026**, an ordinance of the City of Tahlequah, amending the Tahlequah City Code by adding Section 119-13; Density of Animals to be kept. Planning & Development Director Paige Harjo

Approve or deny a declaration of emergency for **Ordinance No. 1395-2026**; it being necessary to preserve public health, safety, welfare, and morals, an emergency is hereby declared, a second reading of this ordinance is hereby waived, and this ordinance shall take effect immediately upon publication as required by law.

7. EXECUTIVE SESSION

- a) 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.
- b) 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.

8. RECONVENE INTO REGULAR SESSION

- a) Possible action related to negotiations with Fraternal Order of Police Lodge No. 201, as discussed in the Executive Session.
- b) Possible action related to negotiations with International Association of Firefighters Local 4099, as discussed in the Executive Session.
- c) Adjournment.

NOTICE OF MEETING TAHLEQUAH CITY COUNCIL

REGULAR MEETING

Date/Time of Meeting: MONDAY, JUNE 1, 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: 849 9078 2432
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: **849 9078 2432** 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 11:55 am on May 26, 2026.

Signed Whitney G. Shaw
City Clerk





Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5a
Meeting Date 6/1/2026
Initiator Whitney Shaw, City Clerk
Office / Department Administration

Item Title

Approve the minutes from the May 4 and May 19, 2026, City Council meetings.

Background

Monthly agenda item

Exhibits

1. 05.04.2026 Minutes-Unapproved
2. 05.19.2026 Minutes-Unapproved

Funding Source

NA

Request

Approve minutes.

**MINUTES
TAHLEQUAH CITY COUNCIL
REGULAR MEETING – MAY 4, 2026 - 5:30 PM
111 Cherokee Ave. Tahlequah, OK 74464**

1. MEETING CONVENED

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

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

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

- c. Invocation: Mo Bassime
- d. Flag salute: Led by Mayor Suzanne Myers
- e. Public Notice: December 4, 2025 at 10:00 a.m. and April 28, 2026, at 10:15 a.m.

2. PUBLIC INSTRUCTIONS

Access Code: [827 4292 4231](#) Password: [4560651](#)

3. PUBLIC COMMENTS:

Public comments by: Ariel Longoria, Brian Barlow, Joan Bush, Margaret Carlisle, Karen Murphy, and Paige Harjo.

4. ANNOUNCEMENTS AND PRESENTATIONS

- 5. Brad Hale, FD-20 yrs., Angela Retzloff, FD-5 yrs., Regina Walker, SW-10 yrs.

5. CONSENT AGENDA

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

- a) Approve the minutes from the April 6, 2026 City Council meeting.
- b) Acknowledge receipt the March 2026 General Fund Executive Summary.
- c) Acknowledge receipt of the March 2026 Investment Schedule.
- d) Acknowledge receipt of the March 2026 Check Register.
- e) Acknowledge receipt of the March 2026 Purchasing Card Statement.
- f) Acknowledge receipt of the March 2026 Open PO report.
- g) Acknowledge receipt of the April 2026 Tahlequah Main Street report.
- h) Acknowledge receipt of the April 2026 Tahlequah Public Works Authority Board report.
- i) Accept the donation and grant award from Best Friends Animal Society, amending the budget accordingly.
- j) Accept the donation from Jerry Cook for the City Employee Golf Tournament, amending the budget accordingly.

- k) Hire Kelly Webb as Part-time Laborer, Parks & Recreation Department at \$12.00 per hour, effective April 17, 2026.
- l) Hire Jason Wilder as Part-time Laborer, Parks & Recreation Department at \$12.00 per hour, effective April 29, 2026.
- m) Hire Alexis Trammel, Adelyn Torres, Tsiyyonyah Auguston, Jerome Simmons, Laynie Bates, and Aspen Duvall as Part-time Laborer/Concessions, Parks & Recreation Department at \$10.07 per hour, effective April 29, 2026.
- n) Hire Bostynne Norton and Braxton Baker as Lifeguards, Parks & Recreation Department at \$12.00 per hour, effective April 29, 2026.
- o) Accept the termination of Justin Downing, Collector in Solid Waste, effective May 4, 2026.
- p) Accept the resignation (retirement) of Mark Manship, Maintenance Director, effective May 22, 2026.
- q) Accept the resignation of Tripp Rozell, Lifeguard, Parks & Recreation Department, effective April 20, 2026.
- r) Accept the resignation of Kassidy Fertig, Part-time Laborer/Concessions, Parks & Recreation Department, effective April 27, 2026.
- s) Accept the public utility easement from David and Laura Kooy.

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

6. REGULAR SESSION

- a) No items were removed from the Consent agenda. No action taken.

- b) Councilor Highers made a motion and Councilor Allen seconded to approve or deny the Revenue Certification Report for FY 2025-2026.

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

- c) Councilor Allen made a motion and Councilor Highers seconded to approve the Hellas Closeout documents for the construction of the South Anthis-Brennan Sports Complex Baseball Fields (Cherokee Fields).

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

- d) Councilor Highers made a motion and Councilor Allen seconded to approve Resolution No. 05-04-2026A, a resolution for a zoning change from C-2 (Community Commercial) to RM-3 (Multi-Family High Density) for multifamily housing located near 1702 E. Downing Street, Tahlequah, OK.

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

- e) First Reading and discussion of Ordinance No. 1395-2026, an ordinance of the City of Tahlequah, amending the Tahlequah City Code by adding Section 119-13; Density of animals to be kept.

- f) Councilor Allen made a motion and Councilor Highers seconded to approve Resolution No. 04-06-2026D, a resolution of the City of Tahlequah, Oklahoma, changing zoning from RS-1 (Single Family Low Density) to AG (Agriculture) for use of animal husbandry, located at 1276 Amity Lane, Tahlequah, OK.

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

- g) First Reading and discussion of Ordinance No. 1396-2026, an ordinance of the City of Tahlequah known as the 2026 Capital Improvement Sales Tax ordinance, establishing use of funds for .5% sales tax.

- h) No action taken regarding Resolution No. 05-04-2026B, a resolution of the City of Tahlequah, calling for a special election.

- i) First Reading and discussion of Ordinance No. 1397-2026, an ordinance of the City of Tahlequah known as the 2026 General Fund Sales Tax ordinance, establishing use of funds for .25% sales tax.
- j) No action taken regarding Resolution No. 05-04-2026C, a resolution of the City of Tahlequah, call for a special election.
- k) Councilor Allen made a motion and Councilor Perry seconded to approve authorizing the Mayor to enter into an agreement with Hudson Prince for inspection and material testing services for the East 4th Street Roadway Project, in an amount not to exceed \$379,583.61.

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

- l) Councilor Allen made a motion and Councilor Highers seconded to approve additional expenditures in an amount no more than \$20,000 for Cherokee Fields/Anthis-Brennan.

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

7. EXECUTIVE SESSION

Councilor Highers made a motion and Councilor Allen seconded to exit the Regular Session and enter into an Executive Session at 6:39 pm.

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

8. RECONVENE INTO REGULAR SESSION at 7:39 pm.

- a) No action taken related to negotiations with Fraternal Order of Police Lodge No. 201 as discussed in the Executive Session.
- b) No action taken relating to negotiations with International Association of Firefighters Local 4099 as discussed in the Executive Session.
- c) Councilor Allen made a motion and Councilor Highers seconded to authorize the Mayor to negotiate the purchase of real property located near the airport as discussed in the Executive Session.

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

- d) No action taken related to the employment agreement of the City Administrator, as discussed in the Executive Session.
- e) Special Meeting set for Tuesday, May 19, 2026 at 1:00 pm.
- f) Meeting adjourned at 7:42 pm.

UNAPPROVED

MINUTES
TAHLEQUAH CITY COUNCIL - SPECIAL MEETING
TUESDAY, MAY 19, 2026 - 1:00 PM
CITY HALL COUNCIL CHAMBERS – 111 S. CHEROKEE AVE.

1. MEETING CONVENED

- a) Meeting called to order by Mayor Myers at 1:02 pm.
- b) City Clerk Whitney Shaw called the Roll call as follows:

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

Others Present:

Mayor Suzanne Myers, City Attorney JT Hammons City Administrator Taylor Tannehill, City Clerk Whitney Shaw, IT Support Jordan Poppino and Caleb Wofford

- c) **Public Notice** of meeting provided May 7, 2026, at 2:39 p.m. at 111 S. Cherokee Ave. Tahlequah, OK.

2. REGULAR SESSION

- a) The 2024-2025 audit presented by Robert St. Pierre and introduction by Finance Director Michele Collins.
- b) Discussion regarding the City Budget presented by Mayor Suzanne Myers and City Administrator Taylor Tannehill.
- c) Councilor Allen made a motion and Councilor Perry seconded to authorize the Mayor to enter into a Memorandum of Agreement with the Cherokee Nation to construct road and/or bridge projects to be reimbursed by the Cherokee Nation.

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

- d) Councilor Allen made a motion and Council Perry seconded to award and enter into an agreement with the lowest responsible bidder (Young Land Mgmt.) for Project 2026-04, East 4th Street Roadway Project.

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

- e) Councilor Allen made a motion and Council Perry seconded to award and enter into an agreement with the lowest responsible bidder (Young Land Mgmt.) for Project 2026-05, Cherokee Elementary Access Road Project.

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

- f) Councilor Allen made a motion and Council Perry seconded to award and enter into an agreement with the lowest responsible bidder (Young Land Mgmt.) for Project 2026-06, N. Jones Walking Path Project.

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

- g) Councilor Allen made a motion and Councilor Perry seconded to approve, with modifications, **Ordinance No. 1396-2026**, and ordinance of the City of Tahlequah known as the 2026 Capital Improvement Sales Tax ordinance, establishing funds for .5% sales tax.

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

- h) Councilor Allen made a motion and Councilor Perry seconded to approve, with modifications, **Resolution No. 05-19-2026A**, a resolution of the City of Tahlequah, calling for a special election.

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

- i) Councilor Allen made a motion and Councilor Perry second to approve, with modifications, **Ordinance No. 1397-2026**, an ordinance of the City of Tahlequah known as the 2026 General Fund Sales Tax ordinance, establishing use of funds for .25% sales tax.

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

- j) Councilor Allen made a motion and Councilor Perry seconded to approve, with modifications, **Resolution No. 05-19-2026B**, a resolution of the City of Tahlequah, calling for a special election.

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

A break was taken at 2:21 to count the words in proposition 1 and Council returned at 2:34 p.m.

- k) Meeting adjourned at 2:38 p.m.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5b
Meeting Date	6/1/2026
Initiator	Rebecca White, Finance Support
Office / Department	Finance

Item Title

Acknowledge receipt of the April 2026 General Fund Executive Summaries.

Background

Monthly Agenda Item.

Exhibits

1. April Financial Summary

Funding Source

Request

APRIL 2026 FINANCIAL SUMMARY

Cash Flow Overview	
Beginning Cash Balance	\$ 596,520
Total Revenue for the Month	\$ 1,060,383
Total Expenditure for the Month	\$ 1,131,290
Ending Cash Balance	\$ 525,614

Year to Date Performance	
Total Revenues	\$ 12,027,597
Total Expenditures	\$ 11,491,049
Net Surplus/Deficit	\$ 536,548

Revenue Summary							
	Sales Tax	Use Tax	TPWA Light & Water	Fines & Forfeitures	Licenses & Permits	Miscellaneous	Charges for Services
Budgeted Revenue	\$ 6,851,646	\$ 791,667	\$ 1,416,667	\$ 352,292	\$ 159,167	\$ 177,667	\$ 250,000
Actual Revenue	\$ 7,493,699	\$ 964,957	\$ 1,204,496	\$ 335,918	\$ 177,447	\$ 1,088,607	\$ 229,423
Total Variance	\$ 642,053	\$ 173,290	\$ (212,170)	\$ (16,373)	\$ 18,280	\$ 910,940	\$ (20,577)
Percentage Variance	9.37%	21.89%	-14.98%	-4.65%	11.48%	512.72%	-8.23%
Notes	Strong holiday shopping season and local retail sales increases	Increased online shopping access and use	Not meeting revenue predictions made by TPWA	Revenue expected to pick up with renewal of Fresh Start Program	Annual city licensing increases	Unbudgeted litigation settlement check causing huge variance	Revenue expected to pick back up when the pool opens

Expenditure Summary					
	Personnel Costs	Public Safety	Parks & Recreation	Government & Admin	Capital Improvement
Budgeted Expenditures	\$ 8,110,907	\$ 641,751	\$ 435,833	\$ 4,306,308	\$ 1,509,698
Actual Expenditures	\$ 8,394,399	\$ 386,361	\$ 337,657	\$ 2,371,852	\$ 2,371,852
Total Variance	\$ (283,492)	\$ 255,390	\$ 98,176	\$ 1,934,455	\$ (862,155)
Percentage Variance	3.50%	-39.80%	-22.53%	-44.92%	57.11%
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 begin the third quarter of the fiscal year. Revenues are above projections and expenses are in line with projections. We will keep monitoring expenses as the fiscal year goes on and Capital projects continue.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5c
Meeting Date 6/1/2026
Initiator Rebecca White, Finance Support
Office / Department Finance

Item Title

Acknowledge receipt of the April 2026 Investment Schedule.

Background

Monthly Agenda Item.

Exhibits

1. Invest. Schedule April 2026

Funding Source

Request

City of Tahlequah
Working Fund Investments
As of
30-Apr-26

Bank	Amount	Percentage
<i>Bank Accounts</i>		
Reserve Operating Account Armstrong	\$ 1,861,467.25	4.25%
Reserve Operating Local	\$ 1,376,756.72	3.35%
Streets & Sidewalks Armstrong	\$ 7,792,274.36	4.25%
General Fund Sweep BancFirst	\$ 4,962,087.03	3.25%
Total	\$ 15,992,585.36	

Bank	Maturity Value	Percentage	Maturity Date
<i>Edward Jones</i>			
Cash	\$244,000.00		
Bank Amer Na Charlotte NC	\$ 121,000.00	3.60%	10/8/2027
Bank Amer Na Charlotte NC	\$ 30,000.00	3.90%	10/12/2027
Brmo 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
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 III	\$ 245,000.00	3.65%	9/20/2027
Toyota FINL Svgs Bk Hend NV	\$ 150,000.00	4.60%	5/24/2029
Toyota FINL Svgs Bk Hend NV	\$ 94,000.00	4.00%	4/19/2029
UBS Bank USA Salt Lake City UT	\$ 249,000.00	4.10%	3/13/2028
Univest Natl Bk Tr Souderton	\$ 249,000.00	4.50%	5/17/2027
Wells Fargo Bk N A Sioux Falls	\$ 238,000.00	5.05%	11/15/2027
Total	\$3,860,000.00		



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5d
Meeting Date 6/1/2026
Initiator Rebecca White, Finance Support
Office / Department Finance

Item Title
Acknowledge receipt of the April 2026 Check Register.

Background
Monthly Agenda Item

Exhibits
1. 20260521_064814

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
04/26	04/06/2026	62020	17510	Waste Management	110202000	23,404.93- V
04/26	04/01/2026	62131	500	Adrian Farm Supply LLC	110202000	18.00
04/26	04/01/2026	62132	2020	Bill John Baker II	110202000	2,500.00
04/26	04/01/2026	62133	2415	Bull Tuff Mud Company Ready Mix	110202000	219,353.60
04/26	04/01/2026	62134	3050	Cherokee County Detention	110202000	7,268.25
04/26	04/01/2026	62135	157988	Consolidated Communications	110202000	1,724.33
04/26	04/01/2026	62136	4240	D & B Rodgers Construction & Sons LLP	110202000	4,288.00
04/26	04/01/2026	62137	158716	Datamax Inc	110202000	38.34
04/26	04/01/2026	62138	158707	GreatAmerica Financial Services Corp	110202000	137.02
04/26	04/01/2026	62139	158362	Holt Truck Centers	110202000	2,833.10
04/26	04/01/2026	62140	158065	Kirk Lawn Care, LLC	110202000	7,540.00
04/26	04/01/2026	62141	9437	Larry's Tires	110202000	95.00
04/26	04/01/2026	62142	9770	Love Bottling Company	110202000	482.40
04/26	04/01/2026	62143	158730	M&M Rentals LLC	110202000	75.00
04/26	04/01/2026	62144	1350	Penske Commercial Vehicles US LLC	110202000	7,390.57
04/26	04/01/2026	62145	158160	Rachel Dallis	110202000	2,140.00
04/26	04/01/2026	62146	158604	Rebecca Reaume	110202000	300.00
04/26	04/01/2026	62147	13880	Richard Smith	110202000	4,550.00
04/26	04/01/2026	62148	158649	Stephanie Delano	110202000	200.00
04/26	04/01/2026	62149	16039	T & K Construction	110202000	5,600.00
04/26	04/01/2026	62150	15870	Tahlequah Main Street Assoc.	110202000	2,000.00
04/26	04/01/2026	62151	158472	Tim M Synar	110202000	1,411.00
04/26	04/01/2026	62152	16945	Uline, Inc.	110202000	5,634.91
04/26	04/01/2026	62153	16995	United Engines LLC	110202000	5,943.57
04/26	04/01/2026	62154	158035	Valbridge Property Advisors (dba)	110202000	2,800.00
04/26	04/08/2026	62163	500	Adrian Farm Supply LLC	110202000	30.90
04/26	04/08/2026	62164	240	AT&T Mobility II LLC (POLICE)	110202000	1,289.13
04/26	04/08/2026	62165	158729	Aubrey Cagle	110202000	180.00
04/26	04/08/2026	62166	2415	Bull Tuff Mud Company Ready Mix	110202000	584.00
04/26	04/08/2026	62167	2794	Chamber of Commerce	110202000	21,666.67
04/26	04/08/2026	62168	3050	Cherokee County Detention	110202000	1,853.50
04/26	04/08/2026	62169	3380	Cintas Corp #2	110202000	1,873.22
04/26	04/08/2026	62170	3520	CLEET	110202000	4,936.20
04/26	04/08/2026	62171	158326	DP Supply Company, Inc	110202000	1,808.00
04/26	04/08/2026	62172	158178	Enterprise Fleet Management, Inc.	110202000	43,140.10
04/26	04/08/2026	62173	158079	Glidewell Distributing Co, Inc.	110202000	2,706.41
04/26	04/08/2026	62174	158273	Johnny Freeze Cream Ice, LLC	110202000	1,087.50
04/26	04/08/2026	62175	9400	Lake Region Electric	110202000	2,056.17
04/26	04/08/2026	62176	157846	Lake Region Electric-Telecom	110202000	362.45
04/26	04/08/2026	62177	9437	Larry's Tires	110202000	85.00
04/26	04/08/2026	62178	9770	Love Bottling Company	110202000	3,225.60
04/26	04/08/2026	62179	158730	M&M Rentals LLC	110202000	1,015.00
04/26	04/08/2026	62180	10580	Mike Palmer	110202000	1,695.20
04/26	04/08/2026	62181	158614	Network Enhancement Systems, Inc	110202000	430.58
04/26	04/08/2026	62182	157829	NOPFA Gas/Utilities	110202000	6,068.68
04/26	04/08/2026	62183	12080	Ok St Firefighters Assn	110202000	2,992.00
04/26	04/08/2026	62184	12275	Ok Uniform Building Code Com	110202000	168.00
04/26	04/08/2026	62185	157851	One Source Water, LLC	110202000	321.87
04/26	04/08/2026	62186	12390	OTA	110202000	89.53
04/26	04/08/2026	62187	158344	Power Play, LLC	110202000	890.00
04/26	04/08/2026	62188	16370	TK Elevator	110202000	3,525.48
04/26	04/08/2026	62189	158719	Verdant Commercial Capital LLC	110202000	374.00
04/26	04/08/2026	62190	158698	Viking Life-Saving Equipment Inc	110202000	18,336.60

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/26	04/22/2026	62259	18085	Zenith Construction Co	110202000	191,300.00
04/26	04/30/2026	62260	550	Advanced Workzone Services	110202000	500.00
04/26	04/30/2026	62261	1845	Bermuda Bob's Sod Farm	110202000	3,400.00
04/26	04/30/2026	62262	2415	Bull Tuff Mud Company Ready Mix	110202000	3,358.00
04/26	04/30/2026	62263	3010	Cherokee County Board of Comm.	110202000	961.06
04/26	04/30/2026	62264	158326	DP Supply Company, Inc	110202000	1,986.00
04/26	04/30/2026	62265	158609	Fleet Fuels LLC	110202000	3,851.93
04/26	04/30/2026	62266	158079	Glidewell Distributing Co, Inc.	110202000	665.72
04/26	04/30/2026	62267	7160	Hearth & Pool Services LLC	110202000	3,920.76
04/26	04/30/2026	62268	9080	Kemp Stone Co, Inc	110202000	1,249.26
04/26	04/30/2026	62269	158085	Kirk Lawn Care, LLC	110202000	13,180.00
04/26	04/30/2026	62270	9691	Lochner	110202000	8,739.59
04/26	04/30/2026	62271	10580	Mike Palmer	110202000	1,695.20
04/26	04/30/2026	62272	11920	Ok Municipal Assurance Group	110202000	2,000.00
04/26	04/30/2026	62273	158751	OK Office of the Attorney General	110202000	93,750.00
04/26	04/30/2026	62274	12000	Ok Production Ctr, Inc	110202000	9,540.00
04/26	04/30/2026	62275	157909	Oklahoma Aeronautics Commission	110202000	3,800.00
04/26	04/30/2026	62276	158491	PowerDMS, Inc.	110202000	7,462.03
04/26	04/30/2026	62277	14510	Scurlock Industries	110202000	5,100.00
04/26	04/30/2026	62278	15920	TPWA Utilities	110202000	14,931.96
04/26	04/30/2026	62279	158750	W.L. McNatt & Company	110202000	105,285.97
04/26	04/15/2026	20260325	1650	BancFirst	110202000	57,662.45 M
04/26	04/16/2026	20260415	158659	Toast Inc	110202000	448.95 M
04/26	04/24/2026	20260423	158577	WEX Bank	110202000	51,415.41 M

Grand Totals:

2,044,188.74

Grand Totals:

2,092,547.06 2,092,547.06- .00

Report Criteria:

Report type: Summary

Check Type = {<>} "Adjustment"



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5e
Meeting Date 6/1/2026
Initiator Rebecca White, Finance Support
Office / Department Finance

Item Title

Acknowledge receipt of the April 2026 Purchasing Card Statement.

Background

Monthly Agenda Item.

Exhibits

1. April 26 Pcard Statement

Funding Source

Request

Account Number : XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
CITY OF TAHLEQUAH
Statement Date : 04-25-2026

elanTM
Page 1 of 12

Corporate Account Summary		Payment Information	
Previous Balance	\$57,662.45	Amount Due	\$58,271.59
Purchases and Other Charges	\$58,836.53	Payment due in accordance with your agreement with Elan.	
Cash Advances	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-393-3526	
Cash Advance Fees	\$0.00	To overnight or courier a payment, please send to:	
Late Payment Charges	\$0.00	Corporate Payment Systems	
Credits	\$564.94 CR	3180 Rider Trail S, Department 790428	
Payments	\$57,662.45 PY	Earth City, MO 63045-1518	
New Balance	\$58,271.59		
Disputed Amount	\$0.00		

Corporate Account Activity			
CITY OF TAHLEQUAH		Total Corporate Activity	
Account Number: XXXXXXXXXX		\$57,662.45 CR	
Unique ID: XXXX XXXX XXXX 1223			
Post Date	Tran Date	Reference Number	Transaction Description Amount
04-15	04-15	74715116105610500001602	PAYMENT-THANK YOU Q 57,662.45 PY

New Activity			
RICKY HICKS	Purchases	\$28.65	Total Activity \$28.65
Account Number: XXXXXXXXXX	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
04-07	04-06	24445006097400228694465	WM SUPERCENTER #10 TAHLEQUAH OK	19.95
04-07	04-06	24692166096106017680432	LOWES #01818* TAHLEQUAH OK	8.70
(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

Account Number: XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
Amount Due: \$58,271.59

Amount Enclosed \$

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

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

106481840218805 S 2

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

New Activity cont

DEXTER K SCOTT	Purchases	\$6,596.11	Total Activity	\$6,596.11
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0211	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-01	03-31	24193046091008291423666	CHEROKEE COUNTY COLLISION TAHLEQUAH OK	399.00
04-01	03-31	24431056091292035245426	O'REILLY 187 TAHLEQUAH OK	349.98
04-02	04-01	24247606091300842872567	CHARMTX 012-345-6789 NY	233.80
04-10	04-09	24431056100295795239306	O'REILLY 187 TAHLEQUAH OK	269.98
04-10	04-09	24431056100295795239314	O'REILLY 187 TAHLEQUAH OK	329.98
04-13	04-10	24024156100711156041066	H & H TIRE & AUTO TAHLEQUAH OK	70.30
04-13	04-10	24024156100711156041074	H & H TIRE & AUTO TAHLEQUAH OK	79.00
04-13	04-10	24024156100711156041082	H & H TIRE & AUTO TAHLEQUAH OK	103.47
04-13	04-10	24024156100711156041090	H & H TIRE & AUTO TAHLEQUAH OK	143.72
04-13	04-10	24024156100711156041108	H & H TIRE & AUTO TAHLEQUAH OK	143.72
04-13	04-10	24027626100067165184556	PAYPAL *O.D.O.A. 402-935-7733 CA	180.00
04-13	04-10	24027626100067166978048	PAYPAL *O.D.O.A. 402-935-7733 CA	180.00
04-13	04-10	24226386101022659093440	WAL-MART #0010 TAHLEQUAH OK	69.47
04-14	04-13	24055226103714526341729	TAHLEQUAH HOSPITAL AUTHO 9188687559 OK	176.00
04-14	04-13	24270746103900019400033	TAHLEQUAH PRINTING 918-4585511 OK	790.00
04-15	04-14	24388866104223388538570	GREYHOUND DALLAS TX	54.37
04-16	04-15	24055226105716656585403	STUTEVILLE FORD OF TAHLE TAHLEQUAH OK	160.44
04-16	04-15	24431056106298277206532	O'REILLY 187 TAHLEQUAH OK	164.99
04-16	04-15	24431056106298277206540	O'REILLY 187 TAHLEQUAH OK	380.36
04-17	04-16	24431056107298702300396	O'REILLY 187 TAHLEQUAH OK	4.04
04-22	04-21	24247606111300725941014	CHARMTX 012-345-6789 NY	199.80
04-24	04-23	24137466113300842046085	TAKE TEN TIRE - TULSA 918-819-8473 OK	893.66
04-24	04-23	24388866113227672627220	GREYHOUND DALLAS TX	68.02
04-24	04-23	24431056114301619256734	O'REILLY 187 TAHLEQUAH OK	309.98
04-24	04-23	24492516113900014665868	SAND TECH SCREENING TAHLEQUAH OK	842.03

(transactions continued on next page)

New Activity cont

DARRYL D DECKARD	Purchases	\$5,466.64	Total Activity	\$5,466.64
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0369	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-26	03-25	24000976084477000070078	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	56.53
03-26	03-25	24755426085730854097999	GRAINGER 800-4724643 IL	1,394.89
03-27	03-26	24326886086065538784330	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	531.04
03-27	03-26	24765016085693720087007	4G SERVICE & SUPPLY INC TAHLEQUAH OK	6.00
03-30	03-26	24412956086290038004791	BROKEN ARROW ELECTRIC SU 918-512-3254 OK	571.30
03-30	03-27	24492516086900015330309	H & H TIRE & AUTO TAHLEQUAH OK	15.45
03-31	03-30	24000976089503801339084	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	19.00
03-31	03-30	24692166089102394496178	LOWES #01818* TAHLEQUAH OK	14.98
04-02	04-01	24000976091515401582810	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	146.04
04-03	04-02	24000976092519803688554	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	101.05
04-03	04-02	24000976092520000379690	LOCKE SUPPLY WHC TAHLEQUAH 918-4567714 OK	116.28
04-03	04-02	24000976092520001560975	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	30.77
04-08	04-07	24137466098001581966348	AUTOZONE #0550 TAHLEQUAH OK	45.27
04-10	04-09	24000976099557304070537	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	23.01
04-13	04-10	24000976100562603313882	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	45.07
04-13	04-10	24692166100406189687585	LOWES #01818* TAHLEQUAH OK	21.96
04-13	04-08	24783796100017020581871	SADLER PAPER CO. MUSKOGEE OK	483.18
04-15	04-14	24000976104585401433582	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	31.21
04-16	04-15	24445006105300720635455	FSP*CHRIS'S QUICK LUBE TAHLEQUAH OK	77.20
04-16	04-14	24783796105017019772387	SADLER PAPER CO. MUSKOGEE OK	979.06
04-21	04-20	24000976110617401283386	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	51.44
04-22	04-21	24000976111621702096561	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	421.59
04-22	04-21	24000976111621702096587	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	33.36
04-22	04-21	24011346111100141142222	AMAZON RETA* BY0NT2A60 WWW.AMAZON.CO WA	25.98
04-22	04-21	24055226111723773905870	X-PRESS EQUIPMENT RENTAL TAHLEQUAH OK	211.00
04-23	04-22	24011346112100077840442	AMAZON MARK* BY3A84WT1 AMAZON.COM/MA WA	13.98

RYAN D YOUNG	Purchases	\$571.11	Total Activity	\$571.11
Account Number: XXXXXXXXXX	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
04-02	04-01	24355896091612431912371	BINGO USED NEW TIRES LL TAHLEQUAH OK	16.25
04-14	04-13	24445006104400218085105	WM SUPERCENTER #10 TAHLEQUAH OK	24.86
04-21	04-20	24024156110722651042903	H & H TIRE & AUTO TAHLEQUAH OK	530.00

CITY OF D TAHLEQUAH	Purchases	\$293.80	Total Activity	\$293.80
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0179	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-27	03-26	24445006086400240597566	SAMS CLUB #8134 FT. SMITH AR	38.80
04-15	04-13	24639236104900011300311	MIDCON DATA SERVICES 405-4781234 OK	255.00

(transactions continued on next page)

New Activity cont

CASEY BARNHART	Purchases	\$97.84	Total Activity	\$89.47
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0094	Cash Advances Fees	\$0.00		
	Credits	\$8.37 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-26	03-25	24000976084477000070037	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	4.55
04-14	04-13	74000976103579100030191	LOCKE SUPPLY TAHLEQUAH TAHLEQUAH OK	8.37 CR
04-14	04-13	24000976103579100030162	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	54.73
04-14	04-13	24692166103409095472446	LOWES #01818* TAHLEQUAH OK	38.56

JOHN N KING	Purchases	\$7,681.16	Total Activity	\$7,551.82
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0210	Cash Advances Fees	\$0.00		
	Credits	\$129.34 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-26	03-26	24011346085100003895620	AMAZON RETA* B52F203D0 WWW.AMAZON.CO WA	857.95
03-27	03-26	24692166085108407721928	SQ *LAW ENFORCEMENT PSYCH GOSQ.COM OK	260.00
04-01	03-31	24639236090900013400875	SIRCHIE ACQUISITION COMPA 919-5542244 NC	111.32
04-02	04-01	24692166091101411363532	AMAZON MKTPL*BG3GC8EH0 AMZN.COM/BILL WA	68.78
04-06	04-04	24692166094104334183190	AMAZON MKTPL*BC2TA3FX1 AMZN.COM/BILL WA	285.18
04-06	04-05	24692166095105034476148	AMAZON MKTPL*BG7IL0920 AMZN.COM/BILL WA	1,094.57
04-08	04-07	24431066098409059052064	TEST FOR A AND DRUG INFL EGOV.COM OK	48.00
04-08	04-07	24692166097106854139525	AMAZON MKTPL*BC5IN8NF0 AMZN.COM/BILL WA	49.99
04-08	04-07	24733096098121531643194	OK.GOV TPEREQ@EGOV.C OK	3.13
04-10	04-09	24692166099405361916211	AMAZON MKTPL*BC6PN5IE1 AMZN.COM/BILL WA	137.56
04-13	04-11	24692166101407315141553	AMAZON MKTPL*BC6U127I0 AMZN.COM/BILL WA	41.26
04-13	04-12	24692166102408203410091	AMAZON MKTPL*B74QC1E61 AMZN.COM/BILL WA	56.99
04-16	04-15	74692166105400964812997	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	129.34 CR
04-16	04-15	24692166105400893084705	AMAZON MKTPL*BS2NE8Z52 AMZN.COM/BILL WA	129.34
04-20	04-17	24692166107402613806886	AMAZON MKTPL*B730U28C0 AMZN.COM/BILL WA	326.40
04-20	04-18	24692166108403215509844	AMAZON MKTPL*B73G53S70 AMZN.COM/BILL WA	103.92
04-20	04-18	24692166108403614150745	AMAZON MKTPL*BS3U18H42 AMZN.COM/BILL WA	119.38
04-20	04-18	24692166108403781571996	AMAZON MKTPL*BY1Q33AP1 AMZN.COM/BILL WA	821.51
04-20	04-19	24692166109404343165110	AMAZON MKTPL*BY9SR7PZ1 AMZN.COM/BILL WA	1,263.37
04-20	04-19	24692166109404726975374	AMAZON MKTPL*B791A3R50 AMZN.COM/BILL WA	163.45
04-24	04-23	24270746113900018200077	GT DISTRIBUTORS INC 800-7755996 TX	1,617.70
04-24	04-23	24692166113407972791381	AMAZON MKTPL*BY7ZT05B0 AMZN.COM/BILL WA	121.36

LARRY BLACKMAN	Purchases	\$243.41	Total Activity	\$243.41
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0220	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-27	03-25	24733096085119087210835	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	125.44
04-13	04-09	24137466100501156760790	TRACTOR SUPPLY #1173 TAHLEQUAH OK	99.99
04-15	04-13	24733096104122688181147	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	17.98

(transactions continued on next page)

New Activity cont

JIM M PERRY	Purchases	\$86.77	Total Activity	\$86.77
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0101	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-26	03-25	24000976084477000070045	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	18.84
04-13	04-10	24231686101711469466343	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	37.98
04-14	04-13	24231686104714844002822	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	29.95

ZACH FRAZIER	Purchases	\$1,103.20	Total Activity	\$1,103.20
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0034	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-08	04-07	24692166097106926615635	LOWES #01818* TAHLEQUAH OK	153.56
04-13	04-10	24492166100100061723608	STICKER MULE STICKERMULE.C NY	779.00
04-14	04-13	24801976103714508538034	TAHLEQUAH LUMBER TAHLEQUAH OK	146.00
04-23	04-22	24226386113023176082995	WAL-MART #0010 TAHLEQUAH OK	24.64

COLIN GIRDNER	Purchases	\$736.90	Total Activity	\$736.90
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0133	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-27	03-26	24193046086000011906101	WELDON PARTS MUSKOGEE MUSKOGEE OK	17.08
03-27	03-26	24326886086065538784348	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	79.89
03-30	03-26	24765196086030025134961	PATE INDUSTRIAL SUPPLY IN MUSKOGEE OK	39.45
03-31	03-30	24801976089698463556826	TAHLEQUAH LUMBER TAHLEQUAH OK	12.49
04-07	04-06	24137466097001707410867	TRACTOR SUPPLY #1173 TAHLEQUAH OK	304.97
04-10	04-09	24326886100066871777008	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	15.57
04-10	04-09	24326886100066871777016	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	20.94
04-13	04-09	24251386100030051149966	KEYS LAWN AND GARDEN PARK HILL OK	5.05
04-22	04-21	24326886112067992761596	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	27.66
04-23	04-22	24801976112724888589704	TAHLEQUAH LUMBER TAHLEQUAH OK	213.80

CHRISTA MANKIN	Purchases	\$2,264.70	Total Activity	\$2,264.70
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0289	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-26	03-25	24017946084692559657257	HILBILT LUFKIN DISTR LLC BENTON AR	1,275.00
04-09	04-08	24326886099066768736110	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	61.25
04-15	04-14	24326886105067328784725	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	381.86
04-21	04-20	24755426110161106668669	P AND K EQUIPMENT MUSKOGEE 918-6823881 OK	201.93
04-22	04-20	24269796111500716423052	HOLT TRUCK CENTERS TULSA TULSA OK	93.98
04-22	04-21	24326886112067992761604	ADVANCE AUTO PARTS #8116 TAHLEQUAH OK	17.90
04-23	04-22	24412956112301129000321	TRUCK 1202 BATTERY 800-828-1629 MO	232.78

(transactions continued on next page)

New Activity cont

RYAN H PENNINGTON	Purchases	\$245.88	Total Activity	\$245.88
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0037	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-17	04-16	24692166106402008357165	LOWES #01818* TAHLEQUAH OK	112.68
04-21	04-19	24692166110405207438987	LOWES #01818* TAHLEQUAH OK	34.72
04-23	04-22	24692166112407480682149	LOWES #01818* TAHLEQUAH OK	28.72
04-23	04-22	24801976112724888589878	TAHLEQUAH LUMBER TAHLEQUAH OK	28.49
04-24	04-23	24431056114301619256742	O'REILLY 187 TAHLEQUAH OK	8.36
04-24	04-23	24431056114301619256759	O'REILLY 187 TAHLEQUAH OK	32.91

RAY C HAMMONS	Purchases	\$439.50	Total Activity	\$439.50
Account Number: XXXXXXXXXX	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
03-27	03-26	24793386085002782370090	SHERWIN-WILLIAMS707450 TAHLEQUAH OK	439.50

ELLIOT REIF	Purchases	\$5,147.30	Total Activity	\$5,147.30
Account Number: XXXXXXXXXX	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
03-27	03-26	24445006086400240612324	WM SUPERCENTER #10 TAHLEQUAH OK	43.76
03-27	03-27	24692166086108934284308	AMAZON.COM*BC7XO9CN2 AMZN.COM/BILL WA	209.78
03-30	03-27	24027626086067348972222	NATL MAINST 312-610-5613 IL	500.00
04-01	03-31	24692166090100345562293	AMAZON MKTPL*BG8J36L90 AMZN.COM/BILL WA	1,648.50
04-08	04-07	24915076098708137080359	PLTPAYWEB 405-936-3600 OK	6.10
04-09	04-07	24113436098100318071660	THE WEBSTAUANT STORE INC 717-392-7472 PA	235.93
04-10	04-09	24445006100400217147751	WM SUPERCENTER #10 TAHLEQUAH OK	24.68
04-13	04-11	24113436101200326075151	THE WEBSTAUANT STORE INC 717-392-7472 PA	232.74
04-13	04-12	24692166102408145523670	AMAZON MKTPL*B70ND6EQ1 AMZN.COM/BILL WA	75.95
04-13	04-10	24744006100900016783845	TAHLEQUAH DAILY PRESS 918-4568833 OK	15.18
04-14	04-13	24027626103067315747341	NATL MAINST 312-610-5613 IL	699.00
04-23	04-22	24801976112724888589662	TAHLEQUAH LUMBER TAHLEQUAH OK	1,433.74
04-24	04-24	24692166114408666131800	AMAZON MKTPL*BY29K1Q70 AMZN.COM/BILL WA	21.94

KAREN D MURPHY	Purchases	\$2,012.60	Total Activity	\$1,998.61
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1492	Cash Advances Fees	\$0.00		
	Credits	\$13.99 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-30	03-28	24692166087100511216851	AMAZON MKTPL*B58YD0850 AMZN.COM/BILL WA	13.99
03-30	03-28	24793386086000648325216	FACEBK *L46X2J5SB2 650-5434800 DE	7.00
03-31	03-30	24793386089002817784220	FACEBK *JUVCCJ5SB2 650-5434800 DE	7.00
04-03	04-01	24121576092000091010142	NEXT DAY DISPLAY 866-7186398 CA	38.15
04-06	04-03	24793386093000321264063	FACEBK *SJ9WRH9SB2 650-5434800 DE	7.00
04-07	04-06	24793386096000721580081	FACEBK *375JTKMRB2 650-5434800 DE	7.00
04-08	04-07	24445006098400215685442	WM SUPERCENTER #10 TAHLEQUAH OK	35.38
04-08	04-07	24455016097141000025454	WAL-MART #0010 TAHLEQUAH OK	75.00

(transactions continued on next page)

Account Number : XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
Statement Date : 04-25-2026

New Activity cont				
04-08	04-07	24692166097106959706822	AMAZON MKTPL*BC3ZN6H01 AMZN.COM/BILL WA	51.43
04-09	04-08	74692166098107875805239	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	13.99 CR
04-13	04-11	24455016101141000028478	WAL-MART #0010 TAHLEQUAH OK	70.92
04-20	04-17	24445006108001041253492	WALGREENS #10785 TAHLEQUAH OK	76.78
04-20	04-17	24793386107000809871086	FACEBK *LGQV6K9SB2 650-5434800 DE	6.85
04-22	04-21	24692166111406489216371	SQ *ALL DESIGNS 877-417-4551 OK	474.59
04-24	04-23	24492516113900014630722	SAND TECH SCREENING TAHLEQUAH OK	453.51
04-24	04-23	24744006113900018291842	TAHLEQUAH DAILY PRESS 918-4568833 OK	688.00

WHITNEY G SHAW	Purchases	\$469.98	Total Activity	\$469.98
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1191	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-30	03-28	24064666088100005554336	TINYWOW.COM TINYWOW.COM TN	15.00
04-06	04-03	24755426093270932060263	BEST WESTERN HOTELS 405-3722878 OK	440.00
			221615 ARRIVAL:04-02-26	
04-20	04-18	24011346108100148497657	ONLINE QR GENERATOR ONLINE-QR-GEN FL	14.98

JENNIFER D CRUWELL	Purchases	\$45.29	Total Activity	\$45.29
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1514	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-23	04-22	24692166112407525897934	AMAZON.COM*BJ5XY7NA2 AMZN.COM/BILL WA	32.70
04-24	04-23	24692166113408570854134	AMAZON MKTPL*BY1PL88E0 AMZN.COM/BILL WA	12.59

LARRY M UNDERWOOD	Purchases	\$303.66	Total Activity	\$303.66
Account Number: XXXXXXXXXX	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
04-17	04-16	24431056107298702300388	O'REILLY 187 TAHLEQUAH OK	303.66

BRAD HALE	Purchases	\$188.63	Total Activity	\$188.63
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0501	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-31	03-30	24231686090698824663024	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	12.65
04-03	04-02	24445006093400232534677	WM SUPERCENTER #10 TAHLEQUAH OK	21.48
04-09	04-08	24492516098900013786599	SAND TECH SCREENING TAHLEQUAH OK	154.50

AARON D GARRETT	Purchases	\$105.87	Total Activity	\$105.87
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1064	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-02	04-01	24692166091101468859648	LOWES #01818* TAHLEQUAH OK	60.88
04-08	04-07	24011346097100106543404	CLAUDE.AI SUBSCRIPTION ANTHROPIC.COM CA	20.00
04-16	04-15	24793386105000124974088	ADOBE INC 800-8336687 CA	19.99
04-24	04-23	24240986114600288787468	FAADRONZONE 202-267-7755 DC	5.00

(transactions continued on next page)

Account Number : [REDACTED]

Unique ID: XXXX XXXX XXXX 1223

Statement Date : 04-25-2026

New Activity cont

KENNETH D BARNES	Purchases	\$2,882.85	Total Activity	\$2,582.85
Account Number: [REDACTED]	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1326	Cash Advances Fees	\$0.00		
	Credits	\$300.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-08	04-07	24492516097900013661900	SAND TECH SCREENING TAHLEQUAH OK	170.98
04-09	04-08	24692166098107913679393	IN *W L CONSTRUCTION SUPP 424-6446640 CA	323.00
04-15	04-14	24692166104400085985694	IN *NEO SOLAR CONTROL LLC TAHLEQUAH OK	288.40
04-16	04-15	24333226105716844349526	SYMBOLARTS LLC 801-689-8020 UT	1,249.50
04-21	04-20	24692166110405753004563	IN *DAVENPORT FIRE EQUIPM 405-2384504 OK	440.00
04-22	04-21	74116416111723475024730	VCO*BROKEN ARROW CHURC BROKEN ARROW OK	150.00 CR
04-22	04-21	74492516111900014499273	SAND TECH SCREENING TAHLEQUAH OK	150.00 CR
04-22	04-21	24492516111900014487349	SAND TECH SCREENING TAHLEQUAH OK	410.97

SEAN VALDEZ	Purchases	\$1,646.31	Total Activity	\$1,646.31
Account Number: [REDACTED]	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1430	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-09	04-08	24055236098708795031710	FARRWEST 210-566-1857 TX	1,626.35
04-21	04-20	24692166111405901731595	LOWES #01818* TAHLEQUAH OK	19.96

MARK WHITTMORE	Purchases	\$1,185.16	Total Activity	\$1,185.16
Account Number: [REDACTED]	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0996	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-31	03-30	24412956089291510026101	CONRAD FIRE EQUIPMENT 913-780-5521 KS	749.96
03-31	03-30	24692166089102495770364	AMAZON MKTPL*BG8SE8A51 AMZN.COM/BILL WA	17.99
04-02	04-01	24692166091101279327108	AMAZON MKTPL*BG6CX8AR0 AMZN.COM/BILL WA	209.00
04-03	04-02	24435656092170635058948	GALLS 859-266-7227 KY	45.61
04-06	04-05	24692166095104845301256	AMAZON MKTPL*B75K31MA2 AMZN.COM/BILL WA	16.56
04-09	04-09	24692166099404570849727	AMAZON MKTPL*BY91W84Q2 AMZN.COM/BILL WA	82.62
04-22	04-21	24692166111406469558834	AMAZON MKTPL*BY45J4TK0 AMZN.COM/BILL WA	14.48
04-23	04-22	24435656112175829054351	GALLS 859-266-7227 KY	48.94

ERIC LAMONS	Purchases	\$1,693.92	Total Activity	\$1,693.92
Account Number: [REDACTED]	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1041	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-26	03-25	24455016084141000025228	WAL-MART #0010 TAHLEQUAH OK	51.01
04-02	03-31	24765196091030023813239	PATE INDUSTRIAL SUPPLY IN MUSKOGEE OK	72.43
04-07	04-06	24915076096706424188473	WHEELER METALS, INC 918-682-1083 OK	49.38
04-09	04-07	24941666098294969504267	DAVIS OIL CO., INC. TAHLEQUAH OK	1,301.70
04-13	04-10	24193046101000013209687	WELDON PARTS MUSKOGEE MUSKOGEE OK	40.50
04-13	04-10	24431066101410832017866	PTG OF TULSA TULSA OK	97.99
04-22	04-21	24275396111900010792379	ASCO TULSA 806-7452000 OK	80.91

(transactions continued on next page)

New Activity cont

RICK DYE	Purchases	\$4,340.19	Total Activity	\$4,340.19
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1162	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-01	03-31	24231686091699961199193	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	354.92
04-01	03-31	24692166090100393811774	AMAZON MKTPL*BG8VO8XR1 AMZN.COM/BILL WA	73.06
04-02	04-01	24137466092001740917857	TRACTOR SUPPLY #1173 TAHLEQUAH OK	349.99
04-02	04-01	24431056092292473192154	O'REILLY 187 TAHLEQUAH OK	103.13
04-03	04-02	24137466093001701821410	TRACTOR SUPPLY #1173 TAHLEQUAH OK	349.99
04-07	04-06	24137466097001707417300	TRACTOR SUPPLY #1173 TAHLEQUAH OK	349.99
04-13	04-10	24137466100300925888283	FASTENAL COMPANY 01OKTAH TAHLEQUAH OK	807.53
04-13	04-10	24445006101400233222215	WM SUPERCENTER #10 TAHLEQUAH OK	126.70
04-13	04-11	24692166101407131142637	AMAZON MKTPL*BC8ZC0KI0 AMZN.COM/BILL WA	80.75
04-17	04-16	24231686107718364294674	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	148.37
04-20	04-18	24692166108403067291947	AMAZON MKTPL*BY70B6NS1 AMZN.COM/BILL WA	27.54
04-20	04-18	24692166108403076686301	AMAZON MKTPL*BY39F13F1 AMZN.COM/BILL WA	71.99
04-22	04-21	24137466111300800076589	TAKE TEN TIRE - TULSA 918-819-8473 OK	1,375.00
04-22	04-21	24231686112724105036914	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	43.78
04-22	04-21	24765016111723579083746	4G SERVICE & SUPPLY INC TAHLEQUAH OK	77.45

CHRIS L ARMSTRONG	Purchases	\$2,681.44	Total Activity	\$2,681.44
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1622	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-31	03-30	24707806089027018899180	FARMERS CO-OP TAHLEQUAH OK	752.00
04-07	04-06	24453886097008314973778	RIVER CITY HYDRAULICS 501-7492218 AR	429.78
04-15	04-14	24692166104409916953227	LOWES #01818* TAHLEQUAH OK	205.98
04-21	04-20	24915076110722536200975	WHEELER METALS, INC MUSKOGEE OK	1,293.68

TIFFANY D SIEN	Purchases	\$2,207.06	Total Activity	\$2,207.06
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0893	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-26	03-25	24492516084900012933248	SAND TECH SCREENING TAHLEQUAH OK	103.00
03-31	03-30	24445006089300672439385	FSP*HEARTH AND POOL TAHLEQUAH OK	178.20
04-03	04-02	24445006093400232548610	WM SUPERCENTER #10 TAHLEQUAH OK	59.24
04-07	04-06	24226386097022487094442	WAL-MART #0010 TAHLEQUAH OK	85.08
04-09	04-08	24692166098107839307137	LOWES #01818* TAHLEQUAH OK	388.94
04-13	04-10	24445006101400233220722	WM SUPERCENTER #10 TAHLEQUAH OK	493.79
04-15	04-14	24445006105400213140227	WM SUPERCENTER #10 TAHLEQUAH OK	33.56
04-15	04-14	24455016104141000024540	WAL-MART #0010 TAHLEQUAH OK	183.56
04-15	04-14	24692166104400088213169	AMAZON MKTPL*BS1W49CN2 AMZN.COM/BILL WA	121.10
04-15	04-14	24692166104409653712802	AMAZON MKTPL*B75WN7BK1 AMZN.COM/BILL WA	132.00
04-20	04-17	24445006108400234450487	WM SUPERCENTER #10 TAHLEQUAH OK	273.50
04-20	04-18	24455016108141000026863	WAL-MART #0010 TAHLEQUAH OK	47.82
04-21	04-21	24692166111405981450116	AMAZON MKTPL*BY7H00ZY0 AMZN.COM/BILL WA	26.99
04-23	04-22	24455016112141000024805	WAL-MART #0010 TAHLEQUAH OK	80.28

(transactions continued on next page)

Account Number : XXXXXXXXXX
Unique ID: XXXX XXXX XXXX 1223
Statement Date : 04-25-2026

New Activity cont

ROCKIE S NEUGIN	Purchases	\$252.00	Total Activity	\$252.00
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 0957	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-07	04-06	24801976096706485538879	TAHLEQUAH LUMBER TAHLEQUAH OK	230.77
04-08	04-07	24000976097547600036029	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	0.81
04-21	04-20	24000976110617401283428	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	20.42

BRIAN F SPEAKE	Purchases	\$652.35	Total Activity	\$652.35
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1090	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-10	04-09	24707806099027018222290	FARMERS CO-OP TAHLEQUAH OK	105.00
04-14	04-13	24000976103578604543571	LOCKE SUPPLY WE TAHLEQUAH 918-4567551 OK	52.98
04-14	04-13	24231686104714816605164	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	19.99
04-15	04-14	24692166104409916953102	LOWES #01818* TAHLEQUAH OK	144.48
04-24	04-23	24137466114001581582871	TRACTOR SUPPLY #1173 TAHLEQUAH OK	329.90

JOHN W SUTTON	Purchases	\$2,991.77	Total Activity	\$2,991.77
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1509	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-27	03-26	24055226085693923921782	X-PRESS EQUIPMENT RENTAL TAHLEQUAH OK	31.36
03-31	03-30	24137466090001759662412	TRACTOR SUPPLY #1173 TAHLEQUAH OK	59.98
04-02	04-01	24231686092701154311194	HARBOR FREIGHT TOOLS3160 TAHLEQUAH OK	19.77
04-03	04-02	24055226092702010932106	X-PRESS EQUIPMENT RENTAL TAHLEQUAH OK	952.00
04-07	04-06	24275396096900011641780	MUSKOGEE SAND HQ AND SCAL 918-8253370 OK	222.31
04-08	04-07	24137466098001581994142	TRACTOR SUPPLY #1173 TAHLEQUAH OK	99.98
04-08	04-07	24692166097106834999618	LOWES #01818* TAHLEQUAH OK	499.00
04-09	04-08	24055226098708787832662	X-PRESS EQUIPMENT RENTAL TAHLEQUAH OK	67.87
04-09	04-08	24692166098107745450021	LOWES #01818* TAHLEQUAH OK	119.52
04-17	04-16	24416066106900016800016	AMERICAN LOCK SHOP TAHLEQUAH OK	139.76
04-20	04-17	24024156107719232042449	H & H TIRE & AUTO TAHLEQUAH OK	407.52
04-23	04-21	24733096112124223171146	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	131.06
04-24	04-23	24000976113632801428207	LOCKE SUPPLY TAHLEQUAH 918-4568839 OK	34.02
04-24	04-23	24692166113408406564360	LOWES #01818* TAHLEQUAH OK	207.62

RANDY POWELL	Purchases	\$1,078.06	Total Activity	\$1,078.06
Account Number: XXXXXXXXXX	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1358	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-14	04-13	24692166103408937676404	AMAZON MKTPL*B752F4FQ0 AMZN.COM/BILL WA	75.56
04-15	04-14	24692166104400156625310	AMAZON MKTPL*B75AQ96C1 AMZN.COM/BILL WA	51.42
04-16	04-15	24692166105400955214067	AMAZON MKTPL*BS72E9Z42 AMZN.COM/BILL WA	304.99
04-17	04-17	24011346107100062331362	AMAZON MARK* BY6FQ6FE1 AMAZON.COM/MA WA	7.80
04-20	04-18	24011346108100121829249	AMAZON MARK* BS20A7H92 AMAZON.COM/MA WA	226.95

(transactions continued on next page)

New Activity cont				
04-21	04-21	24011346111100037456652	AMAZON MARK* BS17D3RN2 AMAZON.COM/MA WA	22.99
04-21	04-20	24692166110405706547437	AMAZON MKTPL*BY73Q7621 AMZN.COM/BILL WA	305.35
04-22	04-21	24011346111100088515489	AMAZON MARK* BS28B2WP2 AMAZON.COM/MA WA	83.00

RICHARD S COFFRON	Purchases	\$355.00	Total Activity	\$355.00
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
04-03	04-02	24492166093100004511630	2021 JOINT CODE CONF. GREATNONPROFI OK	175.00
04-06	04-05	24000776095100021317200	SECURAMAX PROVISIONUSA. MI	180.00

VICKY E GREEN	Purchases	\$2,741.42	Total Activity	\$2,628.18
Account Number: [REDACTED]	Cash Advances	\$0.00		
Unique ID: XXXX XXXX XXXX 1279	Cash Advances Fees	\$0.00		
	Credits	\$113.24 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-26	03-24	24733096084118888175800	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	349.90
03-26	03-24	24733096084118888175818	ATWOOD 40 TAHLEQUAH TAHLEQUAH OK	47.52
03-31	03-22	74755426089170868168364	HILTON HOTELS 719-4180000 CO 38371065 ARRIVAL:03-21-26	104.14 CR
04-01	03-30	24755426090170900684172	HILTON HOTELS 719-4180000 CO 41546613 ARRIVAL:03-29-26	93.23
04-06	04-03	24445006094001150407844	COVETRUS NORTH AMERICA 614-761-9095 OH	1,171.88
04-08	04-07	24055226097707238632565	MED VET INTERNATIONAL 800-544-7521 IL	67.99
04-09	04-08	74692166098107921082148	LOVE'S #0078 INSIDE TAHLEQUAH OK	9.10 CR
04-09	04-08	24137466099001667458516	TRACTOR SUPPLY #1173 TAHLEQUAH OK	214.80
04-09	04-08	24692166098107921081426	LOVE'S #0078 INSIDE TAHLEQUAH OK	8.02
04-10	04-08	24445006099500629013898	WENDYS # 14342 TAHLEQUAH OK	13.97
04-13	04-10	24445006101001033555174	COVETRUS NORTH AMERICA 614-761-9095 OH	23.34
04-14	04-13	24416066103900019000252	ELLIOTT VET DVM TAHLEQUAH OK	88.39
04-20	04-17	24137466108001704144110	TRACTOR SUPPLY #1173 TAHLEQUAH OK	51.56
04-20	04-17	24269796108500962850722	HOBBS VETERINARY CLINIC TAHLEQUAH OK	115.00
04-20	04-18	24692166108403603398974	AMAZON MKTPL*BY9K97T51 AMZN.COM/BILL WA	120.09
04-22	04-20	24755426111171112999148	HILTON HOTELS 719-4180000 CO 50030850 ARRIVAL:04-19-26	73.39
04-23	04-22	24692166112407384529438	AMAZON MKTPL*BJ4WU4ZD2 AMZN.COM/BILL WA	202.34
04-24	04-23	24701776113631800374616	WALNUT GROVE ANIMAL CLINI 918-7081430 OK	100.00

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Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5f
Meeting Date 6/1/2026
Initiator Rebecca White, Finance Support
Office / Department Finance

Item Title

Acknowledge receipt of the April 2026 Open PO Report.

Background

Monthly Agenda Item

Exhibits

1. 20260521_065309

Funding Source

Request

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
01 - Managerial								
88038	Oklahoma Precast Product	04/08/2026	Freight for curb inlets White Ave II	223507131	5,605.00	.00	.00	5,605.00
Total 01 - Managerial:					5,605.00	.00	.00	5,605.00
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
87991	Lochner	03/24/2026	T-Hangar Grant Administration	443501000	304,200.00	6,955.41	.00	297,244.59
Total AIRPORT:					321,544.00	6,955.41	.00	314,588.59
CAPITAL IMPROVEMENT FUND								
87233	DLL Finance	07/01/2025	Golf Cart and UTV Lease	210508503	19,131.60	12,578.13	.00	6,553.47
87233	DLL Finance	07/24/2025	Golf Cart Rental Cherokee Fields	210508494	4,720.80	3,540.60	.00	1,180.20
Total CAPITAL IMPROVEMENT FUND:					23,852.40	16,118.73	.00	7,733.67
CEMETERY								
87843	M&M Rentals LLC	01/28/2026	Port-A-Potty Rental	110576300	525.00	300.00	.00	225.00
87922	BancFirst	02/26/2026	Pcard Transactions	110577200	8,000.00	.00	.00	8,000.00
88010	Richard Smith	04/01/2026	Grave Digging	110577200	7,000.00	.00	.00	7,000.00
Total CEMETERY:					15,525.00	300.00	.00	15,225.00
Cherokee Fields								
88024	Glidewell Distributing Co, I	04/06/2026	Blanket Restock Concessions	118506500	10,000.00	8,703.55	.00	1,296.45
88025	Love Bottling Company	04/06/2026	Blanket Restock Concessions	118506500	10,000.00	4,731.00	.00	5,269.00
88026	Johnny Freeze Cream Ice,	04/06/2026	Blanket Restock Concessions	118506500	5,000.00	1,125.00	.00	3,875.00
88054	Johnny Freeze Cream Ice,	04/15/2026	Blanket for Restock	118506500	5,000.00	.00	.00	5,000.00
88057	Glidewell Distributing Co, I	04/15/2026	Blanket Restock for Concessions	118506500	10,000.00	.00	.00	10,000.00
88058	Love Bottling Company	04/15/2026	Blanket Restock for Concessions	118506500	10,000.00	.00	.00	10,000.00
88073	Michael Clay Davis	04/24/2026	Tournament Scheduling	118507200	10,000.00	.00	.00	10,000.00
88085	Glidewell Distributing Co, I	04/29/2026	Concession Supplies	118508200	522.02	.00	.00	522.02
88085	Glidewell Distributing Co, I	04/29/2026	Golf Concession	110716200	603.68	.00	.00	603.68
Total Cherokee Fields:					61,125.70	14,559.55	.00	46,566.15
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
87937	Tim M Synar	03/06/2026	PFL S/N Clinic 3/19	425501003	1,245.00	.00	.00	1,245.00
87938	Rebecca Reaume	03/06/2026	PFL S/N Clinic 3/18	425501003	300.00	.00	.00	300.00
87939	Stephanie Delano	03/06/2026	PFL S/N Clinic 3/19	425501003	200.00	.00	.00	200.00
88021	Stephanie Delano	04/06/2026	PFL S/N Clinic 4/15	425501003	200.00	.00	.00	200.00
88022	Rebecca Reaume	04/06/2026	PFL S/N Clinic 4/15	425501003	150.00	.00	.00	150.00
88023	Tim M Synar	04/06/2026	PFL S/N Clinic 4/15	425501003	2,075.00	.00	.00	2,075.00
88077	BancFirst	04/28/2026	Pcard Transactions	110735400	5,000.00	.00	.00	5,000.00
88077	BancFirst	04/28/2026	Pcard Transactions	110737400	5,000.00	.00	.00	5,000.00

Purchase Order Report
Summary Report - Open Purchase Orders
Report Dates: All - 04/26

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
88088	Tim M Synar	04/29/2026	Rabies Clinic 5/1	425501003	2,200.00	.00	.00	2,200.00
88089	Rhonda Norris RVT	04/29/2026	Rabies Clinic 5/1	425501003	400.00	.00	.00	400.00
88090	Elijah Spray VT	04/29/2026	Rabies Clinic 5/1	425501003	200.00	.00	.00	200.00
Total Compliance:					22,170.00	786.35	.00	21,383.65
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
87582	Datamax Inc	10/06/2025	Task 5052	110617400	252.00	215.91	.00	36.09
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
87824	Larry's Tires	01/20/2026	Blanket for Fixing Flats/Repairs	110616300	300.00	150.00	.00	150.00
88004	Ok St Firefighters Assn	03/30/2026	Membership Dues	110615400	3,168.00	.00	.00	3,168.00
88011	Datamax Inc	04/01/2026	Meter Maintenance	110617400	94.50	.00	.00	94.50
88015	Viking Life-Saving Equipme	04/02/2026	Replace Zach Frazier bunker pants	110618308	2,100.00	.00	.00	2,100.00
88042	NAFECO	04/09/2026	TL2 Firefighter Helmets	110618308	6,000.00	.00	.00	6,000.00
88063	Pro Lawn & Landscape	04/20/2026	Lawn Service for Station #1	110617400	1,600.00	.00	.00	1,600.00
88080	BancFirst	04/28/2026	Pcard Transactions	110616300	10,000.00	.00	.00	10,000.00
Total FIRE:					27,514.50	365.91	.00	27,148.59
HOTEL MOTEL FUND								
87279	Chamber of Commerce	07/08/2025	Administration	112505400	97,705.00	81,420.84	.00	16,284.16
87279	Chamber of Commerce	07/08/2025	Membership, Training, & Travel	112505420	3,250.00	2,708.33	.00	541.67
87279	Chamber of Commerce	07/08/2025	Promotional items	112506110	3,000.00	2,500.00	.00	500.00
87279	Chamber of Commerce	07/08/2025	Advertising & Sponsorship	112507100	145,545.00	121,287.50	.00	24,257.50
87279	Chamber of Commerce	07/08/2025	Equipment	112508100	10,500.00	8,750.03	.00	1,749.97
Total HOTEL MOTEL FUND:					260,000.00	216,666.70	.00	43,333.30
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								
87343	GreatAmerica Financial Se	07/24/2025	Epson AM-C400 Lease	110627400	1,644.24	1,386.87	.00	257.37
87570	TYR Tactical LLC	09/30/2025	FREIGHT	110628210	5,055.00	.00	.00	5,055.00
87867	Cherokee County Detentio	02/10/2026	Prisoner Meals	110626210	2,000.00	.00	.00	2,000.00
87911	Cherokee County Detentio	02/23/2026	Prisoner meals	110626210	2,000.00	.00	.00	2,000.00
87980	TYR Tactical LLC	03/23/2026	Bullet Proof Vest for Josh Brown and Gu	110628210	4,355.00	.00	.00	4,355.00
87981	GT Distributors - Austin	03/23/2026	Glock 43X Gen 5 Moss AP CoA BOF UC	425502000	7,611.35	.00	.00	7,611.35
87997	Motorola Solutions, Inc.	03/27/2026	ARC GIS Server	110627400	43,042.50	.00	.00	43,042.50
87998	Motorola Solutions, Inc.	03/27/2026	Premium GIS service from July 25- June	110627400	30,370.00	.00	.00	30,370.00
88078	BancFirst	04/28/2026	Pcard Transactions	110626300	10,000.00	.00	.00	10,000.00
Total LAW ENFORCEMENT:					106,078.09	1,386.87	.00	104,691.22

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
MAINTENANCE								
88001	TK Elevator	03/30/2026	Library elevator repair	110688406	7,500.00	.00	.00	7,500.00
88001	TK Elevator	03/30/2026	Library elevator repair	110686300	2,494.76	.00	.00	2,494.76
88003	BancFirst	03/30/2026	Pcard Transactions	110706300	10,000.00	.00	.00	10,000.00
Total MAINTENANCE:					19,994.76	.00	.00	19,994.76
MANAGERIAL								
87187	Consolidated Communicati	07/01/2025	Communications Service	110517400	20,632.56	16,252.71	.00	4,379.85
87189	Eide Bailly LLP	07/01/2025	FY 24-25 Compilation	110517200	45,701.00	41,133.75	.00	4,567.25
87194	Hammons, Hamby, and Pri	07/01/2025	City Attorney	110517400	52,015.00	39,783.78	.00	12,231.22
87196	Local Government Testing	07/01/2025	Drug Screenings	110517200	14,000.00	13,127.50	.00	872.50
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	513.90	.00	171.30
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	1,000.00	.00	1,300.00
87286	Kelly Engineering & Assoc.	07/08/2025	Engineering/Construction Management	223507131	32,670.00	25,855.00	.00	6,815.00
87287	Tahlequah Main Street Ass	07/08/2025	Monthly Fee	110517200	24,000.00	20,000.00	.00	4,000.00
87289	Toast Inc	07/08/2025	6 Payments 07/21 - 09/29	118507200	1,807.02	517.95	.00	1,289.07
87298	Freese and Nichols, Inc.	07/09/2025	Amendment approved by Council 1/6/25	432501000	202,500.00	148,662.59	.00	53,837.41
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	205.66	.00	294.34
87322	Toast Inc	07/16/2025	Toast Monthly Subscription	118507200	5,387.40	4,040.55	.00	1,346.85
87324	HELLAS CONSTRUCTION	07/17/2025	Anthis-Brennan Expansion	437501000	908,223.39	877,812.39	.00	30,411.00
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
87395	Megan Stuart-Lopez	08/07/2025	HSCC Clinic 8/19	425501003	200.00	.00	.00	200.00
87402	Cherokee County Board of	08/08/2025	No Parking Signs Anthis	118506300	688.20	.00	.00	688.20
87415	BancFirst	08/12/2025	OML Conference Transactions	110515400	5,000.00	.00	.00	5,000.00
87427	Crowe & Dunlevy	08/14/2025	Federal Case Litigation	110517900	20,000.00	11,160.20	.00	8,839.80
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
87569	Ok Dept of Transportation	09/30/2025	Signal Modification Plans	440501000	17,000.00	.00	.00	17,000.00
87573	Motorola Solutions, Inc.	10/01/2025	New Radios	210508314	14,472.42	.00	.00	14,472.42
87603	Rebecca Reaume	10/09/2025	PFL Clinic	425501003	150.00	.00	.00	150.00
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	44,690.00	.00	18,910.00
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	202,588.22	.00	246,906.78
87673	Caselle, Inc	11/13/2025	On - site Training	110517200	6,000.00	3,935.71	.00	2,064.29
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	11,100.00	.00	3,900.00
87717	T & K Construction	12/02/2025	White Ave Phase II	223507131	95,940.00	49,031.00	.00	46,909.00
87746	Bull Tuff Mud Company Re	12/15/2025	Concrete 3500 PSI S.S. - with Hot Water	223507131	49,250.25	32,287.00	.00	16,963.25
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
87766	James R Childers Architect	12/29/2025	Multiple Capital Improvement Project Pla	110517200	15,000.00	.00	.00	15,000.00
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
87806	Aubrey Cagle	01/12/2026	Communications & Marketing Intern	110517200	3,120.00	1,770.00	.00	1,350.00
87816	Locke Supply	01/14/2026	Mechanical Supplies	210508446	10,000.00	.00	.00	10,000.00

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87818	JD Carey, CPA	01/15/2026	Filing and Sending 1099s	110517200	660.00	620.00	.00	40.00
87819	Holloway, Updike & Belten,	01/15/2026	Norris Park to NSU Pier Layout Plan	433501000	1,320.00	.00	.00	1,320.00
87846	Toast Inc	01/29/2026	Monthly Subscription	118507200	1,671.20	.00	.00	1,671.20
87872	Building & Earth Sciences I	02/10/2026	Site Testing	437504000	3,000.00	.00	.00	3,000.00
87881	Landplan Consultants Inc.	02/13/2026	Traffic Signilization - Muskogee Ave	433501000	17,000.00	14,875.00	.00	2,125.00
87902	M&M Rentals LLC	02/20/2026	Porta Potty Rentals	118506500	4,250.00	1,190.00	.00	3,060.00
87935	Double M Fence Co. LLC	03/05/2026	New fence at the PD	210508309	41,133.00	.00	.00	41,133.00
87968	Echota Support Services L	03/17/2026	Labor for Painting Concession Stand	437502000	8,195.00	.00	.00	8,195.00
87969	Stephanie Delano	03/17/2026	PFL 3/18 HSCC S/N CLINIC	425501003	400.00	.00	.00	400.00
88007	M&M Rentals LLC	03/31/2026	Rental Port-A-Potty - 2 Months	223507131	180.00	.00	.00	180.00
88008	Bermuda Bob's Sod Farm	03/31/2026	New Sod for baseball park	437509001	9,570.00	.00	.00	9,570.00
88044	Cherokee County Collision	04/13/2026	Repairs	110290000	3,445.67	.00	.00	3,445.67
88044	Cherokee County Collision	04/13/2026	Deductible	110626300	500.00	.00	.00	500.00
88045	Cherokee County Collision	04/13/2026	Repair	110290000	5,624.00	.00	.00	5,624.00
88045	Cherokee County Collision	04/13/2026	Deductible	110626300	500.00	.00	.00	500.00
88053	DP Supply Company, Inc	04/15/2026	Custom SMD style grate for White Ave II	223507131	2,165.00	.00	.00	2,165.00
88056	AAA Fence LLC	04/15/2026	FENCE FOR BYPASS	210508502	1,014.50	.00	.00	1,014.50
88059	Oilstone LLC	04/16/2026	500 tons of ★ 500 tons of TYPE S4 ASP	223507131	40,000.00	.00	.00	40,000.00
88061	Tahlequah Lumber Co	04/17/2026	POSTS, SCREWS, CONCRETE, MAILB	223507131	200.00	.00	.00	200.00
88066	Lochner	04/20/2026	Architect	443501000	20,000.00	.00	.00	20,000.00
88075	Kemp Stone Co, Inc	04/27/2026	500 tons 1.5" crusher run	223507131	3,625.00	.00	.00	3,625.00
88079	BancFirst	04/28/2026	Pcard Transactions	110517200	10,000.00	.00	.00	10,000.00
88081	AAA Fence LLC	04/28/2026	30 -2"x 8" SCH 40 POST FOR BYPASS	210508502	960.00	.00	.00	960.00
Total MANAGERIAL:					2,587,800.	1,613,312.83	.00	974,487.56

Multi-Departmental

87158	A+ Pest Guard LLC	07/01/2025	Managerial	110517200	780.00	650.00	.00	130.00
87158	A+ Pest Guard LLC	07/01/2025	PD	110827400	780.00	585.00	.00	195.00
87158	A+ Pest Guard LLC	07/01/2025	Library	110887400	780.00	650.00	.00	130.00
87158	A+ Pest Guard LLC	07/01/2025	Solid Waste	115656300	600.00	500.00	.00	100.00
87159	Cherokee County Clerk	07/01/2025	Filing for Cemetery	110261000	1,782.00	488.00	.00	1,314.00
87159	Cherokee County Clerk	07/01/2025	Filing for City Clerk	110527200	1,000.00	440.00	.00	560.00
87168	Network Enhancement Sys	07/01/2025	Managerial	110517200	6,000.00	3,155.75	.00	2,844.25
87168	Network Enhancement Sys	07/01/2025	City Clerk	110527200	120.00	101.69	.00	18.31
87168	Network Enhancement Sys	07/01/2025	Court Clerk	110557200	540.00	291.67	.00	248.33
87168	Network Enhancement Sys	07/01/2025	Compliance	110737200	420.00	314.50	.00	105.50
87171	Northeast OK Public Faciliti	07/01/2025	Compliance	110736400	300.00	201.23	.00	98.77
87171	Northeast OK Public Faciliti	07/01/2025	Solid Waste	115656400	6,000.00	208.50	.00	5,791.50
87171	Northeast OK Public Faciliti	07/01/2025	Cemetery	110576400	300.00	.00	.00	300.00
87183	Ok Municipal Assurance Gr	07/01/2025	Property Insurance	110517500	107,171.00	96,361.00	.00	10,810.00
87198	OTA	07/01/2025	Managerial	110515400	60.00	30.33	.00	29.67
87198	OTA	07/01/2025	EOC	110605400	60.00	5.66	.00	54.34
87198	OTA	07/01/2025	Fire	110615400	300.00	70.17	.00	229.83
87198	OTA	07/01/2025	PD	110625400	300.00	60.27	.00	239.73
87198	OTA	07/01/2025	Street	110665400	180.00	103.04	.00	76.96
87198	OTA	07/01/2025	Maintenance	110705400	60.00	3.80	.00	56.20
87198	OTA	07/01/2025	Rec	110715400	120.00	4.84	.00	115.16
87198	OTA	07/01/2025	Compliance	110735400	180.00	33.42	.00	146.58
87198	OTA	07/01/2025	Solid Waste	115655400	480.00	135.16	.00	344.84
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
87208	VIP Voice Services LLC	07/01/2025	Managerial	110517300	10,072.92	8,447.66	.00	1,625.26
87208	VIP Voice Services LLC	07/01/2025	Fire	110617300	5,616.00	4,729.17	.00	886.83
87208	VIP Voice Services LLC	07/01/2025	PD	110627300	9,782.76	8,223.75	.00	1,559.01
87208	VIP Voice Services LLC	07/01/2025	Air	117647300	624.96	569.97	.00	54.99
87208	VIP Voice Services LLC	07/01/2025	Rec	110717300	2,217.00	1,896.67	.00	320.33

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87208	VIP Voice Services LLC	07/01/2025	Street	110667300	1,485.00	1,286.67	.00	198.33
87208	VIP Voice Services LLC	07/01/2025	Solid Waste	115657300	1,917.00	1,647.45	.00	269.55
87208	VIP Voice Services LLC	07/01/2025	EOC	110606320	2,781.00	2,366.67	.00	414.33
87208	VIP Voice Services LLC	07/01/2025	IT	110727300	1,053.00	927.34	.00	125.66
87210	Wight Office Machines	07/01/2025	Task 5052	110617400	420.00	94.50	.00	325.50
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	27,645.00	.00	39,435.00
87467	Kirk Lawn Care, LLC	08/27/2025	Solid Waste	115657200	12,000.00	2,000.00	.00	10,000.00
87597	Enterprise Fleet Managem	10/08/2025	Maintenance	210508446	8,867.10	2,955.70	.00	5,911.40
87597	Enterprise Fleet Managem	10/08/2025	Fire	210508305	12,411.66	5,229.58	.00	7,182.08
87597	Enterprise Fleet Managem	10/08/2025	PD	210508309	66,000.00	28,397.40	.00	37,602.60
87597	Enterprise Fleet Managem	10/08/2025	EOC	210508314	3,880.05	1,293.35	.00	2,586.70
87597	Enterprise Fleet Managem	10/08/2025	Parks & Rec	210508503	12,887.16	4,295.72	.00	8,591.44
87597	Enterprise Fleet Managem	10/08/2025	IT	210508601	2,905.05	968.35	.00	1,936.70
87653	Verdant Commercial Capit	11/04/2025	Maagerial	110517400	2,687.04	2,388.88	.00	298.16
87653	Verdant Commercial Capit	11/04/2025	Cemetery	110577200	152.48	133.42	.00	19.06
87653	Verdant Commercial Capit	11/04/2025	Court	110557200	152.00	133.10	.00	18.90
87789	One Source Water, LLC	01/08/2026	Managerial	110516300	492.00	248.66	.00	243.34
87789	One Source Water, LLC	01/08/2026	Cemetery	110576300	210.00	59.14	.00	150.86
87789	One Source Water, LLC	01/08/2026	Solid Waste	115656300	276.00	104.17	.00	171.83
87789	One Source Water, LLC	01/08/2026	Fire	110616300	840.00	525.37	.00	314.63
87789	One Source Water, LLC	01/08/2026	Rec	110716300	120.00	22.46	.00	97.54
87828	SHI Corp	01/22/2026	Acrobat Pro - Ashtin, Ryan, Richard, Vick	110737200	448.52	393.40	.00	55.12
87828	SHI Corp	01/22/2026	Acrobat Pro - Ray & Paige	110517200	224.26	196.70	.00	27.56
87828	SHI Corp	01/22/2026	All Apps - Scott Pettus	110607400	1,040.30	952.96	.00	87.34
87919	WEX Bank	02/26/2026	Managerial	110516400	750.00	406.32	.00	343.68
87919	WEX Bank	02/26/2026	Fire	110616400	3,900.00	1,788.06	.00	2,111.94
87919	WEX Bank	02/26/2026	PD	110626400	27,000.00	12,835.03	.00	14,164.97
87919	WEX Bank	02/26/2026	Air	117646400	75.00	.00	.00	75.00
87919	WEX Bank	02/26/2026	Street	110666400	18,000.00	7,536.32	.00	10,463.68
87919	WEX Bank	02/26/2026	Maint	110706400	600.00	353.98	.00	246.02
87919	WEX Bank	02/26/2026	Rec	110716400	6,300.00	3,073.91	.00	3,226.09
87919	WEX Bank	02/26/2026	IT	110726400	150.00	13.33	.00	136.67
87919	WEX Bank	02/26/2026	Compliance	110736400	1,350.00	1,066.63	.00	283.37
87919	WEX Bank	02/26/2026	Cemetery	110576400	1,200.00	643.02	.00	556.98
87919	WEX Bank	02/26/2026	EOC	110606400	450.00	119.70	.00	330.30
87919	WEX Bank	02/26/2026	Solid Waste	115656400	45,000.00	23,579.11	.00	21,420.89
87984	UniFirst Holdings Inc	03/23/2026	Managerial	110516300	751.36	187.84	.00	563.52
87984	UniFirst Holdings Inc	03/23/2026	PD	110626300	430.88	107.72	.00	323.16
87984	UniFirst Holdings Inc	03/23/2026	Airport	117646300	222.88	55.72	.00	167.16
87984	UniFirst Holdings Inc	03/23/2026	Parks & Rec	110716300	158.88	39.72	.00	119.16
88005	BancFirst	03/30/2026	Pcard Transactions	110726300	7,500.00	.00	.00	7,500.00
88005	BancFirst	03/30/2026	Pcard Transactions	118506300	7,500.00	.00	.00	7,500.00
88009	Cintas Corp #2	04/01/2026	Cemetery	110575700	672.48	112.08	.00	560.40
88009	Cintas Corp #2	04/01/2026	Parks & Rec	110715700	1,609.92	275.83	.00	1,334.09
88009	Cintas Corp #2	04/01/2026	Solid Waste	115655700	5,190.24	824.72	.00	4,365.52
88009	Cintas Corp #2	04/01/2026	PD AED	110627400	344.00	.00	.00	344.00
88029	Lake Region Electric-Telec	04/07/2026	Managerial	110517300	326.82	108.94	.00	217.88
88029	Lake Region Electric-Telec	04/07/2026	Baseball	110717300	620.46	137.88	.00	482.58
88029	Lake Region Electric-Telec	04/07/2026	Cherokee Fields	118507300	282.45	138.35	.00	144.10
88029	Lake Region Electric-Telec	04/07/2026	PD	110627300	326.82	.00	.00	326.82
88029	Lake Region Electric-Telec	04/07/2026	Fire	110617300	326.82	.00	.00	326.82
88082	Bill's Body Shop	04/28/2026	Repair on 2024 Chevy Silverado	110290000	6,522.15	.00	.00	6,522.15
88082	Bill's Body Shop	04/28/2026	Remaining Cost	115656300	17.14	.00	.00	17.14

Purchase Order Report
Summary Report - Open Purchase Orders
Report Dates: All - 04/26

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
Total Multi-Departmental:					508,900.56	265,911.45	.00	242,989.11
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	16,880.00	.00	18,120.00
87294	Bill John Baker II	07/09/2025	Annual Contract City Attorney	110557200	30,000.00	22,500.00	.00	7,500.00
Total MUNICIPAL JUDGE:					68,000.00	39,380.00	.00	28,620.00
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	13,561.60	.00	6,780.80
88084	Simplot Turf & Horticulture	04/29/2026	Chemicals for Golf Course	110716410	560.74	.00	.00	560.74
Total PARKS & RECREATION:					70,206.43	13,561.60	.00	56,644.83
SOLID WASTE SERVICES								
87228	Ok Production Ctr, Inc	07/01/2025	Recycling Services	115657400	57,240.00	42,930.00	.00	14,310.00
87347	Danny's Muffler & Tire, Inc	07/24/2025	Blanket PO	115656300	2,000.00	630.00	.00	1,370.00
87990	United Engines LLC	03/24/2026	Transmission Repair on Unit 60	115658701	15,000.00	.00	.00	15,000.00
88027	Waste Management	04/06/2026	Land Fill Fees	115657400	168,000.00	.00	.00	168,000.00
88046	Mahaney Excavation	04/13/2026	Install culvert and drain box	115658700	12,325.00	.00	.00	12,325.00
88076	BancFirst	04/28/2026	Pcard Transactions	115656300	20,000.00	.00	.00	20,000.00
Total SOLID WASTE SERVICES:					274,565.00	43,560.00	.00	231,005.00
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
87974	Freese and Nichols, Inc.	03/18/2026	Pecan Creek Mitigation Study	116509110	48,475.00	10,020.67	.00	38,454.33
87977	Old Dominion Brush Comp	03/20/2026	RUBBER RUNNER	116506300	834.00	.00	.00	834.00
88083	Atlas Land Office Inc	04/28/2026	Survey Lot 14 Block 60	116507200	1,750.00	.00	.00	1,750.00
Total STORMWATER MANAGEMENT FUND:					59,378.53	10,510.67	.00	48,867.86
STREET								
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	700.68	.00	299.32
87940	Osman Equipment	03/06/2026	BLANKET P.O. PARTS, SUPPLIES, & R	110666300	2,000.00	.00	.00	2,000.00
87955	Shinook Auto Machine	03/12/2026	Trouble Shoot & Machine Work on 6.0 E	110666300	3,500.00	.00	.00	3,500.00
87999	BancFirst	03/27/2026	Pcard transactions - March 26, 2026 thro	110666300	4,000.00	.00	.00	4,000.00
88000	Larry's Tires	03/27/2026	Blanket P.O. - fix flats, repairs, supplies	110666300	300.00	.00	.00	300.00
88037	Ergon Asphalt & Emulsions	04/08/2026	SS-1 ROAD OIL FOR WHITE AVE. PHA	223507131	1,920.00	.00	.00	1,920.00
88066	Sand Tech Screening LLC	04/22/2026	UNIFORM SHIRTS	110665700	1,000.00	.00	.00	1,000.00
88086	BancFirst	04/29/2026	PCARD Transactions from April 26 throu	110666300	8,000.00	.00	.00	8,000.00
88087	Old Dominion Brush Comp	04/29/2026	Shipping	110666300	1,059.00	.00	.00	1,059.00
Total STREET:					27,525.00	3,302.76	.00	24,222.24
STREET & ALLEY FUND								
87369	Arkholia Sand & Gravel	07/30/2025	Asphalt Type B Rap - tons	111506201	28,200.00	13,649.40	.00	14,550.60

Purchase Order Report
Summary Report - Open Purchase Orders
Report Dates: All - 04/26

PO #	Vendor Name	PO Date	Description	GL Account	PO Amount	Invoice Amount	Adjustments	Open Amount
87626	Bull Tuff Mud Company Re	10/21/2025	Concrete - General Use Street Repairs	111506260	2,500.00	1,940.00	.00	560.00
87903	Bull Tuff Mud Company Re	02/20/2026	Hot Water	111506260	2,266.50	.00	.00	2,266.50
87928	Hutchens Construction Co.	03/02/2026	Bulk Cold Patch (delivered) - tons	111506208	2,990.00	.00	.00	2,990.00
Total STREET & ALLEY FUND:					35,956.50	15,589.40	.00	20,367.10
STREETS & SIDEWALKS								
87274	Kelly Engineering & Assoc,	07/07/2025	ODOT Revisions on 4th Street	223507126	13,500.00	6,325.00	.00	7,175.00
87641	Chaffin Surveying, LLC	10/30/2025	White Ave Phase II Surveying	223507131	200.00	.00	.00	200.00
87873	Holloway, Updike & Bellen,	02/10/2026	Engineering 4th St Muskogee to Graham	223507127	60,000.00	6,150.00	.00	53,850.00
88091	Maxwell Supply	04/29/2026	Paving Supplies for White Ave	223507131	3,397.60	.00	.00	3,397.60
Total STREETS & SIDEWALKS:					77,097.60	12,475.00	.00	64,622.60
Grand Totals:					4,649,831.	2,274,743.23	.00	2,375,087.81



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5g
Meeting Date 6/1/2026
Initiator _____
Office / Department Finance

Item Title

Acknowledge and accept the \$3,500 restricted funds earmarked for the Fire Department from Cherokee Nation and amend the budget accordingly.

Background

Exhibits

1. Budget Amendment

Funding Source

Request



THE CITY OF
TAHLEQUAH
OKLAHOMA

BUDGET AMENDMENT FORM

REQUESTED BY: Becka

DEPARTMENT: Finance

AMENDMENT #: 06-001

FISCAL YEAR: FY 2025 - 2026

Account #	Account Name	Increase	Decrease
425-46-3001	Restricted Donations - Fire	\$3,500.00	
TOTALS		\$3,500.00	

Reason for Budget Amendment:

Accept the donation from Cherokee Nation for the Fire Department and
amending the budget accordingly.

City Administrator Signature

Date Signed

Governing Body Signature

Date Signed



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5h
Meeting Date 6/1/2026
Initiator Rebecca White, Finance Support
Office / Department Finance

Item Title

Accept the contractual amount of \$7,020.00 from Cherokee Nation for the Animal Shelter, placing the funds in the Animal Shelter Restricted Donations account and amending 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 #: 06-002

FISCAL YEAR: FY 2025 - 2026

Account #	Account Name	Increase	Decrease
425-46-1002	Restricted Donations - Animal Shelter	\$7,020.00	
TOTALS		\$7,020.00	

Reason for Budget Amendment:

Accept the contractual amount from Cherokee Nation for the Animal Shelter and
amending the budget accordingly.

City Administrator Signature

Date Signed

Governing Body Signature

Date Signed



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5i
Meeting Date 6/1/2026
Initiator Amanda Gray, Executive Assistant
Office / Department City of Tahlequah Authorities or Boards

Item Title

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

Background

Exhibits

1. 26.05 Hospital Report amended

Funding Source

Request

MEMORANDUM

DATE: MAY 11, 2026

TO: THA BOARD OF TRUSTEES AND MEDICAL STAFF

FROM: JIM BERRY, HOSPITAL CEO 

RE: HOSPITAL MONTHLY REPORT – MAY 2026

I. PEOPLE

A. MEDICAL STAFF

1. Recruitment
 - a. Audra King, M.D. – General Surgery – NHS presented Dr. King with a 5-year employment agreement, without deviation from the elements in the Letter of Intent. Her employment with NHS would begin in August of 2027. Dr. King is general surgery resident in North Dakota in year three of four. She will graduate in June of 2027.
 - b. Emergency Medicine Physician Groups – NHS – Tahlequah has requested proposals from four emergency medicine staffing groups: Green Country Emergency Physicians, United States Acute Care Services, TeamHealth, and New Gen. We received proposals from 3 of the 4 as Team Health declined.
2. Retention & Relationship
 - a. Jennifer Carter, APRN – Gastroenterology – Renewal employment agreement for five years.
 - b. TMG Meals – Kristen LeMasters – Director of Clinic Operations and CJ Jankas – VP of Physician Services, arranged a lunch or breakfast for all TMG locations. To date, Ft. Gibson, ENT (McDonald), GI, Primary Care/Urgent Care, and Nephrology have been visited with the goal of listening, identifying problems, and improving relationships with providers and staff. We uncovered known system problems with high no show/cancellation rates, ease of making appointments, and phone system problems. It is difficult to understand the time frame of complaints and the attempted resolutions of the same. Only Eastside Clinic, Surgery Clinic, and MOB 2300 (Rheumatology, Neurology, Pulmonology and Residency Clinics) remain on the schedule.
3. Residency
 - a. Recruitment Survey – The Resident Match in March did not go as expected. The Residency Program is trying to understand why. Surveys were conducted with medical students ranked by our Residency Program. The summary of the survey revealed that respondents liked the Attending Physicians. They didn't like the interactions with the current Residents; no onsite Fellowships; proximity to support and family; and the early time slots for interviews. The Program will adjust based upon the feedback.

B. HOSPITAL STAFF

1. Auxiliary Luncheon – In honor of National Hospital Volunteer Week, NHS held a luncheon on April 20th as an expression of gratitude for the hours of service to the hospital. The Hospital Auxiliary operates the Gift Shop in the hospital and the Remarkables Shop on Muskogee Avenue. Additionally, a volunteer assists with family members in surgery waiting. In the last year, the Auxiliary purchased patient transport chairs that don't wander away from the hospital; glucose monitors; and scales for patient education for congestive heart failure. Annually, the auxiliary is a dinner sponsor at the THA Hearts of Gold Gala.

2. Recruitment

- a. April Contact Statistics
 - 30 via Indeed
 - 243 via email/phone/text
 - 21 New Hires (1 RN)
- b. Attended Student Recruitment Events
 - Worklahoma Career Fair
 - TCC RN Visit 3rd Semester
 - ICTCC Stilwell Career Fair
 - Community Care Career Fair
 - Westville HS Career Fair
 - Green Country Impact Meeting
 - ICTC Coweta Career Fair
- c. April Nursing Contract Count
 - 4 Agency Contracts
 - 7 Internal Contracts

3. Retention

- a. Retirement Plan
 1. Merger – Corebridge has merged with Equitable. While Corebridge will remain the majority partner, the trade name will be changed to Equitable, due to recognition. Merger should occur by January 2027.
 2. Value – The end of 2025 of the Retirement Plan offered by NHS has risen to \$48,638,532.
- b. HOSPITAL WEEK CELEBRATION 2026 “Moments in Bloom”
 - May 10th - SUNDAY: “DONUTS AND BLOOMS” (MOTHER’S DAY KICKOFF)
 - May 11th- MONDAY: “LET KINDNESS GROW” (SILENT AUCTION BEGINS)
 - May 12th- TUESDAY: “PLANT THE SEED” (PROPAGATION PREP DAY)
 - May 13th- WEDNESDAY: “FUEL TO BLOOM” (OMELET BREAKFAST)
 - May 14th- THURSDAY: “GROW TOGETHER” (PLANT PROPAGATION SWAP)
 - May 15th - FRIDAY: “CELEBRATE THE BLOOM” (PATIO LUNCH & AWARDS)
 - Join us for lunch on the patio from 11:00 AM – 1:00 PM
 - Awards presentation begins at 12:45 PM
 - Awards Include: Employee of the Year, Rookie of the Year, Director of the Year and Department of the Year
 - May 16th- SATURDAY: “SWEET MOMENTS IN BLOOM”
 - May 10th – May 16th- ALL WEEK: “Bloom & Tune In” “Moments in Bloom” Photo Challenge

4. Recognition

- a. April Employee of the Month – **Terry Dray, Pre-Admit RN, Outpatient Surgery Services.** Terry’s nominator had the following to say, “Terry exemplifies dedication, reliability, and excellence in patient care. With an impressive 27 years at NHS, she consistently goes above and beyond – frequently covering for coworkers and managing the workload of two nurses while maintaining exceptional attention to detail, efficiency, and thoroughness.”
- b. April Rookie of the Month – **Skylar McCoy, Admin Assistant, Social Services.** Skylar’s nominator had the following to say, “Skylar is a great employee! He is very good at customer service and makes sure you get the help you need. He deserves to be recognized for his great customer service skills. He is willing to help out, check in the see if you need anything and is on time. He is presentable and has a good sense of humor. “
- c. April Director of Awesomeness – Daniel Hannon, Sr. Director of Ancillary Services

II. HOSPITAL OPERATIONS (QUALITY, SERVICE & FINANCE)

A. Clinical Project Updates

1. OmniCell Drug Cabinet Installation is complete. So far so good. Minor construction was required in certain areas.
2. Performance Improvement Council
 - a. Education Department – PI Project – IV Line Dressing Changes – The frequency of and reason for IV line dressing change is not known. Currently no date of the last dressing change is noted in the record or on the Tegaderm itself, therefore the condition of the dressing, whether soiled and requires a change or not, is unknown. Staff will begin to date Tegaderm and evaluate the need for a change. Goals include: Increased patient satisfaction and decreased supply expense.
 - b. Laboratory – Urine Culture Contamination – The project goal less than 15% contamination has not been met. Further investigation revealed opportunities for improvement in collection techniques. The determination to improve and not accept the results is inspiring.

B. Plant Ops Project Update

1. Smoke Detector / Fire Alarm – As you might recall, a great number of smoke detectors had failed the mandatory sensitivity test. A vendor suggested a complete overhaul of the system at a cost of \$120,000. Plant Ops was able to source appropriate smoke heads and have them installed at a fraction of the cost. The smoke detection system now passes the sensitivity testing.
2. Ongoing:
 - a. Eastside Clinic – Meeting RHC requirements.
 - b. Add'l Sleep Study Room in the MPOPS Building.
 - c. MPOPS IT Server Room – Creating adequate space for servers.
 - d. Foundation House – Consolidating laundry facilities.

C. Service Project Updates

1. Restful Hospital Initiative kicked off on April 16th. After discussion and consensus in all medical staff committees also among the Hospitalists and Residents, changes were made to Cerner serial orders with “while awake or wa” option, such as Q6 WA. Start times for Lab collection, imaging, cardiopulmonary treatments, etc. will begin later in the morning for the sole purpose of patient rest. Staff received additional instructions for quiet patient room entry and procedures for waking patients and allowing them time to awaken.
2. In-house Marketing and Sign Printing – A few months ago, THA Board moved to add an expensive printer to marketing. The printer qualified as a legitimate Opioid Grant expenditure and was paid from proceeds. Flat printing on most media is now in-house process that reduces cost and turnaround time.

III. GROWTH

A. Emergency Medicine Fellowship – Pursuing Rural Transformation Grant Funding from the State of Oklahoma; accreditation through the University of Oklahoma; and certification as an EM Fellowship through the American Board of Physician Specialties to add a one-year fellowship for primary care physicians to the Tahlequah Campus.

B. Media

1. Media Stats - April 9th – May 5th
Views: 42,382 Views
Engagement: 2,351
2. Facebook Ads:
 - Stephen Dobratz rater8 patient testimony – April 9th – 2,101 views
 - Dr. Schneider rater8 patient testimony – April 16th – 2,977 views
 - We love our Volunteers – April 19th – 608 views
 - New Wellness Podcast- Carla Hayes- April 21st – 1,117 views
 - Deanna Wright rater8 patient testimony- April 23rd – 2,091 views
 - We are Hiring- PRN PCT for ICU- April 27th – 4,038 views
 - We are Hiring- Med Surg RNs- April 28th – 7,274 views
 - ER Rater8 patient testimony- April 30th – 2,920 views

- May is Stroke Awareness Month – May 4th – 1,500 views
- Radiation Oncology Ad- May 5th – 5,909 views

3. Website:

- Site Sessions: 10,680
- Unique Visitors: 7,033

4. Geofencing:

- Primary Care- Launched 3/31
- Views: 50,653

5. YouTube- Wellness Podcast- Last 28 days

- 72 views in last 28 days
- Watch time: 8.1 (hours)
- 2 new subscribers
- Lifetime
 - 1.9K views
 - Watch time: 183.4 hours



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5j
Meeting Date 6/1/2026
Initiator Alex McBride, Tourism Director
Office / Department City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the May 2026 Tourism Report.

Background

Monthly Report

Exhibits

1. May 2026 Tourism Report

Funding Source

NA

Request

Acknowledge receipt of report

Tourism Report

Highlights:

- Redbud Award – 2026 Visitors Guide
- Spring Tourism Talk Newsletter
- Summer Campaign Kickoff – The Adventure No One Saw Coming
- 3 Weekend Festival Advertisements
- Midwest Travel Mama's Visit
- April Social Media Reach: 1,378,570

Advertising:

- Google Banner Ads (Green Country)
- Google SEM (Green Country)
- Radio Ads 92.9 Tulsa (Griffin)
- Radio Ads 99.5 Tulsa (Griffin)
- Green Country Visitor's Guide 2026
- Annual Billboard – Tulsa
- Travel OK State Guide 2026
- Travel OK Website ad
- Instagram + Facebook Sponsored Route 66 Campaign
- ITI Events Calendar
- ITI Business Pages
- Centennial Celebrations ½ Hour Special News On 6
- Instagram + Facebook Summer Campaign

Upcoming Sponsored Events:

- Jason Christie Summer Collaboration – Begins this month (May)
- Route 66 Capital Cruise (Tulsa) – May 28-30th
- Shot 3D Event (Sequoyah State Park) June 5th – 7th





Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5k
Meeting Date 6/1/2026
Initiator Nathan Reed, President/CEO
Office / Department City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the May 2026 Tahlequah Regional Development Authority Report.

Background

Monthly Report

Exhibits

1. May 2026 TRDA Report

Funding Source

NA

Request

Acknowledge receipt of report.

HAMMRC

1. HAMMRC approved a new grant program that would allow members and potential businesses to apply for a grant for qualified expenses. The grant program has been announced and we are receiving grant applications; will make final decisions for winners at the June 26th Board Meeting.

Provalus

1. Construction moving along, couple change orders to approve; structural engineering complete and bid to fix issues will be ready. Still on timeline to finish late August.
2. Working on new lease with CN for the Edward Jones site as Anita has vacated the site. Whole building will be in TRDA name now.

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. RFP for B&T Park ready, this will line the cycle period up with our FY.
3. Met with Jasen on land prices for the overall park; presentation to be given.

Other items

1. Ferguson Property – TIF Review committee recommended approval of the district 6-4 at their last meeting so it will be sent to the Planning Committee and City Council now; final numbers approved were 12 years for approximately \$9 million at a 50/50 split between the TIF and taxing entities.
2. Marketing Contract with Retail Strategies moving forward; First collab meeting complete with good results and feedback; represented Tahlequah at the Red River Show and will represent at the May ICSC in Vegas.
3. Working with an agency from Tulsa that represents 3 different prospects looking at Tahlequah.
4. Nathan working with Josh A on housing opportunities with Tahlequah Cares.
5. Multiple prospects considering and some meetings with them; multiple companies have reached out about locations that specific companies are interested in.
6. Closed on land with PIM Holdings (Dave Cross); reimbursement complete; working with Dave on a possible grant application for HAMMRC for a medical device he is creating.

Chamber Partnership

1. Business Essentials is planned out for 26-27 FY; series to focus on “Online Resources” like Google Business and Chamber Directory usage, online reputation management, website and SEO efficiencies, and other online tools for businesses; 2 local experts locked in for presenters and making connections for the Reputation Management expert. Will start planning “Small Business Bootcamp” in May; may be more of an accelerator feel than a bootcamp feel.
2. Working with CN Innovation Hub on a Healthcare Accelerator/Incubator; would be a great opportunity if we can find everything we need to pull it off.
3. Presenting at Workshop Wednesday the last Wednesday of each month; May will be on Employee Evaluations.
4. One pagers ready for use, let me know if you need one!
5. Social media plan in place and being implemented.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 51
Meeting Date 6/1/2026
Initiator Jamie Hale, Manager
Office / Department City of Tahlequah Authorities or Boards

Item Title
Acknowledge receipt of the May 2026 Tahlequah Main Street Association report.

Background
Monthly report

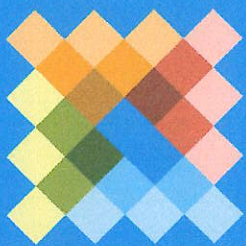
Exhibits
1. May City council

Funding Source
NA

Request
Acknowledge receipt of report.

TAHLEQUAH MAIN STREET MONTHLY REPORT

MAY 2026



TAHLEQUAH
MAIN
STREET



MAIN STREET
AMERICA

Nationally recognized.
Locally powered.™



Prepared By:
Jamie Hale- Executive Director

Program Highlights



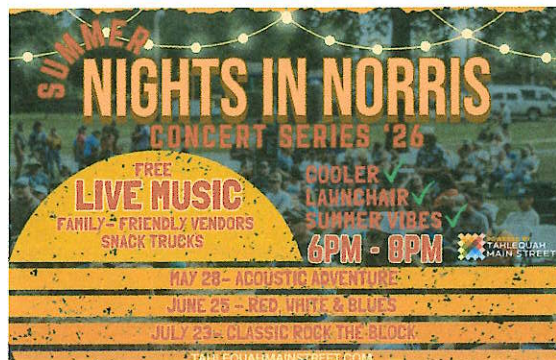
RED FERN 5K AND FUN RUN

Business Support and Outreach

- Promo committee is updating the downtown experience map to distribute to lake and River for the 2026 season.
- Conducted check-ins with downtown business owners to gather feedback and share upcoming promotional opportunities.
- Distributed several hundred, posters, rack cards, table tents for the Red Fern Festival

Volunteer & Community Engagement

- 312 Volunteers volunteered for the Red Fern Festival with over a combined 3,200 hours.
- The BSA Troop 743 hung the American Flags in Downtown for Memorial Day.



State and National Main Street

- TMSA was National accredited on the spot for 2026!
- Tahlequah Main Street hosted a mobile workshop for the 2026 National Main Street Conference, held in Tulsa April, 13th-17th. The workshop was an absolute success!
- Executive Director-Jamie Hale was appointed to the Oklahoma Main street Leadership Council.

Economic Vitality and Downtown Improvements

- 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.
- Main Street Mobsters begins in June!

Events and Programs Planning

- Annual Budget Planning
- Hometown Hero banners are on sale until June 1st to be hung in July and November.
- Big Impact Planning
- Inagural Summer Nights in Norris - Concert series begin in May. Concerts will be held on the 4th Thursday May-July.
- OK Main Street Incentive Program Project planning

Red Fern Festival 2026!

As we wrap up another Red Fern Festival, I just want to take a moment to sincerely thank the City Council and the entire City of Tahlequah team for the incredible partnership, support, and resources that helped make Red Fern Festival 2026 such a success.

Events of this size and scale simply do not happen without a whole lot of people showing up behind the scenes and our city team shows up every single time.

From street closures, barricades, electrical support, sanitation, parks, and countless logistics, to the Police and Fire Departments who help us prioritize safety while keeping things running smoothly your efforts make an enormous difference. So much of what happens behind the scenes may go unseen by the public, but it never goes unnoticed by us.

Red Fern is more than a festival. It's a celebration of community, a showcase for Downtown Tahlequah, and an important economic driver for our businesses, restaurants, and local vendors. Welcoming thousands of visitors into our community takes teamwork, flexibility, and a shared belief in creating something special—and that's exactly what this partnership represents. Thank you!



240 RUNNERS
RED FERN 5K AND FUN RUN



NEW MOBILE HISTORY TOUR



MUSIC SHOWCASE AND FIDDLE CONTEST



RED FERN PAGEANT

This was my first year attending and I will definitely be back! This was the best festival I've been to in years! I really loved the amount of signage and how easy it was to find everything!

I'm incredibly impressed by how organized everything was! – Participant

Look forward to this show every year and always recommend it to my vendor friends! – Vendor

Appreciate all the hardwork! I know that an event that size takes a lot of organization and manpower. You guys deliver every year. Thank you! –vendor

APRIL REINVESTMENT REPORT

DOWNTOWN TAHLEQUAH



TAHLEQUAHMAINSTREET.COM

- 127 n. Muskogee Ave. – Renovation working
- 131 N. Water- renovation – working
- Downtown speakers coming soon
- Provalus expansion – working
- New light Poles in Norris Park- working



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5m
Meeting Date 6/1/2026
Initiator Kim Dorr
Office / Department City of Tahlequah Authorities or Boards

Item Title

Acknowledge receipt of the May 2026 Tahlequah Public Works Authority Board report.

Background

Monthly report

Exhibits

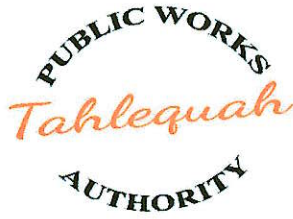
1. TPWA Report to the City 5.22.2026

Funding Source

NA

Request

Acknowledge receipt of report.



TPWA Report

May 22, 2026

Administration- All teams continue to work on the 2026-27 budget.

Electric- Substation # 1 is powered up and in operation. With the recent storms we have navigated some power outages due to lightning, these have incurred minimal outage time. Mid America has mostly completed the Park Hill Rd/Cherokee Nation 477 reconductoring project; they are still working on some underground terminals.

Water- The crew worked diligently to fix a waterline break that occurred earlier this week. It did take some time to repair, but residents and business owners had water as quickly as possible. The new 12-inch water line located south down 810 rd. is complete and functional, there is still some cleanup and a punch list to complete.

Water Treatment

Teehee- The plant is running well and preparing for the new pump station and filter rehab. Work on this project will begin soon.

Tenkiller- The plant is running well, the crew repair damage from lightning often and has been the case with the recent storms in the area.

Wastewater- Crews continue to clean lines and do TV inspections throughout the city. The pre-work meeting for an 18-inch trunk line expansion project across from the Cherokee Nation complex is complete and the contractor will mobilize in June.

Wastewater Treatment- The plant is running well, and the testing numbers remain in compliance.



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	5n
Meeting Date	6/1/2026
Initiator	Alex McBride, Tourism Director, Nathan Reed, President/CEO
Office / Department	City of Tahlequah Authorities or Boards

Item Title

Approve the 2026–2027 FY Tourism Budget.

Background

Annual budget for Toursim

Exhibits

1. Tourism Budget 26-27 FY - City

Funding Source

Hotel/Motel Tax

Request

Approve budget.

Accounts	2024 to 2025 budget	2025-2026 budget draft	2026-2027 budget draft	Comments
(5000.2) Lodging Tax Tourism Revenue	\$242,000	\$260,000	\$286,000	
Total Revenue	\$242,000	\$260,000	\$286,000	
Expenses				
8000 Administration	\$96,226	\$97,705	\$113,905	
(8001.1) Staffing	\$78,916	\$81,000	\$97,200	
(8001.5) Meals	\$1,500	\$1,000	\$1,000	
(8001.7) Audit	\$1,800	\$1,375	\$1,375	
(8001.8) Tourism Admin Expenses	\$12,010	\$13,330	\$13,330	
(8001.5) Professional/Contract Services	\$2,000	\$1,000	\$1,000	
8004 Membership Training & Travel	\$3,500	\$3,250	\$3,250	
(8004.1) Association Memberships	\$1,000	\$750	\$750	
(8004.2) Professional Development	\$1,000	\$1,000	\$1,000	
(8004.3) Mileage	\$1,000	\$1,000	\$1,000	
(8004.5) Lodging	\$500	\$500	\$500	
8006 Promotional Items	\$7,000	\$3,000	\$3,000	
(8006.1) Promotional items	\$7,000	\$3,000	\$3,000	
8008 Computers & Technology	\$2,500	\$2,500	\$2,500	
(8008.1) Software	\$1,000	\$1,000	\$1,000	
(8008.2) Office Technology	\$1,500	\$1,500	\$1,500	
8009 Advertising/Sponsorship	\$108,774	\$145,545	\$158,345	
(8009.1) Social Media Advertising	\$25,774	\$25,775	\$43,195	
(8009.2) Geo Fencing/Targeting	\$10,000	\$13,000	\$13,000	
(8009.3) Print Advertising	\$15,000	\$12,000	\$9,000	
(8009.4) Other Advertising TV/Radio/Billboards	\$27,000	\$27,000	\$20,000	
(8009.5) Streaming	\$25,000	\$25,000	\$20,000	
(8009.7) Visitors Guide	\$2,500	\$12,910	\$5,000	
(8009.8) Design & Production Services	\$1,500	\$1,500	\$3,000	
(8009.9) Sponsorship	\$2,000	\$2,000	\$3,000	
(8009.10) Website Development and Maintence	\$0	\$7,400	\$13,150	
(8009.11) Other Digital Marketing	\$0	\$18,960	\$14,000	
(8009.12) Event and Conference Investment	\$0	\$0	\$15,000	
8012 Equipment	\$24,000	\$8,000	\$5,000	
(8012.2) MTC Design & Development	\$0	\$0	\$0	
(8012.3) MTC Operating	\$1,000	\$1,000	\$0	
(8012.4) MTC Maintenance	\$1,500	\$1,500	\$0	
(8012.5) MTC Licenses, Permits & Insurance	\$1,500	\$500	\$0	
(8012.6) Christmas Expenses	\$20,000	\$5,000	\$5,000	
Total TT Expenses	\$242,000	\$260,000	\$286,000	
Net Income	\$0	\$0	\$0	
Admin %	40%	38%	40%	
Marketing %	60%	62%	60%	



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 50
Meeting Date 6/1/2026
Initiator _____
Office / Department Administration

Item Title

Approve the Mayor's reappointment of **Stephen Highers** to the Tahlequah Public Works Authority Board, term ending May 3031.

Background

Exhibits

1. Stephen Highers Recommendation 5.2026
2. Resolution 25-01 re City Councilors as Trustees

Funding Source

Request



Kim Dorr, General Manager

P. O. Box 29
Tahlequah, OK 74465

May 22, 2026

Honorable Mayor Suzanne Myers,

On Friday, May 15, 2026, the Tahlequah Public Works Authority Board of Trustees unanimously voted to recommend for reappointment Mr. Stephen Highers. Therefore, I am pleased to recommend the reappointment of Mr. Stephen Highers to serve as a member of the Tahlequah Public Works Authority Board. Mr. Highers was appointed to replace Ms. Sherry Baker's term expiring in May 2026 after Ms. Baker was appointed to the remainder of Ms. Bree Long's term (expiring September 2026). This reappointment will begin Mr. Highers's first full term on the TPWA Board of Trustees. He has served on the TPWA Board of Trustees previously but not a full term.

Mr. Highers has proven to be a dedicated public servant to the citizens of our city and community through his election to City Council, appointment to TPWA Trustee, and the many other board positions he is actively involved. He is engaged with ongoing projects within our city. Additionally, Mr. Highers is a valuable board member, and he provides sound business decisions, effective financial decisions, and recommendations for our entity. Mr. Highers always keeps the customers and the city in mind in helping us define policy and procedures and working on the budget for the organization.

I have enjoyed working with Mr. Highers and I look forward to continuing our efforts to move forward to improving our city and community.

Please feel free to contact me with any questions or concerns regarding the recommendation of Mr. Stephen Highers.

Sincerely,

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

Kim Dorr

RESOLUTION NO. 25-01

**A RESOLUTION ADOPTING A POLICY REGARDING
ANY CITY COUNCILOR THAT IS CONFIRMED TO SERVE AS A TRUSTEE OF THE
TAHLEQUAH PUBLIC WORKS AUTHORITY**

WHEREAS, the Tahlequah Public Works Authority ("TPWA") recognizes and has no objection to no more than two (2) Tahlequah City Councilors serving as Trustees of the TPWA; and

WHEREAS, the TPWA recognizes that circumstances could occur whereby a Tahlequah City Councilor, while serving as a TPWA Trustee, resigns, is removed or cannot continue to serve as a Tahlequah City Councilor for any reason, and that such an event should require that such individual must also resign or be removed as a TPWA Trustee; and

WHEREAS, the TPWA recognizes that in order to provide for continuity of the service of no more than two (2) Tahlequah City Councilors as TPWA Trustees, a policy mandating such continuity of service is both desirable and prudent.

**THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TPWA, AS
FOLLOWS:**

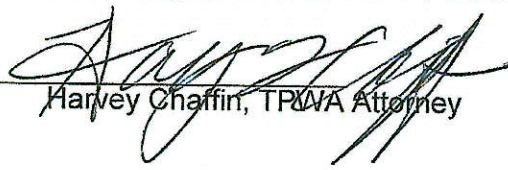
1. That it shall be the policy of the TPWA that, in the event any individual serving as both a Tahlequah City Councilor and a TPWA Trustee resigns, is removed or cannot continue to serve as a Tahlequah City Councilor for any reason, such event shall be deemed to be just cause for resignation or removal from service as a TPWA Trustee.
2. It shall also be the policy of the TPWA that, as a condition of being confirmed as a TPWA Trustee, a Tahlequah City Councilor shall acknowledge and agree to be bound by the policy herein adopted.

This resolution is approved in open meeting of the Board of Trustees of the Tahlequah Public Works Authority on the 21st day of February, 2025.


Mike Doublehead, Executive Director
and Secretary




Scott Wright, Chairman of the Board


Harvey Chaffin, TPWA Attorney



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5v
Meeting Date 6/1/2026
Initiator _____
Office / Department Administration

Item Title

Approve the Legal Services Agreement with **BJ Baker**, City Prosecutor, for the 2026–2027 fiscal year.

Background

Exhibits

1. Legal Services, BJ Baker 2026-2027

Funding Source

Request

CITY OF TAHLEQUAH
Legal Services Agreement

THIS AGREEMENT, made this 1st day of June, 2026 by and between the CITY OF TAHLEQUAH, OKLAHOMA, a municipal corporation (hereinafter called the "City"), and BJ Baker, an independent attorney, contracting for the prosecutorial duties of the City Attorney, and who hereinafter shall be referred to as "Prosecutor".

TERM: The term of this Agreement shall commence on July 1st 2026, and extend through June 30th 2027.

NOTICES: All noticed required hereunder shall be sent via personal delivery or U.S. Mail, postage paid, as follows,

TO CITY: City of Tahlequah
Attn: Office of the Mayor
111 South Cherokee Avenue
Tahlequah, OK 74464

TO ATTORNEY: BJ Baker
303 W. Keetoowah St.
Tahlequah, OK 74464

Or other such addresses as either party may designate by notice to the other party.

PERFORMANCE REQUIREMENTS OF CITY:

City Shall:

1. Compensate the Attorney in the amount set forth hereunder for the provision of services as specified under Performance Requirements of Attorney.
2. Provide Attorney full access to the staff, records, and facilities in order to perform the services and functions set out herein.
3. Evaluate Attorney performance annually, providing written description of City's assessment of Attorney performance.

PERFORMANCE REQUIREMENTS OF PROSECUTOR:

The Prosecutor shall:

1. Consult regularly (not less than weekly) with the municipal court judge, or the court's regular staff, as needed to ensure proper operation of the municipal court.
2. Duties Performed by Prosecutor:
 - a. Court Trials (2nd Thursday of the month at 9:00am)
 - b. Communications with plaintiffs
 - c. Abatement Board (1st Monday of the month at 3:30pm)
3. In the absence of the City Attorney for more than 24 hours, provide legal opinions and advice, in writing, and within a reasonable timeframe, to the Mayor, City Administrator, and City Council in a public meetings as requested.

ADDITIONAL TERMS:

1. Information, data, opinions, and other instruments and communications are advisory, are not binding, and do not carry the force or authority of law.
2. All records generated in the course of fulfillment of this agreement are the property of, and shall be controlled by, the City.
3. The Attorney agrees that any information received by the Attorney during any furtherance of the Attorney's obligation in accordance with this contract which concerns the personal, financial, or other affairs of the City or its employees, officials, and any 3rd party with which the City conducts business will be treated by the Attorney in full confidence and will not be revealed to any others persons, firms, or organizations.
4. The City may from time to time request that the Attorney arrange for services of others. All costs to the Attorney for such services necessary for the execution of this contract will be paid by the City, but in no event shall the Attorney employ others without the prior authorization of the City.
5. Prior to commencing work under this contract, Attorney shall acquire a malpractice insurance policy, as evidenced by a certificate of insurance submitted to the City, and shall maintain in continuous force and effect.

COMPENSATION:

1. The Attorney will receive \$17,000 annually for fulfilling the duties and obligations of this agreement, payable semi-annually on December 31, 2026 and June 30, 2027 for trials and Abatement proceedings. Attorney will also receive \$250.00 per billed hour for other duties provided including communications with defendants, not to exceed \$15,000.00.
2. The City and Attorney agree that if extended out of area travel is required for the performance of the duties outlined in this contract, will be paid at a federal rate.

NON-ASSIGNMENT PROVISION:

City and Attorney hereby agree that the services specified in this Agreement may not be delegated or assigned.

TERMINATION OF CANCELLATION CLAUSE:

This Agreement may be terminated or cancelled by either party upon ten (10) days written notice. In the event this Agreement is terminated or cancelled by either party, City shall be responsible to compensate Attorney for only those services rendered to the time of termination or cancellation of this Agreement.

STATUS OF THE PARTIES:

The parties hereto stipulate and agree that the Attorney is an independent contractor, and that the City is interested only in the results of the Attorney's services and shall not control the means and methods by which the Attorney's services are rendered. The Attorney is not eligible for any Federal Social Security, State Worker's Compensation, Unemployment Insurance, or other benefits from City by virtue of payment received.

The Attorney is engaged as an independent contractor and will be responsible for all Federal and State taxes related to payments received from City under terms of this Agreement.

WAIVER OF LIABILITY:

Attorney agrees to hold harmless the City from any claims, demands, or other liabilities resulting from the act or omission to act on any part of the Attorney or Attorney's employees, agents, or subcontractors in the performance of this contract.

MODIFICATION:

This Agreement may be modified in writing and not otherwise.

Executed By:

CITY OF TAHLEQUAH

ATTORNEY

Suzanne Myers, Mayor

Date

BJ Baker

Date

[Handwritten Signature]

5/21/26

Attest:

Whitney Shaw, City Clerk



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5w
Meeting Date 6/1/2026
Initiator Whitney Shaw, City Clerk, Rebecca White, Finance Support
Office / Department Administration

Item Title

Approve agreement with **Cherokee County** for Emergency Management Services for fiscal year 2026-2027.

Background

Annual contract

Exhibits

1. Emergency Management Services Agreement 2026-2027

Funding Source

Request

Approve contract

AGREEMENT FOR EMERGENCY MANAGEMENT SERVICES

THIS AGREEMENT is made and entered into by and between CHEROKEE COUNTY, a political subdivision of the State of Oklahoma, (hereinafter referred to as "County") and the CITY OF TAHLEQUAH, a municipal corporation of the State of Oklahoma, (hereinafter referred to as "City")

WHEREAS, County has established an Emergency Management Plan pursuant to the provisions of Oklahoma § 683.11; and

WHEREAS, County and City believe it to be in the best interests of their citizens that County and City share and coordinate services in the event of an emergency situation; NOW THEREFORE,

IT IS HEREBY AGREED AS FOLLOWS:

1. Purpose. It is the purpose of this agreement to provide an economical mechanism to provide for the common defense and protect the public peace, health, and safety and to preserve the lives and property of the people of the signatory jurisdictions against the existing and increasing possibility of the occurrence of major emergencies or disasters, either man-made or from natural causes.

2. Duration. The duration of this agreement shall be that period commencing on the 1st day of July, 2026 and terminating at midnight on the 31st day of June 2027, unless this agreement is sooner extended or terminated in accordance with the terms hereof.

3. Definitions. As used in this agreement, the following definitions will apply.

A. "Emergency Management" or "Comprehensive Emergency Management" means the preparation for and the carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to mitigate, prepare for, respond to, and recover from emergency and disasters, and aid victims suffering from injury or damage resulting from disasters caused by all-hazards, whether natural or man-made, and to provide support for search and rescue operations for persons and property in distress.

B. "Emergency or Disaster" shall mean an event or set of circumstances which: (a) demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences or (b) reaches such a dimension or degree of destructiveness as to warrant the governor declaring a state of emergency pursuant to Oklahoma § 683.11.

4. Services. City shall provide emergency management services for County as outlined in Oklahoma § 683.11 in accordance with the provisions of said chapter and as defined herein during the term of this agreement. City shall perform all

services required by its Emergency Management Plan and/or Attachment "A" to this document.

and

5. Compensation. County shall pay City upon execution of this agreement sum of **\$20,000** per year for all services rendered under the terms of this agreement. Payment is due and payable on the 1st of each year of the contract beginning July 1st, 2026. Cherokee County shall perform all services required by its Emergency Management Plan. Nothing herein shall prevent County from making a claim for additional compensation in the event of an actual emergency or disaster as authorized by the State of Oklahoma. The City's unilateral decision to change its Emergency Management Plan to increase the services provided by the City to the County under this inter local agreement shall not result in an increase in the annual payment made by the County to the City as described in this Section, unless the same is incorporated into an amendment to this Agreement and executed by the authorized representatives of both parties.

6. Termination. Either party may terminate this Agreement with or without cause upon ninety (90) days written notice to the other party. Notices and other communications shall be transmitted in writing by U.S. Mail, postage prepaid, addressed to the parties as follows:

If to Cherokee County:

Cherokee County
Board of Commissioners
213 W Delaware
Tahlequah, OK 74464

If to City of Tahlequah:

City of Tahlequah
Mayor
111 S. Cherokee Ave.
Tahlequah, OK 74464

7. Renewal. This agreement may be renewed for agreed upon terms upon the mutual agreement of the parties as signified by a Memorandum of Renewal signed by the duly authorized representatives of each of the parties.

8. General. Neither party may assign or transfer this contract or any rights or obligations hereunder without the prior written consent of the other party. This contract constitutes the entire agreement between the parties with respect to the

Subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, and understandings of any nature whatsoever. Any changes to this contract requested by either party may only be affected if mutually agreed upon in writing by duly authorized representatives of the parties hereto.

9. Privileges and Immunities. Whenever the employees of the City or County are rendering outside aid pursuant to the authority contained in the Emergency Management Plan, such employees shall have the same powers, duties, rights, privileges and immunities as if they were performing their duties in the County or City in which they are normally employed. Nothing in this Agreement shall affect any other power, duty, right, privilege or immunity afforded the City or the County in Oklahoma § 683.11

10. Waiver. Failure by either party at any time to require performance by the other party under this Agreement or to claim a breach of any provision of this Agreement shall not be construed as affecting any subsequent breach or the right to require performance or affect the ability to claim a breach with respect thereto.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be duly executed, such parties acting by their representatives being thereunto duly authorized.

Date this _____ day of _____, _____

CHEROKEE COUNTY

Attest:

By _____ Date _____

Approved:

By _____ Date _____

Bobby "Cub" Whitewater
District 1 Commissioner

By _____ Date _____

Chris Jenkins
District 2 Commissioner

By _____ Date _____

Clif Hall
District 3 Commissioner

CITY OF TAHLEQUAH

Approved:

By _____ Date _____

Suzanne Myers
Mayor, City of Tahlequah

Attest:

By _____ Date _____

Whitney Shaw
City Clerk

By _____ Date _____

John Tyler Hammons
City Attorney

ATTACHMENT A

Emergency Management Services

Preparedness and Prevention Support

- Provide guidance, training, and tools in development of Emergency Operations Plan (EOP)
- Provide emergency management overview for leaders and elected officials
- Provide introductory emergency management training/education for liaisons
- Provide Incident Command System (ICS) training opportunities
- Facilitate regional training and exercise program (needs assessment, coordination with State, course/exercise administration)
- Provide access to and training for the WebEOC application
- Prepare and submit annual emergency management program report to Oklahoma State Emergency Management Division
- Manage volunteer program

Mitigation Support

- Maintain the Hazard Mitigation Plan (HMP) coordination, development, and review
- Provide guidance, training, and tools in development of a Threat Hazard Identification Risk Assessment (THIRA); and subsequent annual review of THIRA

Response Support

- Provide access to and support from our 24-hour Duty Officer
- Activate and manage the Tahlequah/ Cherokee County Emergency Operations Center (EOC) as necessary
- Support coordination of multi-agency response to emergency incidents
- Provide alert, warning, and emergency public information (methods include, but are not limited to social media, and traditional media)
- Provide Public Information Officer and Joint Information System support
- Provide direction and control for emergency coordination efforts
- Establish and maintain situational awareness
- Provide logistical support

Recovery Support

- Facilitate disaster assessment
- Provide communication and general administrative assistance for Individual Assistance and Public Assistance programs with the ODEMHS in the event of declared disaster.



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5x
Meeting Date 6/1/2026
Initiator _____
Office / Department Administration

Item Title

Approve the Memorandum of Understanding with **Cherokee County Detention Center** for inmate meals beginning July 1, 2026, through June 30, 2026.

Background

Exhibits

1. CCDC MOU, Inmate Meals 2026-2027

Funding Source

Request



THE CITY OF
TAHLEQUAH
OKLAHOMA

Memorandum of Understanding

Between the City of Tahlequah and the Cherokee County Detention Center

This Memorandum of Understanding (MOU) is entered into by and between the City of Tahlequah, a municipal government located in Cherokee County, Oklahoma (hereinafter referred to as "the City"), and the Cherokee County Detention Center, a correctional facility operated under the authority of Cherokee County (hereinafter referred to as "the Detention Center"). The purpose of this agreement is to establish the terms and conditions under which the Detention Center will provide meal services to individuals incarcerated as a result of actions taken by the Tahlequah Police Department.

Pursuant to this agreement, the Cherokee County Detention Center agrees to furnish meals to inmates who have been arrested, detained, or otherwise placed into custody by officers or agents of the Tahlequah Police Department and housed at the Detention Center. The Detention Center shall ensure that all meals provided meet applicable nutritional standards and comply with any relevant local, state, or federal guidelines governing inmate care.

In consideration for the services rendered, the City of Tahlequah agrees to compensate the Detention Center at a rate of **two dollars and seventy-five cents (\$2.75) per meal**. Payment shall be made by the City upon receipt of a detailed monthly invoice submitted by the Detention Center, outlining the number of meals provided during the billing period.

This agreement shall be effective beginning **July 1, 2026**, and shall remain in effect through **June 30, 2027**, unless otherwise amended or terminated in writing by mutual consent of both parties.

Both parties agree to cooperate in good faith to fulfill the intent of this MOU and acknowledge that this document reflects the understanding of the responsibilities and obligations of each entity for the term specified.

Date: _____

Date: _____

Suzanne Myers, Mayor

TJ Girdner, CCDC Administrator

11/1/21

111 S. Cherokee Ave

918.525.4708

@ www.cityoftahlequah.gov

Tahlequah, OK. 74464



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5y
Meeting Date 6/1/2026
Initiator _____
Office / Department Administration

Item Title

Approve the Inter-Local Agreement on the handling of juvenile cases with the **Cherokee County District Court** for the 2026–2027 fiscal year.

Background

Exhibits

1. Juvenile Interlocal Agreement

Funding Source

Request

**INTERLOCAL AGREEMENT
ON THE HANDLING OF JUVENILE CASES
BETWEEN THE DISTRICT COURT, FIFTEENTH JUDICIAL DISTRICT, AND THE
CITY OF TAHLEQUAH, OKLAHOMA**

This agreement is made pursuant to the Interlocal Cooperative Act (74 O.S. § 1001, et seq.) by and between the District Court of the Fifteenth Judicial District, serving Cherokee County (hereafter “the District Court”), and the City of Tahlequah, Oklahoma (hereafter, “the City”), under the authority of 10A O.S. § 2-2-102, authorizing municipal courts to assume jurisdiction of certain specified juvenile offenders. The express purpose of this agreement is to enable the Municipal Court of the City of Tahlequah, Oklahoma, (hereafter, “the Municipal Court”) to establish, develop, and implement various prevention or early intervention programs for local juvenile misdemeanor offenders. Such offenders will typically be first-time offenders, or at least juveniles with infrequent contact with the law. By implementing such a program, the resources available to the District Court can be focused more efficiently on more serious juvenile offenders, including felony offenders and juveniles with significant histories of repeat offenses.

- 1) This agreement shall be in effect from the date of its approval by both parties through June 30, 2027. Thereafter this agreement may be renewed for successive one-year periods corresponding with the City’s fiscal year of July first through June thirtieth. The agreement shall expire automatically on June thirtieth unless the District Court and the governing body of the City renew the agreement for another year. If either party desires to let the agreement expire, that party shall notify the other party in writing of its desire by the first day of May of the fiscal year preceding expiration.
- 2) Either party may request a modification of the agreement by making a written request identifying the desired amendments, or the subject matter thereof, at least forty-five (45) days in advance of any negotiations concerning amendment.
- 3) Either party may terminate this agreement by providing written notice to the other party at least ninety (90) days prior to the proposed termination.

- 4) In the event the parties need to discuss specific problems, or in the event any notice required under this contract needs to be served, the City may be contacted through the Office of the City Attorney at the Tahlequah, Oklahoma, City Hall. The District Court may be contacted through the Office of the Presiding Juvenile Judge at the Cherokee County Courthouse.

OBLIGATION OF THE CITY

- 1) The Municipal Court of the City of Tahlequah, Oklahoma, may assume jurisdiction of offenders who:
- a) Are under eighteen (18) years of age; and
 - b) Have been charged with violating municipal ordinances relating to any of the following acts:
 - (1) Vandalism;
 - (2) Shoplifting;
 - (3) Trespassing;
 - (4) Assault;
 - (5) Battery;
 - (6) Assault and battery;
 - (7) Illegal possession of firearms;
 - (8) Truancy;
 - (9) Curfew violation;
 - (10) Possession of alcoholic beverage(s);
 - (11) Disorderly conduct;
 - (12) Public intoxication;
 - (13) Failure to appear for a court appearance or comply with a court order;
 - (14) Any other offense listed in 10A O.S. § 2-2-103; and
 - c) Have not been certified as an adult for any purpose pursuant to 10A O.S. § 2-2-403, to the best of the knowledge of the City.

- 2) Upon conviction or upon a deferment of judgment, the Municipal Court may impose any one or all of the following sanctions:
 - a) A fine not to exceed the statutory maximum of the Municipal Court;
 - b) Community service work in lieu of a fine (Not to exceed forty-two hours and not to exceed the hourly equivalent of the maximum fine allowed by law, computed at the prevailing minimum wage);
 - c) Restitution;
 - d) Counseling or other community-based services; and/or
 - e) Court costs.
- 3) All Municipal arrests and prosecution records for cases involving prosecutions under this contract shall be kept confidential and shall not be open for public inspection except by order of the District Court or in conformity with Oklahoma statute or with regulations adopted pursuant to 10 O.S. § 620.6, 10 O.S. §§ 7005-1.1 through 7005-1.8, and/or 10 O.S. §§ 7307-1.6 through 7307-1.8.
- 4) If a municipal citation is written to a juvenile meeting the criteria, the Municipal Court hearing date shall be indicated on the citation and notification of the citation shall be mailed to the parents, guardian, or responsible adult relative of the juvenile. If the juvenile is arrested and meets the criteria set forth under the contract, under circumstances where the citation and release procedure would not be appropriate (e.g. intoxication), the City shall make reasonable efforts to locate the parent, guardian, or responsible adult to take custody of the juvenile. Upon a failure to locate an appropriate responsible adult, the City may refer the juvenile to the District Court or may retain custody of the juvenile in a location separate from the jail until the impediment to release is resolved.
- 5) The Municipal Court shall provide to the District Court law enforcement reports and related documents for all juveniles referred to the District Court for prosecution. It is expressly understood that

prosecution in Municipal Court will constitute a bar against any subsequent prosecution in the District Court for the same offense.

- 6) All fines and administrative fees generated as a result of the prosecution of juveniles under this contract shall be placed in one or more special accounts and used to fund the costs of prosecution under this agreement, the costs of reasonable and necessary detention, the administrative costs related to the execution of this agreement, and the costs of local programs designed to address the problems of juvenile crime.
- 7) The City shall provide the District Court a copy of the most recent audit report of its Municipal Court operations for each year during the life of this contract or any extension thereof. It is understood, however, that this agreement is not intended to impose any additional record keeping requirements on municipal governments or officials.
- 8) Representatives of the District Court and the Municipal Court shall meet periodically to share information and evaluate the success of procedures implemented to share information and evaluate the success of procedures implemented to prosecute and treat juvenile offenders.

OBLIGATIONS OF THE DISTRICT COURT

- 1) The District Court understand that court costs which are authorized by law may be collected, deposited in the City's general fund, and thereafter expended by the City for lawful purposes.
- 2) The District Court acknowledges that the City's jurisdiction over juvenile traffic offenders is not affected by or dependent upon this agreement.
- 3) The District Court shall consider, in the District Court's sole discretion, the appropriateness of bringing contempt charges against any juvenile who has been:
 - a. Prosecuted under this agreement, and
 - b. Subjected to orders of the Municipal Court, and
 - c. Thereafter disobeys the orders of the Municipal Court.

The disobedience of an order of the Municipal Court order may also be used as an element in determining the appropriateness of District Court prosecution or appropriate sentencing in the event a juvenile is ever prosecuted on subsequent charges.

- 4) The District Court shall cooperate with the Municipal Court in maintaining statistical data on the number of juveniles diverted from the District Court system to the Municipal Court system and the success rate of the Municipal Court system, as determined by the percentage of recidivism of such Municipal Court offenders in either the Municipal Court or the District Court. As an aid to this process, the City shall compile a list identifying the juveniles prosecuted and the charges for which they were prosecuted, and that list shall be available upon demand by the District Court for comparison with the District Court records to determine previous offender status or for any other proper purpose.
- 5) The District Court shall periodically advise the City of the District Court's impressions of the successes or shortcomings of programs under the contract as measured against the purposes of the parties.
- 6) The District Court shall compare any arraignment docket kept by the City with the District Court's records to determine whether any named defendant has had prior contact with the District Court and will advise the City of its findings prior to the arraignment in Municipal Court.
- 7) As needed, representatives for the contracting parties may meet to discuss improvements in any process implemented under this agreement.

STATUS OF VARIOUS EMPLOYEES/CONTRACTORS

No joint employment is created by this agreement for any purpose and each party will be solely responsible for the payment of their respective expenses, including but not limited to wages, salaries, and considerations paid on subcontracts.

APPROVED AND SIGNED this _____ day of _____, 20____.

PRESIDING JUDGE
FIFTEENTH JUDICIAL DISTRICT

DISTRICT ATTORNEY, DIST. NO. 27

PASSED AND APPROVED by the Mayor and Council of the City of Tahlequah, Oklahoma this ____ day of June, 20__.

CITY OF TAHLEQUAH, OKLAHOMA

MAYOR

ATTEST:

CITY CLERK

APPROVED as to form:

CITY ATTORNEY



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5z
Meeting Date 6/1/2026
Initiator _____
Office / Department Finance

Item Title

Engage the services of **Eide Bailly, LLP** to conduct the Financial Compilation for the FY 2025-2026 audit.

Background

Exhibits

1. Eide Bailly 2025-2026

Funding Source

Request



May 13, 2026

To the Mayor and City Council
City of Tahlequah, Oklahoma

This document constitutes a statement of work ("SOW") under the most recently executed Master Services Agreement ("MSA"), made by and between Eide Bailly LLP ("Eide Bailly", "we," "us," and "our") and the City of Tahlequah, Oklahoma ("City") ("Client," "you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services Eide Bailly will provide for the entity as of and for the year ended June 30, 2026.

Brian Stavenger is responsible for the compilation services specified in this letter. These responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the compilation report.

Scope of Services

We will compile the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Tahlequah, Oklahoma ("City"), as of and for the year ended June 30, 2026, and the related notes to the financial statements.

Engagement Objectives

The objective of our engagement is to:

- a. Compile financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you; and
- b. Apply accounting and financial reporting expertise to assist you in the presentation of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Our Responsibilities

We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion nor provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

In addition, the document we submit to you will include supplementary information. We will compile the supplementary information, but we will not audit or review such information, nor express an opinion, a conclusion, or provide any assurance on it.

Management Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to compile financial statements in accordance with accounting principles generally accepted in the United States of America and assist you in the presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America. You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARs:

- a. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements.
- b. The preparation and fair presentation of financial statements in accordance with accounting principles generally accepted in the United States of America and the inclusion of all informative disclosures that are appropriate for accounting principles generally accepted in the United States of America.
- c. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.
- d. The prevention and detection of fraud.
- e. To ensure that the entity complies with the laws and regulations applicable to its activities.
- f. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- g. To provide us with:
 - i. Access to all information of which you are aware is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - ii. Additional information that we may request from you for the purpose of the engagement.
 - iii. Unrestricted access to persons within the entity of whom we determine it necessary to make inquiries.

Responsibilities and Limitations Related to Nonattest Services

For all nonattest services we may provide to you, management agrees to assume all management responsibilities for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

We will provide the following nonattest services:

- Prepare or assist with the preparation of your financial statements and the related notes
- Preparing government-wide statements and conversion entries and note disclosures
- Preparing cash to accrual entries, and/or preparing journal entries other than proposed entries

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

You are also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Reporting

We will issue a written report that will state that we did not audit or review the financial statements and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them. Circumstances may arise in which it is necessary for us to modify our report or withdraw from the engagement.

Engagement Administration and Other Matters

You agree to share all facts that may affect your financial statements, even if you first become aware of those facts after the date of the accountant's report but before the date your financial statements are issued.

Eide Bailly LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California Business Code. The nature of the services to be provided in conjunction with this engagement are such that non-licensee owners may be involved in performing our services.

Engagement Fees

Our fees are based on the amount of time required at various levels of responsibility. We estimate that our fee for the compilation will be \$47,800, plus actual out-of-pocket expenses, administrative charges and a 5% technology fee. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with an itemized request list that identifies the information you will need to prepare and provide in preparation for our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated adjustments, and/or untimely assistance by your personnel may result in an increase in our fees and/or a delay in the completion of our engagement.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with an itemized request list that identifies the information you will need to prepare and provide in preparation for our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated adjustments, and/or untimely assistance by your personnel may result in an increase in our fees and/or a delay in the completion of our engagement.

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in Professional Standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the Statement of Work increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Use of Financial Statements

Should you decide to include or incorporate by reference these financial statements and our accountant's report thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to reissue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will reissue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to reissue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document, and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our compilation engagement, and we will bill you separately. If we decide to reissue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials, and we will receive a complete set of final documents.

If we decide not to reissue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to compile periods covered by our compilation reports, and that firm will likely bill you for its services. While the successor accountant may request access to our workpapers for those periods, we are under no obligation to permit such access.

Termination

The engagement contemplated by this SOW shall terminate upon the earlier of completion of the services described herein or as described in the MSA.

Agreement

We appreciate the opportunity to provide the services described in this SOW under the MSA. This SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and Eide Bailly related to our compilation services. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our compilation of your financial statements including the terms of our engagement and the parties' respective responsibilities. By signing this SOW, you represent and warrant that you are authorized to sign on behalf of and bind each client and any affiliate identified herein.

Sincerely,

A handwritten signature in cursive script that reads "Eide Bailly LLP".

Eide Bailly LLP

AGREED TO AND ACCEPTED:

Name: _____

Title: _____

Date: _____



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5aa
Meeting Date 6/1/2026
Initiator _____
Office / Department Cemetery

Item Title

Approve the 2026-2027 contract for **Eric Lathrop** for the opening/closing of cemetery graves at the cost of \$300 per grave.

Background

Exhibits

1. Lathrop, Eric-Cemetery Agreement 2026-2027

Funding Source

Request

INDEPENDENT CONTRACTOR AGREEMENT

This AGREEMENT (the "Agreement") is being made on June 1, 2026 by and between City of Tahlequah, located at 111 S Cherokee, Tahlequah, Oklahoma 74464 (the "CLIENT"), and Eric Lathrop (the "CONTRACTOR"). The full name, address, email address and phone number of both parties appear again at the end of this document.

By their respective signatures at the bottom of this document both parties hereby acknowledge that they have read and understand all the terms contained herein and that they have the authority to bind themselves and their respective companies to the terms contained in this Agreement.

WORK TO BE PERFORMED. CONTRACTOR hereby agrees to work for CLIENT as an independent contractor, providing the services described below starting on July 1, 2026 and for an indefinite period thereafter, until CONTRACTOR's services are no longer needed by CLIENT. The CLIENT shall have the right to terminate CONTRACTOR's services at any time it deems appropriate provided CLIENT complies with the relevant notice provisions of this Agreement. The CONTRACTOR agrees to devote the necessary amount of time, energy and attention required to satisfactorily complete, conclude or achieve the following duties and responsibilities ("Description of Services"):

- Tahlequah City Cemetery
- Open and close graves (as needed)

SCOPE OF WORK: CONTRACTOR's required services as stated herein, as well as any future assignments provided by CLIENT, shall be determined on a case-by-case basis only. CLIENT shall be under no legal obligation to guarantee CONTRACTOR any minimum number of assignments or any minimum number of hours of work. All work performed by CONTRACTOR for the CLIENT shall be governed exclusively by the covenants contained in this Agreement.

INDEPENDENT CONTRACTOR: CONTRACTOR and CLIENT specifically agree that the CONTRACTOR is performing the services described in this Agreement as an independent contractor and shall not be deemed an employee, partner, agent, or joint venturer of CLIENT under any circumstances.

EQUIPMENT & MEANS OF SERVICE: CLIENT is responsible for providing all of the necessary equipment, as well as upkeep on said equipment, with which to complete the services contemplated by this Agreement.

COMPENSATION: In consideration for the services to be performed by the CONTRACTOR, CLIENT hereby agrees to pay CONTRACTOR as follows:

Compensation Terms: \$300 per grave opening/closing

Compensation Schedule: Monthly

Compensation Method: Check by mail or in person

EXPENSES: CONTRACTOR shall be responsible for all expenses incurred while performing services under this Agreement. This includes but is not limited to automobile, truck, and other travel expenses; vehicle maintenance and repair costs; vehicle and other license fees and permits; insurance premiums; road, fuel, and other taxes; fines; radio, pager, or cell phone expenses; meals; and all salary, expenses, other compensation paid to employees or contract personnel.

CONTRACTOR'S REPRESENTATIONS AND WARRANTIES: The CONTRACTOR hereby represents that s/he has complied with all Federal, State, and local law regarding business permits, licenses, reporting requirements, tax withholding requirements, and other legal requirements.

CLIENT'S RIGHT TO SUSPEND OR ALTER WORK: The CLIENT reserves the right to inspect, stop and/or alter the work of the CONTRACTOR at any time to assure its conformity with this Agreement and the CLIENT's needs.

TERMINATION: Either party may terminate this Agreement in whole or in part, whenever they shall determine that termination is in their best interest. Termination shall be effected by providing 30 days written notice of termination.

EXECUTION: During and throughout the duration of this Agreement, and upon the request of and without any compensation other than that which is herein contained, the CONTRACTOR shall execute any documents and take action which the CLIENT may deem necessary or appropriate to ensure the implementation of all the provisions of this Agreement.

INJUNCTIVE RELIEF: CONTRACTOR hereby acknowledges the unique nature of the protections and provisions established and contained within this Agreement.

LIABILITY: CONTRACTOR warrants and acknowledges that he/she shall be liable for any loss or any other financial liability suffered by CLIENT due to CONTRACTOR's failure to perform an assignment as contemplated by this Agreement.

INDEMNIFICATION: The CONTRACTOR shall defend, indemnify, hold harmless, and insure the CLIENT from any and all potential damages, expenses or liabilities which may result from or arise out of any negligence or misconduct on part of the CONTRACTOR.

NOTICES: Any and all notices, which may be required hereunder by any party to the other party, shall be executed by either personal delivery in writing, or by mail, registered or certified, postage pre-paid with a return receipt requested.

SIGNATURES

IN WITNESS WHEREOF the undersigned have executed this Agreement as of the day and year first written above.

The AGREEMENT entered between the CLIENT and CONTRACTOR under the terms herein this 1st day of June, 2026.

BY CLIENT:

Mayor/Suzanne Myers

Attest: City Clerk

Client Address: 111 S. Cherokee, Tahlequah, Oklahoma 74464
Client Phone Number: 918-456-0651

BY CONTRACTOR:

Contractor Name

Contractor Address: _____

Contractor Phone Number: _____



Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 5bb
Meeting Date 6/1/2026
Initiator _____
Office / Department Finance

Item Title

Engage the services of **St. Pierre, Kimble, & Associates, CPA, PC** to conduct the Financial Audit for the 2025-2026 fiscal year.

Background

Exhibits

1. St. Pierre, Kimble 2025-2026 Engagement Letter

Funding Source

Request



St. Pierre, Kimble, & Associates
CPA, PC

1113 N. Second Street
Stilwell, Oklahoma 74960
Ph: (918) 696-4983 | Fax: (918) 696-4867

Audit Engagement Letter

May 7, 2026

To the Honorable Mayor and City Council
City of Tahlequah, Oklahoma
Tahlequah, Oklahoma

We are pleased to confirm our understanding of the services we are to provide to the City of Tahlequah, Oklahoma (the "City") for the year ended June 30, 2026.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, business-type activities, the aggregately discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of City of Tahlequah, Oklahoma as of and for the year ended June 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis

We have also been engaged to report on supplementary information other than RSI that accompanies City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a separate written report accompanying our auditor's report on the financial statements.

1) Schedule of Federal and State Assistance.

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material aspects, in conformity with the modified cash basis of accounting. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of **City of Tahlequah, Oklahoma**, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of controls.
- Improper revenue recognition.
- Lack of segregation of duties.

We may, from time to time and depending on the circumstances, use third-party service providers to serve your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design the nature, timing, and extent of further audit procedures responsive to those risks and

obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of **City of Tahlequah, Oklahoma's** compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with the modified cash basis of accounting, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Management responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with the modified cash basis of accounting. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary

information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the modified cash basis of accounting; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the modified cash basis of accounting; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Honorable Mayor and City Council; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of St. Pierre, Kimble, & Associates C.P.A., P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any regulator or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of St. Pierre, Kimble, & Associates C.P.A., P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by any regulator. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Robert St. Pierre, C.P.A. is the engagement partners and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately **March 1, 2027** and to issue our reports no later than **June 30, 2027**.

Our fee for these services will be **\$49,585** plus **\$100** for the annual audit report filing with the Oklahoma State Auditor & Inspector as any out-of-pocket costs such as report reproduction, word processing, postage, travel, copies, telephone, etc. Our invoices for these fees will be rendered at the conclusion of the audit and are payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of the **City of Tahlequah, Oklahoma's** financial statements. Our report will be addressed to the Honorable Mayor and City Council of the **City of Tahlequah, Oklahoma**. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in

advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the **City of Tahlequah, Oklahoma** is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to the **City of Tahlequah, Oklahoma** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy, and return it to us.

Very truly yours,

St. Pierre, Kimble, & Associates CPA, PC

St. Pierre, Kimble, & Associates, C.P.A., P.C.

RESPONSE:

This letter correctly sets forth the understanding of **City of Tahlequah, Oklahoma**.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



THE CITY OF
TAHLEQUAH
OKLAHOMA

Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5cc
Meeting Date 6/1/2026
Initiator _____
Office / Department Administration

Item Title

Approve the School Resource Officer contract with **Tahlequah Public Schools** for the 2026-2027 fiscal year.

Background

Exhibits

1. SROs FY26-27

Funding Source

Request

SCHOOL RESOURCE OFFICER AGREEMENT
Tahlequah Public Schools and City of Tahlequah

This agreement is entered into the ____ day of _____, 2026 between the City of Tahlequah, OK (hereinafter City) whose address is 111 S Cherokee, Tahlequah, OK 74464 and Independent School District No. I-35 also known as Tahlequah Public Schools (hereinafter TPS) whose address is 100 N Water, Tahlequah, OK 74464. This Agreement shall be effective July 1, 2026 and shall expire on June 30, 2027.

WHEREAS, City and TPS desire to participate in a School Resource Officer project.

WHEREAS, City desires to employ **six** School Resource Officers (SRO's) to provide security and law enforcement support for TPS. The SRO's will be in the schools on a law enforcement mission, and criminal matters discovered in the course of youth/school activities will be handled pursuant to the discretion of the officers. SRO's will be armed and appropriately equipped for their mission pursuant to the policies and procedures of the Tahlequah Police Department (hereinafter Department). SRO's will regularly report for duty at TPS, including school activities. Annual leave, sick leave and other absences (including training) will be coordinated through the Department. (Officers will inform school principals when they will not be at the school). The Superintendent or his designee will coordinate the development of the SRO's on-campus schedule and youth-related program activities subject to the approval of the Department.

NOW THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

City of Tahlequah Responsibility:

1. The City will provide **six** trained, fully functional employees, referred to as SRO's. The selection and hiring of SRO's will be conducted in accordance with the policies and practices of the City, provided that at the discretion of the City and under the direction of the City's Human Resources Director, representatives of TPS may be invited to review and comment on any SRO candidate under consideration.
2. The SRO's will have the same benefits and leave as those employees with her/his qualifications and tenure employed by the City.
3. The SRO's will retain the same rights and privileges, but also have the same obligations, as those employees with her/his qualifications and tenure employed by the City.
4. The SRO's will be supervised by the Chief of Police (hereinafter Supervisor). Any change in the designated Supervisor will be communicated immediately to TPS in writing. The Supervisor will be the liaison for any personnel problem that may arise. The Supervisor will be responsible for the performance appraisal of SRO's, which shall be conducted and reported in accordance with the City's accepted policies and procedures.
5. Duty leave will be planned ahead, unless an emergency arises, with both the Supervisor and TPS being notified. Sick leave will be reported to both the City and TPS. For extended leave in excess of two weeks, the City will provide back-up personnel to perform the duties of the SRO, if possible.
6. The SRO's will adhere to confidentiality in accordance with applicable laws, statutes and regulations.

7. The SRO's will adhere to TPS's standards of conduct, provided that said standards do not conflict with or otherwise compromise the SRO's performance of duties or adherence to accepted City employment standards.
8. The SRO's responsibility will be defined by the City, with advisement by TPS, provided TPS shall have no authority to enforce or supervise the duties of the SRO's, who shall at all times remain the employee of the City, which is solely responsible for the performance of the duties of the SRO.
9. The City will invoice TPS quarterly for the cost of SRO salaries and benefits equal to the City of Tahlequah's approved negotiated compensation for said position.

Tahlequah Public Schools Responsibility:

1. TPS will provide adequate office space that is conducive for efficient, confidential interviewing and case management.
2. TPS will provide miscellaneous office supplies; access to a copy machine, telephone, postage carrier service, notepaper, pens, pencils, tape, vehicle and parking space for the SRO's.
3. TPS will keep the SRO's and the City Supervisor apprised of TPS rules and /or regulations that would impact the SRO's duties.
4. TPS will quarterly pay, upon receipt of a legal invoice, sixty percent (65%) of ~~six~~ SRO's salaries and benefits, one of which is a permanent part-time position.
5. Nothing in this agreement creates an agency between TPS and City or between TPS and the SRO's.
6. TPS will assign a staff member to act as a liaison person with the City Supervisor for periodic review of the project and for input into the performance appraisal of the SRO's. TPS will designate such staff person at the commencement of this Agreement. Changes in the designated staff person will be communicated to the City.
7. TPS will not assign or transfer any rights or obligations under this Agreement without the prior written consent of the City, which consent will not be unreasonably withheld.

General Provision:

1. Unless cancelled or terminated in accordance with the provisions contained herein, this Agreement shall take effect July 1, 2026 and terminate on June 30, 2027.
2. The parties hereto agree that any employment or program established under the terms of this agreement shall be considered a special project and limited as to its duration and as determined by the continued availability of funding provided by TPS for support of the project and SRO's employed by the City. No provision or term contained or otherwise implied herein shall obligate the City to provide a permanent SRO program or employment to any law enforcement personnel designated as SRO's upon the cancellation or termination of this Agreement.
3. This Agreement may be terminated by either party without cause or for good cause upon thirty days written notice.

4. It is understood and agreed by the parties that the SRO's shall be the employees of the City, and TPS shall have no obligation to the City as an employer for withholding and remittance of taxes, insurance, FICA, etc.
5. The City and TPS will jointly develop a job description and list of duties for the SRO's which document shall, when completed, become a part of this Agreement.
6. TPS represents that it has, or will have by the date services are delivered, under its control the personal services, labor and equipment, machinery or other facilities to perform work required from it pursuant to this Agreement.

This written Agreement constitutes the entire Agreement between the City and TPS. No additional representation or other documents are a part of this Agreement, unless specifically referred to in this Agreement.

Independent School District I-035 – Tahlequah Public Schools
Board of Education President – Chrissi Nimmo

Mayor, City of Tahlequah

Attested by Tahlequah City Clerk



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 5dd
Meeting Date 6/1/2026
Initiator Chris Armstrong, Superintendent
Office / Department Solid Waste

Item Title

Approve the 2026-2027 Disposal Agreement with **Waste Management of Oklahoma, Inc.**

Background

Exhibits

1. Waste Mgmt 2026-2027 contract

Funding Source

Request

DISPOSAL AGREEMENT

THIS DISPOSAL AGREEMENT made this 1st day of July 2026, (the "Agreement") by and between Waste Management of Oklahoma, Inc. ("WM"), and The City of Tahlequah (the "Customer").

WITNESSETH:

WHEREAS, WM is the owner and operator of a Class 1 nonhazardous solid waste landfill known as the Muskogee Community Landfill ("Disposal Facility") located at 2801 S 54th St West, Muskogee, Oklahoma, and permitted by the Oklahoma Department of Environmental Quality ("ODEQ") for the receipt of nonhazardous solid waste;

WHEREAS, the Customer seeks solid waste disposal services for municipal solid waste and construction and demolition waste at the Disposal Facility;

WHEREAS, WM has agreed to provide disposal services to the Customer under the terms set forth in this Agreement; and

NOW THEREFORE, FOR AND IN CONSIDERATION of the respective covenants herein contained, the parties have agreed as follows:

1. DEFINITIONS

- (a) The Disposal Facility – as used herein means the landfill known as the Muskogee Community Landfill located at 2801 S 54th St. West, Muskogee, Oklahoma, which is utilized, owned, and/or operated by WM and permitted to receive Acceptable Waste by the applicable federal, state, and/or local agency.
- (b) Acceptable Waste – non-hazardous municipal solid waste, organic waste, and Construction and Demolition Debris that is collected and/or transported by the Customer or its authorized subcontractors and can legally be disposed of at the Disposal Facility. Acceptable Waste shall not include any Unacceptable Waste.
- (c) Construction and Demolition Debris - waste building materials resulting from construction, remodeling, repair, or demolition operations that are directly or indirectly the by-products of construction work or that result from demolition of buildings or other structures, but specifically excluding used asphalt, asphalt mixed with dirt, sand, gravel, rock, concrete, or similar materials.
- (d) Customer – The City of Tahlequah, its agents, employees, and representatives and any and all subcontractors, persons, or entities that collect and/or transport Acceptable Waste on its behalf to the Disposal Facility.
- (e) Hazardous Waste – any chemical, compound, mixture, material, substance or article which is designated by the United States Environmental Protection Agency or appropriate agency of the federal or state government to be hazardous as that term is defined by or pursuant to Federal, State or local law or regulations, and any toxic, infectious, radioactive, highly flammable, explosive waste or substance as such terms are defined by Federal, State or local law or regulations.
- (f) Unacceptable Waste – material that is or contains special waste, including without limitation, industrial process wastes, asbestos-containing material, petroleum contaminated soils, treated/de-characterized wastes, any waste tires, regulated medical

waste, and/or Hazardous Waste, other material that the Disposal Facility is not permitted to accept, or material that has a reasonable probability of otherwise adversely affecting the operation or useful life of the Disposal Facility. Title to and liability for Unacceptable Waste shall remain with the Customer or the generator at all times.

2. SCOPE OF SERVICE

- (a) Subject to the terms and conditions hereof, the Customer agrees that it shall exclusively deliver to and dispose of at the Disposal Facility, all Acceptable Waste collected and/or transported by or for the Customer. WM agrees that it will accept all Acceptable Waste for disposal at the Disposal Facility under the terms of this Agreement. The Customer agrees that the waste delivered to WM hereunder will not contain any Unacceptable Waste. WM agrees to accept up to four (4) transfer trailers loads, per contract year, at no charge for City sponsored clean up events.
- (b) Each party shall be responsible for securing the necessary permits and approvals from relevant federal, state and local governmental agencies having jurisdiction over their respective operations. WM warrants that its Disposal Facility is properly permitted to receive the Acceptable Waste set forth in this Agreement. The parties shall perform their obligations herein in compliance with all applicable permits and laws and regulations.
- (b) WM may close, at its sole discretion, the Disposal Facility in observance of the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
- (c) WM has the right to refuse or reject before or after acceptance any load from Customer that contains Unacceptable Waste delivered to the Disposal Facility. If the Customer delivers Unacceptable Waste to the Disposal Facility, Customer is in violation of this Agreement, and WM may in its sole discretion either remove, manage, handle, and/or dispose of that Unacceptable Waste and charge the Customer for the costs, expenses, fines, and/or penalties arising out of such activities or require the Customer to promptly remove, manage, handle, or dispose of the Unacceptable Waste from the Disposal Facility at its sole cost.
- (d) During the term of this Agreement, the Customer shall have a license to enter the Disposal Facility for the sole purpose of off-loading Acceptable Waste at the location and in the manner directed by WM. Except in an emergency, or at the express direction of WM, the Customer's personnel shall not leave the immediate vicinity of their vehicle. After off-loading the Acceptable Waste, the Customer's personnel shall promptly leave the Disposal Facility. Under no circumstances shall the Customer or its personnel engage in any scavenging of waste. Customer shall comply with all rules and regulations of the Disposal Facility. WM may refuse to accept Acceptable Waste from, and shall deny an entrance license to, any of the Customer's personnel whom WM believes is under the influence of alcohol or other chemical substances, who engages in reckless behavior, or who fails to comply with disposal Facility rules or safe practices. In addition, WM shall permit the Customer to tour the facility upon advance reasonable request.
- (e) Title to the Acceptable Waste delivered by or on behalf of the Customer shall be transferred to and vest in WM at the time the Acceptable Waste is fully unloaded at the working face of the Disposal Facility and the Customer's vehicle has departed such working face. Prior thereto, title to the Acceptable Waste shall be in, and all risks and responsibilities shall be borne by, the Customer. Notwithstanding the foregoing, title to

and liability for Unacceptable Waste shall always remain with the Customer or the generator of the Unacceptable Waste.

3. **TERM OF CONTRACT**

This Agreement shall take effect on July 1st, 2026 (the "Effective Date") and shall continue for until June 30, 2027 (the "Term"). Upon the expiration term, this agreement shall automatically be renewed for successive one (1) year terms unless either party gives written notice to the other party of its intent to terminate. Such written notice shall be delivered at least sixty (60) days prior to the end of the current term.

4. **RATES AND PAYMENTS**

- (a) The disposal rate that WM shall charge the Customer for receiving and/or landfilling of Acceptable Waste delivered to the Disposal Facility under this Agreement is \$33.19 per ton ("Base Rate") plus the applicable state of Oklahoma fee, which is currently \$1.25 per ton. Commencing on July 1 2027, and continuing annually on each July 1 thereafter, the Base Rate shall be increased by the average monthly increase in the Consumer Price Index, US City Average for All Urban Consumers, Water Sewer Trash Collection, Not Seasonally Adjusted, Base Period December 1983=100 (Published by the United States Bureau of Labor Statistics, Consumer Price Index) (the "C.P.I.") during the twelve most recently published months. In the event the U.S. Department of Labor, Bureau of Labor Statistics ceases to publish this particular C.P.I., the parties hereto agree to substitute another equally authoritative measure of change in the purchasing power of the U.S. dollar as may be then available so as to carry out the intent of this provision.
- (b) The Customer warrants that it is exempt from all sales tax, and that WM shall not assess sales tax on its services under this Agreement.
- (c) WM may adjust the Base Rate to account for increased costs resulting from Uncontrollable Circumstances. Uncontrollable Circumstances shall mean an act, event or condition (excluding those which result from the willful or negligent action or inaction of WM) occurring during the term that has or will affect WM's costs of performing the services, but only if such act, event or condition is beyond the reasonable control of WM. Uncontrollable Circumstances shall include, but are not limited to, the following: imposition of new or increased fees, surcharges, or taxes by local, state, or federal agencies or governments; an act of God; and governmental restraint of trade. WM will provide written notice to the Customer of such Uncontrollable Circumstance and associated adjustment.
- (d) WM will invoice the Customer by the tenth (10th) day of each month for all Acceptable Waste deliveries during the previous month. The Customer shall pay WM within thirty (30) days after invoice date. The Customer shall pay WM interest on all past due invoices at the rate of one and one-half percent (1½ %) per month. If the Customer fails to pay invoices within 60 days of the invoice date, then WM has the discretion to terminate this Agreement for cause on seven days' written notice to the Customer.

5. **INDEMNIFICATION**

- (a) WM agrees to protect, indemnify, defend and save harmless the Customer, its officials, officers, employees, agents, authorized subcontractors, representatives and assigns from any loss, claim, liability, penalty, fine, forfeiture, demand, cause of action, suit and costs and expenses incidental thereto (including cost of defense, settlement and reasonable attorneys' fees), to the extent caused by (i) WM's or its employee's, agent's,

authorized subcontractor's, representative's breach of any term, condition, covenant or warranty contained in this Agreement, or (ii) WM's or its employee's, agent's, authorized subcontractor's, representative's negligent or willful misconduct related to the ownership maintenance and operation of the Disposal Facility.

- (b) The Customer agrees to protect, indemnify, defend and save harmless WM, its officials, officers, employees, agents, subcontractors, representatives and assigns from any loss, claim, liability, penalty, fine, forfeiture, demand, cause of action, suit and costs and expenses incidental thereto (including cost of defense, settlement and reasonable attorneys' fees), to the extent caused by (i) the Customer's or its employee's, agent's, authorized subcontractor's, representative's breach of any term, condition, covenant or warranty contained in this Agreement, or (ii) the Customer's or its employee's, agent's, authorized subcontractor's, representative's negligent or willful misconduct related to the disposal of waste at the Disposal Facility.

6. INSURANCE

The Customer shall provide and maintain the following insurance during the Term of this Agreement:

Required Insurance	Coverage Limits
Workers' Compensation	Statutory
Employers Liability	\$1 million per accident, \$1million disease policy limit
Commercial General Liability (including bodily injury, property damage, operation, products, and completed operations)	\$2 million per occurrence/\$2 million aggregate
Commercial Automobile Liability (including bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle)	\$1 million per occurrence/\$2 million aggregate

- (b) Customer shall provide to WM certificates of insurance evidencing such insurance. Such coverage and policies shall not be canceled, modified or revoked without providing WM thirty days advance written notice. Customer's insurance shall be primary as respects WM and any insurance maintained by WM shall be in excess of, and shall not contribute with, Customer's insurance.
- (c) WM may, at its option, terminate this Agreement if the Customer fails to maintain the required insurance coverage.
- (d) Customer's workers' compensation, commercial general liability and automobile liability insurance shall include a waiver of subrogation in favor of WM.
- (e) WM shall be included as an additional insured on the Customer's employer's liability, commercial general liability and automobile liability policies.
- (f) The insurance policy coverage requirements set out above may be satisfied by a combination of primary insurance and umbrella insurance.

- (g) If the Customer uses any subcontractors to deliver Solid Waste to the Disposal Facility on Customer's behalf, Customer shall require its subcontractors to adhere to all of the requirements set forth in this insurance section.

7. DEFAULT AND TERMINATION

- (a) Except as otherwise provided herein, if either party breaches this Agreement or defaults in the performance of any of the requirements contained herein and does not cure such default within thirty (30) days after the other party has given the party breaching or defaulting party written notice, the notifying party may: (i) terminate this Agreement for the breaching party's failure to cure within 30 days of receiving the written notice, or (ii) cure the breach or default at the expense of the party in breach. The non-breaching party shall have recourse to any other right or remedy to which it may be entitled by law, including, but not limited to, the right for all damage or loss suffered by the non-breaching party as a result of such termination.
- (b) Either party may terminate this Agreement upon written notice to the other if the offending party: makes an assignment for the benefit of creditors, or files a voluntary petition in bankruptcy, receivership or insolvency, or files an answer in any involuntary proceeding of that nature admitting the material allegations of the petition, or if a proceeding in bankruptcy, receivership or insolvency shall be instituted against the offending and such proceeding is not dismissed within sixty (60) days.
- (c) In the event either party waives default by the other party, such waiver shall not be construed or determined to be a continuing waiver of the same or any subsequent breach or default.
- (d) In the event that this Agreement is terminated for any reason, any amounts payable to WM by the Customer for services rendered for any reason whatsoever shall become immediately due and payable as of the date of such termination.

8. GENERAL PROVISIONS

- (a) Neither party shall assign or transfer, or permit the assignment or transfer of, this Agreement or its rights hereunder without the prior written consent of the other party, which consent shall not be unreasonably withheld, provided, however, that WM may transfer or assign its interest hereunder to an affiliate, subsidiary or parent company.
- (b) This Agreement constitutes the entire agreement and understanding between the parties hereto, and it shall not be considered modified, altered, changed or amended in any respect unless in writing and signed by the parties hereto.
- (c) This is an Agreement for the performance of the specific services described herein. Under no circumstances or conditions shall the operation of the Disposal Facility by WM in accordance with this Agreement be deemed a public function, nor has the Customer acquired an interest, ownership or otherwise in the real or personal property or improvements or fixtures at the Disposal Facility by virtue of this Agreement.
- (d) From and after the effective date, WM's performance hereunder may be suspended and its obligations hereunder excused in the event and during the period that such performance is prevented by a cause or causes beyond the reasonable control of WM. Such causes shall include, but not be limited to, acts of God, acts of war, riot, fire, explosion, accident, flood or sabotage; lack of adequate fuel, power or raw materials;

judicial, administrative or government laws, regulations, requirements, rules, orders or actions; injunctions or revocation or modification of, any license, permit or other authorization necessary for the services envisioned by this Agreement; national defense requirements; or labor strike, lockout or injunction.

- (e) If any term, clause or provision of this Agreement or the application thereof shall, to any extent, be illegal, invalid or unenforceable under present or future laws effective during the term hereof, then it is the intention of the parties that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the parties that there be added as a part of this Agreement a term, clause or provision as may be legal, valid and enforceable.
- (f) This Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma.
- (g) The covenants, terms, conditions and provisions of this Agreement shall extend to and be binding upon the successors and approved assigns of the respective parties.
- (h) All notices or other communications to be given hereunder shall be in writing and shall be deemed given the first business day following overnight delivery with a confirmed delivery receipt, or when mailed by registered or certified United States mail, return receipt requested, addressed as follows:

To WM: Waste Management
Attn: Public Sector
3201 Mosley Road
Oklahoma City, OK 73141

With a Copy to: Senior Counsel
Waste Management
9708 Giles Lane
Austin, TX 78754

To the Customer: _____

Change of address by either party shall be by notice given to the other in the same manner as above specified.

- (i) Whenever the consent, approval or cooperation of one party is expressly or implicitly required or necessary by the terms hereof to effect successful performance of the other party, such consent, approval or cooperation shall not be unreasonably withheld, denied or delayed.
- (k) The obligations of the parties to this Agreement, which by their nature would continue beyond the termination, cancellation or expiration of this Agreement, including the Indemnification Section, shall survive the termination (for any reason), cancellation or expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the date set forth above.

CITY OF TAHLEQUAH

By: _____

Its: _____

WASTE MANAGEMENT OF OKLAHOMA, INC.

By: _____

Rick Losa

Its: Public Sector Director



Tahlequah City Council
AGENDA ITEM REPORT

Item No. 6b
Meeting Date 6/1/2026
Initiator _____
Office / Department Administration

Item Title

Discussion: PUBLIC HEARING on the proposed **2026-2027 City Budget**. (A full copy of the proposed budget can be found on the City website)

Background

Exhibits

1. 06.01.2026 Public Hearing Notice

Funding Source

Request

NOTICE OF PUBLIC HEARING

DATE: JUNE 1, 2026

TIME: 5:30 P.M.

PLACE OF HEARING: TAHLEQUAH CITY COUNCIL CHAMBER
TAHLEQUAH CITY HALL
111 S. CHEROKEE
TAHLEQUAH, OK

Members of the public, elected officials, and City employees will be able to attend the hearing in person.

PURPOSE OF HEARING: Discussion related to the adoption of the City of Tahlequah fiscal year 2026-2027 budget. No votes will be taken.

To be completed by person filing notice:

NAME: Whitney Shaw TITLE: City Clerk

ADDRESS: Tahlequah City Hall
111 S. Cherokee
Tahlequah, OK 74464

PHONE NUMBER: 918-456-0651

Filed in the office of the city clerk at 4:36 p.m. on May 27, 2026.

Signed


City Clerk





Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 6c
Meeting Date 6/1/2026
Initiator Michele Collins, Finance Director
Office / Department Administration

Item Title

Motion to approve, approve with modification, or deny **Resolution No. 06-01-2026A**, a resolution approving the City of Tahlequah, Oklahoma budget for the 2026-2027 fiscal year and establishing a budget amendment authority, Finance Director Michele Collins/City Treasurer Marty Hainzinger

Background

Annual budget resolution

Exhibits

1. Resolution No. 06.01.2026A

Funding Source

Request

Approve budget

RESOLUTION NO. 06-01-2026A

A RESOLUTION APPROVING THE CITY of TAHLEQUAH, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2026-2027 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, the City of Tahlequah has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17.216; and

WHEREAS, the Chief Executive Officer has prepared a budget for the fiscal year ending June 30, 2027 (FY 2026-2027) consistent with the Act; and

WHEREAS, the Act in Section 17-215 provides for the Chief Executive Officer of the City, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and

WHEREAS, the Tahlequah City Council has conducted a Public Hearing at least fifteen (15) days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of THE CITY TAHLEQUAH, OKLAHOMA:

SECTION 1. The City Council of Tahlequah does hereby adopt the FY 2026-2027 Budget on June 1, 2026, with total resources available in the amount of \$52,857,336 and total fund/departamental appropriations in the amount of \$42,671,858. Legal appropriations (spending/encumbering limits) are hereby established as follows:

<u>FUND</u>	<u>APPROPRIATION</u>
GENERAL FUND	
Managerial	\$ 2,336,789
City Clerk	\$ 108,913
City Treasurer	\$ 14,904
Municipal Judge	\$ 197,575
Cemetery	\$ 325,947
Emergency Management	\$ 150,202
Fire Department	\$ 2,627,251
Law Enforcement	\$ 4,628,612
Street Department	\$ 1,436,365
City Library	\$ 54,500
Parks	\$ 762,167
Maintenance	\$ 229,215
Recreation	\$ 1,056,717
Information Technology	\$ 269,962

Compliance	\$ 373,662
Fund Transfers	\$ 704,534
<u>(TOTAL GENERAL FUND)</u>	<u>\$ 15,277,315</u>
STREET & ALLEY FUND	\$ 250,000
HOTEL/MOTEL FUND	\$ 376,450
CEMETERY CARE FUND	\$ 75,000
SOLID WASTE SERVICES FUND	\$ 4,835,562
STORMWATER MANAGEMENT FUND	\$ 471,388
AIRPORT FUND	\$ 332,936
CHEROKEE FIELDS @ ANTHIS-BRENNEN	\$ 1,169,000
FACILITIES FUND	\$ 410,000
BROOKSIDE RESTORATION FUND	\$ 8,000
NET REVENUE STABILIZATION FUND	\$ 704,534
CAPITAL IMPROVEMENT FUND	\$ 0.00
TAHLEQUAH POLICE CANINE FUND	\$ 5,401
STREETS & SIDEWALKS FUND	\$ 9,510,680
COPS IN SCHOOLS RETENTION FUND	\$ 658,807
INDIGENT TRANSPORTATION FUND	\$ 14,714
RESTRICTED DONATIONS FUND	\$ 108,500
DEPT OF COMMERCE - EDA GRANT	\$ 1,700,905
HAZARD MITIGATION GRANT	\$ 418,951
TAP GRANT - TRAILS	\$ 1,712,010
TAP GRANT - SIDEWALKS	\$ 1,428,852
SAFE STREETS 4 ALL	\$ 70,000
OPIOID SETTLEMENT FUND	\$ 84,217
SAFE OK GRANT FUND	\$ 10,900
TAP GRANT - DOWNTOWN	\$ 1,290,815
CDBG 2024 GRANT FUND	\$ 230,667
WALMART PD SPARK GRANT FUND	\$ 3,000
AIRPORT T- HANGAR CONSTRUCTION	\$ 1,495,704
VCA CHARITIES	\$ 5,229
<u>TOTAL FOR ALL OTHER FUNDS</u>	<u>\$ 27,382,222</u>
<u>COMBINED APPROPRIATION TOTALS</u>	<u>\$ 42,659,537</u>

SECTION 2. The City Council does hereby authorize the City Administrator to transfer (reallocate) any unexpended and unencumbered appropriations, at any time throughout FY 2026-2027, from one line item to another, one object category to another within a department, without further approval by the City Council. Transfers from one fund to another fund must be approved by the City Treasurer, as provided by Ordinance 7-110B.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the City Council and filed with the State Auditor and Inspector.

SECTION 4. All balances in Grant Funds on June 30, 2026 will be rolled over and budgeted July 1, 2026.

SIGNED:

Suzanne Myers, Mayor

(SEAL)

ATTEST:

City Clerk



Tahlequah City Council
AGENDA ITEM REPORT

Item No.	6e
Meeting Date	6/1/2026
Initiator	Paige Harjo, Planning & Development Director
Office / Department	Planning & Development

Item Title

Discussion and possible action to approve, approve with modification, or deny the Memorandum of Understanding with Tahlequah Public Schools to provide construction management service for the Cherokee Elementary Access Road project. Planning & Development Director Paige Harjo

Background

Exhibits

1. TPS MOU-Cherokee Elem Access

Funding Source

Request

Approve MOU with TPS

MEMORANDUM OF UNDERSTANDING
by and between
CITY OF TAHLEQUAH
and
TAHLEQUAH PUBLIC SCHOOLS

This Memorandum of Understanding (the "MOU") is entered into by and between the City of Tahlequah, Oklahoma, as Oklahoma municipal corporation (the "City") and Tahlequah Public Schools (the "TPS")

WHEREAS, Cherokee Elementary experiences considerable traffic congestion during pick up and drop off of children during school hours;

WHEREAS, said congestion is determined to be effects the health, safety, and welfare of the neighborhood;

WHEREAS, a traffic study commissioned by the City identified an alternative route for pick up and drop off;

WHEREAS, the City and Cherokee Nation intend to construct improvements to property owned by TPS, known as Cherokee Elementary Access Road Project (the "Project"), to improve the health, safety, and welfare of the neighborhood;

WHEREAS, the City and Cherokee Nation have entered into an agreement to share costs associated with said Project.

WHEREAS, portions of the project cannot be funded by City tax dollars;

WHEREAS, the City desires to be the project manager and requests reimbursement of expenditures related to portions of the project that cannot be funded by City tax dollars;

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

The City will serve as the project manager. The City shall be responsible for the selection of all contractors required and inspections to achieve completion of the Project. TPS will reimburse the City actual costs associated with areas of the project that cannot be funded by City tax dollars.

EXECUTED THIS _____ DAY OF _____, 20_____.

CITY OF TAHLEQUAH

TAHLEQUAH PUBLIC SCHOOLS

Mayor

Board Chair

City Clerk

Board Secretary

City Attorney

Superintendent



Tahlequah City Council **AGENDA ITEM REPORT**

Item No.	6f
Meeting Date	6/1/2026
Initiator	Paige Harjo, Planning & Development Director
Office / Department	Planning & Development

Item Title

Discussion and possible action to approve, approve with modification, or deny The Mayor entering into an agreement with Kimley-Horn for engineering services of East Shawnee Street Improvements, beginning at South Bluff Avenue and ending at South Cedar Avenue. Planning & Development Director Paige Harjo

Background

Authorizing The Mayor to enter into an agreement with Kimley-Horn, an engineering firm, who will provide engineering services for E. Shawnee Street improvements.

Exhibits

1. IPO #3 Shawnee Street - 20260526 - KH Signed
2. Map of E. Shawnee Project location

Funding Source

N/A

Request

INDIVIDUAL PROJECT ORDER - 03

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the ENGINEER), and the City of Tahlequah (the CLIENT) in accordance with the terms of the Master Agreement for Continuing Professional Services dated July 2, 2025, which is incorporated herein by reference.

Identification of Project:

Project Name: Shawnee Street
KH Project Manager: Cody Shadbolt, PE
Project Number: 060028502-03

Project Understanding

The CLIENT has asked the ENGINEER to prepare construction documents for bidding purposes for improvements to East Shawnee Street. The ENGINEER understands that the CLIENT wishes to rehabilitate and install drainage improvements for East Shawnee Street beginning at South Bluff Avenue and ending at South Cedar Avenue, also referred to herein as The PROJECT. The ENGINEER will perform a field investigation in order to identify areas requiring pavement patching and mill & overlay limits. If it is found that more than 50% of the existing pavement warrants full-depth pavement patching, the ENGINEER will notify the CLIENT before proceeding with any design plans. The ENGINEER will advise the client on proposed pavement rehabilitation options. Full pavement reconstruction is not anticipated as part of the design for this PROJECT. Drainage improvements shall consist of limited storm sewer, inlet & ditching installation to convey local drainage runoff along East Shawnee Street. Drainage analysis and calculations will not be performed as part of this project.

Specific Scope of Basic Services:

<u>Task #1: Topographic & Boundary Survey</u>	<u>Lump Sum (LS)</u>
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- A. The ENGINEER, through a subconsultant, will perform a topographic survey for the PROJECT limits. The following tasks will be performed:
 - a. Survey Control
 - i. Set a minimum of two (2) control points for horizontal and vertical purposes at the ends of the project corridor. The survey will be tied to the Oklahoma State Plane Coordinate System NAD83 (2011) North Zone / NAVD88 (Geoid 18)
 - ii. Establish benchmarks throughout the project corridor w/ adequate spacing.
 - b. Topographic Survey
 - i. The topographic portion of the survey shall depict topographic features including showing contours at a 1' vertical interval, all physical improvements including buildings, roadways, parking, driveways, sidewalks, fencing, walls, decorative vegetation, visible utilities, as well as underground utilities as located by the Oklahoma One-Call system. Other provided utility information provided by the client or found by the surveyor, such as city atlas and as-built plans, will be shown and noted on the survey.
 - ii. Sanitary sewer manholes, storm sewer manholes, storm sewer inlets, and water valves will have an invert depth measured (to the connection outside of the survey limits).
 - c. Land Ties Survey

- i. Establish and depict property lines, the existing right-of-way, and utility easements throughout the survey limits.
 1. Research deeds, plats, easements, and right-of-way documents throughout the survey limits from the County Assessor and Clerk's Office.
 2. Perform field research of sections lines, platted subdivisions, and property lines to accurately plot the property lines, right-of-way, and easements throughout the survey limits.
 3. Plot the property lines, right-of-way, and utility easements throughout the survey limits.

Task #2: Legal Description & Exhibit Preparation

Not To Exceed (NTE)

- A. The ENGINEER, through a subconsultant, will write legal descriptions and prepare an exhibit for up to six (6) parcels needing an easement or right-of-way acquired, on an as-needed basis.

Task #3: Geotechnical Investigation

Lump Sum (LS)

- A. The ENGINEER, through a subconsultant, will perform a Geotechnical Investigation of the existing roadway pavement.
 - a. The investigation will be performed under the direction of a licensed Professional Engineer and will include visual observations of the site, subsurface observations, and coring of the existing pavement at four (4) locations, and testing of the existing subgrade soils in each location via the use of a hand auger and Dynamic Cone Penetrometer (DCP) test to depths of approximately 4 feet below existing site grades, ground water observations, visual classification and laboratory testing of the soils encountered, and an overall assessment of the site.
 - i. Laboratory testing will include up to 4 natural moisture content tests, 2 Atterberg Limits tests, 2 gradation analysis tests (washed #200 sieve), 2 standard Proctor tests, 2 California Bearing Ratio (CBR) tests, and 2 total soluble sulfate tests.
 - ii. Based on findings of the investigation, pavement rehabilitation and reconstruction recommendations will be provided in a letter format report and will include a boring location diagram, hand auger boring logs, photographic pavement core logs, results of laboratory tests, recommendations for earthwork including stabilization of pavement subgrades, and recommended standard and heavy duty flexible and rigid pavement sections based on provided or assumed traffic loading.

Task #4: Roadway Design

Lump Sum (LS)

- A. Project Management
 - a. The ENGINEER will provide general management and coordination during the design phase of the project, which includes:
 - i. PROJECT initiation and setup
 - ii. PROJECT scheduling
 - iii. Coordination of the PROJECT team
 - iv. General PROJECT communication and coordination with the CLIENT.
 - v. Field investigation and review of the basemap
 - vi. Designate a quality review team

- B. The ENGINEER will prepare design plans for the work described in the project understanding. The plans will be separated into 3 total design milestone submittals to the City of Tahlequah, at 30%, 90% and 100% plans. Any comments provided by the CLIENT will be incorporated into the next plan submittal.
- a. The following plan sheets are anticipated to be provided as part of the final submittal documents:
 - i. Cover Sheet
 - ii. Pay Quantities and Pay Item/General Notes
 - iii. Right-of-Way Map with Project Control Data
 - iv. Existing Conditions and Removals
 - v. Typical Sections
 - vi. Paving Plan Sheets (1"=20' scale)
 - vii. Storm Drain Profile(s), if required
 - viii. SWP3 Plan
 - ix. Detailed Construction Drawings and/or Details for special drainage or paving structures or retaining walls (up to 3' in height) that are required for the PROJECT.
 - b. Any additional plan sheets that are requested beyond the ones listed above may warrant an amendment to the services for this PROJECT.
 - c. The ENGINEER will furnish a digital submittal of the plans and engineer's opinion of probable construction cost (OPCC) at each design milestone submittal.
 - d. The ENGINEER will attend up to one (1) in-person review meeting with the CLIENT at each design milestone submittal (3 total submittals) to review comments that the CLIENT may have.
- C. Utility Coordination
- a. The ENGINEER will establish anticipated utility relocations beginning at the 30% design milestone submittal. The ENGINEER will provide CAD drawings and PDF files to private utility companies located within the limits of the PROJECT to determine and coordinate a potential relocation corridor, if required. The ENGINEER will also provide CAD drawings and PDF files at the 100% design milestone submittal.

Schedule:

Kimley-Horn will perform the services as expeditiously as practicable with the goal of meeting a mutually agreed schedule.

Deliverables:

- No-Rise Flood Study Technical Memorandum
- 30% Design Plans and Opinion of Probable Construction Cost
- 90% Design Plans and Opinion of Probable Construction Cost
- 100% Design Plans and Opinion of Probable Construction Cost

Additional Services

Any Services not specifically provided for in the above scope will be billed as an additional service(s) and performed at our then current hourly rates or may be provided as an amendment. Additional Services we can provide include, but are not limited to, the following:

- Additional topographic, subsurface, or property survey
- Traffic Studies
- Traffic Timing
- Environmental Services
- Water & Sewer Design Services
- Bidding and Construction Phase Services

Terms of Compensation:

Task Number & Name		Fee	Type
1	Topographic & Boundary Survey	\$20,400	LS
2	Legal Description & Parcel Preparation	\$3,900	NTE
2	Geotechnical Investigation	\$4,500	LS
3	Roadway Design	\$113,000	LS
Total		\$141,800	

ACCEPTED:

CITY OF TAHLEQUAH

KIMLEY-HORN AND ASSOCIATES, INC.

SIGNED _____

SIGNED:  _____

PRINTED NAME: _____

PRINTED NAME: Rusty Akerman, PE

TITLE: _____

TITLE: Contract Specialist

DATE: _____

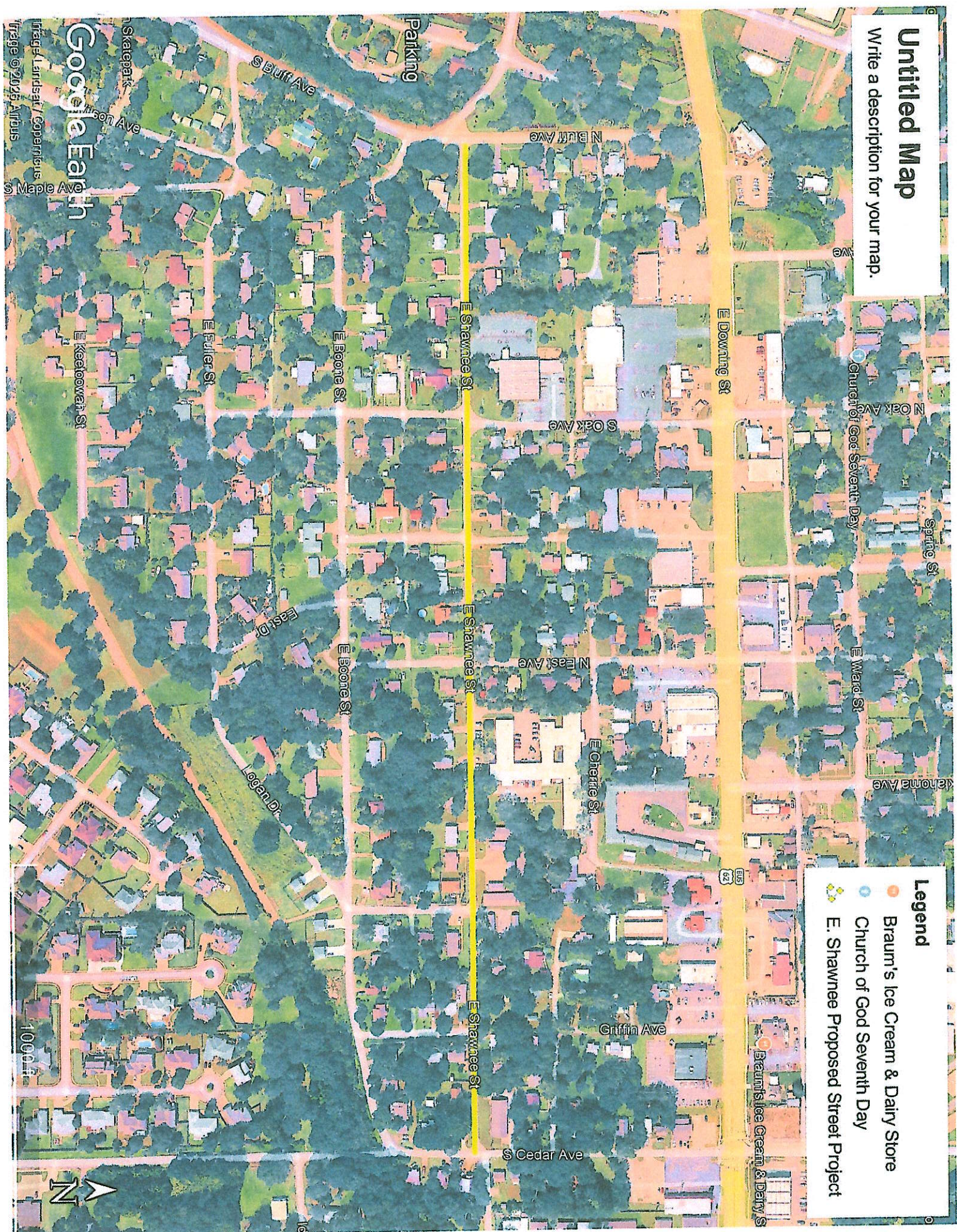
DATE: May 26, 2026

Untitled Map

Write a description for your map.

Legend

- Braun's Ice Cream & Dairy Store
- Church of God Seventh Day
- E. Shawnee Proposed Street Project



Untitled Map

Write a description for your map.

Legend

- Braum's Ice Cream & Dairy Store
- Church of God Seventh Day
- E. Shawnee Proposed Street Project



Google Earth

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4.24 ft





Tahlequah City Council **AGENDA ITEM REPORT**

Item No. 6g
Meeting Date 6/1/2026
Initiator Paige Harjo, Planning & Development Director
Office / Department Planning & Development

Item Title

Discussion and possible action to approve, approve with modification, or deny The Mayor entering into an agreement with Kimley-Horn for engineering services of Cedar Avenue Improvements, beginning at East Ross Street and ending at East Downing Street. Planning & Development Director Paige Harjo

Background

Approve or deny The Mayor entering into an agreement with Kimley-Horn, and engineering firm, to provide engineering services for Cedar Avenue.

Exhibits

1. IPO #2 Cedar Avenue - 20260515 - KH Signed
2. Map of Cedar project location

Funding Source

N/A

Request

INDIVIDUAL PROJECT ORDER - 02

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the ENGINEER), and the City of Tahlequah (the CLIENT) in accordance with the terms of the Master Agreement for Continuing Professional Services dated July 2, 2025, which is incorporated herein by reference.

Identification of Project:

Project Name: Cedar Avenue
KH Project Manager: Cody Shadbolt, PE
Project Number: 060028502-02

Project Understanding

The CLIENT has asked the ENGINEER to prepare construction documents for bidding purposes for improvements to South Cedar Avenue. Kimley-Horn understands the Client wishes to widen South Cedar Avenue beginning at East Ross Street and terminating at East Downing Street, also referred to herein as The PROJECT. The proposed pavement section is anticipated to be a 26' wide, curb and gutter section. The roadway improvements will be designed to accommodate a 25mph design speed. A sight distance analysis will be performed at the intersection of East Shawnee Street and South Cedar Avenue to evaluate the potential for realigning the East Shawnee Street approaches. It is anticipated that no more than 200' of pavement will be reconstructed on East Shawnee Street as part of this analysis and design. (100' east & 100' west of South Cedar Avenue). A closed storm drain system will be installed along South Cedar Avenue to convey local drainage within the right-of-way. The existing box culvert and headwalls at the low point crossing south of Boone Street will be extended to accommodate a 5' sidewalk on the west side of the roadway. A sight distance analysis will be performed at the intersection of East Boone Street and South Cedar Avenue to evaluate the potential for realigning the East Boone Street approach. It is anticipated that no more than 100' of pavement will be reconstructed on East Boone Street as part of this analysis and design. A floodplain study will be performed within the subject reach of the of the Creek for the purposes of achieving "No-Rise" criteria within the subject reach of East Branch for the box culvert extension. Street lighting and conduit will be installed on the west side of the street, where appropriate. City standard poles and luminaires will be used.

Specific Scope of Basic Services:

<u>Task #1: Topographic & Boundary Survey</u>	<u>Lump Sum (LS)</u>
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- A. The ENGINEER, through a subconsultant, will perform a topographic survey for the PROJECT limits. The following tasks will be performed:
 - a. Survey Control
 - i. Set a minimum of two (2) control points for horizontal and vertical purposes at the ends of the project corridor. The survey will be tied to the Oklahoma State Plane Coordinate System NAD83 (2011) North Zone / NAVD88 (Geoid 18)
 - ii. Establish benchmarks throughout the project corridor w/ adequate spacing.
 - b. Topographic Survey
 - i. The topographic portion of the survey shall depict topographic features including showing contours at a 1' vertical interval, all physical improvements including buildings, roadways, parking, driveways, sidewalks, fencing, walls, decorative vegetation, visible utilities, as well as underground utilities as located by the

Oklahoma One-Call system. Other provided utility information provided by the client or found by the surveyor, such as city atlas and as-built plans, will be shown and noted on the survey.

- ii. Sanitary sewer manholes, storm sewer manholes, storm sewer inlets, and water valves will have an invert depth measured (to the connection outside of the survey limits).
- c. Land Ties Survey
 - i. Establish and depict property lines, the existing right-of-way, and utility easements throughout the survey limits.
 - 1. Research deeds, plats, easements, and right-of-way documents throughout the survey limits from the County Assessor and Clerk's Office.
 - 2. Perform field research of sections lines, platted subdivisions, and property lines to accurately plot the property lines, right-of-way, and easements throughout the survey limits.
 - 3. Plot the property lines, right-of-way, and utility easements throughout the survey limits.

Task #2: Legal Description & Exhibit Preparation

Not To Exceed (NTE)

- A. The ENGINEER, through a subconsultant, will write legal descriptions and prepare an exhibit for up to ten (10) parcels needing an easement or right-of-way acquired, on an as-needed basis.

Task #3: Geotechnical Investigation

Lump Sum (LS)

- A. The ENGINEER, through a subconsultant, will perform a Geotechnical Investigation of the existing roadway pavement.
 - a. The investigation will be performed under the direction of a licensed Professional Engineer and will include visual observations of the site, subsurface observations, and coring of the existing pavement at four (5) locations, and testing of the existing subgrade soils in each location via the use of a hand auger and Dynamic Cone Penetrometer (DCP) test to depths of approximately 4 feet below existing site grades, ground water observations, visual classification and laboratory testing of the soils encountered, and an overall assessment of the site.
 - i. Laboratory testing will include up to 4 natural moisture content tests, 2 Atterberg Limits tests, 2 gradation analysis tests (washed #200 sieve), 2 standard Proctor tests, 2 California Bearing Ratio (CBR) tests, and 2 total soluble sulfate tests.
 - ii. Based on findings of the investigation, pavement rehabilitation and reconstruction recommendations will be provided in a letter format report and will include a boring location diagram, hand auger boring logs, photographic pavement core logs, results of laboratory tests, recommendations for earthwork including stabilization of pavement subgrades, and recommended standard and heavy duty flexible and rigid pavement sections based on provided or assumed traffic loading.

Task #4: Hydraulic Study**Lump Sum (LS)**

- A. The ENGINEER will prepare a floodplain study for the subject reach of East Branch for submittal to the CLIENT. The subject reach will extend from a point approximately 1000' upstream of South Cedar Avenue to the 1000' downstream face of South Cedar Avenue.
- B. The ENGINEER will request the FEMA effective hydraulic models of East Branch to use as base modeling for this task. The ENGINEER assumes this model will be available and executable. The ENGINEER will utilize FEMA effective flows as part of this analysis. Any updates to the hydrologic model of East Branch are not included as part of this task. Analysis of fully developed conditions is not included as part of this task but can be prepared as an additional service. The ENGINEER will prepare the following HEC-RAS models as part of this task:
 - a. FEMA Revised Existing Condition HEC-RAS model: the ENGINEER will utilize the FEMA effective modeling as its base for revised existing conditions. The ENGINEER will update the effective cross section geometry with available aerial topography and on-ground survey. The ENGINEER will add up to 5 additional cross sections as part of this task.
 - b. FEMA Proposed Condition HEC-RAS model: the ENGINEER will update the revised existing condition HEC-RAS model to include proposed improvements and grading associated with the revised S. Cedar Ave. roadway improvement. The roadway improvements will feature one proposed replacement crossing of the existing culvert crossing. The ENGINEER will evaluate up to two crossing options as part of this task.
- C. The ENGINEER will attempt to extend the culvert crossing to achieve "No-Rise" criteria within the subject reach. Revisions to the crossing, grading, and roadway layout may be required to meet this criteria.
- D. The ENGINEER will summarize the results in a technical memorandum for submittal to the CLIENT. The technical memorandum will consist of the following items:
 - a. Memorandum
 - b. 100-Year Floodplain Workmap
 - c. HEC-RAS Output
 - d. Digital Files.
- E. The ENGINEER will respond to one round of City comments as part of this task. Response to additional rounds of comments will require additional services. Submittals to any additional jurisdictional agencies are not considered as part of this task and will require additional services.

Task #5: Roadway Design**Lump Sum (LS)**

- A. Project Management
 - a. The ENGINEER will provide general management and coordination during the design phase of the project, which includes:
 - i. PROJECT initiation and setup
 - ii. PROJECT scheduling
 - iii. Coordination of the PROJECT team
 - iv. General PROJECT communication and coordination with the CLIENT.
 - v. Field investigation and review of the basemap
 - vi. Designate a quality review team
- B. The ENGINEER will prepare design plans for the work described in the project understanding. The plans will be separated into 4 total design milestone submittals to the CLIENT, at 30%, 65%,

90% and 100% plans. Any comments provided by the CLIENT will be incorporated into the next plan submittal.

- a. The following plan sheets are anticipated to be provided as part of the final submittal documents:
 - i. Cover Sheet
 - ii. Pay Quantities and Pay Item Notes
 - iii. Right-of-Way Map with Project Control Data
 - iv. Existing Conditions and Removals
 - v. Typical Sections
 - vi. Paving Plan & Profile (1"=20' scale)
 - vii. Drainage Area Map
 - viii. Storm Drain Profile Sheets
 - ix. Culvert Headwall Details
 - x. Pavement Marking & Signing
 - xi. Street Lighting Plan
 - xii. Construction Phasing Narrative
 - xiii. SWP3 Plan
 - xiv. Erosion Control Sheets
 - xv. Cross Sections
 - xvi. Detailed Construction Drawings and/or Details for special drainage or paving structures or retaining walls (up to 3' in height) that are required for the PROJECT.
- b. Any additional plan sheets that are requested beyond the ones listed above may warrant an amendment to the services for this PROJECT.
- c. The ENGINEER will furnish a digital submittal of the plans and engineer's opinion of probable construction cost (OPCC) at each design milestone submittal.
- d. The ENGINEER will attend up to one (1) in-person review meeting with the CLIENT at each design milestone submittal (4 total submittals) to review comments that the CLIENT may have.

B. Utility Coordination

- a. The ENGINEER will establish anticipated utility relocations beginning at the 65% design milestone submittal. The ENGINEER will provide CAD drawings and PDF files to private utility companies located within the limits of the PROJECT to determine and coordinate a potential relocation corridor, if required. The ENGINEER will also provide CAD drawings and PDF files at the 100% design milestone submittal.

Schedule:

Kimley-Horn will perform the services as expeditiously as practicable with the goal of meeting a mutually agreed schedule.

Deliverables:

- No-Rise Flood Study Technical Memorandum
- 30% Design Plans and Opinion of Probable Construction Cost
- 65% Design Plans and Opinion of Probable Construction Cost
- 90% Design Plans and Opinion of Probable Construction Cost
- 100% Design Plans and Opinion of Probable Construction Cost

Additional Services

Any Services not specifically provided for in the above scope will be billed as an additional service(s) and performed at our then current hourly rates or may be provided as an amendment. Additional Services we can provide include, but are not limited to, the following:

- Additional topographic, subsurface, or property survey
- Traffic Studies
- Traffic Timing
- Environmental Services
- Water & Sewer Design Services
- Bidding and Construction Phase Services

Terms of Compensation:

Task Number & Name		Fee	Type
1	Topographic & Boundary Survey	\$26,300	LS
2	Legal Description & Parcel Preparation	\$6,500	NTE
3	Geotechnical Investigation	\$6,100	LS
4	Hydraulic Study	\$14,500	LS
5	Roadway Design	\$283,100	LS
Total		\$336,500	

ACCEPTED:

CITY OF TAHLEQUAH

KIMLEY-HORN AND ASSOCIATES, INC.

SIGNED: _____

SIGNED:  _____

PRINTED NAME: _____

PRINTED NAME: Rusty Akerman, PE.

TITLE: _____

TITLE: Contract Specialist

DATE: _____

DATE: May 15, 2026

Write a description for your map.

Write a description for your map.

- Braum's Ice Cream & Dairy Store
- Church of God Seventh Day
- E. Shawnee Proposed Street Project

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Tahlequah City Council AGENDA ITEM REPORT

Item No. 6h
Meeting Date 6/1/2026
Initiator _____
Office / Department Planning & Development

Item Title

Second reading, discussion, and possible action to approve, approve with modification, or deny **Ordinance No. 1395-2026**, an ordinance of the City of Tahlequah, amending the Tahlequah City Code by adding Section 119-13; Density of Animals to be kept. Planning & Development Director Paige Hario

Background

Exhibits

1. Animal Density Ordinance-1395

Funding Source

Request

ORDINANCE NO. 1395-2026

**AN ORDINANCE OF THE CITY OF TAHLEQUAH, OKLAHOMA,
AMENDING THE TAHLEQUAH CITY CODE, BY ADDING SECTION
119-13 DENSITY OF ANIMALS TO BE KEPT, PROVIDING FOR
CODIFICATION, SEVERABILITY, REPEALER, AND DECLARING AN
EMERGENCY**

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
TAHLEQUAH, OKLAHOMA:

SECTION 1. NEW LAW. Section 119-13. Of the Tahlequah City Code is hereby created to
read as follows:

Section 119-13 Density of Animals to be Kept.

- A. Area Calculation: For the purposes of this section the area to be calculated on a per
animal basis shall be determined by the enclosure area including space covered by shelter
for the animal but not the space occupied by buildings or structures used for other
purposes.
- B. Maximum Densities: Where animals are allowed in accordance with the City's zoning
ordinance, the following maximum densities shall be permitted per animal described.
 - a. Cattle and Equine: One acre (43,560 square feet) in area for each such animal.
 - b. Sheep and Goats: One-half acre (21,780 square feet) in area for each such animal.

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

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

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

SECTION 5. EMERGENCY. It being immediately necessary to preserve the public health, safety,
welfare, and morals, this Ordinance shall take effect immediately after its publication as provide by law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF TAHLEQUAH,
OKLAHOMA, THIS ____ DAY OF _____, 20____.**

Suzanne Myers, Mayor

ATTEST:

(SEAL)

Whitney Shaw, City Clerk

Approved as to form and legality this ____ day of _____, 20____.

John Tyler Hammons, City Attorney