

AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of City Council Meeting: Tuesday, January 3, 2023 at 5:30 p.m.

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: 864 9589 8927
Passcode: 4560651

1. MEETING CONVENED

Meeting called to order

Roll call

Invocation - To be announced

Flag Salute

Public Notice: A Public Notice of meeting was provided December 6, 2022 at 4:45 p.m. to the Secretary of State of Oklahoma and additional notice was provided December 29, 2022 at 3:31 p.m. at 111 Cherokee Ave. Tahlequah, OK 74464.

2. PUBLIC INSTRUCTIONS:

Videoconference and/or teleconference access instructions for public attendance at the meeting: the public, nonvoting elected officials, 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: 864 9589 8927 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.

Videoconference and/or teleconference notice: Those attending via the Zoom videoconference may ask questions during the discussion of each agenda item by typing the word “question” along with his or her name in the chat bar and waiting to be called on. If communicating via the Zoom videoconference and/or teleconference, the Mayor will call upon you to unmute yourself so that you may speak. Only questions spoken out loud are allowed to be responded to. **Please do not type out your questions in the chat bar.** Should there be any technical difficulties during the meeting please refer to the City of Tahlequah

website and/or City of Tahlequah Facebook page as the City will address any issues and/or provide further instructions.

3. PUBLIC COMMENTS

Comments will be accepted from the general public concerning topics that are not included in the meeting's agenda. Individuals will be limited to 3 minutes of speaking time and the cumulative total of all comments from the public shall not exceed 15 minutes. Preference will be given to Tahlequah residents. 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. **If you wish to comment type the word "Comment" along with your name in the chat bar and wait to be called on.**

4. CONSENT AGENDA

These items are placed on the **Consent** Agenda so that members of the City Council, by unanimous consent, can designate routine items to be approved by one motion. Any item proposed on the Consent Agenda not meeting with the approval of all Council members will be removed and heard in Regular Session.

- a) To approve the minutes from the Council Meetings on December 5, 2022 and December 19, 2022. **(1-6)**
- b) To acknowledge receipt of the November Investment Schedule. **(7)**
- c) To acknowledge receipt of the November Purchasing Card statement. **(8-9)**
- d) To acknowledge receipt of the Tahlequah Public Works Authority annual audit for fiscal year-end June 30, 2022. **(10)**
- e) To acknowledge receipt of the Tahlequah Regional Development Authority annual audit for fiscal year-end June 30, 2022. **(11)**
- f) To authorize City Treasurer, Marty Hainzinger, as the authorizing agent on the OK EM Grants Portal. **(12)**
- g) To authorize closing of LED lighting grant; Contract # 18336_SEP_PY21. **(13)**
- h) Acknowledge receipt of the surplus auction dated 12-20-2022, resulting in a deposit amount of \$171,594.50. **(14-18)**
- i) To accept the resignation from Brandy Gibson, Driver in the Solid Waste Department, effective December 12, 2022. **(HR)**
- j) To accept the promotion of Tiffany Sien, Laborer in the Parks and Recreation Department, to Recreation Coordinator, annual salary of \$37,440. Promotion effective January 8, 2023. **(HR)**

5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for January employees: **NONE**

Recognition of City of Tahlequah's **Employee of the Month**, January 2023.

Director of Human Resources M'Lynn Pape

Report from Library

Report from Chamber of Commerce

Report from Tour Tahlequah

Report from the Tahlequah Main Street Association

REGULAR SESSION

6. Discussion and possible action on items removed from the **consent** agenda.
7. Discussion of recommendations from the Tahlequah City Charter Review Committee for future Charter revisions. **Charter Committee Chair Peggy Glenn (19-22)**
8. Discussion and possible action to approve, approve with modifications, or deny the implementation of the 2023 Fresh Start Program. **Municipal Court Clerk Mandy King (23)**
9. Discussion and possible action to approve or deny **Ordinance No. 1346-2022**. An Ordinance of the City of Tahlequah, Oklahoma, amending Part 1, General Provisions, Chapter 1-3, Fees; Section 1-301, Schedule of Regular Fees, providing for repealer, severability, and declaring an emergency. **City Attorney John Tyler Hammons/Mayor Sue Catron (24-32)**
10. Discussion and possible action to approve or deny **Resolution 01-03-2023(A)**, a resolution to adopt the schedule of fees and charges for the City of Tahlequah. **City Attorney John Tyler Hammons/City Administrator Alan Chapman (33-42)**
11. Discussion and possible action to approve or deny **Ordinance No. 1347-2022**. An ordinance of the City of Tahlequah, Oklahoma, amending Part 7, Finance and Taxation, Chapter 5, Hotel/Motel Tax, by amending Section 7-502, Definitions; Section 7-503, Tax Levied; Section 7-504, Use of Funds; 7-505, Exemptions; Section 7-509, Returns; Section 7-519, Discounts; Section 7-520, Records Confidential; Section 7-523, Administration; Section 7-524, Interest; Providing for codification, severability, repealer and setting an effective date. **City Attorney John Tyler Hammons/City Clerk Whitney Shaw (43-48)**
12. Discussion and possible action to approve, approve with modifications, or deny **Resolution No. 01-03-2023(B)**. A resolution changing the zoning from General Commercial District (C-2) to Regional Commercial District (C-3) on a property located at 4602 S. Muskogee Avenue, more particularly described as follows:

The S/2 of the E/2 of the NE NE NW of Township 16 North, Range 22 East,
Section 16, City of Tahlequah, Cherokee County, Oklahoma. **Planning &
Development Director Taylor Tannehill (49-54)**
13. Discussion of possible January mid-month meeting.
14. Adjourn.